

# RULES - SOUTHEND LAWN TENNIS CLUB

1. The name of the club shall be  
SOUTHEND LAWN TENNIS CLUB
2. The game shall be played in accordance with the rules of the  
INTERNATIONAL TENNIS FEDERATION
3. The colours of the club shall be  
ROYAL BLUE AND WHITE
4. THE GENERAL COMMITTEE  
Shall consist of the following officers of the Club: Chairman, Secretary, Treasurer, Club Captain, Men's Captain, Ladies Captain, Membership Secretary and two other members.

Five members shall form a quorum. The General Committee shall have the power to co-opt not more than two additional members and to fill any vacancies that may occur.

The Chairman, Secretary and Treasurer shall be the Trustees of the Club and shall hold office until death, resignation or removal from office by the General Committee.

Each succeeding holder of the office of Chairman, Secretary or Treasurer (as may be determined by members at the A.G.M. or subsequently appointed by the General Committee) shall automatically become a trustee of the Club. The liability of the trustees shall be limited to the assets of the Club and to the period of their trusteeship.

#### **4a. BYE-LAWS**

The General Committee shall have the power to make and alter Bye-laws. Any new Bye-law or alteration to existing Bye-laws shall be affixed to the Clubhouse Notice Board, within seven days of such addition or alteration being made whereupon it becomes operative. Any resolution passed by the General Committee which is in effect a bye-law shall be included forthwith in the bye-laws and fixed within seven days to the Clubhouse Notice Board whereupon it becomes operative.

#### **4b. FIXTURES**

All matches, tournaments and other special events shall be arranged by the General Committee.

#### **4c. SUB COMMITTEES**

**Playing Committee** shall consist of the Club Captain (Chairman), Men's Captain, Ladies Captain and SLTC Leigh and Westcliff Secretary, Trophy Secretary, Membership Secretary, Club Coach and also two juniors representing the junior members. The duties of the Playing Committee primarily shall be to deal with all matters in connection with matches, tournaments and draws. Matters relating to junior members will also be covered by this sub-committee.

**Ground Committee** shall consist of the Ground Chairman, Pavilion Maintenance Manager and as many other members as are deemed necessary.

**Bar Manager** The purchase for the Club and the supply by the Club of intoxicating liquor (so far as not managed by the Club in general meeting) is to be managed by the Bar Manager.

**Entertainment Committee** shall consist of the Entertainments Chairman and as many other members as are deemed necessary.

The chairman of each of the above sub-committees shall attend the meetings of the General Committee on which they each have one vote.

#### **4d. CONTINGENCIES**

The General Committee shall have the power to deal with any contingencies not provided for in these rules and Bye-Laws.

## **5. GENERAL; MEETING**

### **5a. ANNUAL**

The Annual General Meeting shall be held in November to receive the General Committee's Annual Report and the Year's Accounts, to elect the General Committee and Reporting Accountant for the ensuing year of office and to transact any other business. Notice of any proposal a full member may wish to make at this meeting must be given in writing to the Secretary not later than fourteen days before the date fixed for the Annual General Meeting and must be seconded by a full member. Voting powers shall be vested in members as defined in Rule 8 (a).

### **5b..SPECIAL**

On receipt of a request signed by at least twenty members, the General Committee shall forthwith convene a Special General Meeting (to be held within twenty one days of the receipt of the request) stating the object for which the meeting is called. No other business shall be transacted at the meeting. The General Committee may call a Special General Meeting at any time.

**5c.** At least seven days notice, together with Agenda for Annual General Meeting or Special General Meeting shall be given to all members by means of a notice on the Clubhouse Notice Board.

## **6 NEW RULES**

No new rules shall be made and no existing rule altered or rescinded except by Annual General Meeting, or a Special General Meeting called for that purpose, and then only if supported by two-thirds of the members present and voting.

## **7. FINANCIAL YEAR**

The Financial Year shall be from the 1<sup>st</sup> October to 30<sup>th</sup> September.

## **8. MEMBERSHIP**

**8a** Full voting membership of the Club shall be confined to those members who hold Full Annual Membership and Life Members and voting powers shall be vested in such members only.

### **8b. (i) Full Annual Membership**

Use of all courts throughout daylight hours except when matches are being played. There will always be a minimum of one court available for social club play.

Use of the floodlit courts during non-daylight hours up to 22.00 hours, except on certain designated evenings, by the booking of a court for a specified period.

## **(ii) Parental Annual Membership**

Parental or Social Membership is required for at least one parent of all Junior Members. Parental Membership will entitle the parent to accompany their children who are Junior Members on court during weekdays until 18.00 hours and at weekends after 16.00 hours for coaching and support purposes only, provided the courts are not required for Club Matches or by Full or Junior Members (Bye law No.1 regarding dress applies to Parental Members).

## **(iii) Social Membership**

This form of membership entitles the member to use the facilities of the Clubhouse, including the bar and to attend social functions arranged by the Club.

## **(iv) Honorary Membership**

This form of membership offers all the privileges of membership other than playing tennis.

## **(v) Life Membership**

(which may be conferred at the discretion of the General Committee) This form of membership offers all the privileges of membership.

## **(vi) Students**

Over 18 on 1<sup>st</sup> January, still in full time education, have the same rights as Full Adult Members.

## **(vii) Juniors (Under 12 & 12 and Over)**

Use of all courts when they are not required by Full Adult Members.

## **(viii) Corporate Membership**

Bona fide organisations may apply for membership under this category. The terms and subscriptions for membership will be subject to individual negotiation at the discretion of the General Committee.

## **8c. Notes**

- (i) Competitors and members of visiting teams shall be elected Honorary members (without subscriptions) for the day of the tournament or match.
- (ii) The Clubhouse and attendant facilities are available to all forms of membership.

## **9. SUBSCRIPTIONS**

All subscriptions shall be annual, due and payable on 1<sup>st</sup> April. The rates for the following year shall be decided at the A.G.M.

## **10. NEW MEMBERS**

**10a** Any person may apply for one of the various forms of membership available, such applications to be submitted to the Membership Secretary for consideration. The General Committee shall have absolute discretion to approve or reject any application for membership.

**10b** Any applicant for playing membership may be required to play on the courts prior to the application being considered by the Playing Committee.

**10c** New members will be required to pay their subscriptions before playing on the courts.

## **11. CONDUCT OF MEMBERS**

The General Committee shall have power to expel any member whose conduct in their opinion has been prejudicial to the best interests of the Club.

## **12. VISITORS**

**12a** Visitors may be introduced by adult members only. The names of the visitors must be entered in the Visitors Book on entering the Club, whether playing on the courts or not, together with the names of the introducing members who shall be responsible for the payment of the appropriate fee. Such visitors shall be deemed to be Honorary Members of the Club for the day.

**12b** The charge for playing visitors shall be decided annually at the A.G.M.

## **13. SUPPLY OF INTOXICATING LIQUOR**

Intoxicating liquor may be supplied on the Club premises to members and duly admitted guests in accordance with the permitted hours laid down in the Licensing Act 1964 and fixed by the General Committee under the Bye-Laws of the Club. The hours so fixed shall be posted in the bar and where required written notice of the hours so fixed shall be given by the Secretary to the Clerk of the Justices.

## BYE-LAWS

1. Dress code: Members are required to play in ATP approved tennis wear and shoes must be an "All-court" non-marking shoe.
2. Members shall not play more than one set on a court, at the end of such set they shall ascertain if other members are waiting to play. No set shall exceed 13 games (a tie break to be played at 6-6).
3. Members shall not commence or continue a singles set on court one if other members are waiting and willing to form a doubles set during designated social playing times. This does not apply to tournaments.
4. Match Practice: To be arranged with the approval of the Playing Committee at the commencement of the summer season.
5. The methods of making up sets will be as determined by the Playing Committee from time to time. Appropriate details will be posted on the Notice Board.
6. The Officers of the Club shall have the power to prohibit play, when in their opinion, the courts are unfit.
7. Tournaments shall be arranged at the discretion of the Playing Committee and Tournament Rules as specified shall be strictly adhered to in all circumstances.
8. Any dispute arising with regard to play shall be settled by the Playing Committee.
9. Any member wishing to bring a complaint before the General Committee must state his or her complaint in writing.
10. Smoking is not allowed on the courts or in the Clubhouse.
11. Club balls are available to Full Adult Members. Juniors may use club balls if a key holder is present. All other categories of members must supply their own balls. On no account must Club balls be removed from the premises.
12. Members using Club balls, for which they are responsible, must return them to the Clubhouse when play has finished. Only one set of balls is to be taken on court.
13. Used balls, when available, may be purchased at reduced prices.
14. The General Committee shall have the power to let the Clubhouse and its equipment and furniture.

The hours during which the Clubhouse may be used shall be defined from time to time by the General Committee.

15. The last member to leave the Club shall be responsible for the Security of the Clubhouse and grounds in accordance with the instructions drawn up by the General Committee and posted on the Clubhouse Notice Board.
16. Additional amenities of the Club (e.g. Table Tennis) shall be available at the discretion of the General Committee.
17. Daily visitors shall be restricted to six playing days during any one playing year, which may be exceeded only at the discretion of the General Committee.
18. Honorary Membership may be conferred at any time by the General Committee.
19. The General Committee are empowered to fix the times for the sale of intoxicating liquor and to apply for any extensions where necessary.
20. Alcoholic beverages will not be sold to nor consumed by juniors under the age of 18.
21. No instructions may be given to the Club's employees by any unauthorised member.
22. Any commercial activity or advertising on Club premises must have the prior sanction of the General Committee.
23. Hours of play shall not be earlier than 08.00 on weekdays, 09.00 on Sundays and not later than 22.00 hours. Permission to play outside these hours must be obtained from the General Committee.
24. Other than in exceptional circumstances (such as are designated by the Club Captain or his representative) Privileged Juniors shall be permitted to play with Full Adult Members.
25. All dogs brought onto the site must be kept under close control.
26. To comply with the regulations the Clubroom door is to be kept unlocked when the Bar is open.
27. The Club may borrow money for the general purposes of the Club upon such terms and subject to such conditions giving security over such of the Club's assets as the General Committee may in their absolute discretion determine. A lender may only require to see a copy of the resolution by the General Committee certified as being a true copy by the Chairman or Secretary thereof. The Trustees may be directed by the General Committee to enter into a deed or deeds charging the assets of the Club as security for repayment of any loan which has been so authorised.

# CODE OF CONDUCT

As a family Club, certain standards are required of our members, both while at Southend Lawn Tennis Club and also while representing the club in away matches or tournaments at other clubs.

Behaviour on court is at all times to be courteous and polite.

Foul and abusive language is unacceptable, as is aggressive or threatening behaviour.

Derogatory comments about opposition or partner are also unacceptable.

Any member encountering this sort of behaviour, either to themselves or aimed at other members or opponents must report the issue at the earliest possible opportunity to the Club Captain, Men's Captain or Ladies Captain.

The captain will then discuss with relevant members and if required, immediate action can be taken. The issue will then be raised at the next Committee meeting for discussion.

The Club Captain has the authority to apply immediate playing bans on any member that is breaching the Club's Code of Conduct. This could be a ban on matches or social tennis, depending on the area of issue. After discussion with the Committee, a further ban may be applied.

Communication on the issue may be sent to the offending member regarding further behaviour. In the case of extreme issues or repeat offences, the member may have his or her membership terminated with immediate effect.