

LYDNEY TENNIS CLUB CONSTITUTION AND RULES

1. NAME

The Club shall be called Lydney Tennis Club.

2. AIM

Lydney Tennis Club is a not-for-profit sports club and was established on the Lydney Recreation Ground off Hams Road to provide and maintain facilities for people of all ages to enjoy the game of lawn tennis.

3. MANAGEMENT COMMITTEE

- (a) The general management of the Club shall be vested in a Committee composed of the members holding for the time being the following Honorary offices: President, Chairman, Treasurer, Secretary, a Lydney Recreation Trust Liaison Officer, a Child Protection/Welfare Officer, a Representative for Junior Tennis, the Club Coach, Membership Secretary, Social Secretary and 3 other members.
- (b) The Committee shall have the power to co-opt not more than three other members in any one year and their appointment shall cease at the next, following the Annual General Meeting.
- (c) The Committee shall have the power to create offices additional to the ones listed in 3a, should it so deem necessary.
- (d) The Committee may appoint sub-committees of any size and for any period and persons serving on such sub-committees need not be Officers or members of the Committee. The Chair of such sub-committees shall always be an Officer or member of the Committee. Each sub-committee so appointed may adopt its own rules of procedure but shall always be answerable to the Committee.
- (e) The Management Committee has the power to enter into contracts, following Committee approval, for the general well-being and development of the Club.
- (f) Payments to Committee members/trustees are excluded, apart from the reimbursement of reasonable expenses.
- (g) An Honorary Auditor may also be appointed.

4. ELECTION OF OFFICERS AND COMMITTEE

Officers or other Committee members are normally elected for a period of one year at the Annual General Meeting. This shall be the case for all except for that of President which shall be for life. Where necessary, nominations for vacancies, duly

proposed by one Member and seconded by another will be done at the Annual General Meeting. In the event of there being more nominations than vacancies, election shall be by ballot of those Members present at the Annual General Meeting and entitled to vote.

5. MEMBERSHIP

- (a) Categories of membership shall be the following:
 - i. Single Adult membership.
 - ii. Family membership.
 - iii. Out of county membership.
 - iv. Senior membership – aged 65 and over.
 - v. Junior membership – aged 11-17.
 - vi. Junior membership – aged 10 and under.
 - vii. Young Person – aged 18-21.
 - viii. Honorary – who shall be persons who have rendered exceptional service to the Club.

- (b) All adult and young person Members shall be entitled to vote at General Meetings.

- (c) Transfer from one class to another shall be at the absolute discretion of the Committee.

6. ANNUAL SUBSCRIPTIONS

- (a) Every Member except an Honorary Member shall pay an annual subscription.

- (b) The amount of the annual subscription for each class of Members and the terms of a discount, if any, shall be agreed by Members at the Annual General Meeting and Members will be informed of the agreed subscriptions.

7. PAYMENT OF SUBSCRIPTIONS

Subscriptions shall be due on the 1st April each year and all Members should pay before the 31st May. ClubSpark is the preferred method for paying subscriptions. Members not intending to re-join should notify the Membership Secretary. After 1st April email reminders will be sent to any Members who have not renewed their membership. Any Member who wishes to pay by any method other than ClubSpark should contact the Membership Secretary.

8. FINANCES

- (a) Although we are a not-for-profit organisation, some funds from Members' subscriptions will be surplus after the payment of necessary items such as rent, utilities, the purchase of tennis balls etc. These funds will be allowed to accrue or placed into the 'Sinking Fund' for the purposes of paying for unforeseen repairs where necessary or to be put towards the cost of regular court cleaning/repainting or any other works needed to allow the Club to

continue its activities. No major outlay outside of necessary items will be permitted without a majority in favour by the Club's Committee.

- (b) Cheques/payments must be authorised by two Committee members, currently the Treasurer and the Chair.
- (c) In addition to a Treasurer's report at the Annual General Meeting, a financial update will be given at each Committee meeting.
- (d) Online bank statements will be sent to the Treasurer.

9. MEETINGS

(a) Committee Meetings

The Committee shall meet a minimum of four times a year and/or as necessary. Meeting dates are based on the availability of the Chair and the majority of Committee members.

(b) The Annual General Meeting

An Annual General Meeting shall be held in the autumn to receive the audited accounts, to elect the Officers and the Committee and to discuss any other items placed on the agenda by the Secretary. The date of the Annual General Meeting shall be decided at the September Committee Meeting.

(c) Special Meeting

A Special General Meeting may be convened at any time by the Committee, if necessary, with Members notified appropriately.

- (d) The Chair shall preside at all Committee and General Meetings of the Club. In addition to their ordinary vote, the Chair shall have a casting or second vote in the event of equality of votes.

10. QUORUM

The quorum at a General Meeting shall be 10 Members entitled to vote and at a Committee Meeting 4 Members.

11. EXPULSION

The Committee may request the resignation of any Member whose conduct may render their withdrawal desirable and if any Member so called upon refuses to resign, the Committee shall convene a Special General Meeting for the purpose of expelling such Member from the Club, to which Meeting such Member shall be invited and shall be allowed to speak if they so request.

12. VISITORS

- (a) A Member may introduce any person to the Club as a visitor upon such terms as the Committee may decide, provided that no person who has been expelled from the Club shall be introduced. The Member is responsible for paying the appropriate visitor's fee.
- (b) Visitors may play at any time unless the courts have been booked online by Members or are required for adult or junior Club matches, coaching or Club events.
- (c) Visitors' fees shall be determined by the Committee.
- (d) No visitor shall play more than 6 times in any one year.

13. PROPERTY OF MEMBERS

The Club shall not be responsible or liable in respect of personal injury to any Member or loss or damage to the property of any Member whether or not due to negligence of the Members of the Club, its Officers or servants.

14. COURTS – ORDER OF PLAY

- (a) Courts will be given over to particular sessions during the course of the week, e.g. club social tennis, team practice sessions, and allocated coaching sessions. These sessions will appear on the Club website and will show in the online booking system.
- (b) Juniors of an adequate standard will be encouraged to join in with senior Club sessions.
- (c) In addition, courts will be allocated to senior and junior league fixtures, both summer and winter, with match dates published on the Club Notice Board.
- (d) Official matches have priority over all other activities except during Club sessions and pre-allocated coaching times.
- (e) At all other times, all Members have equal rights of access to available courts. If all courts are unavailable for play for any reason, Members will be notified appropriately.

15. DRESS CODE

- (a) All shoes worn on the courts shall be recognised tennis footwear.
- (b) All clothing worn on the courts, apart from sweaters and tracksuits, shall be recognised sports gear.
- (c) Members playing in teams representing the Club must meet the standards required by the league or competition in which they are playing.

16. BYELAWS

The Committee shall have the power to make, alter or rescind byelaws by a resolution carried by a majority of the members thereof present. Such byelaws shall be posted on the Club Notice Board and shall be binding on all Members.

17. ALTERATIONS TO THIS CONSTITUTION

Alterations or additions to this Constitution may be made by the Committee at any time provided notice of such has been circulated to Members, allowing adequate time for consultation and reply.

18. INTERPRETATION

In the interpretation of these rules and byelaws (if any) unless inconsistent with the context thereof, the expression 'Club' means Lydney Tennis Club, 'Member' means member of the Club, 'Officer' means the holder of any office referred to in the Rule 3 (a), 'Committee' means Committee of members appointed pursuant to Rule 3 (a) and the words implying the singular member only and the masculine gender only shall respectively include the plural number and the feminine gender and vice versa.

19. DISSOLUTION

In the event that Lydney Tennis Club should be dissolved, all fixed assets at that time belonging to the Club shall be transferred to the Lydney Recreation Trust. Any funds remaining shall be distributed to the Members and the contents of the clubhouse sold or given to charity. How funds are to be distributed and clubhouse contents to be dealt with will be decided at Committee level and in consultation with Members.

UPDATED DECEMBER 2023