

DANBURY TENNIS CLUB

RULES

Updated – November 2010

NAME OF THE CLUB

1. The Club shall be called The Danbury Tennis Club.

OBJECTIVES

2. The objectives of the club shall be:
 - (a) to promote the playing of lawn tennis and to provide facilities for this and
 - (b) to pursue such social, recreational and other activities as will in any way facilitate the first objective.

CLASSES OF MEMBERSHIP

3. The Club shall consists of the following classes of membership:
 - (a) **Full Members**

Adult persons who have paid full membership fees and are entitled to a vote at the AGM or other general meetings called by the Executive Committee.
 - (b) **Family Members**

A Family Membership is available. All Family Members over the age of 17 years are entitled to a vote at the AGM or other general meetings called by the Executive Committee.
 - (c) **Senior Citizen Members**

Women and men over 60 years of age and are entitled to a vote at the AGM or other general meetings called by the Executive Committee.
 - (d) **Student Members**

Members in full time education who are over 17 years of age and are entitled to a vote at the AGM or other general meetings called by the Executive Committee.
 - (e) **Junior Members**

Persons of 17 years or less. Junior members are not entitled to a vote at the AGM or other general meetings called by the Executive Committee.
 - (f) **Temporary Membership**

Temporary members shall have the full privileges of membership during their period of membership but shall not be entitled to vote at the AGM or other general meetings called by the Executive Committee. Temporary membership is for a maximum of one month in any full year.
 - (g) **Cadets**

The Senior Coach can appoint juniors to Cadet level for those whom he/she considers worthy of promotion. In addition 6 badges can be allocated by the Senior Coach to Cadets whom he/she considers suitable to join in with Senior Club play.
 - (h) **Non Playing Members**
 - (i) Adult Non Playing members are members who, for personal reasons, choose not to renew their playing subscriptions in any one year. Upon payment of the Non Playing Member fees, they are entitled to use the courts on a maximum 3 occasions. They may resume full privileges at any time without payment of the usual joining fee. Non Playing Members are entitled to vote at the AGM or other general meetings called by the Executive Committee.
 - (ii) Junior Non Playing members are members who, for personal reasons

choose not to renew their playing subscriptions in any one year. Upon payment of the Non Playing Member fees they are entitled to use the courts on a maximum 3 occasions. They may resume full privileges at any time without payment of the usual joining fee. Junior Non Playing members are not entitled to vote at the AGM or other general meetings called by the executive committee.

NEW MEMBERS

4.
 - (a) A new member will be asked to read and familiarise himself with the club rules.
 - (b) No candidate for membership shall be entitled to the privileges of membership until payment of the entrance fee and the first subscription.

5. The Executive Committee shall have the right for good and sufficient reason to terminate or suspend the membership of a member. Before such membership is terminated or suspended, the Honorary Secretary shall give the individual 7 days' notice in writing to attend a meeting of the Executive Committee and shall inform him/her of the complaint made against him/her. No member shall be expelled or suspended without first having a reasonable opportunity of appearing before the Executive Committee and answering complaints made against him/her nor unless at least two thirds of the Executive Committee (not being fewer than 6) then present vote in favour of his/her expulsion or suspension.

ENTRANCE FEES AND SUBSCRIPTION

6.
 - (a) All members shall pay such entrance fees or subscriptions as the Club shall determine at its Annual General Meeting upon the recommendation of the Executive Committee.
 - (b) The annual subscription shall be payable on a date determined by the Executive Committee and any member whose subscription is not paid by 3 months after the due date shall be deemed to have resigned his membership, save if such member has agreed with the Executive Committee before the 3 months that for special reasons, payment of his/her annual subscription might be delayed.
 - (c) Any member may resign his/her membership by giving notice in writing to the Honorary Secretary to that effect, but, if the notice is given after the due date in any year, he/she shall be liable to pay his subscription for that year in full. For the avoidance of doubt any member who resigns and who subsequently re-applies for membership shall be obliged to pay a further entrance fee.

MANAGEMENT

7.
 - (a) The affairs of the Club shall be directed by the Executive Committee which shall consist of:
 - (i) The officers of the Club and
 - (ii) Six other senior members elected from the eligible members at the Annual General Meeting.
 - (b) Subject to termination of office by resignation or otherwise the honorary officers and the Executive Committee members shall remain in office until their successors are elected at the next Annual General Meeting of the Club following their election. Retiring members of the Executive Committee shall be eligible for re-election.
 - (c) The Executive Committee shall have power to appoint a senior member to fill any casual vacancy on the Executive Committee until the next Annual General Meeting. Any member appointed shall retire at the next Annual General Meeting and shall be eligible for re-election.
 - (d) At meetings of the Executive Committee:
 - (i) Not fewer than three members of the Executive Committee shall form a quorum and
 - (ii) Save as provided in these Rules the Executive Committee shall regulate its own procedures.

- (e) The Executive Committee may from time to time appoint from amongst its members such other sub-committees as it shall deem necessary or expedient and may dispute or refer to them such of the powers and duties of the Executive Committee as it shall determine. Any sub-committee shall periodically report its proceedings to the Executive Committee and shall conduct its business in accordance with the directions of the Executive Committee.

OFFICERS

- 8. (a) The officers of the Club shall be the Honorary Chairman, the Honorary Treasurer, the Honorary Secretary, the Club Captain, the Match Secretary and the Deputy Chairman. The Executive Committee may appoint from its own members such assistant officers as the committee shall from time to time consider necessary.
- (b) The Executive Committee shall have the power to appoint a President of the Club.

GENERAL MEETINGS OF THE CLUB

- 9. (a) At any general meeting of the Club all full, family members over 17 years, senior citizens, students and adult non-playing members shall be entitled to one vote and no more.
- (b) At general meetings of the Club:
 - (i) Voting shall be by a show of hands or otherwise as the Chairman shall direct.
 - (ii) At least 3 Officers plus those members present shall form a quorum.
 - (iii) All questions arising at any meetings shall, subject to the provisions of these rules to the contrary, be decided by a majority of those present and voting thereat. The Chairman's decision as to the result of voting on any question shall be final and an entry in the minute book signed by the Chairman of the meeting within 14 days after the holding of the meeting shall be conclusive on the terms of any resolution and of it having been passed.
 - (iv) Any members desirous of moving any resolution at any general meeting of the Club or (where members of the Executive Committee are to be elected) to nominate any person for such positions shall give notice thereof to the Honorary Secretary not less than 21 days before the date of such meeting.
 - (v) Any person entitled to vote shall be entitled to stand for election as a member of the Executive Committee unless he/she is a paid employee of the Executive Committee. If after being elected, a member of the Executive Committee shall become a paid employee of the Club, he shall forthwith resign his office.
- (c) An Annual General Meeting of the Club shall be held each year and 15 months shall not elapse without a General Meeting to transact the following business:
 - (i) To receive from the Executive Committee a report, an audited balance sheet, an audited statement of accounts of the preceding financial year and an estimate of receipts and expenditure for the current financial year.
 - (ii) To consider, and if approved, sanction any duly made alteration to these Rules.
 - (iii) To elect officers and members of the Executive Committee.
 - (iv) To decide upon any resolutions which may be duly submitted to the meeting and
 - (v) To deal with any special matters which the Executive Committee desires to bring before the members and to receive suggestions from members for consideration by the Executive Committee.
- (d) The Executive Committee may at any time, for any special purpose, call an Extra-

ordinary General Meeting and shall do so forthwith on the requisition in writing of 12 members entitled to vote, stating the purposes for which the meeting is required. At least 28 days notice of any Extra-ordinary General Meeting shall be given by posting a notice of such meeting in the Club House (except if the Executive Committee shall deem it an emergency).

- (e) At least 14 days before any Extra-ordinary General Meeting a notice of the business to be transacted thereat shall be posted inside the Club House. No business other than that of which notice has been so given shall be brought forward at such a meeting except emergency business, if the meeting shall be an Extra-ordinary general meeting called to deal with that emergency.
- (f) No amendment (other than a motion for adjournment) shall be moved by any resolution proposed at any general meeting of the Club unless written notice thereof shall have been sent to the Honorary Secretary not less than 14 days before the meeting. Whenever such notice shall be given the same shall be posted in the Club House forthwith.

MEETINGS GENERALLY

- 10. At meetings of the Club or of any committee of the Club:
 - (a) The Chairman of the Club or his/her appointed deputy shall preside. If neither is present within five minutes after the time appointed for the holding of the meeting then the meeting shall choose its own chairman. The chairman of the meeting shall have a second or casting vote in the case of equality of voting.
 - (b) The Honorary Secretary or his/her nominated deputy shall keep minutes of proceedings at each meeting which shall be read and confirmed at the next meeting.
 - (c) No person shall speak or vote on any matter in which he/she or persons associated with him/her shall have a financial interest and such person shall in the circumstances declare his interest to the meeting at the first available opportunity and such declaration shall be noted in the minutes.

BYLAWS

- 11. The Executive Committee shall have power to issue bylaws for the management, safety, security and order of the Club. Such bylaws shall not be inconsistent with these rules.

FINANCE

- 12.
 - (a) The Honorary Treasurer shall keep proper accounts of the Club.
 - (b) Three members of the Executive Committee shall be authorised by the Club to be signatories of the Club's bank accounts and the Club's bankers shall be appropriately advised. All cheques, transfers and other authorities for payment from the Club's bank account shall bear the signature of at least two of such members.
 - (c) The Honorary Treasurer shall, as soon as conveniently possible, deposit with the Club's bankers all cash under his/her control save for any sums which he/she shall, in his/her discretion, deem necessary to retain in the form of cash to meet every day or expected requirements.

TRUSTEES

- 13.
 - (a) The property of the Club (other than cash, which shall be under the control of the Honorary Treasurer) shall on the resolution of the Executive Committee be vested in not fewer than two nor more than four trustees for the Club, save that a company owned or controlled by some or all members of the Club, may act as a sole trustee. A trustee or trustees of the Club shall deal with the property of the Club as the Executive Committee may direct from time to time by resolution of which an entry in the minute book shall be conclusive evidence.
 - (b) A trustee may resign by notice in writing or be removed from office upon a resolution of the Club passed at a general meeting of the Club by three quarters of the members of the Club present and entitled to vote to that effect.
 - (c) The power of appointing a new trustee or trustees shall be vested in the Executive

Committee.

- (d) Whenever a new trustee is appointed a memorandum of his appointment prepared and signed by the Chairman of the Club shall be conclusive evidence of his appointment.
- (e) Each of the trustees shall be entitled to be indemnified from the assets of the Club and, to the extent that these are insufficient, by each and every member of the Club from and against all actions, proceedings, costs, claims and demands in respect of or as a consequence of their office and the activities of the Club.
- (f) Each of the trustees shall not be liable to the Club, its officers or members or any of them from any act, neglect, default, mistake or omission in respect of or as a consequence of the activities of the Club otherwise than in case of wilful and individual fraud wrong-doing or wrongful omission on the part of the trustee who is sought to be made liable.
- (g) The interest of the trustees is to be noted on each of the Club's insurance policies.

BAR COMMITTEE

- 14. (a) A Sub-Committee of a chairman and three members shall be formed to manage the Bar. The purchase of all wines, spirits and other excisable liquors shall be in the absolute discretion of the Bar Sub-Committee. Such Bar Committee shall in no way be restricted in freedom of purchase.
- (b) In the event of any member for any reason ceases to be a member of the Club they shall automatically cease to be a member of the Bar Committee.
- (c) No person shall at any time be entitled to receive at the expense of the Club any commission or similar payment in connection with the purchases of intoxicating liquors by the Club; nor shall any person derive directly or indirectly any pecuniary benefit from the supply of intoxicating liquors by or on behalf of the Club to members of guests apart from any benefit accruing to the Club as a whole.

PERMITTED HOURS

- 15. (a) The sale of wines, spirits and other excisable liquors shall be permitted only during the following hours and only to members over the age of 18 years.
 - (i) Monday to Saturday (inclusive) 11.00 am to 11.00 pm
 - (ii) Sundays and Good Friday 12 noon to 10.30 pm
 - (b) The bar committee shall have power to reduce the hours during which the bar is open such as they deem expedient provided the requirements of the Licensing Acts are complied with.
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- (c) Intoxicating liquor may be sold or supplied to any person aged 18 years or over for consumption on the Club premises, on such occasions which shall not exceed ten in number in any calendar year, when the club organises functions for cultural, physical, social or recreational purposes to which the general public is admitted. The provision of the rule, shall be subject to the following conditions.
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- (i) The purpose of such a function must be one organised in connection with the purposes of the Club and for the purpose or ancillary purpose of raising funds on behalf of the Club or any charitable organisation.
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- (ii) A police constable may enter the premises without warrant when such a function is being held.
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- (iii) No change to this rule shall be made without written consent of the licensing justices.
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GUESTS

- 16. Subject to such restrictions as shall be made from time to time by the Executive Committee any full, senior citizen and student members of the Club shall be entitled to introduce a guest to the Club but that no person whose application for membership has been declined (other than for reasons of limitation of numbers) or who has been expelled from the Club shall be introduced as a guest. The name and address of the guest and

the member shall be entered in a visitors' book. A member introducing a guest shall accompany his guest and shall be responsible for him/her and shall pay such fee as shall be determined from time to time. No guest shall be introduced on more than three occasions in any one year.

VISITORS FROM OTHER CLUBS

17. (a) Any member of a recognised tennis club attending the Club for the purpose of playing or watching a competition or exhibition on the invitation of the Executive Committee may be admitted as a visitor to the Club for the period of the competition or exhibition. The name and address and the club of the visitor shall be entered in a visitors' book. No visitor shall be entitled to introduce guests.
- (b) Subject to any conditions on the Registration Certificate issued by the Magistrates Court, every member of a visiting team or competition in an open tournament and spectators shall be permitted to purchase intoxicating liquor at the Club bar.

PLAYING PROVISIONS

18. (a) The priority and use of the courts shall be determined and published by the Executive Committee.
- (b) During Club playing times, no member shall play two sets consecutively when other members are waiting to play and no member may play singles if other members are present and wishing to join in. For safety reasons, no juniors are to be on court during Club playing times save for Badged Cadets.
- (c) The hours of play on the court shall be regulated by the Executive Committee, but any member of the Executive Committee may close a court or courts for play at any time if in his opinion damage is likely to occur by further use. Any player may be asked to alter his or her style of play or leave the courts if damage is being done or considered likely. Any such action shall be reported forthwith to the Honorary Secretary.
- (d) Heeled or barred soled shoes are strictly prohibited on the courts unless sanctioned for special reasons by the Captain or Honorary Secretary. Recognised tennis clothing must be worn on the courts at all times.
- (e) Competition matches shall not be played during allocated Club playing time.

GENERAL

19. (a) No alcohol shall be consumed in or about the Club premises by any person under the age of 18 years.
- (b) If there shall be an ambiguity or difference of opinion concerning the effect or interpretation of these rules or of any bylaws made hereunder or how to deal with any matter not provided for in these rules a decision shall be determined by the Executive Committee.
- (c) To the extent permitted by law the Club, its trustees, officers, members, agents or servants shall not be liable to any member, guest or visitor for any loss or damage to any property occurring from whatsoever cause in or about the Club's premises or for any injuries sustained by any member or guest or visitor whilst on or entering or leaving the Club's premises and a declaration that a member accepts this provision shall appear on any application for membership.

ALTERATIONS TO RULES

20. (a) Alterations may be made at a general meeting of the Club called and proposed in accordance with these rules. Such alteration shall be approved by a majority of at least two thirds of members present and voting. Copies of the most recent rules shall be made available at the Club House.

DISSOLUTION

21. (a) The Club may at any time be dissolved upon a resolution to that effect passed at a general meeting of the Club by a majority of not less than two thirds of the members present and voting at the meeting.

- (b) If, in the event of the dissolution of the Club, there remains a surplus of cash or assets after satisfaction of all debts and liabilities, the same shall be paid or passed to such charitable or other sporting concerns as a general meeting of the Club shall resolve.