

RULES OF THE TERRACE LAWN TENNIS AND CROQUET CLUB

1. Name

The club shall be called The Terrace Lawn Tennis and Croquet Club.

2. Objects

The objects of the Club shall be to provide facilities for and promote participation of the whole community in the sport of Lawn Tennis and Croquet, in accordance with the Rules of the Lawn Tennis Association and Croquet Association, and Boules (also referred to as Petanque)

3. Membership

- 3.1 The total senior membership of the Club shall not exceed one hundred and thirty or such higher number of members as shall be approved and minuted by the Committee from time to time.
- 3.2 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, limitation of membership according to available facilities is allowable on a non discriminatory basis. The Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by a majority vote.
- 3.3 Members may introduce a guest to the Club provided that the introducing member shall enter such guest's name and address in the guest book and pay the appropriate fee for the day before play. No guest who resides within 25 miles of the Club may be introduced more than 3 times during the season. Every guest must be accompanied by a member of the Club. No member may introduce more than 4 guests in one day.
- 3.4 The Committee may waive the provisions and requirements of 3.3 above in the following circumstances and subject to the following criteria and conditions;
 - 3.41 the circumstances are specific with regard to date and time, guests and activity, and;
 - 3.42 to do so would promote the financial and social interests of the Club, and;
 - 3.43 the Committee advises members in advance of any decision to waive the provisions and requirements of 3.3 above and the reasons for doing so.

4. Subscription

- 4.1 The annual subscription shall be determined from time to time by the Committee and the Committee shall in so doing make special provision for social members and junior members under 18 years of age.
- 4.2 The annual subscription shall be due on joining the Club and thereafter on the 1st day of May each year.

5. Resignation

- 5.1 Any member wishing to retire from the Club must notify the fact in writing to the Hon. Secretary before the 1st May, and failing giving this notice, shall be liable for his subscription for the coming season.
- 5.2 The name of any member whose subscription has not been paid by 1st July in any year shall be posted in the Pavilion and such member shall not be entitled to enjoy the facilities of the Club until his subscription has been paid.

6. Expulsion

The Committee shall have power to expel a member when, in their opinion, it would not be in the interests of the Club for him to remain a member. A member shall not be expelled unless he is given 14 days written notice to attend a meeting of the Committee and 14 days written details of the complaint made against him. The member shall be given an opportunity to appear before the Committee to answer complaints made against him and not be expelled unless at least two thirds of the Committee then present vote in favour of his expulsion. Appeal against the expulsion may be made in accordance with Rule 3.2.

7. Committee

- 7.1 The Committee shall consist of the Chairman, Secretary, Treasurer and a maximum of seven elected members.
- 7.2 The Committee members shall be proposed, seconded and elected by a ballot at the Annual General Meeting each year and shall remain in office until their successors are elected at the next Annual General Meeting. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring members of the Committee shall be eligible for re-election.
- 7.3 Committee meetings shall be held as often as the Committee feels appropriate and not less than three times a year and the quorum for a meeting shall be four. The Chairman and the Secretary shall have discretion to call meetings of the Committee at not less than 5 days notice. Decisions of the Committee shall be made by a simple majority and in the event of equality of votes the Chairman (or the acting chairman of that meeting) shall have a casting or additional vote. The Secretary, or in his or her absence a member of the Committee) shall take minutes.
- 7.4 In addition to the elected members the Committee may co-opt up to two further members of the club who shall serve until the next Annual General Meeting. Co-opted members shall be entitled to vote at meetings of the Committee.

- 7.5 The Committee may from time to time appoint from among their number such sub-committees as they may consider necessary and may delegate to them such of the powers and duties of the Committee as the Committee may determine. All sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the directions of the Committee.
- 7.6 The Committee is empowered to carry out all matters necessary for the maintenance, management, well-being and good conduct of the Club, and any matter in dispute between any members of the Club shall be decided by the Committee, whose decision shall be binding and final, except only for the provisions of Rules 3.2 and 6. The Committee shall also have the sole right of appointing and determining the terms and conditions of service of employees of the Club and shall have power to enter into contracts for the purposes of the Club on behalf of all the members of the Club.
- 7.7 The members of the Committee shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.

8. Officers and Honorary Members

- 8.1 The Officers of the Club shall be a Chairman, a Treasurer and a Secretary and they must all be members of the Club.
- 8.2 The Officers shall be proposed, seconded and elected at the Annual General Meeting and shall hold office until the next Annual General Meeting when they shall retire. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring officers shall be eligible for re-election.
- 8.3 The Annual General Meeting, if it thinks fit, may elect a President who need not be a member and on election shall, *ex officio*, be an honorary member of the Club.
- 8.4 The Committee may elect any person as an honorary member of the club for such period as they think fit.
- 8.5 A President and honorary members shall be entitled to all the privileges of membership except that they shall not be entitled to vote at meetings and nor serve as officers or on the Committee.

9. Annual General Meeting

- 9.1 The Annual General Meeting of the Club will be held each year not later than 31st December to transact the following business :-
- 9.11 to receive the Chairman's report of the activities of the Club during the previous year;

- 9.12 to receive and consider the accounts of the Club for the previous year and the Treasurer's report as to the financial position of the Club;
- 9.23 to elect the officers and other members of the Committee;
- 9.14 to decide on any resolution which may be duly submitted in accordance with Rule 9.2.
- 9.2 Nominations for election of members to any office or for membership of the Committee shall be made in writing by the proposer and the seconder to the Secretary not less than ten days before the Annual General Meeting.
- 9.3 Notice of any resolution proposed to be moved at the Annual General Meeting shall be given by a proposer and seconder in writing to the Secretary not less than ten days before the meeting.
- 9.4 The meeting shall be called by the Secretary on not less than ten days notice in writing.

10. Special General Meeting

A Special General Meeting may be called at any time by the Committee. Further a Special General Meeting shall be called within 28 days of receipt by the Secretary of a requisition in writing signed by not less than five members stating the purposes for which the meeting is required and the resolutions proposed. The meeting shall be called by the Secretary on not less than ten days notice in writing.

11. Procedure at the Annual and Special General Meetings

- 11.1 The Secretary shall send to each member at his or her last known address written notice of the date of the General Meeting together with the resolutions to be proposed thereat at least ten days before the meeting.
- 11.2 The quorum for the Annual and Special General Meetings shall be eight.
- 11.3 The Chairman, or in his or her absence a member selected by the Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairman will have a casting vote.
- 11.4 Junior members shall not be entitled to a vote at any meeting of the Club.
- 11.5 The Secretary, or in his or her absence a member of the Committee, shall take minutes of the Annual and Special General Meetings.

12. Alteration of the Rules

The rules may be altered by resolution at an Annual General Meeting or Special General Meeting provided that the resolution is carried by a majority of members at the General Meeting.

13. Bye-Laws

The Committee shall have power to make, repeal and amend such bye-laws as they may from time to time consider necessary for the well being of the Club, which bye-laws, repeals and amendments shall have effect until set aside by the Committee or at a General Meeting. The bye-laws in force from time to time shall be posted in the pavilion.

14. Finance

- 14.1 All moneys payable to the Club shall be received by the Treasurer and deposited in a bank account in the name of the Club or members appointed by the Committee for that purpose. Any monies not required for immediate use may be invested as the Committee in their discretion think fit.
- 14.2 The income and property of the Club shall be applied only in furtherance of the Club's objects and no part thereof shall be paid by way of bonus, divided or profit to any members of the Club, save as set out in Rules 14.3 and 17.3.
- 14.3 The Committee shall have power to authorise the payment of reasonable remuneration and expenses to any officer, member or employees of the Club and to any other person or persons for services rendered to the Club.

15. Property

- 15.1 The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules. All surplus income or profits are reinvested in the club.
- 15.2 The property of the Club, other than cash at the bank, shall be vested in not less than two and no more than four Trustees. They shall hold the property upon trust for the members of the Club in accordance with the directions of the Committee.
- 15.3 The Trustees shall deal with the property as directed by resolution of the Committee and entry in the minute book shall be conclusive evidence of such resolution.
- 15.4 The Trustees shall be elected by the Committee and shall hold office until death or resignation unless by a resolution of the Committee.
- 15.5 The Trustees shall be entitled to an indemnity out of the property of the Club for all expenses and other liabilities properly incurred by them in the discharge of their duties.

16. Borrowing

- 16.1 The Committee may borrow money on behalf of the Club for the purposes of the Club from time to time at their own discretion for the general upkeep of the

Club or with the sanction of a General Meeting for any other expenditure, additions or improvements.

- 16.2 When so borrowing the Committee shall have the power to raise in any way any sum or sums of money and to raise and secure the repayment of sum or sums of money in such manner or on such terms and conditions as they think fit, and in particular by mortgage of or charge upon or by the issues of debentures charged upon all or any part of the property of the Club.
- 16.3 The Committee shall have no power to pledge the personal liability of any member of the Club for the repayment of any sums so borrowed.
- 16.4 The Trustees shall, at the discretion of the Committee, make such dispositions of the Club's property or any part thereof, and enter into and execute such agreements and instruments in relation thereto as the Committee may deem proper for giving security for such monies and the interest payable thereon.

17. Dissolution

- 17.1 A resolution to dissolve the Club shall only be proposed at a Special General Meeting and shall be carried by a majority of at least three-quarters of the members present.
- 17.2 The dissolution shall take effect from the date of the resolution and the members of the Committee shall be responsible for the winding-up of the of the assets and liabilities of the Club.
- 17.3 After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - 17.31 to another Club with similar sports purposes which is a registered charity and/or
 - 17.32 to another Club with similar sports purposes which is a registered Community Amateur Sports Club and/or
 - 17.33 to the Sport's governing body for use by them for related community sports.