

CONSTITUTION OF HIGHWORTH TENNIS CLUB

Last Revision : November 2009

1 NAME AND OBJECTS

The club shall be named "The Highworth Tennis Club" and shall have for its objects the provision of tennis facilities for its members.

2 CONSTITUTION

The club is constituted by these rules as a non-profit making members club. In no circumstances during the continuation of the club, nor at, nor after its dissolution shall any assets or surplus funds be distributed to any member or other person nor to any organisation which is not itself constituted either as non profit-making or a charity.

3 AFFILIATION

The club shall seek affiliation to the Lawn Tennis Association and shall adopt and conform to the rules of this organisation in so far as they shall apply.

4 LEASE

The tennis courts are leased from the Highworth Town Council and a rent is payable on 1st January and 1st July and payment must be received not less than 21days from the due date. The first payment to be made 1st January 1994 and the lease to run for 21years.

5 TRUSTEES

- a) The Trustees appointed by the club under the terms of the lease with Highworth Town Council dated 1st January 1994 are:
Mr R.J. Rose, Mr P. Robson and Mr M.D. Taylor.
- b) The club shall be bound by obligations of trustees as stated in the lease dated 1st January 1994 and listed below, and that the obligations take precedence over any other rule or interpretation of any rule.
Obligations of Trustees:
 - i) To pay the reserved rent at the times and in manner aforesaid.
 - ii) To discharge all existing and future rates, taxes, assessments and outgoings whatsoever imposed on or payable by the owner or occupier of the demised premises in respect thereof.
 - iii) To keep all the fences and gates upon the demised premises always in good repair and condition and the gates always locked when the demised premises are not in actual use.
 - iv) To make such alterations and no others in the character and general arrangements of the demised premises as may be necessary or desirable for laying out and maintaining the same as a proper tennis ground.
 - v) Not to assign, underlet or part with the possession of the demised premises or any part thereof except for the purpose of vesting the term created hereby in the trustees for the time being of the club.
 - vi) To ensure that tennis playing facilities shall be made available by the club to any members of the public reasonably requesting the same and

by prior arrangement with the club with or without the imposition of a reasonable charge, the provision of such facilities not to be unreasonably withheld.

- vii) To use the demised premises and such buildings (if any) as may be erected thereon pursuant to paragraph 10 hereof as a tennis ground and club pavilion only or for such other games or recreations (if any) as may be sanctioned or approved of from time to time in writing by the landlord.
 - viii) Not to erect any building or other structure on the demised premises except such club pavilion or shed as shall be approved as to site dimensions and otherwise by the landlord with the trustees of the proposed plans and elevations thereof.
 - ix) To permit the landlord and his duly authorized agents at all reasonable times to enter the demised premises to inspect the condition thereof and for all other reasonable purposes.
 - x) If the trustees shall be entitled to remove all or any buildings or structures erected on the demised premises to pull down and remove the same in a workmanlike manner so as not to cause damage to the demised premises and forthwith after such removal restore the site thereof as far as possible to its present condition and to pay the landlord proper and adequate compensation for any damage caused by or resulting from such removal.
 - xi) To deliver up the demised premises at the termination of the term in a condition consistent with the foregoing provisions.
- c) The trustees shall serve as standing members of any general committee for the period of the lease.
 - d) The trustees of the club shall be treated as honorary members for the period of their trusteeship under [rule 6](#).
 - e) The sum of not less than £700 shall be deposited by the club into the "Rent Reserve Account" every year until 2004 and the signatories of this account will include at least one trustee.
 - f) There shall be no amendments passed by any general meeting to [rule 5](#) during the term of the lease unless by deed of appointment, except that [rule 5e](#) may be amended as long as the "Rent Reserve Account" balance be sufficient to repay all outstanding rent for the period of the lease, and that the balance shall not be procured for any other business.

6 MEMBERSHIP

- a) Senior membership shall consist of all members aged 18 years or over. Senior citizens may be offered membership at a reduced rate.
- b) Junior membership shall consist of two groups:-
 - i) 12 years and over and under 18 years.
 - ii) 11 years and under.
- c) Honorary membership shall include trustees and any person who in the opinion of a general meeting shall be rewarded for special services to the club.
- d) The subscription year shall run from 1st April to 31st March and all age limits in [rule 6a](#)) and [rule 6b](#)) shall be taken from 1st April.
- d) The amount of subscription shall be determined at the prior annual general meeting.

- f) A member whose subscription is unpaid by the 30th April will not be entitled to the privileges of membership and may be required to seek re-election to the club.
- g) A new member applying to join the club after 31st August may, at the discretion of the committee, pay a proportionally reduced subscription to the club.

7 ACCOUNTANCY YEAR

Except for the purpose of subscription (see [rule 6f](#)) the club's financial year shall run from 1st October to 30th September and the accounts submitted to the annual general meeting shall be prepared accordingly.

8 ELECTION OF MEMBERS

For all classes of membership provided in [rule 6](#) an application shall be submitted to, and considered by the committee whose decision, by simple majority, shall be final. The committee shall have the power to limit the number of members in respective classes if they consider this necessary.

9 SUSPENSION AND EXPULSION

The committee shall have power to terminate or suspend 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 that may bring the club into disrepute.

10 INJURY, LOSS OF PROPERTY ETC

Members or visitors leaving unattended 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.

11 VISITORS

- a) Visitors may be introduced by members of the club. Before a visitor plays the member introducing him must make an appropriate entry in the Visitors Book and be responsible for the payment of the current fee.
- b) Visitors may only visit a maximum of three times a year as a member's guest; thereafter they shall be required to pay the normal fee as a member of the public.
- c) Every member of a visiting team shall be an Honorary member for the day as shall every competitor in an open tournament at the club.
- d) In the case of a junior competition or match the parents or guardian of any competitor shall be an Honorary member for the period of the tournament or match.

12 JUNIORS

There shall be a minimum of one supervised session set aside for junior members per week during the playing season.

13 MANAGEMENT

- a) The management of the club shall be controlled by a committee consisting

- of a Chairman, Secretary, Treasurer, Ladies' Captain, Men's Captain, Coaching Rep and three Trustees ([rule 5c](#)). In addition there should be up to six other senior members and two junior members aged 14 years or over on 31st December following the A.G.M. The committee shall have power to co-opt additional members if required and shall meet at regular intervals.
- b) The committee shall elect members in accordance with [rule 8](#) and from time to time make and revise the club's regulations and shall have the power to decide any matter not provided for by the rules and current regulations.
 - c) The quorum at a committee meeting shall be five senior members and in the event of equality of voting the Chairman shall have a second or casting vote. Junior members of the committee shall have the same voting rights as senior members.
 - d) The committee may delegate any part of its duties (except election of members) to one or more sub-committees which may be composed of any members of the club.
 - e) Minutes of committee meetings shall be displayed on the club's notice board.
 - f) Committee meetings can be called by either a minute from a previous meeting or by three days notice before the proposed date to all committee members.

14 GENERAL MEETINGS

- a) An Annual General Meeting shall be held each year between 1st October and 30th November.
- b) The committee shall call an extraordinary meeting at their discretion or within 30 days of receipt by the Honorary Secretary of a request signed by 20 senior members or, if total senior membership is less than 100, by one fifth of the senior members stating the business proposed to be transacted.
- c) Any member wishing to propose a resolution at the Annual General Meeting must send a copy thereof to the Honorary Secretary three weeks before the date of the Annual General Meeting so that provisions may be made on the agenda. The Honorary Secretary shall send to every senior member at least seven days notice of any general meeting together with a copy of the agenda. A copy of the agenda for any general meeting must be displayed on the Club notice board.
- d) The business of the Annual General Meeting shall be the confirmation of the minutes of the previous Annual General Meeting and of any subsequent extraordinary general meetings, the consideration of the committee's report and the Honorary Treasurer's accounts for the year, the election of officers and committee for the ensuing year, the appointment of an Honorary Auditor, and any item of which notice has been given and details included in the agenda.

The business of an extraordinary general meeting shall be in accordance with the requisition under which it was summoned and the agenda issued. At any general meeting further business may be accepted at the discretion of the Chairman provided that it does not call for an alteration of the rules, the winding up of the club, the transfer of any of the club's assets, the borrowing of money, or an expenditure not within the immediate financial resources of the club.

- e) Every member shall be entitled to be present and to speak at any general

meeting and, if aged 18 years or over, to vote thereat (with the exception of adult supervisor who has no voting rights). In the event of an equality of votes the Chairman shall have a second or casting vote. Regarding the election of junior committee members, all junior members may vote.

- f) At any general meeting the quorum shall be 20 senior members or 15% of the senior membership whichever is least.

15 RULES AND REGULATIONS

A copy of these rules and regulations made by the committee under [rule 1](#) shall be prominently displayed at all times on the club notice board and all members shall be deemed conversant therewith. The rules shall not be altered except at a general meeting after due notice, and then by simple majority. The regulations shall be made and periodically revised by the committee.

16 DISSOLUTION

The club shall be dissolved on the passing of a resolution to that effect at a general meeting after due notice. A quorum of 51% of senior members must be present. If a quorum of 51% is not present, the meeting will be adjourned. A further meeting will be called at which [rule 14f](#) will apply. Such a meeting shall appoint a committee to wind up the affairs of the club and shall give general directions as to disposal of any assets, within the scope of [rule 2](#) and [rule 5](#).