

RULES OF THE DEVON COUNTY LAWN TENNIS ASSOCIATION

1. Title

The Devon County Lawn Tennis Association shall be known as "Devon Tennis" and hereinafter referred to as such.

2. Objects

The objects of Devon Tennis shall be:-

- a) To advance and safeguard the interests of Lawn Tennis (hereinafter referred to in these rules as "the game") in the County, and to take and maintain a membership interest with the Lawn Tennis Association (hereinafter referred to as the LTA) and to comply with and uphold throughout the County the Rules and Regulations of the LTA as amended from time to time and the rules and regulations of any body to which the LTA is registered or affiliated. Subject thereto to make, vary, alter, maintain and enforce rules and regulations for the control and governance of the game in the County.
- b) To employ the funds of Devon Tennis for its purposes and objects in such a manner as shall be deemed in the best interests of the game.
- c) To invest any part of such funds as shall not be required immediately for the said purposes and objects in such a manner as may be considered advisable from time to time and to charge all or any such investments to secure the repayment of any temporary advance of money made to Devon Tennis for such purposes and objects.
- d) To arrange, regulate and/or manage inter-county matches between the County of Devon and other counties or associations, and to hold County championships and County competitions and to make, maintain and enforce rules and regulations in connection therewith.
- e) To prepare and execute National and Local Development and Performance Plans in line with current LTA initiatives as agreed by the Devon Tennis Council and to provide support for the achievement of local and national targets as agreed by the Devon Tennis Council.
- f) To deal with such other matters as may be referred to it by the Council of the LTA and application by places to play and committees in the County for the holding of new open or restricted meetings or any changes in the dates of other open or restricted meetings.
- g) To arrange, purchase and distribute tickets allocated to the County for the All England Tennis Championships at Wimbledon.
- h) To support and provide guidance and advice to registered and affiliated organisations.
- i) To do all such other things as the Council thinks fit to further the interests of Devon Tennis or to be incidental or conducive to the attainment of all or any of the objects as stated in Rule 2.

3. Affiliation

Devon Tennis shall be affiliated to the LTA.

4. Constitution

Devon Tennis shall consist of the following organisations and persons:

- a) Places to play including clubs, ITIs, Pay and Play Centres and commercial facilities whose ground or headquarters are situated in the County which shall be deemed to be registered members of Devon Tennis.
- b) Combinations of players associated together for playing the game on public parks and open spaces in the County and having rules approved by Devon Tennis. Tennis Leagues playing within the County of Devon.
- c) Patrons.
- d) Honorary Vice-Presidents.

5. Patrons

Any person with the agreement of the Council shall be eligible for election as a Patron. Patrons will be entitled to free access to:-

- a) All County matches played in the County provided these are promoted by Devon Tennis.
- b) The final matches of all competitions promoted by Devon Tennis.
- c) The Annual and all Extraordinary Meetings of Devon Tennis but with no right to propose or second a resolution or to vote.
- d) Such other and further privileges as the Council may decide.

6. Council and Officers

- a) The affairs of Devon Tennis shall be managed by a Council consisting of:

President
Chairman *
Vice Chairman *
Secretary *
Treasurer *
LTA Council Representative *
LTA Lead Volunteer (to be drawn from the Management Team see paragraph 6e) *
County Tennis Co-ordinator
Men's Match Secretary
Ladies' Match Secretary
Men's Veterans Match Secretary
Ladies' Veterans Match Secretary

4 representatives proposed by clubs within the County of Devon (or by the Council)

(* Officers of Devon Tennis)

Council members may assume more than one role within the Council.

The Council will have power to co-opt.

SIX members of Council shall be present at a meeting to constitute a quorum.

The County Tennis Co-ordinator will not have voting rights.

Only members of registered places to play shall be eligible to be Council members, unless co-opted by the Council.

- b) Decisions of the Council shall be by simple majority vote and in the event of equality of votes the Chairman (or acting chairman of the meeting) shall have a casting vote.
- c) The Council shall be responsible for the overall management of Devon Tennis and shall have sole right of appointing and determining the terms and conditions of service of employees of Devon Tennis. The Council shall have power to enter into contracts for the purposes of Devon Tennis on behalf of all members.
- d) Every member of the Council, or any other Devon Tennis Committees, employee or agent of Devon Tennis shall be indemnified by Devon Tennis and the Council shall pay all costs, losses and expenses which any such member of the above may incur or for which he may become liable by reason of any contract entered into or act or thing done by him in good faith as such a member in accordance with the instructions of the Council or other Committee may give to any member who has incurred or may be about to incur any liability at the request or for the benefit of Devon Tennis such security by way of indemnity as may seem expedient.
- e) The day to day affairs of Devon Tennis will be overseen by a Management Team who will, through the Devon Tennis Chairman or his nominated representative, report to the Devon Tennis Council at each meeting. The Management Team shall be empowered to take decisions concerning Devon Tennis but not ones considered strategic. The Team to consist of: Chairman, Vice Chairman, Secretary, Treasurer, LTA Councillor, Lead Volunteer and the County Tennis Co-ordinator. The team to be empowered to involve other members as appropriate.

7. Election of Council

- a)
 - 1. The **President** and **Vice Presidents** shall be elected at the AGM. The President's term of office is three years and the Vice President's one.
 - 2. **Members of Council**, except the Chairman, Vice chairman and LTA Councillor shall be elected annually at the AGM.
 - 3. **Chairman** and **Vice Chairman** shall be elected by the Devon Tennis Council. The Chairman shall have a three year term of office and the Vice Chairman one.
 - 4. The **LTA Council Representative** shall be nominated by Council and shall serve for 3 years (corresponding to term of office on LTA Council).

5. Presidents, Vice Presidents, the Chairman, Vice Chairman and councillors shall be eligible for re-election on the expiry of their term of office.
6. A registered Place to Play may have a maximum of one member on Council, this excludes the counting of team captains.

b) Team Captains

To be eligible to be a team captain that person must:

1. Have played at County level during their playing career or deemed to be of that standard or be a Licensed or Registered Coach.
2. Come from a Registered Club irrespective of whether that club already has a Council representative.
3. A maximum of 2 team captains should come from the same club.

c) Role of Councillors

1. All councillors should have the commitment and skills which will be of benefit to the Council and thence to the benefit of tennis within the County.
2. It will be expected that all councillors will take on roles and responsibilities appropriate to their skills, expertise and interests as agreed within the Management Team.
3. Councillors will be expected to attend County meetings (including Council meetings and other events) on a regular basis.
4. Councillors must be prepared to promote Devon Tennis and the LTA at every opportunity.

d) A member of the Council shall be deemed to have vacated office if that person:-

1. Does not fulfil their role as specified in Section 8(c), paragraphs 1, 2, 3 and 4
2. Becomes bankrupt, have a CCJ against them or make any arrangement or composition with their creditors.
- ~~3. Is, or may be, suffering from any mental disorder.~~
4. Resigns their office by notice to Devon Tennis.
5. Shall without reason be persistently absent from meetings without permission of the Council and the Council resolves that their office be vacated.
6. Is requested to resign by the Council, a majority of two thirds of Council members present is required for the motion to be passed.
7. That person's club ceases to be a registered member of Devon Tennis unless co-opted by the Council.

Remove 7. d) 3. Renumber list

8. Committees

The Devon Tennis Council shall be empowered to set up sub-committees/working groups as required by the current circumstances.

Sub-Committees/working groups once set up shall have power to co-opt with the express agreement of the Management Team.

9. Membership

a) **Full Membership**

Every application for membership shall be sent to the Secretary, and every application must be proposed by an officer of Devon Tennis or a member of the Devon Tennis Council or an official of any affiliated organisation. The acceptance or rejection of such application shall be at the discretion of the Council, whose decision is final.

b) Such other clubs, individuals or organisations as the Council shall decide shall be entitled to become members. (See Rule 4)

c) **Expulsion**

- 1) The Council shall have the power to expel a member when, in its opinion, it would not be in the best interests of Devon Tennis for them to remain a member.
- 2) A member shall not be expelled unless given 14 days written notice to attend a meeting of the Council and written details of the complaint made against them.
- 3) The member shall be given an opportunity to appear before the Council to answer complaints made against them and must not be expelled unless at least two thirds of the Council then present vote in favour of their expulsion.

10. Membership Registration Fees

Any variation to the Annual Membership Fee fixed by the LTA shall be fixed at the AGM.

11. Non-Payment of Membership Registration

In the event of an annual registration fee remaining unpaid by the last day of February Devon Tennis may terminate the membership and take such action as it thinks fit.

12. Resignations

Any member organisation wishing to withdraw from Devon Tennis shall give written notice to the Secretary immediately after the AGM of the Organisation.

13. Accounts

The financial year of Devon Tennis shall close on 30 September in each year, and a statement of the Accounts for that year shall be prepared and completed by the Treasurer as soon as possible thereafter appropriately prepared and presented to the Council at the meeting prior to the AGM.

14. Borrowing

a) The Council may borrow a maximum of twenty thousand pounds on behalf of Devon Tennis for the purposes of Devon Tennis from time to time at its own discretion and with the sanction of a General Meeting any further money above that sum provided that in the case of borrowing from the LTA no maximum total amount shall apply.

- b) When so borrowing, the Council shall have power to raise in any way any sum or sums of money and secure the repayment of any such sum or sums of money on such terms and conditions and by way of such agreements as it thinks fit, including by mortgage or charge upon or by the issue of debentures charged upon all or any part of the property of Devon Tennis as the Council shall deem proper for giving security for such moneys and interest payable thereon.
- c) The Officers shall, at the discretion of the Council, make such disposition of Devon Tennis' property or any part thereof, and enter into such agreements and instruments in relation thereto as they shall deem appropriate.
- d) Any three of the Chairman, Vice Chairman, Secretary and Treasurer (or if so directed by the Council any other Officer or Officers) shall have power to execute any agreement, document or instrument on behalf of Devon Tennis.
- e) The Council shall have no power to pledge the personal liability of any Member or Officer for repayment of any sums so borrowed and Devon Tennis shall indemnify the Officers and Members against any claim against them arising in respect of Devon Tennis and its activities.

15. Annual General Meeting

The Annual General Meeting of Devon Tennis shall be held not later than 31 January in each year for the purpose of electing the Council, officers for the ensuing year and transacting all general business connected with Devon Tennis.

A notice convening the meeting and stating the business to be done shall be sent to all officers of the Council, members of the Council and the Honorary Secretaries of registered member organisations, except schools, at least ten clear days prior to the date of the meeting.

16. Extraordinary General Meeting

The Secretary shall call an Extraordinary General Meeting at the request of the Council or upon receipt of a request in writing from seven registered member organisations, asking them to do so, and stating the purpose for which the meeting is to be called. The Secretary shall give ten days clear notice of such meeting and shall specify the purpose for which it is called.

17. Voting

At a general meeting every question or motion shall be decided by a show of hands unless prior to such vote being taken or immediately thereafter a ballot is (a) directed by the Chairman, or (b) demanded by not less than six persons present and entitled to vote.

Each place to play or other registered member organisation represented at a General Meeting shall each be entitled to one vote.

Devon LTA Councillors shall each have one independent vote.

18. Alterations and Amendments

No alteration or amendment shall be made in these rules except by the affirmative vote of two-thirds of those present and entitled to vote at the Annual General Meeting or an Extraordinary General Meeting of Devon Tennis. A copy of any proposed alteration to the rules shall be sent to the Secretary in writing at least three weeks before the Annual General Meeting and shall be included in the notice convening the meeting and forwarded to members not less than 10 days prior to such meeting.

In the case of an Extraordinary General Meeting, the proposed alteration shall be notified to the Secretary in time for its inclusion in the notice convening the meeting.

19. Dissolution

- a) A resolution to dissolve Devon Tennis shall only be proposed at an extraordinary general meeting and shall only be passed if carried by a majority of two-thirds of the members present (and entitled to vote).
- b) The dissolution shall take effect from the date of the resolution and the members of the Council shall be responsible for the winding up of the assets and liabilities of Devon Tennis.
- c) Any property remaining after the discharge of debts and liabilities of Devon Tennis shall be paid to or distributed among the members equally.

20. President & Vice-Presidents

- a) The President shall be nominated only by the Council.
- b) The number of Vice-Presidents shall not exceed six, and they shall be elected at an Annual General Meeting in recognition of special services rendered to Devon Tennis. Candidates shall be nominated only by the Council.

21. Honorary Members

Any person may be nominated by the Council as an honorary life member of Devon Tennis. An Honorary Life Member shall be elected at an Annual General Meeting and, once elected, shall hold that position for life.

22. Representation on the LTA Council

The Council shall elect each year the representatives Devon Tennis is entitled to nominate to serve on the Council of the LTA and shall fill any casual vacancies that may occur in such representation.

23. County Colours

Any player who has played for the County in at least seven matches shall be entitled to the County Colours, which shall be awarded at the discretion of the Council. In addition it shall be within the power of the Council to award County Colours to any officer for special and exceptional services rendered to Devon Tennis.

January 2017

APPENDIX A

Affiliation by Membership of Tennis Leagues and other Organisations

1. Membership

Tournament Committees, District Leagues and other organisations which Devon Tennis may deem appropriate to be eligible for affiliation as a member.

2. Membership Fee

The membership fee to be paid to Devon Tennis will be decided at the Devon Tennis AGM.

3. District Leagues

All District Leagues within the County are encouraged to affiliate as a member of Devon Tennis as an Associate Organisation.

The Clubs playing which take part in these Leagues are encouraged to be registered members of Devon Tennis.

4. Benefits

The benefits of membership in this category are set at a minimum level and do not include any constitutional rights in the County or the LTA. Nor entry into official County team competitions.

The benefits are likely to include:

- Low level assistance from the County Office and Devon Tennis Officers; this at the discretion of the Council or Management Team but largely advisory
- Inclusion of details of Leagues in Newsletters and websites

5. Voting Rights

- a) Any associate member organisation is entitled to be present at the County AGM or other general Meetings
- b) Associate member organisations will not be entitled to make proposals at the County AGM or other General Meetings
- c) Associate member organisations will not be entitled to any voting rights at any general Meetings of the organisation.

January 2017