

## **GLOBE LAWN TENNIS CLUB**

### **Constitution - Rules**

As amended at:

Annual General Meeting 25.10.70  
Special General Meeting 28.5.71  
Annual General Meeting 24.10.76  
Special General Meeting 25.3.79  
Special General Meeting 27.9.81  
Annual General Meeting 25.10.81  
Annual General Meeting 31.10.82  
Annual General Meeting 30.10.83  
Special General Meeting 10.7.84  
Annual General Meeting 28.10.84  
Annual General Meeting 27.10.85  
Special General Meeting 16.2.86  
Annual General Meeting 26.10.86  
Annual General Meeting 01.11.2009  
Annual General Meeting 28.10.2012  
Annual General Meeting 06.11.2016  
Annual General Meeting November 2019  
Annual General Meeting November 2023

In these Rules, the following words shall bear the meanings set opposite them respectively, if not inconsistent with the subject or context.

<b>Words</b>	<b>Meaning</b>
Club	Globe Lawn Tennis Club
Member	Applies to all classes of Members of the Club unless the context otherwise admits in accordance with below rules
Committee	The Committee appointed to manage the Club in accordance with below rules
Chairperson	The person appointed from time to time to be the chairperson of the Club and the chairperson of the Committee;
Secretary	The person appointed from time to time to be the secretary of the Club
Treasurer	the person appointed from time to time to be the treasurer of the Club
MCLTA	Middlesex County Lawn Tennis Association
LTA	Lawn Tennis Association (the governing body of tennis within Great Britain, the Channel Islands and the Isle of Man) of The National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of tennis within Great Britain, the Channel Islands and the Isle of Man from time to time;

LTA Disciplinary Code	The disciplinary code of the LTA in force from time to time
LTA Rules	The rules of the LTA as in force from time to time.

1. NAME OF THE CLUB

The Club shall be called the “Globe Lawn Tennis Club”.

2. CONSTITUTION AND OBJECTS OF THE CLUB

a) The Club is instituted for the following purposes:

- i. To provide its Members with facilities for Tennis and other games and such amenities as it may be found possible to provide.
- ii. To promote the club and tennis participation within the local community.
- iii. To manage the Club and to provide and maintain the Club’s premises and club-owned equipment for the use of its Members.
- iv. To ensure a duty of care to all Members of the club.
- v. To provide all services in a way that is fair to everyone.
- vi. To hold membership of the Middlesex County Lawn Tennis Association and registration as an associate of the LTA.

b) All costs and expenses of the Club shall be met from Club funds and loans and grants from the LTA or other private or public sector bodies which make loans and grants to sports clubs.

c) Funds or other property of the Club shall be applied towards the furtherance of the Club’s objects or for some charitable object.

d) In furtherance of the above-mentioned purposes and not further or otherwise, the Club shall have the following powers:

- i. to obtain, collect and receive money and funds by way of contributions, donations, affiliation fees, subscriptions, legacies, grants and any other lawful methods including the hiring out to any person or persons all of any of the Club’s facilities or amenities, subject to the rules of the current lease.
- ii. to undertake necessary arrangements concerned with conducting business, including opening and holding accounts with banks, building societies or other similar institutions and entering into contracts in the name of the Club.
- iii. to undertake and carry on such business or other activities and to do such other things as are reasonably necessary or incidental to the furtherance of the objects of the Club.
- iv. to appoint trustees to acquire and hold any freehold or leasehold property and any other property or chattels and to mortgage charge sell or otherwise deal with the same as they may be authorised from time to time by the Members in general meeting.

### 3. COMPOSITION OF THE CLUB, ADMITTANCE AND ELIGIBILITY OF NEW MEMBERS

- a) The Club shall consist of Members of the six classes as defined by Rules 4, 5, 6, 7, 8 and 9 and the maximum number of Members of each class shall be fixed from time to time by the Committee.
- b) Persons of either sex are eligible for full membership of the Club. No person shall be denied membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, gender, religion, political or other beliefs.
- c) Any person who wishes to become a Member must submit an application in such form as the Committee shall decide. Every candidate for membership shall be considered by the Committee, which shall admit that candidate to membership of the Club unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club.
- d) Each member agrees as a condition of membership to be bound by and subject to the LTA Rules and the LTA Disciplinary Code.
- e) Rule 3 d) 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 (Rights of Third Parties) Act 1999. For the avoidance of doubt, the Members do not intend that any term of these rules, apart from Rule 3.b) (iv), should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to these rules.
- f) The Committee may subject to Rule 12 terminate the membership of any person or impose any other sanction it determines to be appropriate, in connection with the breach of any condition of membership set out in this rule.
- g) The Club agrees that all unlicensed and unregistered coaches and so far as reasonably 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, the Rules and the Disciplinary Code, 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.
- h) A candidate shall not be entitled to the benefits and amenities of Membership, until he has paid his subscription and entrance fee.

### 4. FULL MEMBER

A Full Member shall be a yearly playing member of any age who is of the required standard of tennis.

### 5. JUNIOR AND YOUNG ADULT MEMBER

Junior Members:

- a) Shall be aged 18 or under on 1 April; and
- b) Shall have restricted rights of play as determined from time to time by the Committee; and
- c) Shall not be eligible to be Members of the Committee; and
- d) Shall not be entitled to vote in General or Special General Meetings.

Young Adult Members shall be aged 19 to 30 on 1 April.

## 6. STUDENT MEMBER

Student Membership is available for persons of the age between 16 and 24 years. Student Members have the same rights of play as Full Members. To qualify for Student Membership, documentary evidence is required.

## 7. OFF-PEAK MEMBER

Off-peak Members have restricted rights of play from 9.00 am to 5:00 pm from Monday to Friday. Bank Holidays are treated the same as Sundays.

## 8. COUNTRY AND SOCIAL MEMBER

- a) Candidates for Country Membership may be admitted, subject always to the ordinary Rules as to admittance, upon such terms and conditions (if any) as the Committee may from time to time decide.
- b) Social Members shall not play tennis except as determined by the Committee.
- c) Country and Social Members shall have no vote in General Meetings and shall not be eligible to be elected to any offices of the Club or to the Committee.

## 9. LIFE MEMBERS

- a) A Life Member shall be a Member appointed at a Special or Annual General Meeting for his or her lifetime, and such appointment may in no circumstances be withdrawn other than by a resolution duly passed at a Special General Meeting.
- b) Life Membership shall be awarded for exceptional services rendered to the Club. The Club at the meeting at which the appointment is made may confer an additional honour or title on the recipient.
- c) A Life Member shall be entitled to exemption from payment of subscription to the Club during such Life Membership, but shall, nevertheless, retain all rights currently held by Full Members of the Club.
- d) The Holder of such title as in (i) above shall be eligible for membership of the Committee of the Club provided he or she is over 16 years of age.

## 10. SUBSCRIPTIONS

- a) The Committee will, from time to time, issue a schedule of Entrance Fees and Subscriptions for the various classes of Members or for various categories of Members within a class. The terms of Membership will be in accordance with the schedule at the time when Subscriptions become due.
- b) Any member who fails to pay his subscription by the date it becomes due shall not be permitted to play tennis or other games unless the Committee is satisfied that he has a reasonable explanation.
- c) The Club operates a no-refund policy. Any exception is at the discretion of the Committee.

## 11. RE-ADMITTANCE OF PAST MEMBERS

Any past Member who has resigned voluntarily within two years may be reelected without payment of entrance fee if the Committee so decides.

## 12. SUSPENSION AND EXPULSION OF MEMBERS AND INFRACTION OF RULES

- a) If the present or past conduct (including infraction of this Constitution or the Globe LTC's Code of Conduct Policy) of any Member shall, in the opinion of a three-quarters majority of the Committee present and voting, be injurious to the character and interests of the Club, failed to observe the terms of this constitution or otherwise of a sufficiently serious nature, the Committee, following completion of the Globe LTC's Code of Conduct Policy (which includes a disciplinary and complaints procedure), shall be empowered to:
  - i. suspend that Member for a period not exceeding 6 months; or
  - ii. expel the Member, and to erase his name from the list of Members.
- b) The Member shall have the right to appeal to a Special General Meeting, which shall be called at the Member's request by the Committee. Such Special General Meeting shall have power, by a three-quarters majority vote taken in secret ballot, to reverse the Committee decision of expulsion.
- c) During the consideration of a Member's expulsion the quorum on the Committee shall be seven.
- d) Any Member who has been expelled, shall not afterwards be admissible to the Club as a visitor or otherwise.
- e) Any payment for entrance fee and subscription made by a Member who has been expelled, shall be forfeited, if the Committee so decides, and the Member so expelled shall have no claim against the Club or Committee, and shall be without right of appeal.
- f) Any member found in possession of illegal drugs will be expelled from the Club.

## 13. THE COMMITTEE

- a) The Committee shall exercise all powers and control in relation to the business and activities of the Club. Whilst so acting, the Committee shall be deemed to be acting on behalf of all the Members of the Club.
- b) The Committee shall consist of up to 10 Members to be elected by the Members of the Club and shall not be less than 7 Members to be quorate. All Committee Members must be unrelated or non-cohabiting. Members who have received a disciplinary sanction under Section 12 will not be eligible to stand for the Committee.
- c) The Officers of the Club shall be Chairperson, Secretary and Treasurer and shall be elected by the Committee. Additional Officers may be elected by the Committee. Such Officers shall not be Members of the Committee unless elected or co-opted in accordance with Rule 17.
- d) The Club agrees that each member of the Committee will be required, as a condition of election or appointment, to agree to be bound by and subject to these rules, the Rules and the Disciplinary Code, 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.

#### 14. PROCEEDINGS OF THE COMMITTEE

- a) The Committee shall hold monthly meetings. Such meetings may be convened by the Chairperson, or in his/her absence, by the Secretary or Treasurer.
- b) The Chairperson of the Club will act as chairperson of the Committee. In his/her absence any other Committee Member may act as chairperson.
- c) Seven Members of the Committee shall form a quorum at Committee Meetings. The chairperson at such meetings shall have a casting vote in addition to their own vote, whenever there would otherwise be an equality of votes.
- d) The Committee shall have full power to appoint such subcommittees as it may deem necessary and to delegate its authority in specific matters to such sub-committee.
- e) Fully approved copies of the minutes of all Committee meetings shall be available on the Globe LTC website.

#### 15. ELECTION AND RETIREMENT OF COMMITTEE

- a) At each Annual General Meeting of the Club all Members of the Committee shall retire from office and shall be eligible for re-election.
- b) Any Member may nominate a Member or Members for the Committee pursuant to Rule 14(c) (i) by submitting his nomination duly seconded in writing to the Secretary at least fourteen days before the Annual General Meeting.
- c) Seven days before the Annual General Meeting, a list of the proposed Committee Members shall be provided via email to the Members.
- d) The vacancies on the Committee shall be filled by votes of Members of the Club received by the Secretary by email not later than the day before the Annual General Meeting, and by the votes of those Members present and voting at the Annual General Meeting who have not previously submitted their votes.
- e) Any Member of the Committee wishing to resign from the Committee must give seven days' notice to the Secretary.
- f) In the event that any vacancy shall occur in the elected Committee after the election at the Annual General Meeting, the Committee shall have the power to co-opt Members to fill such vacancy.
- g) Only Full Members and Life Members over 18 years of age shall be eligible for membership of the Committee.
- h) No Member of the Committee shall receive remuneration or any other benefit which is not available to ordinary Members of the Club in any form from the Club for any services rendered to the Club.
- i) Membership of the Committee is limited to a period of five consecutive years with the possibility of re-election for one further year. Rotation of Members of the Committee will need to be staggered in order to ensure stability and continuity.
- j) Only Committee Members who have served a minimum of 12 months on the Committee are eligible to become Chairperson.

## 16. TRUSTEES

- a) There shall be appointed not less than two nor more than four Trustees of the Club. The first Trustees shall be appointed by the Committee and any land or lease to be held by the Club shall be vested in them.
- b) Since the Globe LTC is an unincorporated association, it has no separate legal personality and therefore, cannot own property. The role of the Trustees is to hold any property on behalf of the club.
- c) The Trustees shall be indemnified against all liabilities incurred by them on behalf of the Club out of the Club property and also by the individual Members of the Club.
- d) The Trustees shall hold office until death or resignation or until removal from office by resolution of the Committee who may for any reason which may seem sufficient to a majority of them present and voting at any meeting remove any Trustee or Trustees from the office of Trustee.
- e) Whereby reason of any such death resignation or removal it shall appear necessary to the Committee for a new Trustee or Trustees to be appointed or if the Committee shall deem it expedient to appoint an additional trustee or additional trustees the Committee shall by resolution nominate the person or persons to be appointed the new Trustee or Trustees. For the purpose of giving effect to such nomination the Chairperson for the time being is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and he shall by deed duly appoint the person or persons so nominated by the Committee as a new Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall in favour of a person dealing bona fide and for value with the Club or the Committee be conclusive evidence of the fact so stated.

## 17. ANNUAL GENERAL MEETING

- a) An Annual General Meeting of the Club shall be held on a Saturday or Sunday in October or November of each year (the date and time to be determined by the Committee), for the following purposes:
  - i. To receive the Committee's Report for the past year.
  - ii. To receive the Balance Sheet for the past year.
  - iii. To receive a statement recording the number of attendances at Committee Meetings of each Member of the Committee.
  - iv. To decide on any proposition submitted to such Meetings in accordance with the Rules of the Club.
  - v. To elect a Committee for the ensuing year.
- b) Minutes will be taken at all General Meetings by the Secretary, or failing them, by a Member of the Committee which shall be published on the Club's website within 6 weeks.
- c) The Chairperson, in case of need, may give a casting vote in addition to their own vote.
- d) Every proposition intended for discussion at an Annual General Meeting must bear the names of both Proposer and Seconder, and shall be in the form of a resolution, and such resolution shall be written and received by the Secretary at least fourteen days before the Annual General Meeting, and the Secretary shall provide any resolutions to the Members at least seven days before the Meeting.

- e) The resolution shall call upon the Committee to act or contain a recommendation for specific action, be a request for further open discussion at the Annual General Meeting or for further consideration or monitoring by the Committee.
- f) The Chairperson at the Annual General Meeting may, if he or she considers that it is in the Club's interest, accept a resolution verbally at the time of the Meeting, provided that it is in proper form and proposed and seconded by Full Members of the Club.
- g) The quorum for the annual general meetings shall be twenty-five Members over the age of 18, excluding Country and Social Members.

## 18. SPECIAL GENERAL MEETINGS

- a) The Committee may call a Special General Meeting of the Club on posting a notice on the Club Notice Board, to that effect, at least fourteen days before the date of such Meeting. Such notice shall specify, in the form of a resolution as per rule 17 d) and e), the object or objects of the Meeting, and discussion at the Meeting shall be strictly limited to those objects.
- b) The Committee shall call a Special General Meeting within a month of a written request signed by twenty-five Members, over the age of 18, excluding Country and Social Members. The request shall specify, in the form of a resolution as per rule 17 d) and e), the object or objects of the Meeting, and discussion at the Meeting shall be strictly limited to those objects.
- c) The Chairperson at a Special General Meeting may, if he/she considers that it is in the Club's interest, accept a proposition, in the form of an amendment to a proposition or resolution, verbally at the time of the Meeting, provided that it is in proper form, proposed and seconded a Member of the Club, over the age of 18, excluding Country and Social Members, and, in the opinion of the Chairperson is connected with or in furtherance of those matters or issues in respect of which the Special General Meeting has been called.
- d) A quorum for a Special General Meeting shall be 25 Members over the age of 18, excluding Country and Social Members.
- e) A full copy of the minutes of the Special General Meeting is to be posted on the website within 6 weeks of the Special General Meeting.

## 19. MEETINGS

Unless otherwise provided in these Rules all matters arising for decision at any meeting herein referred to shall be decided by a simple majority of those present and voting at such meeting.

## 20. FINANCE

- a) All matters relating to the receipt and payments of money shall subject to the provisions of Rule 14 be under the control of the Committee, which shall be deemed to be acting on behalf of all Members of the Club. The Members of the Committee shall be indemnified by all the individual Members of the Club against all liabilities incurred by them on behalf of the Club.
- b) The Treasurer, or such person as may be deputed to act in their place shall, subject to Rule 14, take charge of the funds of the Club.



- c) All charges against the Club shall be authorised by two Committee Members at least one of whom must be either the Chairperson, Secretary or Treasurer. The signatories are to be appointed by the Chairperson, Secretary or Treasurer.
- d) Where one individual person holds more than one such office, he may not, by virtue of such dual office, authorise payments and effects in both capacities.
- e) The Treasurer shall at a minimum submit a statement of receipts and payments at every Committee Meeting and a set of quarterly accounts at each quarterly meeting.
- f) All moneys received on account of entrance fees, subscriptions, donations, receipts from entertainments and refreshments, receipts from the public, and all other moneys received into Club Funds, shall be applied to carry out the objects of the Club, and to pay the expenses of its management.
- g) All receipts and payments made on behalf of the club shall be required to be entered regularly in the books of Accounts.

Accounts shall comprise of the following:

- i. a Statement of Receipts and Payments for the financial year
- ii. a Summary of Financial Position at the financial year end
- iii. a statement of sinking fund balance at the financial year end
- iv. a statement of assets and liabilities at the financial year end

A Statement of Receipts and Payments shall reflect the following:

- i. all cash receipts and cash payments made in the financial year
- ii. amounts set aside for the sinking fund for future capital and repairs and maintenance costs as approved by the Members at previous general meetings

A Summary of Financial Position shall show the following:

- i. the bank balance at the beginning of the year
- ii. movement in funds during the year
- iii. the bank balance of fund at the end of the financial year

A Statement of Sinking Fund Balance shall reflect the following:

- i. the fund balance at the beginning of the year
- ii. monies allocated to the fund during the year
- iii. payments made out of the fund during the year for capital expenditure and major repairs and maintenance expenditure
- iv. the balance of fund at the end of the financial year

A Statement of Assets and Liabilities shall comprise the following:

- i. the value of assets and liabilities at the beginning of financial year
  - ii. a list of all assets purchased and liabilities repaid during the year with a value of £3,000 or more
  - iii. the value of assets and liabilities at the end of the financial year
- h) The books and accounts of the Club shall be open to the inspection of any Member at all reasonable times and it shall be the duty of the Treasurer to produce them for inspection accordingly.
  - i) The Committee shall, once a year, submit the accounts and all necessary vouchers for review by an independent firm of qualified accountants.
  - j) The Accounts, together with a Balance Sheet, and a general statement of the affairs of the Club, shall each year be laid before the Annual General Meeting. The independent reviewer shall have access to all the books and accounts of the Club shall verify the

Accounts and shall either sign it as found to be correct or specially report to the Club in what respects he finds it incorrect.

- k) It shall be the duty of the Committee to keep a copy of the last 3 sets of Accounts of the Club, together with the report of the independent reviewer and to have it available for the inspection of all Members.
- l) The Committee, if authorised by the Club in General Meeting, shall be empowered to borrow money for the purposes of the Club of such amount and in such form and manner as may be specified by the Resolution of the General Meeting and thereupon shall direct all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Committee may deem proper for giving security for such loans. All Members of the Club whether voting on such resolution or not and all persons becoming Members of the Club after the passing of such resolution shall be deemed to have assented to the same as if they had voted in favour of such resolution.
- m) The Committee cannot enter into contracts or expenditure beyond the value of £10,000 including VAT on a single item without the consent of Members resolved at the AGM or an SGM.
- n) The club's Financial Year shall be the period 1<sup>st</sup> September to 31<sup>st</sup> August.

## 21. PAYMENT OF ACCOUNTS

All Members shall pay their bills for every expense entered into in the Club at the time such expense is incurred.

## 22. LIABILITY

- a) No responsibility or liability shall attach to the Club or the Committee in respect of any injury to a Member or visitor caused to him while on the premises used by the Club.
- b) No responsibility or liability shall attach to the Committee in respect to any financial commitment regarding any area of the Club.

## 23. LOSS OF MEMBER'S OR VISITOR'S PROPERTY

No responsibility or liability shall attach to the Club or the Committee in respect of the property of any Member or Visitor, which may be lost or damaged on the premises used by the Club.

## 24. GUESTS

- a) Members shall have the privilege of introducing guests to the Club under such regulations as shall from time to time be made by the Committee. The names of all guests, together with the name of the Member introducing them, shall be entered on our website when paying the guest fee and kept for the purpose of tracking the guest fee rules.
- b) If any Member introduces to the Club a Visitor who, in the opinion of the Committee shall be deemed objectionable, the Member concerned shall render himself liable to suspension or expulsion.

25. GAMES OF CHANCE

No games of chance or hazard shall be played in the Club unless such game is approved by the Committee.

26. CLUB NOT TO BE USED FOR BUSINESS PURPOSES

- a) No Member (except with the permission of the Committee) shall carry on business in the Club or use its name in any advertisement, prospectus or description.
- b) No Member other than any professional coach appointed to the Club from time to time by the Committee shall receive payments for professional tennis services of any nature from within the Membership of the Club.

27. CLUB ADDRESS

No Member shall allow his name with the address of the Club attached thereto to appear in any advertisement whatever, or in the prospectus of any public company of which he may be a Director or Officer.

28. PURCHASES OR SUPPLY OF LIQUOR

- a) In the event of a license being required such license shall be applied for and held on behalf of the Club by any person (whether or not a Member) who is authorised by the Committee.
- b) Purchase for the Club and supply by the Club of intoxicating liquor must be in the absolute discretion of the Committee.
- c) No one may at any time receive at the expense of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club.

29. ALTERATION OF RULES

Subject to sub-clause (d) below the Rules of the Club may be altered, deleted or added to:

- a) At an Annual General Meeting of the Club, or
- b) At a Special General Meeting of the Club specially convened for the purpose.
- c) All resolutions for this purpose shall be proposed and seconded and shall be handed to the Secretary at least fourteen days before the Meeting and a copy of such resolution shall be posted on the Club Notice Board at least seven days before the Meeting.
- d) Any resolution for the alteration, deletion or amendment of Rule 14 (which deals with the constitution and functions of the Committee), Rule 20 (which deals with finance shall not be deemed passed unless a resolution is passed not only by the Members of the Club as laid down in sub-clause (a), sub-clause (b) and sub-clause (c) of this Rule but also and subsequently by the Committee.

30. DISSOLUTION OF THE CLUB

- a) If at any Special General Meeting a resolution for the dissolution of the Club shall be passed by a majority of the Members present and voting and at a second Special General Meeting held not less than six weeks thereafter and at which not less than two thirds of the Full and Life Members shall be present that resolution shall be confirmed by

a resolution passed by a majority of two thirds of the Members present and voting, the Committee shall thereupon, or upon such future date as may be specified in such resolution, proceed to realise the property of the Club and after the discharge of all liabilities shall divide equally to charities voted on by Members.

- b) The dissolution shall take effect from the date of the resolution and the Members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

### 31. CONSTITUTION TO BE EXHIBITED

The Constitution (as amended from time to time) shall be exhibited on the Club's website used by the Club and available for inspection by all Members.

### 32. RULES AND REGULATIONS IN FORCE

The Rules and Regulations having been adopted at a Special General Meeting of the Club held on January 13, 1957, shall become operative as from the date of that meeting.

## **DECLARATION**

The Globe Lawn Tennis Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of Members.

**Name:** Daniela Strebel, Chairperson Globe LTC

**Date:** November 2023