

TENNIS TALENT SEEKERS - LITTLEHAMPTON

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Club Rules & Constitution

“Tennis 4  
Every Child”

TTS - LITTLEHAMPTON

# Club Rules & Constitution

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TTS @ Maltravers Park  
Littlehampton  
West Sussex

[www.tennistalent.org.uk](http://www.tennistalent.org.uk)

# TTS Rules

*The club was founded on 10 February 2001 and shall be called Tennis Talent Seekers - TTS Club Littlehampton, herein after called the Club.*

## 1.1 Club Objectives

- 1.1.1 To make junior tennis more accessible in our community
- 1.1.2 To develop the club's links with Arun District Council, Littlehampton Community School and it's feeder primary schools.
- 1.1.3 To make available scholarships of club membership for juniors with identified Tennis Talent from families with limited financial resources
- 1.1.4 To provide all year round Tennis, fulfilling potential for members benefit by: coaching & fitness; club play;

## 1.2 Constitution

- 1.2.1 The club is constituted by these rules as a non-profit making club. Under no circumstances during the continuance of the club, nor at after it's dissolution shall any assets or surplus funds be distributed to any member, other person, party or organisation that is not itself constituted as non-profit making or a charity.
- 1.2.2 In the event of the club ceasing to exist; any assets at the time of dissolution shall be offered to the local community primary & secondary schools, failing that, any other assets will go to the juniors of the Sussex County Lawn Tennis Association (SCLTA). The club shall be dissolved on the passing of a resolution to that effect at a general meeting after due notice, by at least 2/3 of those present and voting. Such a meeting shall appoint a committee to wind up the affairs of the club and shall give general directions as to the disposal of any assets within the scope of the first paragraph of rule 1.2.2
- 1.2.3 In the event that action para 1.2.2 is being considered by the committee. Should local primary & secondary schools express an interest in utilising the assets of the club, to improve school sporting resources. At the discretion of the committee, they may elect to distribute all the club assets amongst the local community schools.

## 1.3 Affiliation

The club shall be affiliated to the Lawn Tennis Association through the appropriate county Lawn Tennis Association (currently Sussex LTA) and shall adopt and conform to the rules of these organisations as far as they apply to the common and unilateral objectives and ethos of the club.

## 1.4 Membership categories

There shall be the following membership classifications at the rates of subscription indicated (subject to annual review or when required):

### 1.4.1 Playing members

- (i) Beginners: players new to the game, until selected for category (ii) or (iii), by a TTS coach, following assessment.
- (ii) Improvers (up to 18 years): this level is assessed by the TTS coaching staff.
- (iii) Performance (up to 18 years): this level assessed by TTS coaching staff as being capable of a level of play commensurate with introduction to competition play.
- (iv) Temporary member: Those players on a trial lesson or considering joining the club (play at the discretion of club committee).
- (v) Non-coached player: eligible to join non-coached sessions subject to appropriate subscription.

### 1.4.2 Non-Playing members

- Honorary member
- Parent or Guardian of category 1.4.1 (i) - (v)
- Volunteer helpers

## 1.5 Subscriptions

- 1.5.1 Subscriptions will be revised by the committee and announced in the regulations published on the club notice board. The subscription will not be amended, once set and/ or once a member has started the current year's standing order or paid the current year or part year subscription, unless they wish to move into a different membership category.
- 1.5.2 The Subscription year will run from 1 April to 31 March - we may elect to split the annual subscription charges to reflect the different seasons. A summer and winter subscription is an option, that may be used as and when required. For the purposes of this situation summer is deemed to be from 1 April to 31 October.
- 1.5.3 All Members will pay a once only joining fee, which is non- refundable.
- 1.5.4 Members must pay by 1 April or prior to play to be entitled to Membership privileges. Annual Subscription payment, by 6 equal consecutive, monthly bank instalments. Starting 1 April, or backdated to 1<sup>ST</sup> of joining month for those joining April to July inclusive. Deduct 10% discount if paying the full annual Subscription by cheque.
- 1.5.5 New Members joining after 1 August pay a pro-rata or nominal Subscription calculated from the ~ day of month joining or at the discretion of the TTS chair for the remaining period to 31 March. Payment must be made prior to play, by Standing Order, or in full by cheque.
- 1.5.6 Visitors: A Visitor fees will be paid on the date of play, subject to a maximum of 3 visits per Club year, & entry in the Visitors Book. If after the first visit the guest elects to join, this fee will be deducted from the membership subscription. After the first visit, if the guest plays additional separate visits and then joins only the first visitors' fee will be discounted from the membership subscription.

## 1.6 Finance

- 1.6.1 The Club's financial year shall be 1 April to 31 March.
- 1.6.2 An Independent Examiner, not being an officer, Member or Committee personnel shall be appointed annually at the AGM to examine the Accounts and books of the Club. These will be examined annually or at the most 15 months since the previous inspection.
- 1.6.3 The financial year of the Club ends on 31 March and an examined statement of accounts up to and including this date shall be presented at the AGM.
- 1.6.4 The funds of the Club shall be lodged at a bank or building society, or in any other method of investment. Cheques, drafts etc drawn on these accounts shall be signed by the Honorary Treasurer and countersigned by either the Honorary Chairman or Honorary Secretary as long as the two signatories are not related.
- 1.6.5 The income and property of the Club shall be applied solely towards the promotion of its objectives.

## 1.7 Election of Members

- 1.7.1 Honorary Life Membership, shall be recommended by the Committee, and awarded at the AGM by simple majority vote.
- 1.7.2 Honorary Members (excluding Life) shall retire annually at the AGM and shall be eligible for re-election at the same meeting.
- 1.7.3 Committee Members will not stand for re-election to the same post for more than three consecutive years.
- 1.7.4 The Committee has the power to approve Membership, warn, expel or suspend any Member or visitor whom it considers guilty of a breach of its rules or of offensive behaviour to any other Member or visitor on the Club premises or elsewhere whilst representing the Club.
- 1.7.5 In accepting Membership, a person agrees to abide by the Constitution, Rules & Regulations of the Club.

## 1.8 Injury, Loss of Property and Child Protection

- 1.8.1 Members or Visitors leaving unattended property of any kind at the Club, do so at their own risk. Each Member and Visitor is responsible for his or her own wellbeing. The Club shall not be responsible for any loss, damage or injury resulting from any cause.
- 1.8.2 The Club has adopted the LTA Code of Conduct as published May 2000, for all those working with children in tennis. A copy Code of Conduct is attached to these Rules.

## 1.9 Management

- 1.9.1 The Management of the Club shall be vested in the Committee, comprising Honorary Chairman, Honorary Treasurer, Honorary Secretary, Junior Representative, Parent Representative, Boys Captain & Girls Captain, Match Secretary.
- 1.9.2 The Committee shall be elected at the AGM and give one month's notice in writing to the Honorary Secretary when resigning.
- 1.9.3 The Committee shall have the power to fill casual vacancies in its membership.
- 1.9.4 The Committee shall have powers to co-opt additional Committee Members, provided that the total number of Committee Members does not exceed nine.
- 1.9.5 The interpretation of the constitution of the Club shall be vested in the Committee, who shall decide all questions relating to the Club, saving those specified in, or involving an amendment to the constitution.
- 1.9.6 The Committee shall decide whether an application for Membership is accepted.
- 1.9.7 The Committee has authority to form regulations that shall be binding on all Club Members.
- 1.9.8 The Committee or a delegated member may employ professional assistance, service or product, at its discretion.
- 1.9.9 The Committee shall normally meet at least four times a year. The quorum at a Committee meeting shall be four and in the event of an equal vote, the Honorary Chairman shall have a second or casting vote.
- 1.9.10 The Committee may delegate any part of its duties to one or more sub-Committees that may be composed of any Members of the Club.

## 2.0 Annual General Meeting (AGM)

- 2.0.1 The Annual General Meeting will be held, between October and November inclusive, when Committee annual reports and examined accounts, are presented.
- 2.0.2 Every Member (other than Temporary Members) shall be entitled to be present and speak at any general meeting and, if aged 18 years or over, to vote thereat. In the event of an equality of votes, the Chairman's vote shall be decisive. A simple majority carries a motion. The quorum shall be four members eligible to vote.
- 2.0.3 Any Member, wishing to propose a resolution, change in constitution, nomination or stand for Committee themselves must notify the Honorary Secretary at least 30 days prior to the AGM.
- 2.0.4 Minutes of each AGM will be posted on the Clubhouse notice board, noting the following AGM date, place and time. The Honorary Secretary will notify Members at least 14 days before ACM of the Agenda, proposed amendments to the constitution and nominations for Honorary and Committee Members.
- 2.0.5 Where a vacancy exists for Committee Member or other position as a result of no previous nominations, nominations may be taken from the floor of the AGM, provided such nominations are properly proposed and seconded by Members of the Club and provided the nominee/s accept such nomination.
- 2.0.6 The Minutes of the previous AGM will be agreed as accurate, together with any subsequent extraordinary general meeting notes.
- 2.0.7 The election of Committee and Independent Examiner for the ensuing year and any items of which notice has been given and details included in the Agenda.
- 2.0.8 The AGM may accept any other business at the discretion of the Honorary Chairman, provided that it does not call for any alteration of the rules, winding up or transfer of Club assets, the borrowing of money, or any expenditure not within immediate financial resources of the Club.

## 2.1 Extraordinary General Meeting

- 2.1.1 An Extraordinary General Meeting shall be called within a month of receipt by the Honorary Secretary of a requisition signed by one fifth of Members entitled to vote, stating its proposition. At least 14 days notice of such a meeting shall be given to all Members. Only the business proposed will be discussed at this meeting. The quorum shall be four members eligible to vote.

## 2.2 General Rules & Regulations

- 2.2.1 A copy of these Rules & Regulations shall be prominently displayed at all times on the Club notice board and all members shall be deemed conversant therewith. The Rules may not be altered except at the AGM or an EGH following the 14-day due notice, and then only provided that two thirds of those present and voting are in favour. The Regulations shall be made and periodically revised by the Committee.
- 2.2.2 Rates of Annual Subscription for Members: Are to be revised at the AGM or EGM and published on the club notice board. For each season or part-year season.
- 2.2.3 Use of Courts: Three hard courts at the Arun District Council (ADC) Maltravers Park Site will be available for private use by Club Members at specified times, four hard courts at other specified times, all shown on Club Notice Board. Members will be allocated specific 'Coached' and Hosted Play sessions on a weekly basis throughout the year. On the 'three hard court' sessions, if a grass court is available, this will also be allocated to the Club session.
- 2.2.4 Outside of these times junior members will be entitled to hire any public court at Maltravers Site at Special discounted rates as advertised on Club Notice Board. Members must show Club identity at time of booking as proof of Membership.
- 2.2.5 The Committee reserves the right to close courts to Members for matches Club tournaments or for special reasons requested by ADC.
- 2.2.6 Dress Code: Tennis Shoes must be worn that are rubber soled, without raised heels, spikes, studs, cleats bars or deep ribbing. Recognised Tennis clothing of any colour may be worn.
- 2.2.7 Balls: During published Club Hosted and Coached sessions balls will be available for member use. Each person at the end of play should replace these in the Clubroom. At other times members supply their own balls.
- 2.2.8 Club Room: The changing room supplied must be maintained in clean and tidy order and locked after each Club session, match or other official or casual use by members.

Mr Harry Tolman ..... Signature of Chairman of TTS

15 March 2006 ..... Date

[Signed on original]