

WALTON TENNIS CLUB RULES and REGULATIONS

CLUB RULES

1. NAME AND OBJECTS

The Club, founded in 1932, shall be named "WALTON TENNIS CLUB", and have for its objects the provision of facilities for the amateur sport of tennis in Stafford and the promotion of community participation in the same.

2. CONSTITUTION

The Club is constituted by these Club Rules and Regulations as a Community Amateur Sports Club.

3. AFFILIATION

The Club shall be affiliated to The Lawn Tennis Association through The Staffordshire Lawn Tennis Association and shall adopt and conform to the Rules of these organisations in so far as they apply.

4. ASSETS AND LIABILITIES

The property and funds of the Club cannot be used for the direct or indirect private benefit of members and all surplus income or profits are reinvested in the Club.

The Club may provide sporting and related social facilities, sporting equipment, coaching, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

The Club in General Meeting may pass a resolution authorising the borrowing of money for club purposes and may utilise the assets of the Club as security. All members of the Club and all Members joining after the resolution shall be deemed to have assented to the same as if as they had voted in favour of such resolution.

The General Committee is delegated with authority from the members to utilize club funds in the interests of the Club without recourse to the members in General Meeting.

All withdrawals on the Club's accounts shall be signed by the Treasurer together with either the Chairman or Secretary. Bank transfers processed electronically using the BACS or FPS systems shall be reviewed 3 monthly by the Chairman or Secretary with the Treasurer and a record kept of such reviews.

5. WINDING UP

The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting. The Committee will then be responsible for the orderly winding up of the Club's affairs. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or other of the following:

To another club with similar sports purposes which is a registered charity and/or

To another club with similar sports purposes which is a registered CASC.

6. TRUSTEES

The property of the Club shall be vested in **FOUR TRUSTEES** who shall be appointed by the Club in General Meeting, and the property of the Club shall be vested in them to be dealt with by them as the Club in General Meeting shall from time to time direct by resolution (of which an entry in the minutes shall be conclusive evidence).

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The trustees shall be indemnified against risk and expense out of the Club property. The trustees shall hold office until death or resignation or removal from office by the Club in General Meeting. Whereby reason of such death, resignation or removal it is necessary that a new trustee or trustees be appointed, the Club in General Meeting shall nominate the person or persons to be appointed.

For the purpose of giving effect to such nomination the **President** is hereby nominated as the person to appoint new trustees of the Club within the meaning of Section 36 of the Trustee Act 1925, and he shall by deed duly appoint the person or persons so nominated by the Club in General Meeting.

7. MANAGEMENT

The management of the Club shall be in the entire control of the **GENERAL COMMITTEE OF SIX MEMBERS** hereinafter referred to as '**ORDINARY MEMBERS**', in addition to the Officers who shall be ex-officio members of the General Committee and shall be **CHAIRMAN, TREASURER, SECRETARY, MEMBERSHIP SECRETARY, BAR MANAGER AND FACILITIES MANAGER**. Officers and Ordinary Members shall be elected at the Annual General Meeting to serve on the General Committee for a period of **ONE YEAR** and thereafter all shall be eligible for re-election to any office or sub-committee of the Club.

The Chairman, Secretary, Membership Secretary, Treasurer, Tennis manager, Facilities Manager, Junior Representative/ Child Protection Officer and Bar Manager shall each be granted **HONORARIA** amounting to the appropriate Membership Subscription for the year of office.

The elected General Committee shall have power to fill any casual vacancy.

The General Committee shall have power and may from time to time make and revise the Club's Regulations that govern the day to day running of the Club, including but not limited to the organisation and management of general Club play, use of Floodlights, League Tennis, Club Tournaments (Open or Closed), and shall have the power to decide any matter un-provided for by these CLUB Rules and Regulations until such matter may be ratified in General Meeting.

The General Committee shall give SEVEN days notice, on the Club notice-board, of the implementation of any change to existing regulations or the introduction of new regulations.

The Annual General Meeting shall be notified of ALL changes to Regulations governing the day to day running of the Club.

No change may be made to the Club Rules except in General Meeting, at the Annual General Meeting or Extraordinary General Meeting.

The General Committee may delegate part of its duties (except the Election of Members) to one or more sub-committees which may be composed of any Members of the Club. The **BAR MANAGER** shall be the responsible person for ensuring the bar is managed in the accordance with the current Licensing Laws.

The quorum at the General Committee Meeting shall be four members of the General Committee, and in the event of equality of voting either the chairman, or if the Chairman shall not be present a member of the meeting nominated to be Acting Chairman, shall have a second or casting vote.

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8. ANNUAL GENERAL MEETING

The Club's financial year will end **31st SEPTEMBER** and the annual general meeting (AGM) will be held within the last two weeks of **NOVEMBER** of each year.

Any Member wishing to propose a resolution at the AGM must send a copy thereof to the Secretary by **21st OCTOBER** so that provision may be made on the agenda.

The Secretary shall send to every Senior Member (other than Temporary Members) at least **FOURTEEN** days notice of any General Meeting, together with an Agenda, which shall also be posted on the Club Notice board.

The business of the AGM shall be the confirmation of the Minutes of the previous AGM and any subsequent Extraordinary General Meetings, the consideration of the General Committee's report and the treasurer's audited accounts for the year, the election of the President, Vice-Presidents, Chairman, Treasurer, Secretary, Membership Secretary, Tennis Manager, Facilities Manager, Bar Manager and General Committee Members for the ensuing year, and any item of which notice has been given and details included in the Agenda.

Every Member (except Temporary Members) shall be entitled to be present and to speak at any general meeting and if aged 18 years and over (excepting restricted and associate members) to vote thereat.

9. PRESIDENT and VICE-PRESIDENTS

Candidates for the offices of President and Vice-President of the Club for the ensuing year must be nominated in writing to the Secretary in accordance with Rule 8. The distinction may be conferred for special services rendered in connection with the Club or the game of tennis.

The distinction shall be conferred only at a General Meeting.

The President and Vice-Presidents, at the absolute discretion of the Committee, when no longer actively involved with the Club shall be entitled to all the rights and privileges of a Senior Member.

On resigning from the office of President or Vice-President, for whatever reason, such person or persons shall be entitled as of right to resume membership of any class such person or persons shall choose.

10. EXTRAORDINARY GENERAL MEETING

The General Committee or any ten senior members (excepting honorary, associate and temporary members) over 18 years of age may call an extraordinary general meeting at any time. Where the meeting is called by ten senior members then these members must make their request in writing to the Secretary who in turn shall give notice of this meeting in the same manner as for the AGM, and within **FOURTEEN** days of receiving the written request.

At any General Meeting the quorum shall be **FIFTEEN MEMBERS** entitled to vote

11. MEMBERSHIP

Membership of the Club shall be open to anyone interested in playing tennis regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Limitation of membership according to available facilities is allowable on a non-discriminatory basis.

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The Club has different classes of membership and subscription on a non discriminatory and fair basis. The Club will keep subscriptions at a level that will not pose a significant obstacle to people participating.

The Club Committee may refuse membership, or remove it, only for good reason such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.

MEMBER'S spouses, family and children do not automatically become members of the Club, and if they wish to have full use of the Club then they must become members.

Every Member of a visiting match team shall be an **HONORARY MEMBER** for the day, and every competitor in a Tournament or Match at the Club (and in the case of a competitor under 18 Yrs, the parent/guardian) shall be an **HONORARY MEMBER** for the period of the Tournament or Match.

The Club may rent the facilities of the Club on no more than **TEN** occasions per year to any **SENIOR or ASSOCIATE MEMBER** or other sporting organisation. On these occasions the persons attending the function have the rights of a full MEMBER and may purchase intoxicating liquor.

12. CLASSES OF MEMBER

There shall be the following classes of member:-

SENIOR: AGE 21 Yrs on 31st DECEMBER preceding the new season.

SENIOR (Over 60 Yrs): AGE 60 Yrs on 31st DECEMBER preceding the new season and enjoy the same playing rights as Senior Members

RESTRICTED: AGE 21 Yrs on 31st DECEMBER preceding the new season may play only Monday to Friday up to 6 pm except with regard to Club Regulation 1 - Playing Facilities & Court Priority. Restricted Members are not eligible for team selection but may enter Club Championship Tournaments but not Social Tournaments.

STUDENT Under 21 Yrs: All young people under 21 years on 31st DECEMBER preceding the new season, plus older students in full-time education. Enjoy the same playing rights as Senior Members

JUNIOR: UNDER 19 Yrs on 30th SEPTEMBER of current season

JUNIOR UNDER 11: Aged 10 or below on 31st DECEMBER preceding new season

ASSOCIATE: AGED OVER 19 Yrs on 31st DECEMBER preceding new season and shall only enjoy the same playing rights as a Visitor.

HONORARY LIFE MEMBERSHIP: Shall be strictly limited and at the discretion of the General Meeting by way of reward for special services to the Club.

TEMPORARY: Temporary members are any persons not permanently resident or working within **TWENTY MILES** of the Club. They may be admitted, at the discretion of the General Committee, for a period not exceeding **ONE MONTH**. They shall enjoy the same playing rights as Senior Members.

COUNTRY

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Country Members are any persons living outside a **TWENTY FIVE** mile radius of the Club. These members may play occasionally and enjoy the same playing rights as senior members.

The General Committee shall have the power to limit the number of Members in the respective classes as necessary.

13. SUBSCRIPTIONS

Subscription Rates and Joining Fees shall be fixed yearly at the **Annual General Meeting**, for the ensuing year. The Subscription Year runs from **1st APRIL to 31st MARCH**.

Membership Fees are payable either by quarterly standing order or as a one-off payment on 1st April. Members choosing to pay by standing order do so in the understanding they are committed to making four payments. Failure to do so would incur the removal of the facility to pay quarterly should the member wish to play in the future. There is an extra charge for paying by standing order to be determined at the AGM.

SUBSCRIPTION CATEGORIES shall be as follows:

SENIOR (INDIVIDUAL)

SENIOR (HUSBAND AND WIFE)

SENIOR (OVER 60 YRS)

RESTRICTED

STUDENT

JUNIOR U19

JUNIOR U11

FAMILY (2 PARTNERS & 2 OR MORE CHILDREN UP TO 18 Yrs)

ASSOCIATE

TEMPORARY (One Week, Two Weeks, One Calendar Month)

COUNTRY

VISITOR

Every Senior and Junior Playing Members Subscription Fee includes a Player's Contribution, which the Club passes on to The Staffordshire LTA (SLTA). The rates of contribution are decided annually at the AGM of the SLTA.

14. RESIGNATION AND TRANSFER BETWEEN CLASSES

A Member wishing to withdraw from Membership or to transfer to a class at a lower rate of subscription shall notify the Secretary by 1st APRIL in writing and otherwise shall be liable for the full Subscription Fee.

The General Committee may invite Junior Members of promise to play as a **PROMOTED JUNIOR**.

The Subscription Fee of an NEW member shall be due on formal notification of election or within **ONE MONTH** of such notice. If paid with the application, the subscription will be refunded should an application be unsuccessful.

Membership Identity Cards will be issued annually on payment of subs.

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For a **NEW MEMBER after 31st August** the General Committee may at their discretion accept a proportionately reduced subscription for the part year. Likewise the General Committee may make a refund to a Member who becomes unable to use the Club for a substantial part of the year on account of injury, illness or departure from the district.

15. SUSPENSION OR EXPULSION

The General Committee shall have power to terminate or suspend the membership of any Member or to exclude any Member or Visitor whom it considers guilty of a breach of these rules, or other Regulations as defined from time to time by the General Committee, or of misconduct or offensive behaviour to any other Member or Visitor.

16. LOSS OF PROPERTY ETC.

Members or Visitors leaving unattended vehicles, rackets, clothing or other property do so at their own risk and the Club shall not be responsible for any loss or damage thereto.

17. LICENSING RULES

Under the **CLUB REGISTRATION CERTIFICATE** issued under **THE LICENSING ACT 2003 and Club Rules** the permitted hours for the supply of intoxicating liquor shall be:

MONDAY to SATURDAY - the general licensing hours -10.00 to 23.00 hrs

SUNDAY – From 12.00 noon to 22.30 hrs

GOOD FRIDAY – From 12 noon to 22.30 hrs

NEW YEARS EVE - From the start of the permitted hours to the end of the permitted hours the following day

CHRISTMAS DAY - CLOSED

The purchase and supply of intoxicating liquor shall be under the sole control of the **BAR MANAGER**. No Member of the Club under 18 years of age shall be supplied with intoxicating liquor.

Members may introduce guests to the Club and are responsible for the good conduct of Visitors, and for the supplying of refreshments to them. On no account will Visitors be allowed to purchase intoxicating liquor.

18. VISITORS

A member may only introduce **TWO VISITORS per WEEK**, and any Visitor may not visit more than **TWICE per WEEK** provided always that this restriction shall not apply to playing visitors introduced in accordance with Regulation 3.

The Club may rent the facilities of the Club on no more than **TEN** occasions per year to any **SENIOR or ASSOCIATE MEMBER** or other sporting organisation. On these occasions the persons attending the function have the rights of a full **MEMBER** and may purchase intoxicating liquor.

19. CLUB REGISTRATION

The General Committee will have responsibility to ensure the Club is registered with the Magistrates' Court under the provisions of the Licensing Act. In addition (if relevant) the General Committee should ensure that Club Registration Part III Certificates in respect of any gaming machines are in order.

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20. AMENDMENT TO CLUB RULES

The General Committee will have responsibility to ensure that a copy of the Rules of the Club shall be deposited with the Police and the Clerk to the Licensing Justices. Notice of any alterations in any of the Rules or Byelaws (including Committee Members), or objects of the Club shall be given to the Police and the Clerk to the Licensing Justices within 28 days of the amendments being made.

21. ANNUAL REVIEW OF CLUB RULES

The General Committee will have responsibility to ensure the Club Rules are reviewed annually on or before November in each year at the nearest General Committee meeting to that date. The reviewed Rules should be displayed on the Club notice board and copies of the Rules forwarded to the Police and the Licensing Justice, when appropriate. The Club Rules and any amendments to them should be formally dated and signed. The rules also need to be up to date and current.

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CLUB REGULATIONS – Subject to amendment by the General Committee

REGULATION 1

PLAYING FACILITIES AND COURT PRIORITY – CLUB PLAY

1. From 1 April to 31 October all courts generally available for club play on Tuesday and Thursday evenings and Sunday mornings 11am to 1 pm. Gentlemen members have priority on courts on a Monday evening and lady members on a Wednesday evening. From 1 November to 31 March Monday, Tuesday and Wednesday night priorities may change at the discretion of the General Committee.

Court availability is subject to the following Regulations

2. Courts may be reserved for League Matches, Tournaments, and Coaching or for special reasons such as hire to outside bodies at the discretion of the General Committee.

3. Tournament matches shall **NOT** be played on recognised club nights **NOR** match nights, unless approved by the General Committee.

4. SENIOR and STUDENT members have unrestricted court access at all times, but subject to Regulations 2, 3 and 5 (re dress, visitors and coaching)

5. JUNIOR MEMBERS have court priority at the following times:-

- a) THREE Courts on Saturdays up to 13.00 Hrs
- b) TWO Courts on all weekdays up to 18.00 Hrs and in addition
- c) FOUR Courts on Thursdays from 16.00 to 18.00 Hrs
- d) FOUR Courts on Friday from 16.00 to 19.00 Hrs
- e) ONE Court on Sundays up to 11.00 Hrs

Subject to Regulations 2 and 4 (re dress and floodlights, and use of courts for coaching)

6. RESTRICTED MEMBERS may play at any time up to 18.00 hrs Monday to Friday only, subject to all other regulations

7. A party of players may retain a court for ONE set consisting of 8 games, and the order of play shall be controlled by a 'peg system'

8. Singles may be played if no other Member is waiting to play. Any set started may be completed but will be a short set, i.e. the first to win SIX games.

9. BALLS will be supplied to all Members, except Junior Members, for Club play from the FIRST SATURDAY in APRIL to the LAST SATURDAY in OCTOBER.

They will also be supplied for recognised "Club "Mix-Ins" at times designated by the general Committee and Men's and Ladies League Tennis nights throughout the year.

10. THREE BALLS ONLY will be used per court. Members are responsible for ensuring that THREE balls are handed over to the next players using the court, or returning the balls to the Clubhouse.

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11. The Floodlights may be used to extend playing time for Monday, Tuesday, Wednesday, Thursday and Friday nights play free of charge. This shall only be for recognised Club "Mix-In", Men's and Ladies League Tennis nights. On all other occasions the coin meter floodlight boxes shall be used.

12. Any TWO members of the General Committee may stop play if in their opinion the courts are not fit for play

REGULATION 2

DRESS

1. Appropriate SPORTS SHOES with NON-MARKING SOLES must be worn
2. MEMBERSHIP CARD must be available, to present if required, when playing at the club.

Members not complying with Regulation 2 may be asked to leave the court

REGULATION 3

PLAYING VISITORS

1. Playing Visitors may be introduced only by a SENIOR MEMBER, who shall be responsible for making an appropriate entry in the Visitor's Book and for the payment of the current Visitors Fees
2. SENIOR MEMBERS shall be restricted to introducing any ONE Playing Visitor no more than SIX times in any year
3. Visitors may play under floodlights on payment of the current Visitors fee.
4. JUNIOR MEMBERS must obtain the permission of a member of the Committee to invite the occasional visitor to the club
5. Any Playing Member, including Junior Members, entering non-club Tournaments requiring court time at the Club must make prior arrangements with the Secretary.

REGULATION 4

USE OF FLOODLIGHTS

PLAYING SESSIONS

1. When playing under floodlights using the coin meters the last one and a half hour session from 20.30 to 22.00 hrs **MUST NOT** start later than 20.30 Hrs. This will ensure the curfew time of 22.00 hrs is not over run.
2. Each playing session of one and a half hours will be charged at a rate that shall from time to time be reviewed and changed as agreed by the General Committee
3. In the event of inclement weather making conditions unplayable, refunds cannot be given for the sessions started.

LEAGUE MATCHES

4. The floodlights may be used at the discretion of the respective team captains to enable League Matches, threatened to be suspended due to poor light, to be COMPLETED.

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REGULATION 5

COACHING

No member, other than the Club Coach or authorised Deputy, shall be permitted to coach for reward, a member, visitor, or any other person playing at the Club.

No member shall be permitted to play with, for reward, a member, visitor or any other person playing at the Club.

REGULATION 6

The Staffordshire Inter- Club Tennis League

RULES and CODE OF CONDUCT

The Club and all Playing Visitors shall comply with the current Rules and Code of Conduct of the Staffordshire Inter- Club League.