

LYMPSTONE TENNIS CLUB
Members' Guide to Facilities and Procedures

Chairman: Jill Dixon Treetops Grange Close Lympstone EX8 5LD Tel: 01395 224774	Treasurer & Membership: Andrew Lorenc Millbrook Cottage Longbrook Lane Lympstone EX8 5BE Tel: 01395 263068	Secretary: Liz Griffiths Northcote Clay Lane Lympstone EX8 5AE Tel: 01395 227536
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Committee: As above, plus Adrian Barton, Paul Harradine, Barrie Bissett, Karen Gratton,
Dawn Chapman, Sarah Forde.

Last updated 7 March 2014.

The latest information about the club can be seen at www.lympstonetc.co.uk. The Club rules can be seen there; this Members' Guide details byelaws set out by the committee for the efficient running of the Club.

1. The Annual General Meeting

The AGM is held in March each year.

2. Current Annual Subscription Rates 2015

The Club year runs from 1st April to 31st March. Subscription rates are as follows:-

Single Adult	£56.00
Joint Adult (Couples)	£84.00
Student	£28.00
Junior	£14.00

Concessions:

- Juniors are 16 or under on 31st August. Students are in full time education (or not yet employed).
- Potential new members are allowed three trial sessions before subscriptions are payable. For insurance reasons they must be signed in on a visitors' form (Annex A). Any visitor fees paid will count towards their subscription when they join.
- Reduced subscriptions for those joining after September.
- Larger families and low-income families are invited to apply to the Committee for appropriate concessionary rates.
- There is no joining fee.
- Subscription rates are set at very moderate levels to encourage membership. Fund-raising and social activities play an essential part in both the financing and the ethos of the club.

Members receive a renewal notice from the Membership Secretary following the AGM at which subscription rates are reviewed each year. On payment of the relevant subscription each fully paid up member will be entered on the list of members displayed on the club noticeboard.

New members (and any existing member on request) will receive an updated copy of this document.

Visitors

For insurance reasons, all visitors must complete a visitors' form (annex A). There is a limit of 3 visits per season.

Adult visitors who just wish to play tennis, without a club member present, are welcome to do so under the "Walk up and Play" terms set out in section 4 below. They must give a committee member: a completed visitors' form; the fees detailed below; and a suitable deposit. The committee member will then lend them a court key.

If visitors are playing with a member, that member is responsible for ensuring a visitors form is filled in, and that fees are handed to a committee member.

If the visitors are playing in a match, the LTC captain is responsible for taking their names on the match card; no visitors form is then needed and no fees are payable.

The committee will arrange introductory sessions when no fees are payable.

Visitor Fees	when not playing with members	when playing with members
Seniors	£4 per hour per person or £10 per hour per court	£2 per hour per person
Students	£2 per hour per person or £5 per hour per court	£1 per hour per person
Juniors	£2 per hour per person or £5 per hour per court	£1 per hour per person

3. Courts and Clubroom

The Club has two hardcourts next to Lypstone Village Hall at EX8 5JY (behind the church).

A court key can only be purchased by adult and student members from the Treasurer on payment of £5.00.

Juniors are not permitted a key of their own but may borrow a key from any Committee member upon production of proof of identity. Juniors who are not members of the Club can only obtain a key to unlock the courts if they are accompanied by a responsible adult.

The Village Hall Management Committee allows us to have *amenity use* of the Committee Room in the hall as our Clubroom. Note that this is not our room and occasionally other organisations who have rented the room have priority. If this occurs, please try not to disturb them. The amenity use agreement is:

The Tennis Club will have access to the Committee Room and its amenities (toilet, kitchenette etc) as follows:

- on club sessions on Tuesday evenings and Saturdays, unless there is an 'over-riding' need for the VHMC to book the room for other purposes, typically a 'whole complex' hiring such as the Garden Club show or use by the Players
- at any time when there is no other prior confirmed booking for the room (i.e. when it is not in use).

For this type of use the VHMC will not normally provide heating, nor expect to need to provide cleaning or other services. The Club will not rearrange tables during such use.

If at any time when the Club is using the Committee Room on this basis, people arrive to start a booked event, the Club members will vacate the room promptly.

We do of course book the room ourselves when we need exclusive use.

4. Playing Tennis

Social Tennis - Walk on and Play

Members may use the courts at any time except during matches, tournaments, coaching and Club sessions. Members should consult www.lypstoneetc.co.uk or the notice boards regularly for up to date information as to court availability. Notice boards are positioned in the Club Committee Room (which is open during Club sessions – see below) and outside the courts at the car park end. Club rules require that if both courts are occupied and other players are waiting to play, players shall cease playing at the end of the current set. At busy times preference will be given to doubles play.

Floodlights

For a trial period, we are trying a system of providing floodlight tokens free of charge to members, along with a Clubroom key to get to the control box situated in the Village Hall lobby next to the Committee Room. They are kept in a small safe attached to a post in the middle of the courts – the current access code

may be obtained from any committee member. One token will light the court for one hour. **Play is permitted until 10.00 pm and tokens must not be inserted into the machines after 9.00 pm.**

5. Club Sessions

Senior Members

Sessions are held on Tuesdays from 6.30 pm to 10.00 pm and on Saturdays from 2.00 pm to 6.00 pm, depending on demand. Some junior members may be invited to join in. The Club provides balls for these sessions and floodlighting when necessary. A duty roster is posted on each notice-board and the duty person will open the committee room, where refreshments and toilet facilities are available.

Unless the duty person says otherwise, a peg queuing system operates: before any court is free, the top person chooses the next four from the top 7 including him/herself and puts them as “next on”. If people are queuing we play only 7 games and after the third “deuce” score in any game the next point wins.

Junior Members

On Saturdays from 8.00 am to 2.00 pm Junior members have priority. This Saturday session is used for the Club’s junior coaching during the summer term.

6. League and Friendly Matches

The Club takes part in league and friendly matches throughout the year. Members are asked to indicate their interest on the membership forms. Match fixture lists are posted on the notice-boards.

7. Club Coaching

Junior Members

Coaching is available each Saturday morning during the summer term from 8.00 am – 2.00 pm.

Senior Members

Coaching by a trained LTA coach is arranged according to the demand from members who are invited to indicate their interest on the membership forms.

8. Social Functions

A variety of social events are organised annually, details of which will be circulated in the Club’s newsletters.

9. LTA Affiliation

The Club is affiliated to the LTA and strongly encourages all members to apply individually for British Tennis Membership at <http://www.lta.org.uk/BritishTennisMembership/>. This is free; it benefits the Club and makes you eligible to enter the draw to buy the Club’s allocation of Wimbledon Tickets.

The LTA also provides liability insurance for club members and signed-in visitors.

Lympstone Tennis Club Visitors' Record

Our LTA Insurance covers liability for members and signed-in guests. It says: *For Indemnity to apply it is essential guests' names are properly recorded and the documents retained. They must become a paid member of the club from their 4th visit, otherwise they will not be covered if they cause injury to another member.*

All persons using these facilities must acknowledge they will comply with the LTA rules by signing below.

Visitors playing without a member must hand this completed form and fees of £4 per person per hour or £10 per court per hour (half this for students or juniors) to a committee member, who will lend them a court key.

Members playing with friends must record all guests' names on the form below, and hand to a committee member at the earliest opportunity. Reduced visitors' fees of £2/hour (£1/hour juniors and students) should be handed over with the form.

Visitor's signature	Member's name	date	Visitors' fees

Compliance with the rules of the LTA and the Association

In consideration for being able to use the facilities, all persons using these facilities agree:

to be bound by and subject to the rules of the Association (as in force from time to time); and

to be bound by and subject to the rules and disciplinary code of the LTA (or such successor entity or entities as become(s) the governing body of the game of lawn tennis from time to time) as in force from time to time.

All persons using these facilities acknowledge that the above is intended to be enforceable by the LTA and/or the Association directly or by virtue of the Contracts (Rights of Third Parties) Act 1999.