

ENNISKERRY TENNIS CLUB

CONSTITUTION

May 2025

Website: www.enniskerrytennisclub.com

Email: enniskerrytennisclub@gmail.com

Preamble: The Wicklow County Council is the owner of the Bog Meadow and handed the area over to the Enniskerry Community including the amenities and facilities for leisure and recreational activities. It is leased to the Bog Meadow Management Committee (hereafter BMMC). Enniskerry Tennis Club (hereafter ETC) has a license Agreement with the BMMC to use and manage the tennis Club. The full License Agreement is posted on the ETC website.

What follows is the updated version of the original ETC rules with amendments to make it compatible with Tennis Ireland's constitution template and governance documents.

The ETC is compliant with E.U. General Data Protection Regulation (GDPR).

Communications: Throughout this document the term 'in writing' implies a letter delivered by mail. However, such a letter may be scanned and attached to an email.

1. NAME AND ADDRESS	
The name of the Club shall be 'Enniskerry Tennis Club' (<i>Hereinafter referred to as The Club, which may also be abbreviated to ETC</i>). The address of the Club shall be The Bog Meadow, Enniskerry, Co. Wicklow	
2. AIMS AND OBJECTIVES	

The aim of the Club is to provide facilities for and to encourage and to assist in the enjoyment of, the playing of Tennis by members of the Club and to provide an amenity for the residents of the district.

The aims and objectives of the Club may be further defined as:

- To offer coaching and competitive opportunities in tennis
- To promote the Club within the local community
- To manage the Club
- To ensure a duty of care to all members of the Club
- To provide all its services in a way that is fair to everyone

The Club is committed to equality in terms of access to everyone in society.

3. MEMBERSHIP

Membership of the Club is open to anyone interested in promoting, coaching, volunteering or participating in tennis. Membership shall be open to all persons resident or working in the district of Enniskerry and environs and members of two or more years' standing who move outside this catchment area. The District of Enniskerry shall be deemed to cover the area generally delineated by the Parish of Enniskerry and associate parishes.

All members will be subject to the regulations of this Constitution and by joining The Club will be deemed to have accepted the regulations and codes of practice of The Club.

- a) Membership shall comprise all persons elected according to the Rules and Regulations.
- b) Prospective members must apply to the Honorary Secretary in writing, on paper or electronically, on forms available from the secretary. Election of members shall be at the discretion of the Committee.
- c) At the discretion of the Committee, Junior Members who attain their 18th birthday during the year may become Senior members.
- d) The Honorary Secretary shall keep a register of Club members and shall enter therein the name, address and category of each member.
- e) The annual subscription shall be payable before the 1st June of each year according to the following table of rates which will be reviewed annually. As of 2025, the rates are:

Family	€170	per annum
Adult	€100	per annum
Student not living in the family home	€50	per annum
Junior under 18 years	€40	per annum

- f) A family shall be deemed to consist of parents or guardians and children under the age of eighteen years before January 1st or those children who are full time students. Parents or guardians and full time students over 18 years living in the family home shall rank with Adult members, and shall evoke the same rights and privileges as Adult members.
- g) Members may use the facilities of the Club only at such times and under such conditions as the Committee may from time to time decide.
- h) Members may pay the annual subscription in installments.
- i) The amount of the annual subscriptions shall be decided by members at the Annual General Meeting.
- j) If the subscription remains unpaid on the 1st June the name of the defaulter may, at the discretion of the Committee, be removed from the roll of the Club, with the right to seek reinstatement upon sending a letter of explanation as to the circumstances.

- k) Any member of the committee who has not paid his or her subscription by the 1st June shall automatically cease being a member of the Committee as from that date.
- l) A member or Committee member has the right to seek reinstatement upon sending a letter of explanation as to the circumstances.

4. VISITORS

Visitors who are not members are welcome to use the courts that are not in use by members upon payment of a fee to be decided by the committee per hour per court. In the case of residents of Enniskerry village, the facilities will continue to be provided without charge as a contribution to the community, but residents will be asked to consider the option of making a donation to help with the upkeep of the facilities.

5. SPORTS EQUITY

- (a) The Club is committed to ensuring that equity is incorporated into all aspects of its activities and development. In doing so it acknowledges and adopts the following definition of sports equity: *“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.”*
- (b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

6. SAFEGUARDING

Enniskerry Tennis 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 their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Club and the guidelines contained in our Child Safeguarding Statement and our Safeguarding Policies and Procedures.

[The Club Child Safeguarding Statement is detailed on the ETC website.](#)

7. COMMITTEE

- a) There shall be a COMMITTEE to regulate the day to day running of the Club and to do all things which it is authorised to do under these Rules.
- b) The Committee shall be comprised as follows:
 - a. President who shall act as Chair
 - b. Honorary Secretary
 - c. Honorary Treasurer
 - d. Club Captains of teams (if any)
 - e. Safeguarding Officers (who can be recruited rather than elected if necessary)
 - f. Three Ordinary Committee Members
- c) Members of the Committee shall be elected at the Annual General Meeting
- d) The Committee shall have power to fill any vacancy arising on the Committee during the year.
- e) At any Committee meeting, four members shall form a quorum.
- f) Decisions by the Committee shall be by simple majority of those present, subject however that decisions as to election to membership and suspension of any member shall be by simple majority of all the Committee members.
- g) The Honorary Secretary shall keep minutes of all matters discussed at all Committee and General Meetings. The minutes shall be signed by the Chairman of the next ensuing meeting.
- h) The Committee shall meet not fewer than four times per year.
- i) The Chairman at any meeting shall regulate the proceedings and every question of order or procedure arising including questions involving the interpretation of these rules shall be decided by the Chairman whose decision shall be final.
- j) The Committee will be responsible for adopting new policies, codes of practice and rules that affect the organisation of the Club
- k) The Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.

8. ANNUAL GENERAL MEETING

- a) The Annual General meeting shall be held each year for the following purposes:
 - Approving the minutes of the previous AGM
 - Consideration and adoption of the Honorary Secretary's report
 - Consideration and adoption of the Honorary Treasurer's statement of accounts.
 - Election of a Committee for the coming season
 - Agree the membership fees for the following year
 - Appointment of a Honorary auditor if deemed necessary
 - Any other business that may be brought before it

- b) Nominations for officers of the Committee shall be sent to the Secretary prior to the AGM.
- c) Every member shall receive at least seven clear days' notice in writing of each AGM with an Agenda.
- d) Where the Chairperson of the Club is unable to attend a General Meeting the members present and voting may elect from their number a Chairman for that meeting.
- e) Voting: In the event of an equal division of votes the Chairman of the meeting shall be entitled to a second or casting vote.

9. SPECIAL GENERAL MEETING

A special General Meeting may be convened at any time, either by the Committee or upon written request to the Honorary Secretary signed by not less than 30% of the members and stating the object of the proposed meeting. The meeting shall be called within 21 days of the receipt of request and ten clear days' notice in writing together with an Agenda to be given to each members. Only matters specifically stated on the Agenda will be discussed as any Special General Meeting. A quorum shall consist of a simple majority of those present at the meeting.

10. FINANCE

- a) The Honorary Treasurer shall keep proper accounts showing all sums of money received and expended by the Club and matters in respect of which the receipt and expenditure takes place.
- b) The Honorary Treasurer shall, at least 10 days before the AGM, submit the accounts and a Balance Statement together with such other information as shall be required by the Committee.
- c) The Honorary Treasurer shall have authority to pay all expenses of the Club, subject however that all cheques drawn by the Club must be signed both by the Honorary Treasurer and by either the Honorary Secretary or the Chair of the Club.

11. ON COURT

- a) The Committee shall have the right to reserve any court for the purpose of playing tournament matches or any other purpose needed.
- b) The game of tennis shall be played according to the rules laid down by the Lawn Tennis Association of Ireland.
- c) No person shall be allowed play except in rubber- soled shoes without spikes or heels.
- d) If there are members waiting to play, no court may be occupied past the existing booking.
- e) Club nights are held on Mondays and Thursdays at 19.30-21.30. All members are encouraged to attend. During these times, the courts are not available to visitors. Club nights can be subject to change at the Committee's discretion.

12. CLUB PROPERTY

Any member losing or damaging Club property shall replace or make good.

13. CHANGES TO THE RULES

Any member may propose a change to the rules in writing to the Honorary Secretary at least 21 days prior to the General Meeting. Notice of such a request shall be sent to each member at least 10 days before the date of the meeting. The committee shall have the power to adjudicate on the request and is required to communicate the decision with an explanation in reasonable time.

If the BMMC wishes to suggest changes to these rules, such suggestions shall be communicated in writing to the ETC Committee and a meeting convened to discuss such proposals.

14. DISCIPLINE AND APPEALS

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the Club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns. The Club Child Safeguarding Statement is detailed on the ETC website.

- a) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- b) The Management Committee will meet to hear complaints within 30 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- c) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 10 days of the hearing.
- d) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 30 days of the Secretary receiving the appeal.

15. TOURNAMENTS

The Committee shall decide the details and scope of the programme for each year and have authority to levy competition fees and similar requirements throughout the year. The Club championships shall be open to all playing members.

16. INCOME, PROPERTY AND DISSOLUTION

Details of standard clauses governing the income, property, and dissolution of an Incorporated Body (Company) are given on the ETC Website.

In summary:

- a) A resolution to dissolve the Club can only be passed at an AGM or SGM through a majority vote of the membership.
- b) In the event of dissolution, all debts shall be cleared from the Club's funds.
- c) Any assets of the Club that remain following this may, at the discretion of the Committee, be donated to another Club with similar objectives or to a local charity.

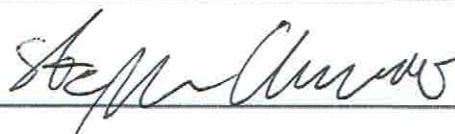
17. MISCELLANEOUS

- a) All complaints or communications on Club matters must be made in writing to the Honorary Secretary.
- b) A copy of these Rules with any duly adopted amendments shall be sent to each new member with notification of elected membership. A copy of any amendment to these Rules shall be sent to each member of the Club.
- c) Acceptance of membership shall be deemed to be acceptance of the Rules.
- d) The Club may not affiliate to, amalgamate with, associate with or join any organisation, association or body unless approval is given by the members present at a General Meeting.

The overall Code for the ETC Committee is outlined on the ETC website.

18. DECLARATION

Enniskerry Tennis Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

Name	STEMEN CHADWICK	Position	Chair
Sign		Date	16/6/2025

Name	CONNOR DOWD Connor Dowd	Position	Secretary
Sign		Date	10/6/2025