

Constitution of Gosport & Stokes Bay Golf Club
Issue 9 dated April 2018



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Constitution Change Sheet

Change 1 – Issue 2 dated May 2013:

Gosport & Stokes Bay Golf Club Constitution Issue 2 generated to incorporate the following resolutions agreed at the Clubs 2013 AGM:

Resolution 1, paragraph 2 – Declare non-profit making status of the Club.

Resolution 2, various paragraphs - Equality Act Legislation.

Resolution 4, paragraph 8.2.3 – Add Student/Apprenticeship membership.

Resolution 5, paragraph 8.3.2 - Clarify Student/Apprentice membership.

Resolution 6, paragraph 8.2.7 - Clarify Joint Membership qualifications.

Resolution 7, paragraph 6.1 – The Lady Vice Captain to become a non voting member of the Club Committee in place of the Ladies Honorary Secretary.

Change 2 – Issue 3 dated March 2015:

Incorporate resolution agreed at the Clubs 2014 AGM, paragraph 8.2.3 change Student/Apprentice Membership to Colt Membership for persons aged between 18 to 21 on 31st March. Add Colt Membership for 22 to 25 year old on 31st March. Remove paragraph 8.3.3.

Change 3 – Issue 4 dated October 2015:

Incorporate resolutions agreed at the Clubs 2015 AGM and EGM held in June 2015 (regarding dress code):

Resolution 1, paragraphs 6.4 and 7.6, add details regarding vacant committee posts.

Resolution 2, paragraphs 6.1 and 7.2 – remove Handicap Secretary.

Resolution 5, add paragraph 8.2.9 Corporate membership, Social membership now 8.2.10.

Resolution 6, note at the end of paragraph 9.7 removed and replaced with paragraph 9.8 regarding Affiliation fees.

Change 4 – Issue 5 dated March 2016:

Incorporate five resolutions agreed at the Clubs 2016 AGM held March 2016.

Resolution 1: Add new paragraph to Section 8 Club Membership – Armed Forces Membership.

Resolution 2: Add new Section – 14 Junior Section (sections 15-27 to be renumbered).

Resolution 3: Add new Section 15 Club Welfare Officer.

Resolution 4: Delete paragraph 8.3 Dispensation for Junior Members including 8.3.1 and 8.3.2.). Add to paragraph 8.2.5 '- for persons under the age of 18 on 31st March.

Resolution 5: Amend Section 10 Joining the Club, paragraph 10.2 to the following: 10.2 The completed form should be returned to the Club Secretary. An acknowledgement letter will be sent to the prospective new member. (previously referred to displaying the form on the notice board for 7 days, this is a breach of the Data Protection Act).

Change 5 – Issue 6 dated March 2017:

Incorporate resolution agreed at the Clubs EGM held on 18 January 2017.

Add the following to Section 7.2 after Club Captain: (who will automatically assume the role of Club Captain, provided they have completed their term as Club Vice Captain).

Change 6 – Issue 7 dated June 2017:

Incorporate resolution agreed at the Clubs EGM held on 05 June 2017.

Add the following paragraph to Section 18. Club Finances:

18.4 The committee has the approval of the members to agree and finance any capital project up to the value of £25,000, to allow the continual running and improvements of the course and clubhouse. Any capital expenditure project over this amount will require an AGM or EGM for the members' approval.

Change 7 – Issue 8 dated December 2017:

Incorporate resolutions agreed at the Clubs EGM held on 19 December 2017.

Reference letter dated 27 October 2017 from HM Revenue & Customs regarding our application to join the Community Amateur Sports Club (CASC) scheme.

Resolution 1: clause 2.2 amended.

Resolution 2: clause 8.1 amended.

Resolution 3: clause 8.2.11 Armed Forces Membership removed.

Resolution 4: clause 8.5 added.

Resolution 5: clause 9.2 Club Captain subscription holiday removed.

Resolution 6: Section 10 amended.

Resolution 7: clause 18.3 added.

Change 8 – Issue 9 dated April 2018:

Incorporate resolutions agreed at the Clubs AGM held on 21 March 2018.

Resolution 1: clauses 8.2.3 and 8.2.4 ages amended. Added clause 8.2.5, renumbered clauses 8.2.5 – 8.2.10 to 8.2.6 – 8.2.11.

Note: Resolution 2: (reduced rate for age 80+) no changes required as covered in 8.2.1 Full Membership under 'Concessionary'.

1. Club Name

The Club shall be called Gosport & Stokes Bay Golf Club **(G&SBGC)**.

2. Objects

The Objects of the Club are as follows:

- 2.1 The Club is a non profit making organisation and upon dissolution any remaining assets belonging to the Club will be donated to charity.
- 2.2 The main purpose of the club are to provide facilities for and to promote participation in the amateur sport of Golf in Gosport and Stokes Bay and the surrounding area.
- 2.3 To provide members with all the privileges of a private members Golf Club.
- 2.4 To ensure that every courtesy is extended to guests, societies and visitors to the Club.
- 2.5 To promote the game of golf and to forward the interests and reputation of the Club.
- 2.6 To abide by the Rules of Golf as set down by the R&A.
- 2.7 To manage Handicaps in line with the CONGU Unified Handicap System.
- 2.8 To uphold all forms of golfing etiquette and all rules of the Club.
- 2.9 To provide local rules for the playing of golf at the Club and promote compliance with the rules of amateur status as approved by the R&A.

3. Club President

3.1 The Club President, who is a titular Head of the Club, is an honorary title. The Club President will be proposed by the Officers of the Club in conjunction with not less than 3 Past Captains and presented at an Annual General Meeting (AGM) or Extraordinary General Meeting (EGM) for election.

3.2 The holder shall be supported by a Vice President, proposed by and elected at an AGM/EGM. Both titles shall be bestowed on voting or Honorary members who shall retain their titles until resignation or removal from office at an AGM/EGM.

3.3 Should the Club President be unable to fulfil their duties or responsibilities to the Club, the Vice President will automatically assume the role.

3.4 Should both Club President and Vice President be unable to fulfil their respective duties, the Officers of the Club in conjunction with not less than 3 Past Captains will appoint (subject to acceptance by the individuals) a temporary Club President and temporary Vice President who will be offered for election at the following AGM/EGM.

3.5 For both Club President and Vice President all Members (18 years and above), except for Social and temporary Members, shall be eligible for this role.

4. Club Captain

The Club Captain is the Head of the Golf Club and Chairman of the Club Committee which oversees the affairs of the Club. All Members (18 years and above), except for Social, Honorary and temporary Members, shall be eligible for this role. The Club Captain will fulfil a managerial role to ensure the objects of the Club are met.

5. Officers of the Club

5.1 The Officers of the Club shall be the Club Captain, Club Vice Captain, Immediate Past Club Captain, Club Treasurer and Club Manager/Secretary (non-voting). This group will be responsible for the overall managerial control of the Club activities and as such will form the Management Committee.

5.2 The Officers of the Club shall meet to discuss and resolve emergency problems within the Club which occur from time to time, or convene a Committee meeting for said purpose. These problems and associated discussions and decisions are to be minuted and presented to the next Committee Meeting.

6. Club Committee

6.1 The affairs of the Club, including catering arrangements and the purchase and sale of intoxicating liquor, shall be wholly managed by the Club Committee.

The Club Committee shall consist of the Officers of the Club; Chairman of the Greens; Social Secretary; and Juniors Secretary, all of whom shall be elected from those on the nomination list, at the Club's Annual General Meeting (AGM). The Club committee shall also include the Men's Captain, Lady Captain and the Seniors Captain who having been elected at their respective Section AGMs, will be presented to the Club Members at the Club's AGM held on 3rd Wednesday of March each year.

The Club Manager/Secretary, Men's Vice Captain, Lady Vice Captain, and Seniors Secretary are non-voting Club Committee Members who are not subject to election by all Club Members at the Club's AGM.

6.2 No individual may hold **more than** 2 posts on the Club Committee contemporaneously.

6.3 The nominated Club Captain and Club Vice Captain should preferably have G&SBGC Committee experience.

6.4 In the event that the AGM is unable to fill all the elected posts on the Club Committee, or the club committee post becomes vacant during the club year due to resignation or otherwise, the task of filling such posts is delegated to the remaining members of the Club Committee who shall have the power to fill such vacancies until the next AGM. A valid quorum of the club committee is required to carry out this function.

6.5 The Club Committee has the right to invite any number of individuals to advise the Club Committee where their knowledge and experience/expertise can be used for specific issues. Such individuals shall have no voting rights on the Club Committee. The duration of

such appointments will be for the remainder of the Club year or a lesser period if so stated.

6.6 If a Member is seconded onto the Club Committee into a Club Committee position that has become vacant and already has a vote then that Member shall be allowed to vote.

6.7 The Club Committee may appoint sub-committees, each with their respective chairman, who must be a full Club Committee Member, and appropriate terms of reference as laid down from time to time by the Club Committee.

6.8 All sub-committees must periodically report their progress to the Club Committee and must conduct their business in accordance with their directions.

6.9 All Club Committee members shall be elected from the playing membership (18 years and over), excluding Honorary and temporary members, and shall serve until the next AGM or until they resign.

6.10 The Immediate Past Club Captain may not offer themselves for election to the Club Captain or Club Vice Captain position for a period of 3 years after serving as Immediate Past Club Captain but may offer to be elected to any other position on the Club Committee.

6.11 The Club Vice Captain, or in their absence, another Officer of the Club so nominated by the Club Captain to deputise in periods of absence of the Club Captain may at any time at their discretion call a meeting of the Club Committee.

6.12 A valid quorum for a Club Committee meeting must include the Club Captain or Club Vice Captain or nominated Officer of the Club as per paragraph 6.11 and comprise a minimum of 5 Club Committee members.

6.13 Decisions of the Club Committee are by simple majority vote. In the case of voting being equal the Chairman has the casting vote.

6.14 The Club Committee shall meet monthly, at least 10 times per year.

6.15 The Club Committee shall formulate, discuss and update the Gosport & Stokes Bay Golf Club Rules. The Club Constitution can only be updated at an AGM/EGM.

6.16 Full and accurate minutes will be produced as a record of each AGM/EGM, Committee/Sub Committee meeting (with actions recorded), published within two weeks and posted on the main Club notice board and the Club's Website.

7. Nomination and Election of Club Committee Members

7.1 Nominations for positions on the Club Committee shall be made on the nomination sheet which shall be posted on the main notice board at least 21 days prior to the date of the Club AGM. No nominations will be entertained unless via the nomination sheet.

7.2 Positions available for Election include Club Captain (who will automatically assume the role of Club Captain, provided they have completed their term as Club Vice Captain),

Club Vice Captain; Club Treasurer, Chairman of the Greens; Social Secretary and Juniors Secretary. The Men's Captain, Lady Captain and Seniors Captain are elected at their respective Section AGMs and presented at the Club's AGM.

7.3 Nominations will cease 10 days prior to the Club AGM when the nomination sheet will be removed.

7.4 Nominees must be playing members (18 years and over, excluding Honorary and temporary members) and be proposed and seconded by separate members also from the playing membership (18 years and over and excluding Honorary and temporary members).

7.5 Where more than one candidate is nominated for a position on the Club Committee, each nominee is required to submit a brief resume in respect of and in support of their suitability for the position applied for and presented at the Club AGM.

7.6 Election of candidates onto the Club Committee will be at the AGM and will be by a ballot from all attending members entitled to vote as verified by the list of Club Members. The counting of votes is to be witnessed and verified by two voting members of the Club selected at the Club AGM by the Chairman. See paragraph 6.4 to cover vacancies that occur during the club year.

7.7 A simple majority is sufficient to carry a vote. In the event of a tie for any position, a re-vote will take place.

8. Club Membership

8.1 Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of Golf. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating. The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the sport into disrepute. Appeal against refusal or removal may be made to the members.

8.2 Categories of Membership are:

8.2.1 Full Membership. (Men, Ladies, Concessionary)
(7 day playing rights)

8.2.2 Five Day Membership. (Men, Ladies, Concessionary)
(5 day playing rights from Monday to Friday. May play at weekends subject to course availability and payment of the appropriate green fee)

8.2.3 Colt Membership – for persons aged between 18 to 20 on 31st March.
(7 day playing rights subject to course availability)

8.2.4 Colt Membership – for persons aged between 21 to 23 on 31st March.
(7 day playing rights subject to course availability)

8.2.5 Colt Membership – for persons aged between 24 to 25 on 31st March.

(7 day playing rights subject to course availability)

8.2.6 Junior Membership – for persons under the age of 18 on 31st March.
(7 day playing rights subject to course availability)

8.2.7 Honorary Membership.
(7 day playing rights subject to course availability)

8.2.8 Temporary Membership.
(7 day playing rights subject to course availability and payment of the appropriate green fee)

8.2.9 Joint Membership.
Only couples that have a legal document to prove they are together e.g. marriage certificate or a civil partnership certificate are entitled to the reduced rate of joint membership.
(Playing rights appropriate to the category of membership applicable to each of the members).

8.2.10 Corporate Membership.
(7 day playing rights subject to course availability. Not entitled to compete in club competitions and must produce formal ID from this organisation before playing the course.

8.2.11 Social Membership.
(Have no playing rights on the course)

8.3 Honorary Membership:

8.3.1 The Club at the AGM may elect Honorary Members.

8.3.2 A list of Honorary Members is held by the Officers of the Club.

8.4 Members Families: Admission and Use of Facilities

Partners, spouses and immediate family of playing members shall be afforded the same admission privileges as social members but without the requirement to pay an annual subscription.

8.5 Gosport and Stokes Bay Golf Club is registered as a Community Amateur Sports Club (CASC)

The Club is open to the whole community without discrimination including those on low or modest incomes, anyone able to demonstrate they cannot afford full membership will be entitled to join the Club and participate at a cost of less than £500 a year.

If you cannot afford full membership please apply in writing to the Club Secretary providing information and any supporting documents that you have that demonstrate you cannot afford to pay the full membership fee.

Each application will be considered on its merits. We may ask you for further information or supporting documents, as part of our application process.

9. Subscriptions

9.1 The annual subscriptions of the Club shall be for the period 1 April to 31 March the following year. The total amount for the year is due on the 1st April and whether paying by instalments or otherwise the Members are liable for the full annual amount.

9.2 Annual membership rates shall be proposed by the Club Committee and displayed on notice boards 10 days prior to the Club AGM/EGM.

9.3 The proposed rates shall be presented for agreement by members at the Club AGM/EGM. Thereafter agreed membership rates shall be displayed on Club notice boards.

9.4 Qualification for concessionary rates shall be 65 years of age for Men and Ladies except for those already in receipt of concessionary rates.

9.5 Any member who has not paid their subscription within one month of the sum becoming due shall be requested in the name of the Club Committee to do so immediately after the 30 April.

9.6 If the subscription is not paid before or on the due date, a member may approach the Club Committee to offer an explanation regarding the circumstances. The Club Committee may make a decision based on the circumstances. Otherwise a failure to pay the subscription may result in membership cancellation as decided by the Club Committee. The individual may appeal in writing against this decision. If this appeal is unsuccessful the individual will be required to re-apply for membership of the Club. The individual will not be permitted to use any Club facilities in capacity as a member but may do so in accordance with the constitution as a visitor or guest including any payment of fees associated with this category of admission to Club facilities.

9.7 The Affiliation fees to England Golf, the County Mens Union and County Ladies Association will be collected from each member as a separate fee in accordance with the rates published by the Hampshire Golf Union.

10. Joining the Club

10.1 Any person wishing to join the Club must complete and sign an application for membership form (available from the Club Office, Shop, Bar and Website) wherein they agree to abide by the Constitution and Club Rules.

10.2 The completed form should be returned to the Club Secretary. A letter will be sent to the new member.

10.3 The Club Captain, relevant Section Captain and/or a nominated Officer of the Club will invite the new member to an induction meeting.

10.4 The appropriate fee must be paid either by cheque payable to Gosport & Stokes Bay Golf Club, Direct Debit or cash. Membership fee will be pro-rata for the remaining months of the subscription year on the date of joining.

10.5 On being elected to membership they shall be entitled to all Club and/or playing facilities appropriate to the category of membership.

11. Men's Section

11.1 The Men's Section shall have their own committee consisting of the Men's Captain, Men's Vice Captain, Men's Secretary, Men's Match Secretary and other such Members as shall be elected at a meeting of the Members to assist in the management of the Men's Section.

11.2 The AGM of the Men's Section is to be held each year and the outcome presented at the Club AGM in March.

11.3 The Men's Captain shall be a playing member of the Club and shall be a voting member of the Club Committee upon election to the post at the Men's AGM and will be presented at the next Club AGM.

11.4 The Men's Section accounts shall be audited or independently inspected and presented at the Men's Section AGM and subsequently submitted to the Club Treasurer.

11.5 The Men's Section will conduct their affairs in accordance with the Constitution and Club Rules.

12. Ladies Section

12.1 The Ladies Section shall have their own committee consisting of the Lady Captain, Lady Vice Captain, Lady Secretary and other such Lady Members as shall be elected at an AGM of the Lady Members to assist in the management of the Ladies Section.

12.2 The AGM of the Ladies Section is to be held each year and the outcome presented at the Club AGM in March.

12.3 The Lady Captain shall be a playing member of the Club and shall be a voting member of the Club Committee upon election to the post at the Ladies AGM and will be presented at the next Club AGM.

12.4 The Ladies Section accounts shall be audited or independently inspected and presented at the Ladies Section AGM and subsequently submitted to the Club Treasurer.

12.5 The Ladies Section will conduct their affairs in accordance with the Constitution and Club Rules.

13. Seniors Section

13.1 The Seniors Section shall have their own committee consisting of the Senior Captain, Senior Vice Captain, Senior Secretary and other such Senior Members as shall be elected at an AGM of the Senior Members to assist in the management of the Seniors Section.

13.2 The AGM of the Seniors Section is to be held each year and the outcome presented at the Club AGM in March.

13.3 The Seniors Captain shall be a playing member of the Club and shall be a voting member of the Club Committee upon election to the post at the Seniors AGM and will be presented at the next Club AGM.

13.4 The Seniors Section accounts shall be audited or independently inspected and presented at the Seniors Section AGM and subsequently submitted to the Club Treasurer.

13.5 The Seniors Section will conduct their affairs in accordance with the Constitution and Club Rules.

14. Juniors Section

14.1 The Juniors Section shall have their own committee consisting of the Club's Junior Secretary, Junior Captain and other members as co-opted by the committee.

14.2 The AGM of the Juniors section will be held within one month of the start of the Club year.

14.3 The Club's Junior Secretary shall be a playing member of the Club and shall be a voting member of the Club committee upon election to the post at the Club's AGM.

14.4 The Juniors section accounts shall be audited or independently inspected and presented at the Juniors AGM and subsequently submitted to the Club Treasurer.

14.5 The Juniors Section will conduct their affairs in accordance with the Constitution and Club Rules.

15. Club Welfare Officer

15.1 The Club Welfare Officer is appointed by the Officers of the Club, this person will be suitably trained and ensure that the club follows the Safeguarding Children policy. The Club Welfare Officer will raise any issues directly to the Officers of the Club.

16. Clubs Annual General Meeting (AGM)/Extraordinary General Meeting (EGM)

16.1 The Clubs AGM shall be held on the third Wednesday of March each year.

16.2 Any items to be considered for inclusion on the AGM agenda must be submitted in writing to the Club Committee at least 10 days prior to the date of the AGM. For Constitution changes see paragraph 16.6.

16.3 At least 21 days notice shall be given to all voting members of the date of the intended AGM by display on the Club notice board and other chosen medium from time to time.

16.4 The Club Committee or a voting member who applies in writing and who is supported by at least 25 voting members may call for an Extraordinary General Meeting (EGM) which shall have the same standing as if it were an AGM.

16.5 The EGM will be held within 30 days of the initial notification of the request. 25 voting members at an EGM shall constitute a quorum.

16.6 No change to the Constitution of the Club shall be made save by a majority of 2/3 of the voting members present and voting at an AGM or EGM. Note: any legal requirements/changes to the constitution will be presented to the AGM/EGM and will not need to be voted on. Details of any proposed changes being set out in the notice calling for the AGM/EGM and being displayed on the Club notice board as set out in paragraph 16.3.

16.7 Only voting members shall be entitled to vote on any resolution at any AGM/EGM. Proxy voting is not permitted. Members attending any AGM/EGM will sign in and their entitlement to vote is verified by entry on the Club list of Members.

17. Right to Vote

Voting Members are those Members who are 18 years of age and over paying a playing Membership subscription. All other grades of Membership as per paragraphs 8.2.5, 8.2.6 and 8.2.10 shall not be entitled to voting rights.

18. Club Finances

18.1 The financial year of the Club shall end on the last calendar day of January each year.

18.2 Management of the Club Finances may be delegated to a Finance Sub-Committee, chaired by the Club Treasurer, consisting of not less than 5 Members, proposed and approved by the Club Committee. This Sub-Committee will meet not less than 6 times a year to formulate, review and update the Club's Business Plan plus provide regular reports to the Club Committee on the financial status of the Club.

18.3 All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

18.4 If at any time the Club at AGM/EGM passes a resolution authorising the Club Committee to borrow money, the Club Committee may borrow the amount of money upon such terms and security (if any) and in such manner as the Club Committee shall from time to time decide.

18.5 The committee has the approval of the members to agree and finance any capital project up to the value of £25,000, to allow the continual running and improvements of the course and clubhouse. Any capital expenditure project over this amount will require an AGM or EGM for the members' approval.

19. Auditing of Accounts

19.1 A professional accountant shall be appointed at the discretion of the Club Committee to audit or independently inspect the accounts of the Club. The Auditors report plus any accompanying advice and letters to the Club Captain will be retained in the Club records and made available to the Club members at the AGM.

19.2 These certified accounts shall be displayed for not less than 10 days before the AGM and submitted to members at the AGM.

20. Legal Advice

A qualified solicitor shall be engaged at the discretion of the Club Committee whenever professional legal advice is required.

21. Data Protection

A register of names, addresses and contact details of members will be held on the Club premises and maintained by the Officers of the Club (Data Protection Officer). For the purposes of the Data Protection Act, members consent to the Club obtaining personal data which shall remain secure and other than for Club purposes shall not be disclosed to any other persons outside the Club without the member's written consent.

22. Disciplinary Measures

22.1 Every member of the Club impliedly undertakes to comply with the Constitution and Rules of the Club.

22.2 A member of the Club whether on the course or inside or outside the Club premises (including the car park) or representing the Club at other venues who acts in a manner injurious to individuals, property or the character or interests of the Club may, be suspended or expelled from membership of the Club.

22.3 The member shall be advised beforehand of the circumstances concerned and shall be allowed to offer an explanation verbally or in writing to the Officers of the Club within 7 days of being advised.

22.4 The Officers of the Club shall convene a Panel consisting of not more than 3 Club Committee Members where the matter will be heard. The member shall be invited to attend and present to the Panel a verbal account or may submit this in writing. The Member has the right to be accompanied by a person of their choice. The Member will be asked to leave the meeting whilst the panel review the matter and make a decision. The Member will then be told of the decision.

22.5 A simple majority of the Panel present at the hearing is sufficient for a decision. This decision will be reported to the Club Committee.

22.6 The Panel shall decide on expulsion from the Club of a member or suspension from use of Club facilities or playing rights depending on the nature of the offence.

22.7 A member has the right to appeal against any decision to expel or suspend by written notice to the Officers of the Club not later than 7 days after notification by the Club Committee of the decision of the Panel.

22.8 An appeal Panel will be convened consisting of not more than 3 Club Committee Members, who will be different from the original Panel, where the matter will be heard. The

Member shall be invited to attend and has the right to be accompanied by a person of their choice. The Member will be asked to leave the meeting whilst the panel review the matter and make a decision. The Member will then be told of the decision.

A simple majority of the Panel present at the hearing is sufficient for a decision. The decision shall be reported to the Club Committee.

22.9 Upon suspension, a person shall, depending on the nature of the offence, forfeit all rights to Club facilities or playing rights commencing and ending on the dates specified by the Club Committee. The member shall not be admitted to the Club premises as a guest or otherwise.

22.10 The Club Committee will decide on whether to pro-rata repayment of subscriptions depending on the circumstances.

23. Liability for Damage

Any member shall be personally liable for any cost incurred due to damage or breakage of Club property whether caused by the member or their guest(s). Liability for genuine accidental cause as verified by the Club Committee may be accepted.

24. Resignation/Suspension

24.1 Any notice of resignation from the Club should be notified in writing to the Club Captain giving at least one calendar months notice prior to the end of the member's subscription year otherwise the member may be liable for the following year's subscription.

24.2 Any Member may request suspension of their playing membership by submitting reasons in writing to the Club Captain who will present the request to the next Club Committee meeting. Each request will be reviewed and the Member will be advised of the Committee's decision. The suspension will continue until the end of the current subscription year (31st March). If the Member so wishes they may apply to extend the suspension further. During the period of suspension the Member will be afforded the same privileges as for social members.

24.2 Reimbursement may be considered during a subscription year if a member relocates, has a valid medical reason or suffers a material change in financial circumstances. Under these circumstances the Club Committee shall make the decision to accept or refuse the resignation with thought to reimbursement.

25. Complaints

25.1 Members are required to formally write in with any significant complaints that they wish to bring to the attention of the Club Committee. Complaints once received will be acknowledged within 10 working days by the Club Committee.

25.2 Complaints shall be dealt with in such manner as the Club Committee shall from time to time decide.

25.3 A suggestion book is available in the bar area of the Club which allows Members to raise minor complaints or suggestions that may be answered by the Club Captain or relevant Club Committee Member. The book will be checked weekly and answers supplied in the said book as soon as possible after the next Committee meeting.

26. Consumption of Alcohol

26.1 The hours during which intoxicating liquor may be served shall be in accordance with the licensing laws as stipulated in the Licensing Act 1964. The maximum permitted hours shall not be exceeded.

26.2 The daily permitted hours during which intoxicating liquor may be served shall be at the discretion of the Club Committee.

26.3 Bar opening hours shall be displayed on the Club premises.

26.4 The following category of persons shall be entitled to admission to the Club premises and to purchase intoxicating liquor for consumption on the premises: (Confirmation by the Licensing Authority will be required.)

26.4.1 Club members

26.4.2 Members of other recognised golf Clubs

26.4.3 Temporary members (Green fees)

26.4.4 Members of visiting Club or team officially invited

26.4.5 Persons invited to the Club by the Club

26.4.6 Club caddies and Club employees

26.4.7 Invited guests and visitors

26.4.8 Visitors forming part of an official hired private function

26.5 No person under the age of 18 is permitted to purchase or consume intoxicating liquor on the premises.

26.6 Other persons are not permitted to purchase intoxicating liquor for consumption by under 18 year olds.

26.7 All guests or visitors upon entering the premises will be required to sign the visitor's book.

26.8 Organisers of private functions to be held on the premises are required to supply a list of guests to the Officers of the Club as part of the approval procedure to hold the event.

27. Managing Trustees

27.1 The Club Committee constitutes the Managing Trustees of the Club.

27.2 They shall be responsible for the day to day business of the Club and as such shall be collectively and individually responsible for any contractual and other obligation entered into on behalf of the Club.

27.3 They must ensure that they exercise their duties carefully and in a way that fully reflects the ability of the Club to meet liabilities they agree on behalf of the Club so that finances of the Club are not overreached by those decisions.

27.4 The Club shall maintain comprehensive insurance to cover claims against Public Liability, Employee Liability and other risks as the Club Committee deem necessary. An annual review of insurance requirements is to be carried out by the Club Committee.

27.5 It should be noted that as Members of a private members club **all Members** (except Honorary Members) are ultimately liable for any outstanding individual debts incurred by the Club.

28. Holding Trustees

28.1 Holding Trustees shall be proposed by the Club Committee and formally elected by a 2/3 majority at the AGM.

28.2 They shall hold office until resignation or otherwise unless removed by a resolution of the membership at an AGM.

28.3 There shall be a minimum of 2 and a maximum of 4 Holding Trustees.

28.4 The Holding Trustees hold the leases of the Club on behalf of the members and are responsible for complying with all reasonable instructions from the Club, as in AGM/EGM directs, subject to being indemnified out of the Clubs assets against any liability they incur in doing so.

28.5 The Holding Trustees may at the request of the Club Committee make any disposition of the Club property or any part of it and enter into any agreement in relation to the Club property as the Club Committee thinks proper or as the Club in AGM/EGM directs subject to the provision of the indemnity referred to in paragraph 28.4.

29. Dress Code

It is the responsibility of ALL Members to enforce the Dress Code. Relaxation of the applied standard of dress for special occasions is the prerogative of the Club Captain.

On the Course:

Shirts are to have collars and sleeves (except for Ladies)

Shirts are to be tucked in at the waist

Ladies tops may be sleeveless

Tailored shorts are permitted

For guidance shorts/skirts should be knee length

Predominantly white socks when wearing shorts/skirts

Proper golf shoes and socks

Golf trousers are **not** to be tucked into socks unless waterproof trousers are also worn

Peaked/baseball caps must be worn the correct way round (with the peak at the front)

No denim jeans, track suits, leisure suits, trainers are to be worn.

No soccer, rugby, athletic shorts are to be worn.
No football, cricket or rugby shirts are to be worn

In the Club House:

Jeans (other than those used for or soiled by work purposes or those with designer rips/tears) may be worn in the Club Lounge/Restaurant.

No golf shoes in the club house, only the locker rooms

No track suits/leisure suit, football or tennis shorts

No $\frac{3}{4}$ length shorts (for guidance shorts should be knee length)

No cargo trousers, wet weather golf clothing, or soiled clothing.

No sleeveless shirts (except for Ladies)

No headgear of any kind

Flip flops are not permitted to be worn in the Club Lounge/Restaurant.

Clean training shoes (“trainers”) may be worn in the Club Lounge/Restaurant.

Note: Any Members guest or visitor not suitably dressed may be asked to leave the course or Club House.

Dress code at private functions is at the discretion of the organisers who will be asked to use their discretion to ensure smart casual wear is the minimum acceptable.