

## **1. Name**

The Club shall be known as Sutton Tennis and Squash Club.

## **2. Objects**

The objects of the Club shall be to provide facilities for and promote participation of the whole community in the games of Tennis and Squash and to provide social facilities.

## **3. Management**

The affairs of the Club shall be managed by a Management Committee comprising:

Chairman  
Secretary  
Treasurer  
Development and Facilities Manager  
Men's Tennis Captain  
Ladies' Tennis Captain  
Club Tennis Coach  
Men's Squash Captain

Each member of the Committee shall be entitled to one vote. In the event of equality the Chairman shall be entitled to a second or casting vote. Four members present (of which one must be a sports captain) shall form a quorum and in the case of a vote with the minimum quorum, there should be a three vote majority with no casting vote.

## **4. Elections**

- i. Chairman  
Each year at the AGM the members of the Club (excluding those under 18) shall elect by a majority vote a Chairman whose term in office shall not exceed four consecutive years.
- ii. Officers  
Each year at the AGM the members of the Club (excluding those under 18) shall elect by a majority vote the remaining officers mentioned in 3 above.
- iii. Nominations  
Any two members of the Club who are over 18 shall be entitled to nominate a member to serve in any of the capacities in i and ii above. All nominations must be in writing and must be received by the Club Secretary at least 7 days before the AGM.
- iv. Ballots  
In the event of a ballot, ballot papers shall be prepared containing the names of the candidates and each member over the age of 18 present at the AGM shall be entitled to vote. In the event of equality in a ballot, the Chairman shall have a second or casting vote.
- v. Casual Vacancies  
In case there shall not be a sufficient number of candidates nominated, the Committee may fill the remaining vacancies.

## **5. Sub-Committees**

- a) The Tennis and Squash Committees will each comprise a Men's Captain and Vice-Captain, a Ladies' Captain and Vice-Captain and the Club Coach. The Committees may co-opt such other members as they require.
- b) The Tennis and Squash Committees will nominate two representatives from each Sub-committee to sit on the Management Committee.
- c) In addition to the elected Tennis and Squash Committees, the Management Committee may appoint such other Sub-Committees as it thinks fit. Each Sub-Committee will elect its own Chairman and Secretary.
- d) The Club Secretary or his nominee shall be an ex-officio member of all Sub-Committees.

## **6. President and Vice-Presidents**

On the recommendation of the Management Committee at an AGM there shall be appointed:

- a) A President to serve for a term of three years
- b) Honorary Life Vice-Presidents of whom there shall normally be no more than seven.

## **7. Categories of Membership, Entrance Fees and Subscriptions**

- a) The membership of the Club shall consist of playing, non-playing and honorary members listed in the categories below, limited to such numbers as the Committee may, from time to time, decide.

Membership Categories:

- Adult Squash (26+ years)
- Adult Tennis (26+ years)
- Adult Tennis & Squash
- Adult Tennis Midweek (Monday to Friday)
- Honorary
- Honorary Life Vice-President
- Junior Squash (11-17 years)
- Junior Tennis (11-17 years)
- Junior Tennis & Squash (11-17 years)
- Life (Tennis, Squash and Social)
- Mini Squash (8-10 years)
- Mini Tennis (8-10 years)
- Mini Tennis & Squash (8-10 years)
- Social Membership
- Subsea 7 Lunchtime Squash
- Tennis Off Peak (Monday to Friday, pre 5pm)
- Under-8 Tennis & Squash
- Uni Student Tennis (For university students who can only play for 20 weeks of the year)
- Young Adult Squash (for 18-25 year olds)
- Young Adult Tennis & Squash (for 18-25 year olds)SO
- Young Adult Tennis (for 18-25 year olds)

The Committee may by majority vote elect members to be Honorary Members. At each AGM the Secretary shall report the names of those so elected.

CM Corporate Membership for Tennis and/or Squash at a rate and under such conditions to be agreed by the Management Committee with the company involved. Representatives of the Company to which such concessionary rates are extended will be responsible for submitting the names of those wishing to benefit from Corporate Membership to the Management Committee for approval. This replaces the normal process of approval set out in Rule 10a) to c)

Corporate Membership carries restricted rights. In particular, CM category members shall not be entitled to participate in Elections of Committees or Elections of Members. Nor are they entitled to move resolutions at an AGM, requisition an Extraordinary General Meeting or vote on alterations to the Rules of the Club.

All the above categories carry full social rights.

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| JT  | Junior Tennis (under 18 on 1 <sup>st</sup> April)            |
| JTS | Junior Tennis and Squash (Under 18 on 1 <sup>st</sup> April) |
| JS  | Junior Squash (under 18 on 1 <sup>st</sup> April)            |
| MT  | Mini-Tennis (under 11 on 1 <sup>st</sup> April)              |
| MTS | Mini-Tennis and Squash (under 11 on 1 <sup>st</sup> April)   |
| MS  | Mini-Squash (under 11 on 1 <sup>st</sup> April)              |
| U8  | Under 8 years  |

Junior membership carries restricted social rights. Juniors may not invite guests to the Club for purely social purposes without the consent of the Committee, nor are they permitted to purchase or consume alcohol on the premises.

- b) The entrance fee and the annual subscription shall be determined annually by the Committee. Entrance fees and subscriptions shall include any government tax and where applicable the appropriate capitation fees payable to the Lawn Tennis Association and England Squash. The capitation fees may, if the Committee considers it appropriate be charged to members as an addition to their annual subscription.

## 8. Special Terms

A reduction of such amount as the Committee may from time to time determine may be made in the joint subscription of husband and wife members, when each of them is in one of the categories AT, AS, ATS, ST, SS, or STS.

The subscription of the third and succeeding member or members of the same family residing permanently at the same address shall similarly be reduced by such sum as the Committee may from time to time determine.

When new members are elected during the year, their subscriptions will be reduced on a scale determined by the Committee.

Members absent abroad for a whole or part of a year, who are studying for the whole or part of the year away from the area of the Club, or who are permanently resident more than 25 miles distant from the Club may be entitled to a reduction in their annual subscription.

Such reductions will be granted at the discretion of the Secretary who shall report any reductions so granted to the Committee for its approval. In addition, the Committee shall have a general power to suspend, reduce or remit entrance fees and to admit members on special terms.

## **9. Payment of Subscriptions**

All subscriptions shall be payable in advance of the first day of the Club year, 1<sup>st</sup> April except in the case of members who joined the Club in the year 2015/16 and subsequently when their subscriptions shall be payable on the anniversary of the date they joined. Any member being one month in arrears shall cease to be entitled to enter upon the Club premises, to make use of the courts, to compete in any Club tournament or match or vote at any meeting. A list of such members shall be posted in the Clubhouse on 1<sup>st</sup> June annually. Any member whose subscription is unpaid on 30<sup>th</sup> June shall cease to be a member and his or her name shall be erased from the books of the Club, but may be replaced by the Committee when there is an available vacancy upon his or her giving a satisfactory explanation and upon the payment of all the arrears of subscriptions then due, together with a rejoining fee of such sum as the Committee may from time to time determine.

## **10. Election of Members**

- a) All candidates for election must be proposed and seconded in writing by members over the age of 18.
- b) There must be an interval of at least two days between application for membership and election.
- c) Upon receipt by the Secretary of a duly completed application form, the candidate will be notified that he or she has been accepted as a member of the Club provisional upon being formally elected at the next meeting of the Committee, and he or she will be furnished with a membership card and a copy of the rules of the Club.  
The member shall then enjoy all the benefits and privileges of the category of membership for which he or she has been accepted and shall be bound by and submit to the rules of the Club. In the event that a candidate fails to be elected at the next meeting of the Committee the Secretary shall within 14 days send a written notice to the individual concerned, together with a full refund of the entrance fee and subscription paid by him or her, and he or she will thereupon cease to be a member.
- d) The Committee shall elect new members by a simple majority.
- e) Initially, the election of a new member shall be deemed to be for a period of one year only. The election shall be reviewed by the Committee in that meeting of the Committee which falls nearest to the anniversary of such election. If the Committee decides not to confirm the election, the Secretary shall, within 14 days, send a written notice to the individual concerned together with a refund of such part of his or her annual subscription which relates to the period between such notice and the following 31<sup>st</sup> March, whereupon he or she will cease to be a member of the Club.
- f) Junior members of the Club shall have such privileges and benefits as the Committee may from time to time determine.
- g) Membership cards should be carried by members while on Club premises and should be available for inspection on request by any member of the Committee or by the Club Manager.

## **11. Resignation and Change of Category**

Any member desiring to resign or to change his or her category of membership shall notify the Secretary in writing on a subscription renewal form.

## **12. Conformity with the Rules and Disciplinary Code of the LTA**

Each member agrees as a condition of membership

a) to be bound by and subject to the Rules of the Club as in force from time to time.

b) to be bound by and subject to the Rules and the Disciplinary Code of the LTA as in force from time to time

“LTA” means “LTA CLG” and its subsidiaries or such successor entity or entities as become the governing body of the game of lawn tennis from time to time

Rule 12b) confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (Rights of Third Parties) Act 1999. For the avoidance of doubt, the members do not intend that any term of these rules, apart from rule 12b), should be enforceable by virtue of that Act by any person who is not a party to this agreement.

The Management Committee may terminate the membership of any person, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership set out in this rule.

The Club agrees that each member of the Management Committee will be required as a condition of election to agree to be bound by and subject to these rules and the Rules and Disciplinary Code of the LTA, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

The Club agrees that all unlicensed and unregistered coaches and, so far as reasonably practicable, players and other persons using the facilities of the Club will be required, as a condition of such use, to agree to be bound by and subject to these rules and the Rules and Disciplinary Code of the LTA, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

The Rules and Disciplinary Code of the LTA, are available for consultation on the LTA website.

## **13. Annual General Meeting**

A General Meeting shall be held each year, at which a financial statement for the Club year ending 31<sup>st</sup> March shall be produced to members. 21 days notice in writing of such meeting shall be given to all members. Notice given by means of email, by posting on the club's website and by display in the clubhouse will be deemed sufficient.

Any member desiring to move any resolution at a General Meeting shall give notice thereof in writing to the Secretary not less than 21 days before the date of such meeting.

## **14. Extraordinary General Meeting**

The Committee may call an EGM as required, and shall be bound to do so on the receipt by the Secretary of a requisition signed by at least 15 members of the Club (being over the age of 18).

At least 7 days notice in writing of such a meeting shall be given to members, specifying the purpose for which such a meeting is called.

#### **15. The Rules of the Club**

The rules of the Club shall be altered only at an AGM, or at an EGM specially convened for the purpose. Each individual alteration or addition shall be considered and noted upon separately, and will require a two-thirds majority of members present.

#### **16. Entrants in Open Tournaments, Competitions and Matches**

Entrants in Open Tournaments or other competitions arranged by the Club shall be made temporary members of the Club for the period of such tournaments or competitions as well as for the days (not exceeding 7) prior to the tournament or competition during which the competitors may be allowed to practise on the courts. Members of visiting teams will be elected Honorary Members of the Club for the day.

#### **17. Contravention of Rules and/or Regulations**

Any member contravening the Club Rules and/or regulations, or who in the opinion of the Committee behaves in a manner prejudicial to the interests of the Club may be suspended or expelled by the Committee. Such a member shall be given at least 7 days' notice and an opportunity of being heard in explanation or defence. A member who has been suspended or expelled shall have no claim for return of any portion of his or her subscription and shall not be eligible for re-election.

#### **18. Times of Play and Use of the Club**

The clubhouse and courts shall be available for the use of members on such days and for such hours as the Committee may from time to time determine.

A summary of the normal times of play and opening times of the clubhouse will be on display in the clubhouse, and temporary variations to these times will be notified to members by means of prominent notices as the need arises.

A summary of the hours during which the bar will normally be open will be on display in the clubhouse, and variations to these (e.g. over Bank Holidays) will similarly be notified to members.

The Committee has the power to amend the normal hours for the use of the clubhouse, bar and courts as it may from time to time determine.

#### **19. Visitors to the Club**

Members may introduce visitors subject to the Rules and Regulations. All visitors must be signed in to the Visitors Book by the member whose guest they are.

A member may not introduce more than 3 visitors at any one time, and no visitor may be invited to the Club more than 6 times in any one year, subject to the discretion of the Committee to waive this rule in certain instances.

Visitors are not permitted to purchase drinks at the bar.

## **20. Strangers**

During such time or times as any Open Tennis or Squash Tournaments are being held at the Club and during such time or times as any neighbouring social clubs or bodies have hired the clubhouse and subject to the approval of the Committee, there may be admitted to the registered premises of the Club, persons other than members and their guests, and intoxicating liquor may be supplied to them by or on behalf of the Club for consumption on the premises and not elsewhere.

No person, whether stranger, visitor, guest or member is permitted to bring intoxicating liquor on to the Club premises except by permission of the Committee.

## **21. Arrangements for Tournaments and Matches**

The Committee shall have power to make arrangements for holding matches, tournaments or other like competitions, including the imposition of a charge for the admission of non-members to the courts, and to reserve courts as may be required on any occasion as the Committee in their discretion think proper.

## **22. Amendment of Regulations**

The committee shall from time to time make, repeal and amend all such regulations (not inconsistent with these Rules) as they think expedient for the internal management, use of the courts, and well being of the Club. All such regulations shall be binding upon the members until repealed by the Committee or set aside by a resolution of a General Meeting of the Club.

## **23. Borrowing**

The trustees shall be entitled to borrow money for the purposes of the Club at such a rate of interest and in such a form and manner and upon such security as the trustees may from time to time determine.

## **24. Non-Distribution to Members**

The income and property of the Club shall be applied solely towards promoting the Club's objectives as set forth in the rules and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

## **25. Application of Assets on Dissolution**

In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the Members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

- a) A registered charitable organisation
- b) Another club which is a Community Amateur Sports Club
- c) The sports national governing body for use by them for related community sports,

## **TIMES OF PLAY AND USE OF THE CLUB**

The normal times of play and hours of opening of the Clubhouse and bar referred to in Rule 17 are as follows:-

### **Tennis**

The tennis courts shall be open for play at 8am and shall close at 10pm or at other such times as the Committee may determine.

### **Squash**

The courts shall be open for play at 8.40am on every day except Saturday when play shall commence after the period set aside for club squash training which shall start at 9.30am. They shall close half an hour before the time at which the bar closes.

### **Clubhouse**

The changing rooms shall be open at 9am on every day that the Club is open and shall close 30 minutes after the time that the bar is closed for the day.

The Clubhouse shall be open during bar opening hours from Monday to Friday and from 9am on Saturdays and Sundays, and shall close 30 minutes after the bar closing times displayed in the clubhouse.

Smoking is not permitted in the clubhouse.



# **Sutton Tennis and Squash Club**

