

**St Andrews Lawn Tennis Club**

**Constitution and Rules**

(As amended up to the AGM of 1<sup>st</sup> December 2011)

1. The Club shall be called St Andrews Lawn Tennis Club.
2. The objects of the Club shall be to provide facilities for playing lawn tennis in St Andrews and to promote or enter teams for matches. League tournaments, cups or competitions.
3. The Club shall hereafter be elected members as provided in Rule 17, and who shall not have ceased to be members.
4. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion. 1.
5. Dissolution. If upon the winding up or dissolution of the Club there remains after the satisfaction of all the Club's debts and liabilities and property whatsoever, the same shall be given or transferred to some other organization or organizations having objects (that is, aims and activities) similar to the objects of the Club, such organization or organizations to be determined by the members of the Club by resolution passed at General Meeting at or before the time of the dissolution and in so far as effect cannot be given to such provision then to some charitable objects. 2

**General Meetings**

6. The Annual General meeting of the Club shall be held annually at a date and time to be determined by the Committee.
7. An Extraordinary General Meeting of the Club may be called at any time by the Committee and shall be called by the Honorary Secretary on his receiving a requisition in writing from at least ten members specifying the object for which a meeting is to be called
8. The Honorary Secretary shall give at least one week's written notice of all such meetings to every member by post or email, or by obtaining his written acknowledgement of said notice.
9. The Chair shall be taken by the President of the Club or in his absence someone elected by the members present The Chairman shall have a casting as well as a deliberative vote
10. Ten members shall form a quorum.
11. The Constitution and Rules may only be altered at the Annual General Meeting and provided that previous written notice of a motion specifying the alterations shall have been given to the Honorary Secretary thirty days before the meeting (which motion shall be included in the notice of the meeting). The motion shall require to be carried by a majority of not less than two-thirds of the members present and the total votes in favour of the motion shall not be less than fifteen. Junior members shall only be entitled to vote on any resolution if so directed by the Chairman of the Meeting.
  1. Added at the AGM on 7<sup>th</sup> December 1997 to comply with Sports Lottery Requirements
  2. Added at the AGM on 7<sup>th</sup> December comply with Sports Lottery Requirements
  3. Added at AGM 1<sup>st</sup> December 2011
12. A General Meeting shall have power to expel a member on a motion submitted by the Committee or an Extraordinary General Meeting may do so if called for that purpose. A two-thirds majority shall be required in either case.

**Management of the Club**

13. The Committee shall consist of a President, Honorary Secretary, Honorary Treasurer and others as appropriate.
14. Three members of the Committee shall form a quorum. Vacancies in the Office Bearers or the Committee caused by death or resignation shall be filled by the Committee and shall remain in effect until the next General Meeting of the Club.
15. The Office Bearers and elected members of the Committee shall be appointed at the Annual General Meeting for one year. They shall be eligible for re-election.
16. The Committee shall be responsible for the whole management of the Club subject to any resolution passed at any General Meeting of the Club except for work delegated by such meeting to any other committee. They shall not have power to deal with any matter which has to be determined by a General

Meeting by these Rules. Any General Meeting may appoint such other Committees for specific purposes as they decide.

### **Election and Resignation of Members**

17. The election of new members shall be in the hands of the Committee. A prospective new member shall make application to the Honorary Treasurer and pending his election by the Committee he may take part in the activities of the Club (except for attendance at meetings). His election shall not be complete until his subscription shall be paid.
18. A member once elected shall remain a member (unless expelled in terms of Rule 12 or he ceases to be a member in terms of Rule 24).
19. The Committee shall have power, in cases of hardship, to remit or refund subscriptions, or part thereof, and to allow new members joining late in the season to pay a reduced subscription for the first year.

### **Subscriptions and Accounts**

20. The Annual Accounts shall be for the season to 30<sup>th</sup> September or thereabouts as appropriate and annual subscriptions shall be due for the current year on 31<sup>st</sup> March. All members shall be liable for this subscription unless they have resigned in terms of Rule 18 or have been expelled in terms of Rule 12 before 1<sup>st</sup> March.
21. The Annual subscription for the following year shall be fixed at the Annual General Meeting, otherwise it shall remain the same. An Extraordinary General Meeting may vary the current annual subscription but only on the motion of the Committee and if notice thereof is given in the notice calling the Meeting. Any General meeting may impose entrance fees for new members or late fees for non-payment of subscriptions by a fixed date or 'ball' or other levies on members actually playing on any day, or the visitor's charge may be varied from time to time.
22. The Honorary Treasurer shall submit his accounts for approval to the Annual General Meeting. The Committee are empowered to audit or appoint an auditor for the Accounts.
23. The Committee shall have the power to borrow money on behalf of the club and to give security for the repayment of any such borrowings or undertake the performance of any obligations required in connection with said borrowings on behalf of the club.
24. If any member shall have failed to pay his subscription by 31<sup>st</sup> March in any year, he shall *ipso facto* cease to be a member. The Committee may in their sole discretion re-elect him a member, but only on his paying his full subscription and all other charges due by him. Nothing in this section shall affect his legal liability for his annual subscription.

24a) The day-to-day financial management of the Club will be via two business bank accounts with the Bank of Scotland, with one devoted entirely to receiving subscription income and mainly forwarding funds to the other. This main account will accept all incomes and control outgoings of the Club. The signatories on both accounts will be the Honorary Treasurer and Chairman, with the additional signatory of the Membership Secretary on the subscription account.

Payments will be made by the Secretary or Chairman, usually electronically, but also possible by cheque with either to sign. Changes of Bank will need discussion by the entire committee, with a two thirds majority vote for a change.

In addition it will be the responsibility of the Treasurer to find the best interest-bearing account for surplus funds; currently this is Redwood Bank. To change this, the Chair and the Treasurer only must agree.

### **General**

- 25) Visitors may only be introduced by a member on payment of the current visitor's charge for each day. No person resident in St Andrews shall be entitled to be introduced as a visitor more than three times in any year. The committee may waive the whole or any part of this Rule in special circumstances such as tournaments.
- 26) A member shall only be classed as a playing member if that member has represented the Club in a team, in a tournament, in a coaching session, or in any other tennis activity outwith the Club. Otherwise he shall be classified as a social member.
- 27) Throughout these Rules, the masculine will include the feminine or other gender assigned.

4. Amended at AGM 25<sup>th</sup> November 1993

5. Added AGM 9<sup>th</sup> December 2010

Varena Samuel  
Chair

October 27 2021