

**ESTCOTS LAWN TENNIS CLUB**  
**CONSTITUTION AND RULES**  
**Adopted at the Extraordinary General Meeting held in April 2008**

**1) NAME:**

The Club shall be called Estcots Lawn Tennis Club.

**2) PURPOSE:**

The purposes of the Club are to promote and provide facilities for the amateur sport of Lawn Tennis in East Grinstead, and community participation in the same.

**3) MANAGEMENT:**

- a) The management of the Club shall be by a Committee comprising the Chairman, the Treasurer, the Secretary, the Membership Secretary, the Tournament Organiser, the Website Manager and 3 Player's Representative. The Committee may co-opt any member onto the Committee team but the Committee shall not be more than nine members and five members shall form a quorum.
- b) A general meeting of the Club may be called at any time at the discretion of the Secretary; or by three members of the Committee, or by seven members of the Club. Seven days' notice in writing of such a general meeting stating its subject and venue shall be given in the first instance to the Secretary and thereafter shall be given individually by the Secretary to all members of the Club.
- c) The Committee is to be elected annually at the Annual General Meeting to be held between the end of the financial year and the commencement of the season.
- d) The Annual General Meeting shall consider and decide upon:
  - i) arrangements regarding the auditing of the Club's accounts.
  - ii) the setting of membership fees
  - iii) the times of general Club play, and other playing times
  - iv) such other items as may properly be considered by the members in General Meeting
- e) All Club funds are to be banked by the Treasurer in accordance with arrangements to be agreed by the Committee, and all payments or cheques should be authorised by any two of the Chairman, the Treasurer, and the Secretary.

**4) MEMBERSHIP:**

- a) Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, membership may be limited on a non discriminatory basis according to the availability and capacity of the facilities.
- b) The Club may have different classes of membership and subscription on a non discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c) The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute, or for persistent breach of the Club rules. An appeal against refusal or removal may be made to the members.
- d) The Committee may determine the numbers of all categories of players and may accept or refuse a prospective member.
- e) A student is a member between the ages of sixteen and twenty years who is receiving full-time education at the commencement of the season.
- f) A junior shall be a member under the age of 16 years.
- g) Visitors are restricted to three visits per year at a fee to be agreed at the Annual General Meeting. Their visit to be recorded in the book provided.

## **5) FEES:**

- a) All members, other than juniors, on joining the Club shall pay a joining fee. Any member leaving the Club for more than one year shall pay a rejoining fee, unless the Committee consider otherwise.
- b) All subscriptions are due on or before the first day of the season. If not paid within one calendar month of that day, a levy is due, the amount to be agreed at the Annual General Meeting. In the event a member does not pay the full fees due within two calendar months of the commencement of the season, his (or her) membership shall be terminated.
- c) No refunds will be made other than at the discretion of the Committee.

## **6) PROPERTY AND FUNDS:**

- a) The property and funds of the Club cannot be used for the direct and indirect private benefit of the members other than as reasonably allowed by the Rules and all surplus income or profits shall be reinvested in the Club.
- b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, 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.
- c) The Club may also, in connection with the sporting purposes of the Club:
  - i) Sell and supply food, drink, and related sports goods, clothing and equipment.
  - ii) Employ members (but not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present.
  - iii) Pay for reasonable hospitality for visiting teams and guests.
  - iv) Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- d) The Committee shall have due regard to the law on disability discrimination and child protection.

## **7) PLAYING RULES:**

- a) All members shall comply with the rules of the Club.
- b) All matches and tournaments will be played in accordance with Weald and LTA rules.
- c) New tennis balls to be drawn for full membership Club sessions and home matches (and signed for) by Committee members only. The balls thereafter may be used by adult and student members but on the Club's courts only.
- d) All members and their visitors must be suitably clothed for tennis (ie, predominantly white apart from track suits) and wear proper tennis shoes at all times on the courts.
- e) Singles should not be played during Club sessions if there are other members waiting to play and a court is not available.
- f) During Club sessions and at all other times, play should be restricted to one set of not more than seven games if other members are waiting to play.
- g) In the event full members wish to play outside Club sessions and both courts are in use by other category players, courts should be vacated at the end of the set being played.
- h) Juniors may use the courts until 5.30pm each week day and at weekends when there is no Club session or match but they must leave the courts at any time if both courts are required by adult members.
- i) Juniors are required to supply their own tennis balls.
- j) All juniors must at all times be supervised by adult members.

## **8) WINDING UP:**

- a) 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.
- b) The Committee will then be responsible for the orderly winding up of the Club's affairs
- c) After settling the liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following approved sporting or charitable purposes, as may be approved by the members of the Club in general meeting:
  - i) to another Community Association Sports Club
  - ii) to a charity.
- d) In the event the contract with East Grinstead Town Council for the lease of the Club premises is terminated, the assets of the Club shall be disposed of in accordance with the provisions of Clause [24].