



ROYAL ASCOT TENNIS CLUB

The Royal Ascot Tennis Club

Rules and Regulations

Rules

1. The Club shall be known as The Royal Ascot Tennis Club (henceforth referred to as 'the Club').

Objects

2. The objects of the Club shall be:
 - a) To provide the facilities for the playing of lawn tennis.
 - b) To uphold and maintain the Rules and Regulations of the LTA.
 - c) To advance the interests of playing members in every possible way.
 - d) To arrange matches with other clubs and club championships.
 - e) To employ the funds of the Club in such a manner as shall be deemed for the best interests of the game in the district. No funds or other property of the Club shall be paid to, or distributed among, the members of the Club, except in settlement of just obligation or as authorised by the Rules. In the event of dissolution, the funds remaining shall be devoted to objects similar to those of the Club or some other charitable object. The guarantors of any LTA loan shall have first call on Club funds to pay off loan instalments and interest. This item 2e shall be changed only after approval of any proposed change by the trustees of the Club, who having reached consensus agreement, shall request consideration of the proposed change by the Club Management Committee (henceforth referred to as 'the Committee'). No more than 2 weeks following consideration and approval of the proposed change by the Committee a Club general meeting shall be convened to discuss the proposed change and during the 4 week period following the said general meeting all voting members of the Club as defined in Item 10 below shall be canvassed on the proposed change. Implementation of the proposed change shall require the explicit written approval of at least 80% of voting members of the Club by the end of the said canvassing period at which time the Committee shall meet to ratify the change in accordance with the written approval of the members.
 - f) To affiliate to the LTA.
 - g) Generally to advance and safeguard the interests of the game.

Constitution

3.
 - a) Subject to Rules 4 & 5 below, the Club shall consist of not more than 160 Full Adult Members. Throughout the year, new members may be admitted on payment of the joining fee plus the appropriate annual subscription (which is reduced on a quarterly pro-rata basis).
 - b) Students, on production of valid student ID, will be admitted on payment of appropriate fees provided that they are receiving full time education at school, college, university, or other similar establishment.



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- c) Daytime membership shall be available. Such members may only use club facilities on Monday to Friday between 8.30 a.m. and 4.30 p.m. Such members will not be able to enter club competitions or represent the club in league matches or other competitions. The subscription and joining fee shall be determined annually at the AGM. Members must opt for full or weekday membership on renewal of their subscription each year. Transition between memberships will not be available at any other time. Daytime members shall not count towards the limit specified in rule 3a.
4. Up to 75 juniors may be admitted to associate membership and will be subject to such restrictions as may from time to time be laid down by the Committee.
5. Where the operation of Rule 3 would result in the exclusion of a wife or husband of a Club member, then the membership may exceed 160, at the discretion of the Committee.
6. Juniors are those who, on 1st March of the current year, are 11 years and over but have not attained their 18th birthday. Minis are those under 11 years old on 1st March of current year.
7. The Committee (see Rule 11b) have the right to suspend membership without refund of subscription or to expel from membership without refund of subscription and with or without conditions for reinstatement in any case where the member is considered to have behaved in a manner contrary to the interests of the Club.
8. A list of the names, telephone numbers and email addresses of members will be kept in the clubhouse. Members' inclusion is by opt-in upon joining via the Club website. Members can choose to be fully opted-in, fully opted-out or may also opt for only part of their personal data to be shared. A member may change their preferences at any time by contacting the Membership Secretary.
- 9.
- a) An Annual General Meeting shall be held during October or November in each year and members will be notified individually of the date and time of the meeting. Notice of the meeting will be posted in the Clubhouse at least 21 days in advance.
- b) An Extraordinary General Meeting may be convened by the Committee whenever it thinks fit, or shall be convened if 15 or more members so request in writing to the Secretary.
10. Only Honorary Life Members, adult members and the Junior Secretary, may vote at a General Meeting.
- 11.
- a) The AGM shall appoint Honorary Life Members as may be considered necessary.
- b) The AGM shall appoint a Committee of up to 12 members. The Committee will include as a minimum, a Chairman, Secretary, Treasurer, Welfare Officer and TennisMark Lead. The Committee shall be responsible for the management of the Club until the next AGM. The Committee may also include a Social Secretary, Match Secretary, Club Captain, Membership



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Secretary, Men's and Ladies' Captains, Junior Secretary, Daytime Member Secretary and other roles deemed necessary from time to time.

- c) The Social Secretary will provide to the Committee at the beginning of the Club year a list of recommended social events and will update this list over the year. The Social Secretary will be responsible for involving appropriate members of the Club in planning, organizing and helping with the events.

12.

- a) All officers and members of Committee shall retire annually, but shall continue to hold office until the conclusion of the AGM at which they retire, and shall be eligible for re-election.
- b) Any casual vacancy in the offices or Committee may be filled by the Committee at its discretion.
- c) Unless expressly forbidden by the AGM, the Committee has the power to co-opt for special or general business.

13. The business transacted at the AGM shall be as follows:

- i. Minutes
- ii. Reports
- iii. Amendments of Rules and Regulations
- iv. Election of officers and Management Committee
- v. Fixing of subscriptions and charges
- vi. Special business

14. The AGM may delegate to the Committee any or all of its powers save that of appointing a Committee.

15.

- a) Membership subscriptions shall be payable before 31st March, and subject to Rule 16 below, membership automatically lapses if subscriptions are not paid by this date.
- b) The Club will keep members' personal data after their membership lapses. This is in case a member wishes to re-join at a later date, enabling the Club to restore their status. Membership details will be kept for three years after cessation of membership. After that time secure removal of personal data (other than name, fact of prior membership, and names engraved on any cups won) will take place. The Club will respect a former member's right to request erasure and to be forgotten at any time. Members who have left the Club and would like immediate erasure must contact the Membership Secretary with a request to remove personal data.
- c) The Club respects the privacy of its members and wants to be clear on how it uses personal data in respect of the GDPR. Details of how the Club collects, stores and treats personal data can be found in our Privacy Policy:
<https://www.royalascottennis.com/PrivacyPolicyTennisClub.pdf>



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16. The Committee shall have the power to reserve until 30th April a place in the Club for any member who finds payment of his/her subscription before that date inconvenient, providing such member gives adequate reason in writing for non-payment before that date.
17. Any member withdrawing from active membership for medical reasons must inform the Membership Secretary in writing as soon as feasibly possible. If agreed by the Committee, membership will be suspended and the relevant and appropriate fee deducted from the following year's membership fees.

Vacancies

18. The Membership Secretary shall keep a waiting list in chronological order of applications and, subject to a) below, vacancies in the Club shall be filled from the top of this list.
 - a) Husbands, wives and children of existing members and old members whose membership has lapsed within the last three years, shall go to the top of the waiting list, irrespective of the date of their application.
 - b) New membership will be confirmed in the next scheduled Committee meeting. The Committee reserves the right to refuse a nomination for a new member.

New / Updated Regulations

19. The AGM or the Committee may, from time to time, make such regulations as are necessary for the good conduct of the Club. Such regulations are not part of the Rules of the Club, but infringement of them may be deemed behaviour contrary to the best interests of the Club (see Rule 7).

Procedure

20. At all meetings, resolution shall be by simple majority.
21. In the case of an equality of votes, the Chairman shall have a second or casting vote.
22. All elections shall be by secret ballot.
23. All other voting shall be by show of hands unless a motion for a secret ballot is carried.
24. The quorum for a Committee shall be 3, at least one of which shall be Chairman, Secretary or Treasurer.
25. The quorum for a General Meeting shall be at least 10, including any 2 of the Chairman, Secretary and Treasurer.
26. Every motion and nomination must be proposed and seconded.
27. Candidates for office must be present at the time of election, or have signified beforehand to the Secretary their willingness to serve.



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28. Except as provided for in item 2e above, amendment to the Rules of the Club may be made at any General Meeting, provided that notice is given to the Secretary at least 14 days before the meeting. Such notice must give the substance, if not the letter, of the amendment.
29. Motions, not being amendments to the Rules, may be moved, without prior notice, but the Chairman of the meeting may refuse any motion for which 14 days' notice has not been given, if, in his/her opinion, the matter is of sufficient importance that it ought to have been included in the Agenda accompanying the notice of the meeting.
30. In all matters of interpretation of the Rules of procedure, the Chairman of the meeting's decision is final.

Bar Rules

31. No intoxicating liquor may be supplied to a member unless he/she has been a member of the Club for at least two days.
32. In accordance with the Club Premises Certificate (available to view behind the bar), alcohol may only be supplied during the hours specified on the said Club Premises Certificate. This also applies to alcohol being supplied to visiting teams and to guests.
33. Intoxicating liquor may be sold to persons attending the Club premises for social or other functions organised or authorised by the Club, provided always that the number of such functions shall not exceed twelve in any one year, but no function shall be permitted to which admission may be obtained by payment of money at the door, whether for a ticket or otherwise.
34. Intoxicating liquor must not be supplied to any person under the age of 18.
35. Whilst the Club Premises Certificate authorises the supply of alcohol for consumption both on and off the premises our sole aim is to supply alcohol for consumption on the premises.

LTA Rules

36. Each member of the Club agrees to be bound by and subject to these rules and the rules and disciplinary code of the LTA (all as in force from time to time). Being bound by and subject to these rules is a condition to membership of the Club and in the event of a conflict between the rules of the LTA and the Club, the rules of the LTA shall apply. This rule 36 confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (Right of Third Parties) Act 1999. For the avoidance of doubt, the members do not intend that any term of these rules, apart from this rule 36 should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to this agreement.



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37. The Committee may terminate the membership of any person, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership set out in rule 36.
38. The Club agrees that:
- a) each member of the Committee will be required, as a condition of election or appointment; and
 - b) all unlicensed and unregistered coaches and, so far as practicable, players and other persons using the facilities of the Club, will be required, as a condition of such use;

to agree to be bound by and subject to these rules and the rules and disciplinary code of the LTA (all as in force from time to time), such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

Regulations

1. The area of land that the Club owns is marked on the appropriate plan (copy held by the Secretary). Access to the courts is guaranteed, but may be varied from existing if the Committee agrees. Trespassing on adjacent land is not allowed.
2. Visitors may be introduced to the Club by members and are entitled to the normal playing facilities. Members may not introduce more than three playing guests at any one time, no individual guest may play at the Club more than six times in a membership year and the names and addresses of all guests and the signature of the member introducing them must be entered in the Visitors' Book kept on the premises. The introducing member is responsible for paying the appropriate fee. Junior visitors are subject to the same rules as for junior associated members. Except at organised functions, visitors may only play tennis. To use other facilities, they must have the approval of a Committee member.
3. Members playing official LTA or similar competitions may use the courts and balls without payment of visitors' fees in respect of their partner or opponents, providing they play on a day and time agreed by the Secretary.
4. Members must wear correct tennis attire and non-marking shoes when on court.
5. It is the duty of each member to see that the courts, buildings and surroundings are kept free from rubbish and litter.
6. Members and visitors bringing dogs to the Club should keep them on a lead.
7. Juniors may not play during adult social sessions. Except where the Head Coach agrees that a particular junior's game is of a sufficiently high standard, that junior shall be subject to no restriction of when he/she plays.



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8. Persons wishing to use the practice wall will have priority on that court whenever another court is available for normal play so long as it is booked on the court booking system.
9. Unless permission is granted by the Committee, no-one other than the official Club coaches can give coaching for remuneration on the Club courts.
10. The clubhouse, courts and areas considered to be in close proximity to the courts (including the area between the clubhouse and court one) are no smoking areas (tobacco, e-cigarettes and other).
11. The Club operates a member's only online court booking system. To book, you are required to be both a member and a registered user of the club's database (currently ClubSpark). Courts may be booked seven days in advance. Members may book courts for periods when they are not required for match practice, social sessions, coaching, matches against other clubs (including matches re-arranged at short notice), play tennis days, championships finals day and social events that may occur from time to time. The same players may not book a court for longer than one and a half hours. If the court is not required by others at the time that the booking ends players may continue to play if they wish, but if others require the court after that time the court must be given up to the new players.



Change History

1. November 1998
2. Reviewed by the Committee September 2000
3. Bar hours amended by EGM 2nd June 2005
4. Membership numbers increased to 150 as approved by AGM 2nd November 2006
5. Reviewed by management team for spelling and grammar 6th February 2007
6. Membership numbers increased to 160 as approved by AGM 1st November 2007
7. EGM 3 March 2009: Introduction of Daytime Membership, Rule 3c.
8. AGM 5 Nov 2009: Changes carried to Rules 10 and 11:- insertions as underlined below, and certain omissions [struck-out] from the previous wording: Rule 10. “Only the President, Vice-Presidents, Honorary Life Members and [members paying full fees] adult members, as well as the Representative of the Junior Members at the Management Committee Meetings, may vote at a General Meeting. [but the number of non-voting Club members must not exceed 15% of the total membership]” and Rule 7. “The Management Committee (see Rule 11b) has the right to suspend membership without refund of subscription or to expel from membership without refund of subscription and with or without conditions for reinstatement in any case where a member is considered to have behaved in a manner contrary to the interests of the Club.”
9. AGM 4 Nov 2010. Numerous and sundry changes of which details are available from the Chairman or Secretary of the Management Committee.
10. AGM 3 Nov 2011. Addition of Rules 36, 37 and 38 at LTA’s request.
11. AGM 6 Nov 2014. Amended age clarification for Junior and Mini tennis players in constitution Rule 6.
12. AGM 5 Nov 2015. Rule 2e under Objects and Rule 28 under Procedure changed.
13. AGM 8 Nov 2018. Numerous and sundry changes of which details are available from the Secretary of the Committee.