

Rules of Frindsbury Lawn Tennis Club

As at 19 April 2013 (AGM)

1. Name and Objects

The Club, founded in 1900, known as Frindsbury Lawn Tennis Club, shall have for its objects the provision of lawn tennis, social and other facilities for its members.

2. Constitution

- a) The Club is constituted by these Rules as a non-profit-making Club. In no circumstances during the continuance of the Club, or at, or after its dissolution shall any assets or surplus funds be distributed to any members or other persons, nor to any organisation that is itself either constituted as non-profit-making or a charity.
- b) Policies and procedures – the Club operates under a number of policies and procedures, which are described below:

Policy	Date	Location
Child Protection	7/6/2012	Club Mark Folder
Equality & Diversity	7/6/2012	Club Mark Folder
Code of Practise	7/6/2012	Club Mark Folder
Health and Safety	7/6/2012	Club Mark Folder

3. Affiliations

The Club shall seek affiliation to the following associations:

- a) the Lawn Tennis Association via the county association
- b) the Medway Lawn Tennis Association.

The Club shall adapt and conform to the rules of the organisations insofar as they can apply.

4. Classes of Members and Subscription Rates

There shall be the following classes of membership:

- Full Adult Membership
- Full Family Membership (two or more persons residing in the same household)
- Student Membership (over 18 years old and in full-time education)
- Junior Membership (under 18 years old)
- Honorary Membership (see rule 6)

The escalation of annual subscription rates is agreed annually at the AGM held each April to decide such matters.

(Notes to the subscription scales)

Every Adult, Student and Junior Member shall, as part of the Club subscription, pay an LTA Player's contribution, which the Club will pass on to the county LTA.

The Club subscription year runs from May to September for Summer Membership, from October to April for Winter membership and from May to April for Annual Membership. Members whose subscription is not paid by the end of the month due will not be entitled to membership privileges until he/she has paid, and if the subscription is not paid by the end of the following month he/she will cease to be member.

For a new member the Committee may at its discretion accept a proportionately reduced subscription for the part year. Likewise, it may make a refund to a member who becomes unable to use the Club for a substantial part of the year, for example, through illness or injury.

5. **Accountancy Year**

Except for the purpose of subscriptions (see rule 4) the Club's financial year shall run from 1 January to 31 December, and the audit accounts shall be submitted annually to the AGM in April for approval and acceptance.

6. **Election of Members**

Honorary membership shall be strictly limited, and at the discretion of the Committee, and only by way of reward for special services to the Club. For the other classes of membership provided in rule 4, a candidate shall be proposed and seconded by full members on the official application form, which shall subsequently be considered by the Committee, whose decision shall be by simple majority and be final.

7. **Resignation and Transfer to another Class**

A member wishing to resign or transfer to another class of membership shall notify the Honourable Secretary in writing prior to the existing membership expiring, and otherwise shall be liable for the full subscription.

8. **Suspension or Expulsion**

The 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 of misconduct or offensive behaviour to any other member or visitor, on the Club's premises or elsewhere.

9. **Injury, Loss of Property, etc.**

Members or visitors leaving unattended racquets, clothing or other property at the Club do so at their own risk, and the Club shall not be responsible for any loss, damage or injury resulting from this or any other cause.

10. **Visitors and Temporary Members**

Visitors must be introduced by a member, and before a visitor plays the member must make an entry in the visitor's book and pay or collect the applicable fee.

A visitor may only play three times as a visitor in any one year, except with the special permission of the Committee.

Temporary members, not permanently resident nor working permanently within thirty miles of the Club, may be admitted at the discretion of the Committee for a period of up to one calendar month at the fee agreed by the Committee.

11. Management

The management of the Club shall be in the entire control of a main Committee of (6) members, which will include the officers who shall be ex officio members of the Committee and shall be a Chairman, Honourable Secretary, Honourable Treasurer, Men's and Ladies' Captains and Match Secretary. The main Committee shall be assisted by a further three (3) male and three (3) female ordinary Committee members. All shall be elected for one (1) year at the Annual General Meeting, except that the elected Committee shall have the power to fill any causal vacancy occurring mid-term.

The Committee shall meet at least four (4) times annually and additionally as circumstances may require, and require a quorum of (4) to convene. In the event of equality of voting, the Chairman shall have a second or casting vote.

The Committee may also delegate duties to subcommittees, which may be composed of ordinary members of the Club.

12. Trustees

The Club shall appoint not more than four (4) of their number to be the Club's Trustees. The property of the Club (other than cash, which shall be under the direct control of the Treasurer) shall be vested in the Trustees.

Trustees will deal with the property of the Club as directed by the resolution of the Committee (as to which an entry into the Minute Book shall be conclusive evidence).

The Trustees shall be indemnified against any risk liability or expense attaching to them individually by virtue of the Club's property being vested in them by all the members of the Club for the times being in equal proportions. In the event of any risk liability or expense attaching to the Trustees individually by virtue of the Club's property being vested in them after the dissolution of the Club in accordance with these rules or otherwise, the Trustees shall be indemnified against any such risk liability by all the members of the Club at the moment of such dissolution in equal proportions. The rule does not affect the Trustees' rights of and in connection with the Club's property arising out of the general law or the rules of equity.

The Trustees shall hold office until death or resignation, or until removed from office by a resolution of the Committee, which may, for any reason that may seem sufficient to a majority of the members of the Committee present and voting at any meeting, remove any Trustee or Trustees from the office of Trustee. Whereby reason of such death, resignation or removal it shall appear necessary to the Committee that a new Trustee or Trustees be appointed or,

if the Committee shall deem it expedient to appoint an additional Trustee or Trustees, the Committee shall by resolution nominate the person or persons to be appointed to Trustee or Trustees.

For the purpose of giving effect to such nomination, the Chairman is nominated as the person to appoint new Trustees of the Club within the meaning of the Trustee Act 1925 Section 36, and he/she shall appoint the person or persons so nominated by the Committee as the new Trustee or Trustees of the Club within the meaning of the Trustees Act 1925. Any statement of fact in any such deed of appointment shall, in favour of a person dealing bona fide and for value in the Club or Committee, be conclusive evidence of the fact so stated.

13. General Meeting

An Annual General Meeting (AGM) shall be held each year in April. The Committee shall be able to call an Extraordinary General Meeting (EGM) at its discretion or within one (1) month of receipt of a request signed by at least one-fifth of the membership stating the business to be discussed. The Secretary shall send to every member at least seven (7) days' notice of any such general meeting, together with a copy of the Agenda.

The business of the AGM shall be the confirmation of the minutes of the previous AGM and of any subsequent EGMs, the consideration of the Committee's report, the Honorary Treasurer's accounts for the year, the setting of subscription fees, the election of officers and Committee Members for the following year, the appointment of auditors and any items of which notice has been given and details included in the Agenda.

Every member shall be entitled to be present and to speak at any general meeting and, if aged 18 years or over, to vote. In the event of an equality of votes, the Chairman shall have a second or casting vote.

14. Dissolution

The Club shall be dissolved on the passing of a resolution to the effect at a general meeting after due notice, by at least two-thirds of those present and voting. Such a meeting shall appoint a committee to wind up the affairs of the Club, and shall decide on disposal of assets.

15. Rules and Regulations

A copy of these Rules and Regulations made by the Committee under rule 11 shall be prominently displayed on the clubhouse noticeboard, and all members shall be deemed conversant therewith. These Rules can only be altered at a general meeting with two-thirds of those voting in favour. The Regulations are to be revised periodically by the Committee, as required.

Regulations of Frindsbury Lawn Tennis Club

As at 27 April 2012 (AGM)

1. The period for the Summer season is May to September, the Winter Season is from October to April, and the Annual Season is from May to April, but these periods may be extended or shortened at the Committee's discretion.
2. Matches take preference over casual play at all times. Junior sessions take preference over casual play on Monday and Thursday evenings and on Saturday mornings on courts 1, 2 and 3.

Providing no maintenance is being undertaken on the courts or matches are in progress, students and full members may play at any other time, providing provisions are made through a Committee member for maintaining the security of the clubhouse, the courts and the facility gates.

3. New balls are provided in the clubhouse for club and match play only. Match balls are to be obtained beforehand by the match captain from Peter Marshall and returned to kitchen for social play.
4. Dress should be any recognised coloured tennis clothing. Tennis shoes must be of an approved type without raised heels spikes, studs or deep ribbing, and should not mark the courts. Men must wear sleeved shirts.
5. Nets for the appropriate courts shall be set up by the first to arrive and loosened by the last to leave. The last to leave shall also ensure before leaving that all equipment is locked away securely, and that the courts, clubhouse and entrance gate are securely locked. They shall also ensure that the alarm in the clubhouse is set.
6. The Committee, through the Groundsman, shall control the use of the grass courts and, to prevent undue wear, no casual play shall be permitted until the MLTA fixtures, the KLTA fixtures and the Club championships are completed.