



**PRIORS
TENNIS
CLUB**

CLUB RULES

1. Name

The Club, established in 1984, is called Priors Marston Tennis Club (“the club”), for official and LTA purposes. For local purposes we are referred as Priors Tennis Club.

2. Definitions

“the Chairman” means the person appointed from time to time to be the Chairman of the Club in accordance with Rule 9.

“the Secretary” means the person appointed from time to time to be the secretary of the Club in accordance with Rule 9.

“the Treasurer” means the person appointed from time to time to be the treasurer of the Club in accordance with Rule 9.

“the Management Committee” means the committee appointed from time to time under Rule 9 to manage the Club.

“the Members” means the members of the Club admitted from time to time to membership of the Club in accordance with Rule 5.

“the Trustees” means the persons appointed from time to time to be the trustees of the Club in accordance with Rule 10.

3. Objectives

The objectives of the Club are:

- a) to provide tennis facilities for the benefit of Priors Marston and Priors Hardwick and the surrounding community;
- b) to maintain the club’s tennis facilities at Priors Sports & Social Club Grounds at Byfield Road, Priors Marston;
- c) to promote, improve, develop and support the interests of tennis;

- d) to such other benefits to its members as it shall think fit;
- e) to take and retain a membership of the CLTA (and by doing so become and remain registered as an associate of the LTA) and to comply with and uphold the Rules and Regulations of the CLTA as amended from time to time and the LTA Rules and the LTA Disciplinary Code and the rules and regulations of any body to which the LTA is registered or affiliated;
- f) subject to LTA Rules and the LTA Disciplinary Code and the LTA's wider jurisdiction, to make rules, regulations, bye laws and standing orders concerning the operation of the Club including without limitation regulations concerning disciplinary procedures that may be taken against the Members;
- g) subject to the LTA Rules and the LTA Disciplinary Code and the LTA's wider jurisdiction, to discipline the Members where permitted by its Rules/Regulations and to refer its Members to be disciplined by the LTA or the CLTA (as appropriate);
- h) to do all such other things as the Management Committee thinks fit to further the interests of the Club or to be incidental or conducive to the attainment of all or any of the objects stated in this Rule 3.

4. Application Of Surplus Funds

- 4.1 The Club is a non-profit-making organisation. All surpluses will be used to maintain or improve the Club's facilities and in the furtherance of the Club's objects. No surplus will be distributed other than in accordance with Clause 21.3 on winding-up or dissolution of the Club.
- 4.2 Nothing in Clause 4.1 shall prevent the Club from entering an agreement with a member for the supply by him to the Club of goods or services or for his employment by the Club, provided that such arrangements are approved by the Management Committee (without the member being present) and are agreed with the member on an arm's length basis.

5. Membership

5.1 Eligibility for Membership

- 5.1.1 Persons of either sex are eligible for membership of the Club provided that they are at least 18 years old. No person shall be denied membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.
- 5.1.2 Persons below the age of 18 may be elected as Junior Members without the right to hold office or vote at general meetings.

5.2 *Admission of Members*

5.2.1 Any person who wishes to become a member must submit an application in such form as the Management Committee shall decide. Every candidate for membership shall be considered by the Management Committee.

5.3 *Classes of Members*

5.3.1 There shall be the following classes of members:

Full Member	(either adult members, or the adults in a family membership group)
Junior Member	(either under 18 members, or the children in a family membership group)

5.3.2 Only Full Members shall be entitled to receive notice of, attend and vote at general meetings. The other members shall be entitled to all other privileges of membership other than the right to receive notice of, attend and vote at general meetings

5.3.3 All members shall be subject to the Rules and the Regulations of the Club.

5.4 *Subscriptions*

5.4.1 The annual subscription for each type of member shall be determined from time to time by the Management Committee

5.4.2 The Members shall pay an annual subscription fee set by the Management Committee from time to time.

5.4.3 No candidate who has applied for membership shall be entitled to the privileges of membership until he has paid his first annual subscription.

5.4.4 Any Member whose subscription is not paid by such date as the Management Committee shall decide each year more than one month in arrears shall be deemed to have resigned his membership of the Club.

6. Resignation

A Member may withdraw from membership of the Club on one month's clear notice to the Club. Membership shall not be transferrable in any event and shall cease immediately on death or dissolution or on the failure of the Member to comply or to continue to comply with any condition of membership set out in these rules.

7. Expulsion

- 7.1 The Management Committee shall have power to expel a Member when, in its opinion, it would not be in the interests of the sport or of the Club for him to remain a Member.
- 7.2 A Member shall not be expelled unless he is given 14 day's written notice of the meeting of the Management Committee at which his expulsion shall be considered and written details of the complaint made against him.
- 7.3 The Member shall be given an opportunity to make written representations and/ or to appear before the Management Committee and at any such meeting to be accompanied by a representative or friend, who may answer complaints made against the member and to cross-examine any witnesses on behalf of the member. The member must not be expelled unless at least two thirds of the Management Committee then present vote in favour of his expulsion.
- 7.4 The Management Committee may exclude the Member from the Club's premises until the meeting considering his expulsion has been held. For the avoidance of doubt, the member shall be entitled to attend that meeting for the purpose of making his representations.

8. Effect Of Resignation Or Expulsion

Any person ceasing to be a Member forfeits all right to any claim upon the Club, its property and its funds and he has no right to the return of any part of his subscription.

9. The Management Committee

- 9.1 The club shall be managed by a Management Committee consisting of:
 - a) The Chairman
 - b) The Secretary
 - c) The Treasurer
 - d) No more than 7 other members elected annually at the general meeting
- 9.2 The Management Committee shall decide in its discretion how Members may be nominated to be members of the Management Committee and shall notify the Members accordingly.

- 9.3 If there is only one candidate nominated to fill any particular vacancy, that candidate shall be declared elected unopposed for that particular vacancy at the next annual general meeting. If there is more than one candidate for any particular vacancy there shall be an election at the annual general meeting for that position. In the event of a tie, the candidate to be elected shall (unless the candidates otherwise agree) be determined by lot.
- 9.4 The Management Committee shall be elected at the annual general meeting in each year, and subject to termination of office by resignation, removal or otherwise, the members remain in office until they or their successors are re-elected or elected (as the case may be) at the annual general meeting following their re-election or election (as the case may be).
- 9.5 In addition to the members elected or appointed in accordance with the Rule 9, the Management Committee may co-opt up to five further Members who shall serve until the next annual general meeting. Co-opted members shall be entitled to vote at the meetings of the Management Committee.
- 9.6 The Management Committee may appoint any Member to fill any casual vacancy on the Management Committee until the next annual general meeting when that person shall retire but shall be eligible for re-election.
- 9.7 Retiring members of the Management Committee may be re-elected.
- 9.8 A member of the Management Committee shall be deemed to have vacated office if:
- a) he becomes bankrupt or makes any arrangements or composition with his creditors generally; or
 - b) he is, or may be, suffering from mental disorder; or
 - c) he resigns his office by notice to the Club; or
 - d) he shall without sufficient reason for more than three consecutive meetings of the Management Committee have been absent without permission of the Management Committee and the Management Committee resolves that his office be vacated; or
 - e) he is requested to resign by not less than two-thirds of the other Management Committee members acting together.

10. Proceedings Of The Management Committee

- 10.1 Management Committee meetings shall be held as often as the Management Committee thinks fit provided that there shall not be less than four meetings each year. The quorum for such meetings shall be four members of the Management Committee. The Chairman and Secretary shall have the discretion to call emergency meetings of the

Management Committee if they consider it to be in the interests of the Club. The Secretary shall give all the members of the Management Committee not less than 14 days notice of a meeting.

- 10.2 The Chairman shall be the chairman of the Management Committee. Unless he is unwilling to do so, the Chairman shall preside at every meeting of the Management Committee at which he is present. But if there is no person holding that office, or if the Chairman is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the Secretary shall preside. If there is no Secretary or if he is unwilling to preside, or if he is not present within five minutes after the time appointed for the meeting, the members of the Management Committee present may appoint one of their number to be chairman for the meeting.
- 10.3 Decisions of the Management Committee shall be made by a simple majority vote and in the event of an equality of votes the Chairman (or the acting chairman of that meeting) shall have a casting or additional vote.
- 10.4 The Management Committee may from time to time appoint from among its members such sub-committees as it considers necessary and may delegate to them such of the powers and duties of the Management Committee as the Management Committee may determine. All sub-committees shall periodically report their proceedings to the Management Committee and shall conduct their business in accordance with the directions of the Management Committee.
- 10.5 The Management Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of employees of the Club. The Management Committee shall have the power to enter into contracts for the purposes of the Club on behalf of its members.
- 10.6 *Trustees*
 - 10.6.1 The Trustees of the Club shall be appointed from time to time as necessary by the Club in general meeting form among the Members who are willing to be so appointed. A Trustee shall hold office during his life, or until he shall resign by notice in writing given to the Management Committee or until a resolution removing him from office shall be passed at a general meeting by a majority comprising two thirds of the Members present and voting.
 - 10.6.2 All property of the Club including land and investments, shall be held by the Trustees for the time being, in their own names so far as necessary and practicable, for the use and benefit of the Club. On the death, resignation or removal from office of a Trustee the Management Committee shall take steps to procure the appointment by the Club in general meeting of a new Trustee in his place; and shall as soon as possible thereafter

take lawful and practicable steps to procure the vesting of all Club property into names of the Trustees as constituted after the said appointment. The Trustees shall in all respects act, in regard to any property of the Club held by them, in accordance with the directions of the Management Committee; and shall have the power to sell, lease, mortgage or pledge any Club property for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Management Committee's directions. But no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.

- 10.7 The number of Trustees shall not be more than four or less than two.
- 10.8 The members of the Management Committee shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.

11. Annual General Meeting

- 11.1 The annual general meeting of the Club shall be held at such time as the Management Committee shall decide each year to transact the following business:
- a) to receive the Chairman's report of the activities of the Club during the previous year;
 - b) to receive and consider the accounts of the Club for the previous year and the treasurer's report as to the financial position of the Club;
 - c) to elect the officers and other members of the Management Committee;
 - d) to decide on any resolution which may be duly submitted in accordance with Rule 11.2 below;
 - e) to deal with any other matters which the Management Committee desires to bring before the membership.
- 11.2 Notice of any resolution proposed to be moved at the annual general meeting shall be given in writing to the Secretary not less than 28 days before the meeting.
- 11.3 No period greater than fifteen months shall elapse between one annual general meeting and the next.

12. Extraordinary General Meetings

An extraordinary general meeting may be called at any time by the Management Committee and shall be called within 21 days of receipt by the Secretary of a requisition in writing signed by not less than 10 Full Members stating the purposes for which the meeting is required and the resolutions proposed. If an extraordinary general meeting is called after receipt of a Members' requisition the only business to be transacted at that meeting shall be the resolutions proposed in the requisition. If a Members' requisitioned meeting is not called before the expiry of a period of 21 days commencing on the date of the request, the Members requisitioning the meeting may call the meeting at any time before the expiry of two months commencing on the date of that request.

13. Procedures at The Annual And Extraordinary General Meetings

- 13.1 The Secretary shall post written notice of the date of the general meeting together with the resolutions to be proposed on the club notice board at least 21 days before the meeting.
- 13.2 The quorum for the annual and extraordinary general meetings shall be 4 Members.
- 13.3 The Chairman shall preside at all meetings of the Club at which he is present. But if there is no person holding that office, or if the Chairman is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the Secretary shall preside. If there is no Secretary or if he is unwilling to preside, or if he is not present with five minutes after the time appointed for the meeting, the Members present may appoint by vote one of their number to be chairman for the meeting.
- 13.4 Each Full Member present shall have one vote and resolutions shall be passed by a simple majority of those Members present and voting. In the event of an equality of votes the Chairman of the meeting shall have a casting or additional vote.
- 13.5 The Secretary, or in his absence a member of the Management Committee, shall take minutes at annual or extraordinary general meetings.
- 13.6 There shall no right of a Member to vote by proxy. No person may represent more than one Member.

14. Guests

- 14.1 Any Member may introduce guests to the Club, and any player, coach, other team representative, match official or spectator attending the Club's premises (by invitation of the Club) who is not a Member shall be the guest of the Management Committee, provided that no one

whose application for membership has been declined or who has been expelled from the Club may be introduced as a guest.

- 14.2 The Member introducing a guest and any person introduced as a guest of the Management Committee in accordance with Rule 14.1 must enter the name and address of the guest together with the name of the introducer in a book which must be kept on the Club's premises.
- 14.3 No one may be admitted as a guest on more than four occasions in any calendar year without the written consent of the Management Committee.

15. Opening Of Club Premises

The Club is open between 9am and 10pm on each day or at such other times or for such other periods as the Management Committee shall decide.

16. Alteration Of The Rules

These Rules may from time to time require alteration or update. These alterations or updates may be made by the Committee and then voted into effect by the Committee only provided all Committee members agree that the changes are not of great significance and make no material difference to the core objectives of the Club or the way these rules say it must be managed. If any Committee member believes that the changes being proposed are in fact significant, or do make a material difference, the changes may only be voted into effect at an annual or extraordinary general meeting. To be voted into effect the vote must be carried by a majority of at least two-thirds of the Members present and voting at the general meeting, the notice of which contains particulars of the proposed alteration or addition.

17. Regulations And Standing Orders

The Management Committee shall have the power to make, repeal and amend such regulations and standing orders as it may from time to time consider necessary for the wellbeing of the Club. Such regulations and standing orders and any repeals and amendments to them shall have effect until set aside by the Management Committee.

18. Finance

- 18.1 All monies payable to the Club shall be received by the person authorised by the Management Committee to receive such moneys and shall be deposited in a bank account in the name of the Club. No sum shall be drawn from that account except by cheque signed by the two signatories who shall be the Chairman and the Treasurer, or by

online bank payment agreed by both the Chairman and the Treasurer, and executed by either the Chairman or the Treasurer only. Any moneys not required for immediate use may be invested as the Management Committee in its discretion thinks fit.

- 18.2 Subject to Rule 21.3, the income and property of the Club shall be applied only in the furtherance of the objects of the Club and no part thereof shall be paid by way of bonus, dividend or profit to any Member.
- 18.3 The Management Committee shall have the power to authorise the payment of remuneration and expenses to any officer, member of the Management Committee, Member or employee of the Club and to any other person or persons for services rendered to the Club.
- 18.4 The financial transactions of the Club shall be recorded in such manner as the Management Committee thinks fit by the Treasurer.
- 18.5 The full accounts of the financial affairs of the Club shall be prepared each year. The accounts must be made available to every Member when notice concerning the annual general meeting is given.
- 18.6 The Management Committee shall from time to time agree to pay contributions to Priors Sports & Social Club toward essential running and maintenance costs. These may include maintenance of shared grounds, shared utilities and services, upkeep and replacement of shared equipment and facilities and any other such items agreed between the Management Committee and the Priors Sports & Social Club Committee. The Club pledges to submit fair and agreed imbursements for this purpose each year.

19. Borrowing

The Management Committee shall have no power to borrow any sum on behalf of the Club.

20. Property

- 20.1 The property of the Club, other than cash at the bank, shall be vested in the Trustees. They shall deal with the property as directed by resolution of the Management Committee and entry in the minute book shall be conclusive evidence of such resolution.
- 20.2 The Trustees shall be entitled to an indemnity out of the property of the Club for all expenses and other liabilities properly incurred by them in the discharge of the duties.

21. Dissolution

- 21.1 A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least three quarters of the Full Members present and voting.
- 21.2 The dissolution shall take effect from the date of the resolution and the members of the Management Committee shall be responsible for the winding-up of the assets and liabilities of the Club.
- 21.3 Any property remaining after the discharge of the debts and liabilities of the Club shall be paid to or distributed to Priors Sports & Social Club. In the event that Priors Sports & Social Club is unwilling or unable to take receipt of said distribution, or has itself been previously dissolved any property shall be paid to or distributed to the local Parish Council to be deployed by them to another not-for-profit organisation with similar objects to the Club.