



SANDYCOVE

Tennis & Squash Club

RULES

SANDYCOVE TENNIS AND SQUASH CLUB

RULES

INDEX OF CONTENTS

GENERAL

- 1 Name
- 2 Purpose
- 3 Colours

MEMBERSHIP

- 4 Categories
- 5 Definition of categories
- 6 Rights
- 7 Election
- 8 Numbers
- 9 Entrance Fees
- 10 Subscriptions
- 11 Resignation
- 12 Suspension and Expulsion

TRUSTEES

- 13 Trustees

MANAGEMENT

- 14 General
- 15 Committee
- 16 Election of Committee
- 17 Quorum and Power to co-opt
- 18 Officials of Club
- 19 Accounts
- 20 Change of Rules
- 21 Bye Laws

GENERAL MEETINGS

- 22 General Regulations
- 23 Annual General Meetings
- 24 Special General Meetings

SALE OF INTOXICATING LIQUOR

- 25 Legal Regulations

MISCELLANEOUS

- 26 Communications
- 27 Club Championships
- 28 Damage
- 29 Code of Ethics
- 30 Club Assets
- 31 Indemnity

RULES OF SANDYCOVE TENNIS AND SQUASH CLUB

GENERAL

Name

1. The Club shall be called 'Sandycove Tennis and Squash Club'.

Purpose

- 2.1 The Club is constituted primarily for the purpose of playing Lawn Tennis which shall be played according to the rules of Tennis Ireland. At no time shall the ratio of tennis courts to squash courts be less than 2:1
- 2.2 In addition to the playing of Lawn Tennis the club shall also have as its object the playing of Squash which shall be played according to the rules of Irish Squash.

Colours

3. The Club colours shall be gold and light blue.

MEMBERSHIP

Categories

4. The Club shall have the following membership categories:

(a) Ordinary (b) Life (c) Junior (d) Pavilion (e) Honorary

Membership may be offered for a multiple of years, not exceeding 10 years, at terms and conditions to be decided upon by the Committee from time to time.

Definition of Categories

- 5.1. Ordinary Members and Pavilion Members shall have attained the age of 18 years on the date of Invoice of annual subscription.
- 5.2 The Club may confer Life Membership on a member or former member who, in the opinion of the members of the club, has rendered exceptional service or brought special honour to the Club. Such Life Members shall be elected only at a General Meeting of the club, notice of such proposed election having been given.
- 5.3 The members at a General Meeting of the Club may approve the offering of Life Membership to existing members on certain terms and conditions.
- 5.4 Honorary members shall be elected by the committee and shall be restricted to such

persons as in the opinion of the committee have been prominently identified with the game of Lawn Tennis or Squash and whose election as Honorary members shall be in the best interests of the Club. No more than two Honorary members shall be elected in any one calendar year. In addition to the Honorary members as defined above members of a visiting team playing on the Club's ground shall on the day of the match be Honorary Members of the Club.

5.5 Junior members shall not have attained the age of eighteen years on the date of Invoice of annual subscription.

Rights

6.1 Ordinary Members shall have the following rights:

- (a) to enter the Club's grounds and premises and enjoy its facilities.
- (b) to play either or both of the games of tennis or squash as nominated by them.
- (c) to attend General Meetings.
- (d) to vote at General Meetings.
- (e) to remain a member, subject to the provisions of Rule 12 below, on paying their annual subscription, if any.
- (f) to introduce visitors subject to the Bye Laws in force from time to time.
- (g) to propose or second candidates for membership of the Club or candidates for membership of the Committee subject to the qualification that no member may make more than one proposal for membership of the Club or second more than one application for membership of the Club in any one year.

6.2 Junior Members shall have the rights specified at (a), (b) and (e) above, subject to the Bye Laws in force from time to time.

6.3 Life Members shall have all the rights of Ordinary Members

6.4 Honorary Members shall have the rights specified at (a), (b) and (c) above.

6.5 Pavilion Members shall have the rights specified at (a), (c) and (f) above.

Election

7.1 The Committee shall have the power to elect new members.

7.2 Candidates for membership shall complete an application form which shall include the following:

- (a) The applicant's nomination of tennis or squash, or both, in the case of application for Ordinary or Junior Membership.
 - (b) The signature of a proposer and seconder, who must both be Ordinary Members, in the case of application for Ordinary or Pavilion Membership.
 - (c) the signature of a parent or guardian in the case of application for Junior Membership.
- 7.3 The names and addresses of candidates for membership shall be placed on the noticeboard for a period of at least 7 days. Thereafter the Committee may elect new members and notify applicants accordingly.
- 7.4 No person shall be considered a member (Honorary Member excepted) until the Entrance Fee (if any) and first annual subscription shall have been paid. On paying the Entrance Fee and/or subscription, each member submits to the Rules of the Club and to all other rules, bye laws and regulations of the Club.
- 7.5 If any candidate who has been elected shall fail to pay the Entrance Fee (if any) and Subscription within one month after receiving such notification as aforesaid, they will be deemed to have declined to be a member.

Numbers

8. The ratio of tennis courts to Ordinary Members who have nominated to play Tennis shall never be greater than 1:100 and the ratio of squash courts to Ordinary Members who have nominated to play Squash shall never be greater than 1:100.

Entrance Fees

9. An Entrance Fee may be imposed by the Committee which it may vary at its discretion.

Subscriptions

- 10.1 The Annual Subscription shall be determined by the Committee.
- 10.2 The Committee in determining the Annual Subscription shall devise such subscription categories as they deem appropriate having regard in particular to a member's nomination of game or games, family units, student status or particular age groups.
- 10.3 A notice detailing the subscription categories and amounts, once determined by the Committee, shall be placed on the Club Notice Board.
- 10.4 Annual Subscriptions are due on invoice. Any member whose subscription is not paid within one month of date of invoice shall cease to enjoy the rights of membership from that date.

Resignation

- 11.1 Any member may resign his membership by giving to the Honorary Secretary notice in writing to that effect. Every such notice shall, unless otherwise expressed, be deemed to take effect as from the first day of the month following the receipt thereof.
- 11.2 The Committee shall have the power to determine the amount, if any, of any subscription refundable to or payable by a member who resigns.

Suspension and Expulsion

- 12.1 The Committee may, in the interests of the Club and having considered available evidence, suspend any member for a period not in excess of fourteen days for an alleged breach of Club Rules or serious misconduct. During that period and not later than five days before the hearing as hereinafter prescribed, a written statement of charges will be prepared by two officers and served on the member who has been suspended. Within fourteen days of the suspension the member shall be summoned before a Disciplinary Committee (as hereinafter defined) which will hear the charges made against the suspended member and afford him or her an opportunity to defend him or herself. If the Disciplinary Committee is of the opinion that the charges have been proved it may impose such punishment as it thinks fit, either by way of continuing the suspension already imposed, imposing a fine, or expelling from membership of the Club. The Disciplinary Committee shall consist of three persons, one of whom must be an officer of the Club (and who shall preside), and two ordinary members of the Club, who shall be nominated by the President to serve on the Committee. The Disciplinary Committee shall act on a majority vote in arriving at its decisions. Any member aggrieved by a decision taken against him or her by the Disciplinary Committee, may appeal to the Committee of the Club within seven days of the Disciplinary Committee's decision. The appeal shall be heard by the Committee - but such of its members as have either suspended the member in question or participated in the hearing by the Disciplinary Committee - shall not attend or participate in the voting on the appeal - and may only attend for the purpose of giving evidence. The appellant may attend at the appeal in order to prosecute it. The Committee may, after hearing the appeal, affirm, reverse or vary the findings and/or penalty imposed by the Disciplinary Committee.
- 12.2 Any member expelled in accordance with the Rules, or otherwise ceasing to be a member of the Club shall forfeit all such rights to or claims upon the Club, its property and funds as they would have had by reason of membership.

TRUSTEES

- 13.1 Some or all of the property of the Club may be vested in the Trustees of the Club who shall be appointed at a General Meeting for a term of five years and such Trustees shall hold such property in trust for the members of the Club entitled to share in it. Such assets may only be sold or otherwise disposed of with the sanction of the Committee. In the event of any Trustees refusing to sell or otherwise to dispose of such trust property vested in them at the

request of the Committee, the Committee may call a General Meeting here the matter shall be decided by a two thirds majority of those present and eligible to vote.

- 13.2 The Trustees shall not be less than three or more than six in number. They shall remain in office until death or resignation or they cease to be a member, or until a General Meeting shall think proper to remove them or any of them or until their term of office expires. No personal liability shall attach to Trustees except to the extent of such funds of the Club as may be actually received by them and they shall have the benefit of an indemnity from assets as expressed elsewhere in these Rules. In the case of a vacancy in the office of Trustees the Committee may by resolution appoint a new Trustee or new Trustees, subject such resolution or resolutions to be ratified at the next Annual General Meeting of the Club. The surviving or continuing Trustees shall have power to act notwithstanding any casual vacancy in the number of Trustees. A list of the names of Trustees must be available in the Clubhouse at all times.
- 13.3 Without prejudice to the generality of their powers the Trustees shall have the right to sell, lease, mortgage, purchase, take on lease, or otherwise acquire land, buildings or other real or personal property or interest therein in trust for the members of the Club and to borrow or raise money on the security of any land, buildings or property so acquired. The Trustees shall be deemed to be Trustees within the meaning of the Trustees Acts.

MANAGEMENT

General

14. The management of the Club shall be in the hands of the Committee.

The Committee

15. The members in General Meeting shall elect a President, Honorary Secretary, Honorary Treasurer, Men's Tennis Captain, Ladies' Tennis Captain, Men's Squash Captain, Squash Vice Captain, Tennis Development Officer, Junior Tennis Officer, Social Secretary, Bar Supervisor and Clubhouse and Grounds Supervisor who shall comprise the Committee. In respect of Men's Tennis Captain and Ladies' Tennis Captain, it shall be permissible for two people to be elected to jointly fill these positions, and, if so, both shall be on the Committee, but with one vote between them. All Committee members shall retire annually and shall be eligible for re-election but no person shall serve on the Committee for more than five consecutive years.

Election of the Committee

- 16.1 The Committee shall be elected at the Annual General Meeting by the members entitled to vote and shall be subject to annual re-election.
- 16.2.1 Once the date of the Annual General Meeting has been fixed (which shall be before 31st December), the Honorary Secretary shall give at least 28 days notice to the Members of such date, at the same time inviting nominations (with name of proposer and seconder) for

election to the Committee and Motions for consideration at the Annual General Meeting and also specifying that such Nominations and Motions shall be received by a date not less than 14 days prior to the date fixed for the meeting, except that this process shall not apply to the position of President. The nomination of the incoming President shall be made by the incumbent President at the Annual General Meeting. Prior to making such nomination the President shall consult with a number of recent Past Presidents (who continue to be members of the Club) at his or her discretion.

16.2.2 The Honorary Secretary shall then, on or after the date specified for return of such Nominations and Motions, but so as to give members 10 days notice before the meeting, circulate to the members the following documents:

- (a) The Agenda for the meeting.
- (b) The Annual Report with Financial Statements and including the Accountants Report.
- (c) Nominations for election to the Committee.
- (d) Motions for consideration at the meeting

Quorum and Power to Co-opt

17. Five members of the Committee shall form a quorum. The Committee shall have the power to co-opt members to fill any vacancies which may arise. In addition to his or her vote the Chairperson shall have a casting vote.

Officials of the Club

18. The Committee shall have power from time to time to appoint and remove such officials as they consider necessary at any time for the due management of the Club.

Accounts

19. The Committee shall keep correct accounts and books showing the financial affairs and receipts and disbursements of the Club. The Committee shall appoint a qualified Auditor, not a member of the Committee, to audit the accounts of the Club for presentation with report to the Annual General Meeting. The accounts shall be prepared for year to 30th September.

Change of Rules

20. The Committee from to time may alter or add to the Rules for the purpose of complying with the provisions of the Registration of Clubs (Ireland) Act, 1904-1960, or of any statute amending same and, save for the purpose aforesaid, no Rule of the Club shall be repealed or altered, nor new Rules made, except at a General Meeting. Rule 2.1 hereof shall not be altered except with the approval of 90% of the total membership of the Club. All other Rules may only be altered, abrogated or added to by the vote of two-thirds of the Members present and voting.

Bye-Laws

21. The Committee are empowered to make and from time to time alter such bye-laws for the management of the Club as they may consider necessary. Every member, visitor or other person using the Club premises shall be subject to and must comply with all bye-laws then in force.

GENERAL MEETINGS

General Regulations

- 22.1 The President or, in his absence, a member of the Committee not being an Officer of the Club shall preside. In addition to his or her vote the Chairperson shall have a casting vote.
- 22.2 Resolutions properly before a General Meeting shall be decided by majority vote, save as otherwise provided in these Rules.
- 22.3 Not less than fourteen days notice of the date of a General Meeting shall be served on the members entitled to attend.
- 22.4 Twenty members entitled to vote shall constitute a quorum at a General Meeting.

Annual General Meeting

- 23.1 The Annual General Meeting shall be held on a date to be fixed by the Committee.
- 23.2 The order of business at the Annual General Meeting shall be as follows:
 - (a) In the absence of the President a Chairperson shall be elected.
 - (b) The Minutes of the previous Annual General Meeting, and of any Special Meetings subsequently held shall be read, confirmed and signed.
 - (c) Written communications received shall be read.
 - (d) The Honorary Secretary's Report shall be read.
 - (e) The Honorary Treasurer's and the Auditor's Report shall be read.
 - (f) The election of the Officers of the Club and of the Committee shall take place.
 - (g) Notices of Motion received by the Honorary secretary in writing and of which Notice will have been given on the agenda will be dealt with.
 - (h) Any suggestions or recommendations may be brought forward for discussion and if the meeting so decides referred to the Committee for consideration.

- (i) No Motion shall be brought forward at this meeting unless notice shall have been given as provided in this Rule.

Special General Meetings

- 24.1 Upon the direction of the Committee or upon a requisition signed by at least thirty members qualified to vote at such meeting and stating the purpose for which the meeting is desired the Honorary Secretary shall call a Special General Meeting to be held within four weeks of such direction or requisition.
- 24.2 The Order of Business at the Special General Meeting shall be as follows:
 - (a) In the absence of the President a Chairperson shall be elected.
 - (b) Communications relevant to the special business of the Meeting shall be read.
 - (c) The special business for which the Meeting has been called shall be brought forward, discussed, decided or adjourned. No other business shall be entertained.

SALE OF INTOXICATING LIQUOR

Legal Regulations

- 25.1 Subject to Rule 25.2 no excisable liquor shall be supplied for consumption on the Club premises to any person (other than a member of the Club lodging in the Club premises) or be consumed on those premises by any person (other than such a member) –
 - (a) at any time on Christmas Day or Good Friday, or
 - (b) on any other day, as specified hereunder, outside the time so specified in respect of it -
 - (i) Saint Patrick's Day: between 12.30p.m. and 12.30a.m. on the following day;
 - (ii) the 23rd December: if it falls on a Sunday, between 10.30a.m. and 1.30p.m.;
 - (iii) Christmas Eve and the eve of Good Friday: between 10.30a.m. and 11.30p.m.;
 - (iv) the eve of any public holiday (other than Christmas Eve):
 - (A) if the eve falls on a weekday, between 10.30a.m. and 12.30a.m. on the following day, or
 - (B) if it falls on a Sunday, between 12.30p.m. and 12.30a.m. on the following day;

- (v) any other Sunday (except a Saint Patrick's Day which falls on a Sunday): between 12.30p.m. and 11.00p.m.;
 - (vi) any other Monday, Tuesday or Wednesday: between 10.30a.m. and 11.30p.m.: and
 - (vii) any other Thursday, Friday or Saturday: between 10.30a.m. and 12.30a.m. on the following day.
- (c) The hours specified in sub paragraph (b) above in respect of any day specified in that paragraph are in addition to the period between midnight and 12.30a.m. on that day where that period is included in the hours so specified in respect of the eve of that day.
- (d) In sub paragraph (b) above "public holiday" has the meaning given to it by the Organisation of Working Time Act 1997.
- 25.2. Excisable liquor may be supplied for consumption on the Club premises and may be consumed on such premises by any person –
- (a) on Christmas Day between 12.00 mid-day and 10.00p.m., or
 - (b) on any other day for one hour after the expiration of any period in respect of that day during which it is lawful for the Club to supply any excisable liquor for consumption on the Club premises.
- if in each case the excisable liquor is –
- (i) ordered by or on behalf of that person at the same time as a substantial meal is so ordered, and
 - (ii) consumed by that person during the meal or after the meal has ended.
- 25.3 Nothing in these Rules shall preclude the Club from applying under the Licensing Acts for extensions to the permitted hours referred to above.
- 25.4 A visitor shall not be supplied with excisable liquor in the Club premises unless on the invitation and in the company of a member and that member shall, on the admission of such visitor to the Club premises, or immediately upon his/her being supplied with such liquor, enter his/her own name and address and the name and address of the visitor in a book which shall be kept for the purpose on the Club premises and which shall show the date of each visit.
- 25.5 No excisable liquor shall be sold or supplied by the Club to any person under the age of 18 years.
- 25.6. No person under the age of 18 years shall be allowed into the licensed area of the Club after 10.00 p.m. However, a child who is accompanied by his/her parent or guardian may be

allowed into the licensed area between the hours of 10 a.m. (12.30 p.m. on Sundays) and 10.00 p.m.

- 26.7. A child who is at least 15 years but under the age of 18 years and who is accompanied by his/her parent or guardian may be allowed into the licensed area of the Club on the occasion of a private function at which a substantial meal is served to persons attending the function.
- 25.8. No excisable liquor shall be sold for consumption outside the premises of the Club except to members of the Club, between the hours of 8 o'clock in the morning and 10 o'clock at night.
- 25.9. No member of the Committee or governing body and no manager, servant or agent, employed by and in the Club shall have any personal interest in the sale of excisable liquor therein or in the profits arising from any such sale.

The Committee may alter or add to such Rule or Rules dealing with the supply or consumption of excisable liquor for the purpose of complying with the Licensing Laws for the time being in force, or for the purpose of satisfying the requirements of the members in accordance with such laws.

In addition to the foregoing Rules and Clauses thereof the Clauses and Regulations embodied in the Registration of Clubs Acts 1904-1986 and the Acts extending and amending the same shall be deemed Rules of the Club.

- 25.10. No person shall be allowed to become honorary or temporary members of the Club or be relieved of the payment of a regular entrance fee, subscription or green fee, except those possessing certain qualifications defined in these Rules and subject to the conditions and regulations prescribed herein.

MISCELLANEOUS

Communications

26. Each member shall notify any change of address to the Honorary Secretary. All communications shall be considered as fully delivered if sent to the last known address.

Club Championships

27. Members electing to play in the Club Championships of another club shall not be eligible to enter for the Club Championships unless given special permission by the Committee.

Damage

28. Any member who shall damage any property of the Club shall be required to make good at his or her own expense the injury or loss occasioned and shall be liable, in respect thereof, as if not such a member.

Code of Ethics

29. The Club is fully committed to safeguarding the well-being of its members. Every individual in the Club should at all times show respect and understanding for the rights, safety and welfare of others and conduct themselves in a way that reflects the principles of the Club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport in Ireland. Further to those guidelines, the Club shall annually appoint Children's Officers who shall, ex-officio, be members of the Committee and who shall serve for no more than five years.

Club Assets

- 30.1. The income and property of the Club, shall be applied solely towards the promotion of its main objects as set forth in these Rules. No portion of the Club's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members. No member of the Committee shall be appointed to any position in the Club which is paid by salary or fees, or receive any remuneration or other benefit in money or money's worth from the Club in respect of their services to the Club qua Committee Member. However, nothing shall prevent any payment in good faith by the Club of:
- (a) reasonable and proper remuneration to any member, officer or servant of the Club for any services rendered to the Club;
 - (b) interest at a rate not exceeding 5% per annum on money lent by members of the Club to the Club;
 - (c) reasonable and proper rent for premises demised and let by any member of the Club to the Club;
 - (d) reasonable and proper out-of-pocket expenses incurred by any member in connection with their attendance to any matter affecting the Club;
- 30.2 If upon the winding up or dissolution of the Club there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members. Instead, such property shall be given or transferred to some other Club or institution having main objects similar to the main objects of the Club. The Club or institution to which the property is to be given or transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Club hereunder. Members of the Club shall select the relevant Club or institution at or before the time of dissolution, and if and so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object, as selected by the members.
- 30.3. Annual Accounts shall be kept and made available to the Revenue Commissioners on request.

Indemnity

31. The Trustees, members of the Committee and any member acting in a representative capacity shall be entitled to be indemnified out of the assets of the Club from and against all actions, claims, demands, costs, losses, damages and expenses which may be incurred or sustained by reason or on account of any obligations undertaken on behalf of the Club in such representative capacity provided always that such liability was not incurred through fraud, recklessness, wilful default, libel or slander.