



CLUB RULES

1 PREAMBLE:

- 1.1 The Tunbridge Wells Lawn Tennis Club (“the Club”) is owned and operated by a company limited by guarantee (“Company”) which is itself owned by the members of the Club and run by its board (the “Board”). These Rules are made by the Board with the agreement of the voting members of the Club and are to be administered on behalf of the Board by an Administration Committee (“Committee”) appointed by the Board.

2 OPENING OF THE CLUB

- 2.1 The Club shall be open throughout the year* except that the Committee may restrict the use of courts by members during the period of official tournaments.
- 2.2 The dates and hours of opening of the Clubhouse and bar shall be determined by the Committee and displayed on the Club notice board and the Club website.
- 2.3 The tennis courts will be open for the use of members between the hours of 8.00am and 9.30pm.
- 2.4 The hitting wall may be used by members, subject to any applicable booking requirements, between the hours of 9.30am and 7.00pm on weekdays and between the hours of 9.30am and 2.00pm on weekends and Bank Holidays. (The restricted hours are in the light of the need for consideration of neighbouring properties.) The tennis courts and hitting wall must not be used outside the hours specified.

*The Club gates on Cumberland Walk will be locked one day in each year (local regulation).

3 USE OF FACILITIES

3.1 Junior Member Restrictions

The Committee may determine restrictions on the use of facilities by junior members at its discretion.

3.2 Guests

All guests to the Club must be duly introduced by a member who will enter the names of those guests into and sign "The Visitors" Book.

Provided that:

- 3.2.1 not more than three guests are introduced by any one member on any one day
- 3.2.2 guests do not play more than three times in any calendar year except with the permission of the Committee.
- 3.2.3 the member introducing a playing guest has signed the Visitor's book and paid the guest fee before
- 3.2.4 play takes place. The fee may be paid to any member of the Committee, the Groundsman, the Club
- 3.2.5 Manager/Assistant Manager, the Club Administrator, at the bar or as otherwise directed by the Committee. In the first instance, it should be paid at the office or the bar. The fee is the property of the Company.
- 3.2.6 The member introducing a guest shall be responsible for his guest strictly observing these Rules, the membership terms and conditions and any other club regulations and shall not leave the Club premises before his guest.
- 3.2.7 No person whose membership has been terminated or who has been otherwise disciplined or whose application for membership of the Club has ever been rejected shall at any time be introduced as a guest.
- 3.2.8 Every member of a visiting match team shall, providing that he is a member of a Club affiliated to
- 3.2.9 the Lawn Tennis Association or of the Kent County Lawn Tennis Association, be treated as an associate member for the day and every competitor, parent or guardian of a junior competitor playing in or official at a tournament or competition taking place at the Club shall be treated as an associate member for the period of the tournament. Any other guest shall be liable to the aforementioned conditions.
- 3.2.10 Members and Guests playing at the Club must comply with the requirements of the "Court Etiquette" which is set out in a separate document attached.

4 PARENTAL MEMBERSHIP

Parents and guardians of junior members who attend the Club's premises with the relevant junior member shall be deemed to be "Parental Members" of the Club for the period whilst they remain on the Club premises with the junior member. "Parental Members" shall be entitled to use the Club premises and facilities but shall not be entitled to play tennis or vote.

5 THE COMMITTEE

- 5.1 The Committee may delegate any part of its duties to a sub-committee appointed for the particular purpose in question. Such a sub-committee may be composed of any voting members of the Club.
- 5.2 The Board and the Manager shall receive notice of, and shall be entitled as of right to attend, at any Committee or sub-committee meetings. They shall also be sent minutes of all Committee and sub-committee meetings within 14 days of the meeting having taken place.
- 5.3 No employee of the Club may serve on the Committee except if such employee works for not more than 20 hours per month. However the Committee may invite the attendance of any employee to

assist in relation to any matter relevant to the employee's function on behalf of the Club and an employee may be invited to participate in any relevant sub-committee.

5.4 The Committee's duties shall comprise responsibility for:

- Bar and Catering and sale of alcohol
- Day-to-day use of the courts, grounds and club house
- Club tournaments, competitions and matches
- Open tournaments and competitions
- Club evenings and other social events and activities
- Coaching; and
- Such other matters if any as the Board determines from time to time.

5.5 All Committee members attending a meeting, including the Chair (if any), shall have a vote on motions before the Committee. In the case of an equality of votes the Chair shall also have a casting vote. Committee members shall be a quorum. Voting shall be by simple majority. Voting by proxy shall not be permitted.

5.6 The Committee shall meet at least four times in every year and at such other times as circumstances may require. The Secretary (of the Company) or his nominee shall give to each member of the Committee at least seven clear days' notice of a committee meeting. The Secretary (or his nominee), or if not present at any meeting, another Committee member, shall take minutes of all proceedings of the Committee and supply all members of the Committee with a copy within 14 days of such meeting, and within 14 days of the minutes being supplied to the Committee an overview of such minutes shall be posted on the Club notice board and Club website once there is a secure portal in place.

5.7 **Club regulations:**

The Committee may from time to time make, repeal and amend policies and codes collectively referred to as "Club Regulations" for the use of the courts and the Club premises, provided that all regulations must be consistent with the Rules and with the Articles (of the Company). All Club Regulations are binding on the members until repealed by the Committee or set aside by the Board.

6 SUPPLY OF INTOXICATING LIQUORS

6.1 No intoxicating liquor shall be sold or supplied or allowed to be consumed except to members and their guests in the Club, such persons being aged 18 or over. Intoxicating liquor may be sold to guests introduced by members. That member must remain on the Club premises so long as any of his guests remain there.

6.2 The purchase of intoxicating liquor for supply by the Club shall be at the absolute discretion of a sub-committee (if one is appointed) called "The Bar & Catering Sub-Committee".

6.3 No person shall receive, at the expense of the Club, any commission or similar payment deriving from the purchase of intoxicating liquor by the Club. Similarly, no person shall receive a pecuniary benefit from the supply of alcohol by the Club to its members or their guests.

- 6.4 Intoxicating liquor shall not be supplied on the Club Premises other than by or on behalf of the Bar and Catering Sub-Committee and all profits shall belong to the Company.
- 6.5 The permitted hours for the supply of intoxicating liquor shall be those fixed for the Tunbridge Wells Licensing District. They may be varied from time to time as is allowed by law and in the terms and conditions of any licence, certificate or order granted under the Licensing Acts in respect of the Club Premises. Notice of these hours will be posted in the Clubhouse.

7 INCOME

Any income howsoever arising received by the Committee or any sub-committee in the administration of its Duties under the Rule or Club Regulations shall be the property of the Company.

8 DISPLAY

A copy of the Rules and the Club Regulations shall be displayed on the Club notice board and on the Club website and all members shall be deemed to be conversant herewith.

9 LIABILITY

- 9.1 Neither the Club nor any Officer/Committee member thereof shall be liable to any member or guest of a member for any loss or damage to any property occurring from whatsoever cause, in or about the Club premises, nor for any injury sustained by any member or guest whilst in or entering or leaving the Club premises (save insofar as it is caused by the Club's negligence); and a notice to this effect shall at all times be displayed in a prominent position on the Club premises.
- 9.2 The members of the Committee and any sub-committee shall be indemnified by the Company against all liabilities properly incurred by them in the management of the affairs of the Club.

10 GENERAL

10.1 Closing of Courts

Any employee of the Club shall have power to prohibit play on any court if there are health and safety concerns or concerns due to the prevailing conditions. In the absence of the Manager of the Club a Board or Committee member shall be entitled to make such a decision. Courts may in any event be closed for the purpose of maintenance, routine or otherwise.

10.2 Matches and Tournaments

Matches and Club/LTA Official and Junior Tournaments may be arranged from time to time by the Committee.

10.3 Dogs

No dogs shall be allowed on the ground unless on a lead. Owners are fully responsible for their dog and must immediately clean up any fouling of the Club grounds. Dogs are not permitted inside the Clubhouse or on any tennis court. Exceptions to this Rule in relation to the Clubhouse will be made in the case of guide dogs required by a visually impaired member or guest.

10.4 Health and safety

10.4.1 Neither smoking nor vaping will be permitted within the Clubhouse, on the balcony or on any tennis court.

10.4.2 Members shall be required to comply with statutory and Club Health and Safety requirements.

10.5 Dress

No one shall play on the courts unless dressed in clothing suitable for tennis. Clothing which includes any offensive symbol, picture, slogan or other representation are not permitted. The wearing of shoes with heels, nails or spikes is prohibited. Only non-marking tennis shoes or trainers are permitted as footwear. Click on this [link](#) for further information from the LTA on the correct foot wear.

10.6 Booking of Courts

10.6.1 Courts may be reserved by the Committee or the Manager for a Club match or tournament or other events, or for a lesson with Club coaches for which hard courts only may be used. A court booking scheme is in operation at certain times at the discretion of the Committee. Any court that is not used within 15 minutes of the start of the booking time can be used by another member for that entire booking session.

10.6.2 When all available courts of one type are occupied and a booking scheme is not operational, and members are waiting to play on that particular type of court, a court shall be vacated after two sets of not more than 13 games each, or in any case after 1 hour 's further play.

10.7 Hours of Play

Play on grass courts shall not commence before 10:00am unless otherwise indicated by the Management, Committee or Groundsman and in any event only if it is safe to play.

10.8 Senior privileges

Junior members shall be permitted senior members' privileges if approved by the Committee.

10.9 Supervision of Junior Members

No child under the age of 13 shall play on the courts or be in the club house except under the supervision of a parent or other responsible person.

10.10 Junior Club Night

Junior club night will operate on Friday evenings during school term times provided weather conditions permit and suitable supervision is available from the Club at the discretion of the Committee and management.

Note

- (a) Statutory references include every relevant statutory modification and re-enactment.
- (b) Words importing the singular number only shall include the plural number and vice versa.
- (c) Words importing the male gender only shall include the female gender.

