



SURBITON METHODIST CHURCH TENNIS CLUB.

RULES AND BY-LAWS (October 2023).

RULES.

1. The Club shall be called “Surbiton Methodist Church Tennis Club” hereafter referred to as “The Club”.
2. The management of The Club and all questions relating to financial and playing conditions shall be under the control of the Committee.
3. The Committee shall consist of the officers, six members and two representatives appointed by the church council. The officers shall be the President, Vice Presidents, Captain, Secretary and Treasurer. The President must be a member of the Methodist Church. Vice Presidents are elected for life. The President, Captain, Secretary, Treasurer and Committee Members shall be elected annually. The President and Vice Presidents of the club shall be Honorary members. The Committee shall have the power to co-opt up to two members of the Club onto the Committee where specialist input is required or an additional perspective would be valuable to the Committee. Co-Opted members shall have the same voting rights as Committee Members. Co-opted membership will last for no longer than a period of a year initially, lapsing at the time of the AGM but can be extended following the AGM if required.
4. The Committee shall meet as and when found necessary for the transaction of business. Seven members shall form a quorum of which two must be officers of the club.
5. In the absence of the President or the Captain from any meeting of the Committee or the club the meeting shall elect its own chair.
6. In the event of an equality of votes on any question to be decided, the chair shall have a casting vote in addition to the ordinary vote as a member of the

club.

7. The Committee may make, suspend or alter by-laws and such new, suspended or altered by-laws shall be notified to club members and take effect 28 days thereafter unless rescinded by two thirds of the members present and voting at any general meeting. Current by-laws shall be displayed on the notice board at all times.
8. The Committee shall have the power to fill any vacancy in their numbers, including the officers of the club. These appointments will remain in place until the next general meeting following the dates of these appointments.
9. The Committee shall have the power to appoint sub-committees from time to time, and such sub-committees shall not necessarily consist of members of the Committee.
10. Membership shall be open to all who are 16 years of age and over subject to the approval of the Committee. The Committee shall have the power to fix a maximum number of members and to revoke membership if they deem it necessary. Members of the junior club attaining the age of 16 years during the season may apply for inclusion in the senior club. The Committee shall have the power at their discretion to elect any junior who they consider has attained a satisfactory standard of play to membership of the senior club notwithstanding they would not be entitled to apply for appropriate membership under this rule.
11. The amount of the annual subscription shall be fixed by the Committee, but shall be subject to the ratification by the Annual General Meeting.
12. An Annual General Meeting of the members of the club shall be held once in each year on such a date as the Committee may decide and of which fourteen days notice shall be given, for the purposes of receiving the Committee's accounts for the year ending 31 August, reporting for the past season, the election of officers, other than Vice Presidents, and the Committee for the ensuing season and any other business. Fifteen members shall form a quorum. At that meeting all officers, other than Vice Presidents, and other members of the Committee retire, but shall be eligible for reelection. The agenda for the Annual General Meeting shall be posted on the church notice board seven days before the date thereof.

13. At or before the Annual General Meeting any member may nominate any other member or members to fill vacancies on the Committee. No member shall be nominated for any office unless present at the time of the election or the proposer can give sufficient guarantee that the nominee is willing to serve. Voting shall be by ballot.
14. Only such activities as approved by the Committee shall be permitted in the clubhouse and grounds. Play is not permitted on Sundays before 12.30 p.m. unless the club has been otherwise advised by the church council.
15. The club accepts no liability for loss or damage to any article from or on the premises, grounds or car park.
16. The Committee shall call an Extraordinary General Meeting when any matter of urgent importance shall arise or within twenty one days on a requisition signed by ten members. The requisition shall clearly set out the nature of the business for such a meeting and the meeting when held shall strictly confine itself to the prescribed business.
17. Complaints will be handled in accordance with the Complaints Procedure.
18. Resolutions to pass new rules or to abolish or alter any existing rule shall not be deemed to be carried except by two thirds of the members present and voting at an annual or extra-ordinary meeting of the club.
19. No alteration of any existing rule shall be valid without the prior sanction of the church council in writing.
20. In the event of any matter arising for which the foregoing rules and the by-laws make no provision the matter shall be dealt with at the discretion of the Committee and reported at the next general meeting.

BY-LAWS.

1. The by-laws are liable to alteration from time to time by the Committee in accordance with rule 7.
2. The annual subscription shall be agreed at the Annual General Meeting. The subscriptions cover the period January to December. They are due at the commencement of the year and shall not be paid later than the first of January. Payment after that date will incur a surcharge of 10% per calendar month or part thereof.
3. Visitors may be introduced by members. The members must sign documentation provided for that purpose. Visitors may be introduced on a maximum of five occasions in the club year. The charge for each playing visitor shall be agreed at the annual general meeting.
4. Visitors shall be subject to the rules and by-laws of the club whilst on the club ground and premises.
5. The make up of the games shall be arranged in such a manner as the Committee directs.
6. Balls shall be supplied by the club.
7. Members must wear regulation tennis shoes when playing on the courts.
8. The Committee shall have the power to make arrangements and such conditions as they see fit for the purpose of handicaps tournaments and matches.
9. Dogs in the grounds shall be kept under control on a short lead except on the gated lawn alongside the lane where members may supervise dogs without a lead and must remove any dog litter deposited thereon. Dogs are not permitted in the pavilion.
10. Smoking, alcohol and gambling activities not permitted by Methodist Church policies are prohibited on the club's premises.
11. All members are expected to abide by the club's Code of Conduct.