<u>Merrow Lawn Tennis Club Rules</u> - as agreed at the AGM of 08-03-16

1. The Club, founded in 1923 is called the Merrow Lawn Tennis Club.

2. OBJECT: The object of the Club is to encourage, facilitate and improve the playing of tennis.

3. CONSTITUTION: The Club is constituted by these rules as a non-profit making members club with Trustees as stated in the latest Trust Deed.

4. TRUSTEES: The Membership, at a General meeting, may appoint such persons as it thinks fit, not exceeding four at any one time, to be Trustees on the Club's behalf of the Club's land, buildings and other assets. The Chairman shall enter into such deeds and documents as are necessary for putting the same into effect.

5. OFFICERS: The Officers of the Club shall consist of President, Chairman, Secretary, Treasurer, up to nine elected Committee members, and the Club Coach if one is appointed.

6. ANNUAL GENERAL MEETING: An Annual General Meeting of the Club shall be held in February or March each year, and sufficient notice shall be given thereof to the members by the Hon. Secretary. The Club's financial year shall end on 31st December each year. The Annual General Meeting shall be held in order to review the events of the past season, to receive the Hon. Secretary's and the Hon. Treasurer's reports, to elect the Officers of the Club for the coming year and to deal with any other business that may be brought forward. At a General Meeting the voting shall be confined to Senior Members present.

   QUORUM: A Quorum at a General Meeting shall consist of twenty members of the Club.

   ELECTIONS TO THE COMMITTEE: At the Annual General meeting the elections to the Committee shall take place when the existing Committee must retire but shall be eligible for re-election. All the members of the Club entitled to vote at the election and of not less than one year's standing are entitled to be nominated for election and to nominate persons for election. If a casual vacancy shall occur on the Committee, the remaining members of the Committee shall have the power to appoint another to act until the next election takes place.

   BUDGET: A GENERAL MEETING shall, upon recommendation from the Committee, to decide upon:

   (i) The raising of all loans, debentures whether secured or unsecured and any other long-term commitment.
   (ii) Major items of expenditure over those required for the regular management of the Club.

7. MANAGEMENT: The Club shall be managed by a Committee consisting of the Chairman, Hon. Secretary, Hon. Treasurer and other elected members. Five members of the Committee shall form a quorum. The Committee shall have the power to prepare conditions of play for each category of membership and to take such actions as it deems necessary for the good management of the Club

8. SEASON: The Club Year shall commence on 1st April annually and end on 31st. March. The Summer Season is from 1st April to 30th September.

9. JOINING OF MEMBERS: Every candidate for Student or Senior Membership shall apply to the Membership Secretary to join the Club. All new members shall pay the appropriate subscription for the existing or new season in full on joining the Club. New members will be offered an introductory session with a Club coach or member of committee, who will advise them of their eligibility to join Club mix-in sessions.

10. MEMBERSHIP: The names, addresses and telephone numbers of all members, will be maintained by the Membership Secretary who should be informed of subsequent changes.

11. CATEGORIES OF MEMBERSHIP: The categories of membership shall be recommended by the committee and decided at the AGM.

12. SUBSCRIPTION: The subscription for each category of membership shall be recommended by the Committee and decided at the Annual General Meeting. There shall be an entrance fee for new Senior Members (excluding students). The Committee may adjust subscription rates upon a new member joining the Club after the start of any Club year. Such adjustment will be calculated pro rata to the normal subscription for the remainder of the Club year. Members are reminded that all subscriptions are payable by 1st April, if they are not paid by 30th April membership will be suspended.

13. ALTERATION OF THE RULES: The rules can be cancelled, amended or added to at any General Meeting of the Club provided at least a fortnight's notice in writing, giving details of such proposed alteration of the rules, is sent to the Hon. Secretary.

14. BALLS: Balls shall be provided for senior members only and will be replaced as necessary. Members are required to look after them and after each set to leave the full number on the courts for the next players. The last members to play at each session shall collect the full number of balls and return them to the pavilion.

15. DRESS: No member or guest shall be allowed to play on the courts unless wearing suitable tennis shoes. All players must be dressed in recognised tennis wear (at the discretion of the Committee).

16. CONDITIONS OF PLAY: These shall be determined by the Committee and displayed in the Pavilion.

17. CLOSING OF COURTS: Any court may be closed for play, by any delegate of the Committee; Notice of any being closed will be posted in a prominent position, or on the Club website.

18. AVAILABILITY OF PAVILION AND COURTS: The Club Pavilion and courts shall be available for the use of members from 8am to midnight daily. Floodlights are available for use by the senior members and for junior coaching sessions until 9.30pm from Monday to Saturday and until 6pm on Sunday.

19. VISTORS: Members are entitled to bring guests to play tennis on the Club courts on an occasional basis. Before a visitor plays, the member introducing him or her must make an appropriate entry in the Visitors Book and pay the fee. The Committee may withdraw the privilege if it is abused.
    (a). Members who are sponsored by the Club in any tournaments and competitions will be exempt from guest fees. Members are only entitled to arrange private courses of tennis tuition on the Club courts with a coach approved by the Committee and subject to the Club's rules on the availability of courts.

20. SUSPENSION OR EXPULSION: the Committee shall have the power to terminate or suspend the membership of any member or exclude any members or visitor whom it considers guilty of a breach of the Club rules or of misconduct or offensive behaviour to any other member, visitor or employee on the Club's premises.

21. BAR FACILITIES: At the discretion of the Committee, the Pavilion may be used for sale of alcoholic beverages. Such sales shall be limited to members of the Club who are over 18; the hours during which such sales may take place are defined by the Bar Licence i.e.

    (a) Monday to Saturday – 10.30 – 23.00

    (b) Sunday and Good Friday – 12.00 - 22.30

    (c) Christmas Day – 12.00 - 15.00 & 19.00 – 22.00

    As and when required, the Committee is permitted to apply for an extension of hours.

22. INJURY, LOSS OF PROPERTY ETC. Members or visitors leaving vehicles, rackets, 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.

23. EXTRAORDINARY GENERAL MEETING: An EGM of the Club shall be called at any time, either at the desire of the Committee or on receipt by the Hon. Secretary of a request in writing for such a meeting, signed by at least ten Senior members of the Club and specifying the nature of the business. Fourteen days notice of such a meeting shall be given to members of the Club and such notice shall specify the business to be transacted.

24. SMOKING: Smoking is prohibited in the pavilion and on the courts at any time.