



Bramhall Queensgate Tennis Club Rules

Background

The Tennis club is one of 5 club sections that form an unincorporated association called Bramhall Queensgate Sports Club (BQSC). The 5 clubs comprise - Tennis, Bowls & Snooker (QSC), based on the Oakfield Close site; Hockey, based at Bramhall High School and Cricket, based off Church Lane. Each club section is autonomous and will register as a Community Amateur Sports Club (CASC). The club sections are financially independent and self-funding. Trustee representatives are appointed from each of the sections to hold property and enter legal agreements for the benefit of their members.

Name, Aim, Membership, Management and Rules

Name

1. The club is Bramhall Queensgate Tennis Club which is an associate club of the Bramhall Queensgate Sports Club (see above).

Aim

2. The aim of the Club is to help people improve their physical and social well-being by providing facilities, organising and supporting participation, development and improvement in tennis and related activities for all abilities and ages.

Membership

3. Membership of the club is open to anyone regardless of age, gender, disability, nationality, sexual orientation, religion, colour or race and without proposal or recommendation. By definition, all members of Bramhall Queensgate Tennis Club automatically become members of Queensgate Sports Club and Bramhall Queensgate Sports Club. Terms and Conditions of Membership are included in the renewal process and sent to new members. The document is also available to download from the Membership page of the website. Acceptance of, or application for membership means they are implicitly accepted by the members.

Management

4. The management of the club is vested in a General Committee - see clause 7.

Officers

5. Officers of the club are elected at the AGM. These shall consist of the Chairman, Treasurer, Secretary and Membership Secretary. Nominations must be proposed and seconded and their names displayed on the notice board at least 14 days before the AGM.

Other Officials

6. Comprising:

- Ladies' Club Captain(s)
- Men's Club Captain(s)
- Social Representative
- Junior Representative
- House & Grounds Representative
- Child Welfare Officer
- Webmaster

These people are also proposed, seconded and elected at the AGM. Some of these roles may be undertaken by the same volunteer or as a dual role.

The Club Coach will also form part of the General Committee.

General Committee

7. The general committee will manage the club and will:

- a) comprise the Officers plus Officials;



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- b) nominate 2 members to represent the Tennis Club on the Queensgate Sports Club (QSC) Committee and one on the Executive Committee of Bramhall Queensgate Sports Club (see Background);
- c) aim to meet at least six times per year; the minutes of meetings will be displayed on the club notice board. Four representatives will constitute a quorum;
- d) be able to appoint sub-committees and co-opt members to attend meetings but not vote at them.

Annual General Meeting

8. The AGM of the Tennis Club shall be held between 25th October and 25th December with at least 14 days' notice in writing. All members over the age of 18 are entitled to attend, speak and vote. A quorum shall be 15 members. The main purpose of the meeting shall be adoption of reports, including annual accounts, the election of officers and agreement of proposed subscription levels (see clause 12a) and capital expenditure plans.

Special General Meeting (Extraordinary Meeting)

9. A Special General Meeting of the club may be called by the Committee or following a written request of 12 full members addressed to the Secretary. Within 21 days of a resolution of the Committee or a written request the Secretary shall send out notices convening the Special General Meeting which shall be held within 6 weeks from the date of the resolution or request. The convening notice shall state the place and business of the meeting of which at least 14 days clear notice shall be given.

Voting

10. Full members and life members are entitled to vote at the General Meeting. Elected officers also have full voting rights. Junior members and social members are entitled to attend and speak but not vote.

Finance

11. The club is self-financing, mainly via member subscriptions. It may not borrow money against the assets of the club or of the property in the legal ownership of the trustees of BQSC. The Treasurer shall safeguard the club's funds and produce annual accounts and budgets. The accounts will be subject to independent scrutiny.

Subscriptions

12. All categories of members apart from Life Members will pay subscriptions.
- a) these will be set annually by the General Committee. Where they exceed the increase in the RPI they will be submitted to the AGM for approval;
 - b) subscriptions for new members will be reduced pro rata from May-Aug, divided by 2.1 from Sept and then pro rata from that for Oct-Mar;
 - c) Payment of subscriptions should be made by 1st April. Members who have not paid their subscriptions by 30th May will be deemed to have left the club;
 - d) Clubhouse electronic entry cards are available to all senior members and can be obtained from the Membership Secretary.

Visitors

13. Visitors are welcome to use the club's facilities. They should be accompanied by a member and pay the current visitor fee. If a member wishes to invite more than 2 visitors they should get agreement from the Coach, Chairman or Secretary. No visitor should be allowed more than 6 visits in any one year.

Court Rules

14. The club aims to make its environment friendly and welcoming to people from all backgrounds, especially young people and keeps its court rules to an essential minimum consistent with the long-term health and well-being of the club, members and other users.

- a) There are no particular dress requirements beyond proper regard for attire to be appropriately safe;
- b) Footwear must be clean and suitable for playing on the artificial clay and astroturf. Casual trainers with ridged or studded soles are unsuitable;
- c) Artificial clay courts should be dragged after play; astroturf courts should be dragged before play;
- d) Litter must be removed from the courts and placed in bins.



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e) Members must not try to retrieve a ball from a neighbouring garden without first getting permission from the house owner

Equality

15. The club's Equality policy will be displayed on its notice board. All members, non-members and visitors will be treated fairly and with respect. The club will not tolerate harassment, bullying, abuse or victimisation of an individual.

Members Welfare

16. The club will:

- a) produce and publish guidelines for members' welfare including behaviour and disputes; have a Club Welfare Officer and adopt a code of practice for child protection and safeguarding and code of conduct for people working with children; our BQTC Code of Conduct is sent out to all members renewing their memberships and to all new members. The document is on the Membership page of the website and also posted up in the clubhouse;
- b) display its child protection policy on the club's noticeboard;
- c) be guided by the LTA minimum standard requirements for procedures on safe recruitment, on away/overnight events and code of practice for parents and guardians
- d) our BQTC Complaints Procedure is sent out to all members renewing their memberships and to all new members. The document is on the Membership page of the website.

Disciplinary Procedures

17. The General Committee has the power to impose disciplinary action, including expulsion from the club, on any member who, in its opinion, is guilty of conduct grievous to the interests of the club and other members, providing that the intention has been put in writing to the member and that member has been given opportunity to reply in person or in writing.

Alteration of Rules

18. The rules may be changed at the AGM or at a Special Meeting convened for that purpose. Changes will require a two thirds majority of those entitled to vote.

Licensed Bar

19. Conditions will be displayed on club's notice board.

Dissolution

20. In the event of dissolution of the club, its assets (if any) not legally held by the BQSC holding trustees, will be transferred to its successor organisation and/or other local sports clubs.