

Southport Old Links Golf Club

The club for everyone



Rules of the Club

Last updated October 2017
(Approved at EGM on 4th October 2017)

THE RULES OF SOUTHPORT OLD LINKS GOLF CLUB

1. NAME

The Club shall be called Southport Old Links Golf Club.

2. PURPOSE AND OBJECT

- 2.1. The Club is formed to provide for its Members a Golf Course and Clubhouse, and to supply to Members, Guests and Visitors with refreshments and all things incidental to the playing of Golf.
- 2.2. The Club is a non-profit making organisation. All surpluses will be used to maintain or improve the Club's facilities. No surplus will be distributed other than to another non-profit making body or to Members on winding up or dissolution of the Club.
- 2.3. The Club is committed to providing a safe environment for children, young adults and vulnerable adults, in which they can learn, develop and enjoy golf through the promotion of the policies and procedures as published from time to time by the England Golf.
- 2.4. The Club is committed to the pursuance of respective equality of status to all Members, Visitors, Guests, present and potential employees, servants and service providers in accordance with the Equality Act 2010 or any statutory modification thereof, relevant English, UK and European legislation and all other statutory obligations.

3. MEMBERS

- 3.1. Every Member shall be bound by and submit to the Rules of the Club and any Byelaws or Local Rules of the Club.
- 3.2. The Table in Appendix 1 shows the Categories of Membership and their associated rights and obligations.
- 3.3. The Council may from time to time make changes to the numbers in each of these Categories to satisfy the immediate needs of the Club but no increase in the total Membership can be introduced without the approval of the Membership at General Meeting.
- 3.4. On the recommendation of the Council, a Member may be elected an Honorary Member at a General Meeting of the Club, and shall then be entitled to all the privileges of Membership without paying the Annual Subscription or any Special Payment for such Membership. A two-thirds majority of those Members with Voting Rights present shall be necessary at such election.
- 3.5. Every Member shall from time to time communicate to the General Manager his / her postal address and email address (if held). Such address(es) shall be inserted into the Register of Members. All notices sent by post to such postal address shall be deemed to have been delivered at the time the notice would have been delivered in the ordinary course of post. All notices sent by email to such email address shall be deemed to have been delivered at the time the email was issued.
- 3.6. Members are required to pay all expenses they incur on their own behalf or for Guests in the Clubhouse or on the Course before they leave.
- 3.7. In no instance shall any Club staff be reprimanded directly by a Member.
- 3.8. No Member shall take away, or permit to be taken away, from the Clubhouse or the Course, under any pretence whatever, or shall injure or destroy, any property of the Club without the prior written permission of the Council.
- 3.9. The Council will establish a Membership Committee to consider Applications for Membership in accordance with Appendix 2.
- 3.10. The Council will establish a Disciplinary Committee to consider any alleged instances of Misconduct by Members in accordance with Appendix 3.

- 3.11. A Member may at any time by giving notice in writing to the General Manager resign his or her Membership of the Club, but shall continue to be liable for any Annual Subscription or any Special Payment due and unpaid at the date of resignation. Any such Member having discharged all his or her liabilities to the Club and wishing to rejoin may, upon an available vacancy, be proposed and elected in accordance with Appendix 2.
- 3.12. Any Member expelled in accordance with the Rules of the Club, or otherwise ceasing to be a Member of the Club, shall forfeit all such rights to, or claim upon, the Club or its property or funds as the Member otherwise would have by reason of Membership. The Member shall not be entitled to any return of Subscription and shall remain liable for any Subscription or other Fees outstanding at that time.

4. OFFICERS

- 4.1. The Officers of the Club shall be the President, Gentlemen's Captain and Vice Captain, Ladies' Captain and Vice Captain. Only Members who have held Full Membership for at least 6 years shall be eligible to be Officers of the Club. The Officers of the Club shall not be eligible to be members of the Executive Council.
- 4.2. Nominations for each Officer of the Club shall be selected and nominated by the respective Past Officers of the Club with Voting Rights in accordance with the agreed and documented Policy.
- 4.3. The President shall be proposed and seconded by Full Members of the Club who have held Full Membership for not less than 2 years. The President shall be elected bi-annually in General Meeting by ratification of the Voting Members present. The President shall hold office for 2 years and shall be eligible for re-election.
- 4.4. The Captains and Vice Captains shall be proposed and seconded by Full Members of the respective Sections of the Club who have held Full Membership for not less than 2 years. The Captains and Vice Captains shall be elected in General Meeting by ratification of the Voting Members present. They shall hold office for one year and shall be eligible for re-election.

5. GOVERNANCE

- 5.1. Responsibility for managing the assets and operations of the Club shall be vested in an Executive Council ("Council") appointed in accordance with these Rules.
- 5.2. The Council, in addition to the powers specifically conferred on it by these Rules, shall have the control of the finances of the Club, together with the authority to engage, control and dismiss Club staff and all such administrative powers and to set Policies as may be necessary for properly carrying out the Objects of the Club in accordance with these Rules.
- 5.3. The Council shall consist of the Treasurer and eight Voting Members elected for a period of 2 years by the Club in General Meeting. Two thirds of the members of the Council shall form a quorum.
- 5.4. The Council will elect a member of Council as Chairperson who will chair Council Meetings and General Meetings of the Club. In the event that the Chairperson is unavailable, the duties of the Chairperson may be delegated to a Council Committee Chairperson.
- 5.5. The election of Treasurer shall take place in General Meeting in the following manner:
- 5.5.1. Any two Members of the Club who have held Voting Rights for not less than 2 years shall be entitled to propose and/or second a Member who has held Voting Rights for not less than 6 years to serve as Treasurer.
- 5.5.2. A list for nominations for Treasurer shall be displayed in the Clubhouse, no later than 28 days before the date of the Annual General Meeting ("AGM") and no nominees shall be added to this list later than 7 days before the Annual General Meeting. In the event of more than one nomination, balloting lists shall be prepared containing only the names of the candidates whose names have been displayed accordingly. Each Member with Voting Rights present at the Annual General Meeting shall be entitled to vote. If 2 or more candidates obtain an equal number of votes, the Chair of Council shall have a second casting vote. In the event of only 1 nomination, the candidate will be deemed to have been elected, subject to the ratification by ballot of at least one third of the Members with Voting Rights present.

- 5.5.3. A nomination to serve as Treasurer shall not prejudice a candidate from also being nominated to serve as a Council Member should their nomination for Treasurer be unsuccessful.
- 5.6. The election of other members of the Council shall take place in General Meeting in the following manner:
- 5.6.1. Any two Members of the Club who have held Voting Rights for not less than 2 years shall be entitled to propose and/or second a Member who has held Voting Rights for not less than 2 years to serve on the Council.
- 5.6.2. A list for nominations of Council Members shall be displayed in the Clubhouse, no later than 28 days before the date of the Annual General Meeting ("AGM") and no nominees shall be added to this list later than 7 days before the Annual General Meeting. In the event of more nominations than vacancies to be filled, balloting lists shall be prepared containing only the names of the candidates whose names have been displayed accordingly. Each Member with Voting Rights present at the Annual General Meeting shall be entitled to vote for any number of candidates not exceeding the number of vacancies. If 2 or more candidates obtain an equal number of votes, each Member with Voting Rights present will be asked to take a second vote. In the event of the number of nominations being less than or equal to the number of vacancies, each nomination will be deemed to have been elected, subject to the ratification by ballot of at least one third of the Members with Voting Rights present.
- 5.6.3. Of the members of the Council, four shall retire every year at the AGM, and shall be eligible for re-election.
- 5.7. If an elected or co-opted member of the Council shall, other than in exceptional circumstances, fail for three consecutive months to attend meetings of the Council, that member shall be treated as having resigned from Council.
- 5.8. A list of the Council and Committee meetings held during the year and the attendances of each member of Council at these meetings shall be displayed in the Clubhouse for 28 days prior to the Annual General Meeting.
- 5.9. Any casual vacancy on the Council may be filled by the Council, and any member of Council so chosen shall retire at the following Annual General Meeting, but shall be eligible as a candidate for election to the Council at such Annual General Meeting.
- 5.10. The Council shall ensure due diligence in the employment of club staff. Substantive employment vacancies shall be advertised both internally and externally. Selection and appointment shall be on merit and shall be decided through an impartial process.
- 5.11. The Council may delegate on such terms as it thinks proper, the exercise of such of its powers as it considers appropriate to Committees and / or Sub-Committees. Appendix 4 contains a list of Committees and Sub-Committees, their primary purpose and membership. The Council may establish other Committees and Sub-Committees as required from time to time.
- 5.12. The Council is empowered to make, repeal and amend such Byelaws as it may from time to time consider necessary for the well being of the Club. Such Byelaws, repeals and amendments shall have effect until otherwise determined by Council or General Meeting, but no such Byelaws shall conflict with the Rules of the Club. Such Byelaws, repeals and amendments shall be posted prominently in the Clubhouse and on the Members' Section of the Club's website.
- 5.13. The Council shall conduct an Annual Review of its Policies and of each its Committees to ensure their ongoing effectiveness.
- 5.14. Independent oversight of the Council and its Committees against their Policies, Terms of Reference and Rules of the Club shall be provided by a Risk Committee. The Risk Committee shall comprise 2 Trustees of the Club, the President, Gentlemen's Captain and Ladies Captain. The Council Chairperson and Treasurer may be invited to Risk Committee meetings from time to time.

6. DUTIES OF GENERAL MANAGER

- 6.1. The General Manager shall be responsible for maintaining the Club Register, which shall contain a record of the full name, postal address, email address and telephone number of current Members.
- 6.2. The General Manager shall conduct the correspondence of the Club, shall keep the Accounts of the Club, shall have the custody of all documents belonging to the Club, and shall keep minutes of all proceedings and records of all competitions of the Club, although this last duty may be delegated.
- 6.3. The General Manager shall report to the Council Chairperson and act as the ultimate Line Manager for all other employees of the Club.

7. DUTIES OF TREASURER

- 7.1. The Treasurer shall oversee the Accounts of the Club and shall prepare the Annual Statement of Accounts and Balance Sheet of the Club each year immediately following the Club's Financial Year-end. After audit, these will be published to all Members along with the notice of the Annual General Meeting at which they will be considered for approval.
- 7.2. The Treasurer shall prepare a Budget Projection and Expenditure Plan for each forthcoming year for presentation to and approval by Annual General Meeting.
- 7.3. All debts due and owing to the Club shall be deemed due and owing to and recoverable by the Treasurer.

8. ANNUAL SUBSCRIPTIONS

- 8.1. All Annual Subscriptions shall be payable in respect of the Subscription year commencing 1st January.
- 8.2. Subscriptions for the first year for Members joining the Club will be calculated on a pro-rata basis.
- 8.3. Subscriptions may be paid in one of the following ways:
 - (a) In full by 31st January, or
 - (b) In two equal instalments by 31st January and 31st March respectively, or
 - (c) In eight equal instalments by Bankers Standing Orders commencing on the 28th January and on the 28th of the following 7 months. Members who wish to pay using this method must complete and return the appropriate forms to the General Manager by the 10th January each year.
- 8.4. Subscriptions will only be deemed to have been paid when they are received by the General Manager. Any member who has not paid the relevant subscription due by the 31st January or 31st March or who fails to pay an instalment arising from any act or negligence on the part of the Member may, at the discretion of the Council be given the option, in writing to the Member's address recorded in the Club Register, to pay the outstanding Subscription plus a penalty charge of £100 within 14 days in order to retain their Membership. Members who fail to pay any outstanding Subscription and penalty by the date specified in the letter will be deemed to be in default.
- 8.5. A member who fails to pay by one of the ways specified above and in accordance with the terms of the above shall forthwith cease to be a Member but on ceasing to be a Member no part of any Subscription paid shall be recoverable.
- 8.6. A list of defaulting former Members shall be posted in the Clubhouse immediately after each due date.
- 8.7. In their year of office, the Gentlemen's Captain and the Ladies' Captain shall be excused payment of their Annual Subscription.

9. GENERAL MEETINGS

- 9.1. The Annual General Meeting of the Club shall be held in December each year not later than December 13th at such time and place as the Council shall determine.
- 9.2. Members with Voting Rights may submit proposals for consideration at Annual General Meetings of the Club. Proposals must be backed by a Seconder with Voting Rights and submitted in writing to the General Manager before November 1st for inclusion in the Agenda for the meeting. The Council may review the wording of such proposals with the Proposer prior to inclusion in the Agenda to ensure consistency with other Rules of the Club.

- 9.3. The consideration of the Annual Statement of Accounts, Balance Sheet and presentation of the Council's Annual Report, together with the appointment of the Accountants shall take place at the Annual General Meeting.
- 9.4. Club Entrance Fees, Annual Subscriptions and initial Swipe Card Credits shall from time to time be determined by resolution of a General Meeting. Council may amend or waive Entrance Fees and associated payment terms and initial Swipe Card Credits for individual Membership Categories from time to time. Any such amendments shall be considered at the next appropriate General Meeting of the Club.
- 9.5. The Council may call an Extraordinary General Meeting when any issue(s) of urgent importance arise, and shall be bound to do so on receiving a requisition signed by not less than 30 Members with Voting Rights.
- 9.6. No matters other than the said issue(s) shall be discussed at Extraordinary General Meetings.
- 9.7. At least 14 days notice of any General Meeting, specifying the business to be transacted and the day, place and time of the meeting shall be forwarded to every Member who has provided their email address. Copies of such notice shall be displayed prominently in the Clubhouse and on the Members' section of the Club's website and made available in the Office for collection by Members who have not provided their email address
- 9.8. In case of an equality of votes, the Chairperson of the Meeting shall have a second or casting vote.
- 9.9. No Rule of the Club shall be repealed or altered, and no new Rule shall be made, except on the approval of two thirds of the Members with Voting Rights present at a General Meeting.
- 9.10. Notwithstanding the above, the Rules regarding Dissolution of the Club may not be repealed or altered.

10. TRUSTEES

- 10.1. The property of the Club shall be vested in four Trustees, who shall not be Council Members, appointed by the Club in General Meeting
- 10.2. The property of the Club shall be vested in the Trustees to be dealt with by them as the Council may from time to time direct by resolution (of which an entry in the Minute Book shall be conclusive evidence). The land, premises and fixtures of the Club shall not be disposed of or charged without resolution of the Club in General Meeting.
- 10.3. The Trustees shall be indemnified against risk and expense out of the Club Property.
- 10.4. The Trustees shall hold office until death, resignation or until removal from Office by the Club in General Meeting.
- 10.5. Where by reason of such death, resignation or removal, it is necessary that a new Trustee or Trustees be appointed, the Club in General Meeting shall nominate the person or persons to be appointed as the new Trustee or Trustees. For the purpose of giving effect to such nomination, the General Manager is nominated as the person to appoint new Trustees of the Club within the meaning of the Trustee Act 1925 Section 36 and he shall arrange the proper appointment the person or persons so nominated by the Club in General Meeting.

11. PERMITTED HOURS

- 11.1. The permitted hours for the supply or sale of intoxicating liquor on the Club premises shall be as specified in the Premises Licence issued and authorized by the appropriate Licensing Authority. Within these permitted hours, the Council shall resolve during what hours the bar shall be open for the sale of alcoholic drinks.
- 11.2. No intoxicating liquor shall be supplied to Members, their Guests or other authorised persons on the Club premises otherwise than by or on behalf of the Club.

11.3. Subject to any restrictions, which may from time to time be imposed by the Council, the following persons shall be entitled to admission to the Club premises and to purchase intoxicating liquor from the Club:

- Members of the Club other than Junior Members who are under the age of 18 years
- Bona fide Guests of Members
- Bona fide Visitors¹ to the Club
- Any employees of the Club other than employees who are under the age of 18 years.

12. MISCELLANEOUS

12.1. The Financial year of the Club shall end on August 31st each year.

12.2. All complaints shall be made in writing to the General Manager, who, if unable to deal with them, shall submit them to the Council who will deal with the complaint in accordance with the Club's Disciplinary Procedures (as Appendix 3). In the event that the complaint may relate to the General Manager, the complaint should be marked "For the Attention of the Chair of Council".

12.3. No paper, notice or placard, written or printed shall be exhibited in the Clubhouse or in any way brought to the notice of Members without the permission of the General Manager or the Council.

12.4. The Rules of the Game of Golf as adopted from time to time by the Royal and Ancient Golf Club of St Andrews, except in so far as they are modified by Byelaws of the Club shall be observed.

12.5. The Clubhouse shall be opened and closed daily at such times as the Council shall from time to time determine. These times shall be displayed in the Clubhouse.

13. DISSOLUTION

13.1. If the Object of the Club shall be incapable of fulfilment, a proposal for its dissolution may be put before the Club in General Meeting. Not less than 4 weeks written notice of this General Meeting shall be sent to the postal address of each Member.

13.2. At such General Meeting, a resolution for the dissolution of the Club shall require to be passed by two thirds of the Members with Voting Rights present.

13.3. A second General Meeting shall be held not less than six weeks later (of which not less than four weeks written notice has been sent to the postal address of each Member). At this meeting, not less than two thirds of the Members of the Club shall be present and the resolution for dissolution of the Club shall require to be confirmed by a resolution passed by a majority of nine tenths of the Members with Voting Rights present

13.4. The Council shall then immediately, or at such future date as shall be specified in such resolution, proceed to realise the property of the Club and after the discharge of all Liabilities shall divide such property according to the law among all Members who have held Voting Rights for the previous 5 years, and on completion of such division the Club shall be dissolved.

October 2017

¹ A Visitor is any person, other than a Member or their Guest, that visits the Club for the purpose of playing golf and / or attending a pre-arranged function or event.

Appendix 1 – Membership Categories

The Table below shows the categories of Members and their associated rights and obligations.

Category	Maximum Number	Voting Rights (1)	Play on Course	Introduce Guests (2)	Swipe Card (3)
Full (4)	364	Y	Y	Y	Y
Honorary		Y	Y	Y	Y
Weekday	75	Y	Mon-Fri	Y	Y
Intermediate (5)		N	Y	Y	Y
Junior	50	N	Y	Y	Y
Country (6)		N	Y	Y	Y
Deferred (7)		N	Max 3 mid-week rounds	Clubhouse only	Y
House		N	N	Clubhouse only	Y

(1) Members with Voting Rights must be at least 70% of the total Membership of the Club. Any Member who is in default to the Club will cease to hold Voting Rights.

(2) The name and address of each Guest and the name of the introducing Member must be entered in the appropriate Visitors Book (Clubhouse or Playing) on each occasion. These privileges shall be granted only on the date of such entry. The introducing Member is responsible for the conduct and behaviour of his / her Guests.

- A Member shall not introduce the same Guest to the privileges of the Clubhouse on more than twelve occasions in any one calendar year.
- A Member shall not introduce more than three Playing Guests on any one occasion.
- The same Guest may not be introduced more than eight times in the same calendar year to the privileges of the Course.
- Green Fees for Playing Guests must be paid prior to play. Playing Guests may not be introduced to the privileges of the Course on occasions when restricted Tee Times are in force, except as authorised by the Council.

The Professional, Bar / Catering Manager (or deputy) and the General Manager shall be deemed to be eligible to introduce Guests. No Green Fee shall be charged in respect of visiting Captains or Secretaries of bona fide Golf Clubs unless otherwise determined by the Council.

(3) All Members other than Junior Members must pay an initial credit to obtain their Swipe Card. Money credited to a Member's Swipe Card is non-refundable other than on cessation of Membership.

(4) Full Members comprise Gentlemen, Ladies, Senior and Colts (21-27 years old). A minimum of 90 places will be allocated to both Gentlemen and Ladies Membership. The criteria and rights for Senior Members shall be determined by Council.

(5) Intermediate Members are 18-20 years old.

(6) Country Members must reside more than 30 miles radius from Southport Town Hall.

(7) All requests for Deferred Membership shall be considered by Council, and be subject to a maximum period of 3 years.

Appendix 2 – Applications for Membership

The Council will establish a Membership Committee who will consider all applications for Membership in accordance with its Terms of Reference and recommend Candidates for election to the Council for resolution.

An application for Playing Membership must be proposed and seconded by Members of the Club who have held Voting Rights for not less than two years, both of whom must be personally acquainted with and be responsible for the Candidate's eligibility. Before any Candidate comes up for election, the proposer and seconder must write to the Club stating what they know of the Candidate, both socially and as a golfer.

An eligible Member may propose and/or second up to six new Playing Members in any one calendar year.

An application for House Membership must be proposed and seconded by Members of the Club who have held Membership for not less than one year, both of whom must be personally acquainted with and be responsible for the Candidate's eligibility. Before any Candidate comes up for election, the proposer and seconder must write to the Club stating what they know of the Candidate, socially.

An eligible Member may propose and/or second up to six candidates for House Membership in any one calendar year.

Applications that are not successful shall not be proposed again for admission within a period of 12 months. If at any time, a House Member has an application for Playing Membership rejected or refused, then their House Membership will be considered by Council.

The General Manager shall post the particulars of all applications for Membership prominently in the Clubhouse, and at least 14 days shall elapse after such posting before consideration of the application by the Membership Committee.

On resolution of the Council to admit a Candidate as a new Member, the General Manager shall notify the Candidate in writing of such resolution, furnishing a copy of the Club Rules and requesting payment of the applicable Entrance Fee, first Annual Membership Subscription and, where appropriate, the initial credit amount for his/her Member's Swipe Card. No Member shall enjoy any of the benefits or privileges of the Club until such payment has been made, and if such payment is not made within one month from the date of the General Manager's notice, the resolution shall be absolutely void, unless the Candidate shall show sufficient cause for such delay to the satisfaction of the Council.

In exceptional circumstances Council may elect a Candidate, who has reached the top of the waiting list, to Membership without a proposer and /or seconder provided that satisfactory alternative references have been obtained.

If a Junior or Intermediate Member moves outside a 30-mile radius of Southport Town Hall to continue their education or to enhance their career, such a Member shall be entitled to continue with Membership, if they so wish, in the Country Member Category. On returning within the defined area, which must be within 6 years, the said Member shall, if they so request, be placed at the head of any Membership waiting list and shall be given the first available vacancy into their relevant Membership Category at that time. If the said Member has previously paid an Entrance Fee, only the Annual Subscription Fee for the said Category will apply.

Appendix 3 – Members Disciplinary Procedures

The Council will establish a Disciplinary Committee who will consider all formal complaints of Misconduct by a Member and any matter which the Council may consider to be Misconduct in accordance with its Terms of Reference. The Disciplinary Committee will be authorised to act in the name of the Council and to determine disciplinary proceedings coming before it.

The Disciplinary Committee shall have the authority to impose appropriate Sanctions on the Member, including the withdrawal of Voting Rights.

Members shall have the right to Appeal against the decision or any Sanction imposed by the Disciplinary Committee. Such appeals should be made in writing within 7 days and will be considered by an Appeals Committee which will be formed from members of the Council.

No member of the Disciplinary Committee or Council will be allowed to sit on any Disciplinary or Appeals Meetings that relate to any matters in respect of which he / she has, or may reasonably thought to have had, any current or previous involvement or personal interest.

The Disciplinary Committee shall have power to exclude the Member from the Clubhouse (and Course) pending the hearing of the case against the Member.

A meeting of the Disciplinary Committee or Appeals Committee convened to deal with a disciplinary matter under these Rules of the Club shall be deemed to be, in addition, a Committee for the purpose of the relevant section(s) of the CONGU 2004 Regulations and any modification or amendment thereof.

Appendix 4 – Council Committees and Sub-Committees

The Tables below shows the Council Committees and Sub-Committees, their purpose and membership. Terms of Reference for each Committee and Sub-Committee shall be established and reviewed annually by Council.

These Committees and Sub-Committees shall be established at the first Council meeting following the Annual General Meeting each year.

Details of the composition of each Committee and Sub-Committee shall be placed on the Club Notice Board and on the Members' section of the Club's website within 60 days of the first Council Meeting.

Each of these Committees and Sub-Committees shall be subject to the same accounting procedures as the Council.

Committee	Primary Purpose
Finance	<ul style="list-style-type: none"> • Provide proper and rigorous oversight over the ongoing financial and business operations of the Club • Ensure there is a robust financial control structure, underpinned by a transparent reporting framework • Provide an effective and safe delivery of appropriate banking and other financial services to Members, Guests and Visitors
House	<ul style="list-style-type: none"> • The purchase of intoxicating liquor for supply by the Club • Oversight of Clubhouse and surrounding areas, including fixtures and fittings • Oversight of Bar and Catering Services, in conjunction with General Manager, Bar Manager and Catering Manager
Greens	<ul style="list-style-type: none"> • Oversight of Course and Greens equipment, in conjunction with General Manager and Head Greenkeeper
Sub-Committee	Primary Purpose
Membership	<ul style="list-style-type: none"> • Ensure that applications for Membership and any requests for changes from existing Members are considered independently and objectively before being put forward to Council for final determination • Seek to gather information on reasons for Members leaving the Club
Gentlemen's Competitions and Handicap	<ul style="list-style-type: none"> • Produce Annual calendar of Gentlemen's Competitions, then organize and manage such competitions • Liaise with Ladies Competitions and Handicap Committee to organize and manage Mixed Competitions • Manage handicaps for Gentlemen Members
Ladies Competitions and Handicap	<ul style="list-style-type: none"> • Produce Annual calendar of Ladies Competitions, then organize and manage such competitions • Liaise with Gentlemen's Competitions and Handicap Committee to organize and manage Mixed Competitions • Manage handicaps for Lady Members
Social	<ul style="list-style-type: none"> • Prepare and maintain calendar of Social events for Members
Disciplinary	<ul style="list-style-type: none"> • Consider any formal complaints of Misconduct and other matters which the Council may consider to be Misconduct • Ensure all Members are provided with access to a fair and consistent process in the event of any potential Misconduct issues

Committee	Chair	Council Members	Other Members
Finance	Treasurer	3	Up to 3 co-opted Club Members
House	Council Member	2	Up to 5 co-opted Club Members
Greens	Council Member	2	Up to 3 co-opted Club Members
Sub-Committee	Chair	Council Members	Other Members
Membership	Chair of Council	None	Gentlemen's Captain and Vice Captain Ladies Captain and Vice Captain President
Gentlemen's Competitions and Handicap	Council Member	As set by Council	As set by Council
Ladies Competitions and Handicap	Council Member	As set by Council	As set by Council

Social	Council Member	As set by Council	Gentlemen's Captain and Vice Captain Ladies Captain and Vice Captain Other co-opted Club Members as set by Council
Disciplinary	Elected by Chair of Council	None	At least 3 members selected from: Current and previous Gentlemen's Captains Current and previous Ladies Captains Current and previous Presidents

In the event of any non co-opted Committee Member ceasing to be a Member of the Council he / she shall automatically cease to be a Member of the Committee or Sub-Committee and another member of the Council shall be appointed in his / her place.

No Council Member shall sit on more than two Committees.

No co-opted Club Member shall sit on more than one Committee.

Any Committees and Sub-Committees may be extended by the co-option of non-Council Members at the Council's discretion.

All co-opted Club Members must be ratified by Council in advance of attending meetings.

If an elected or co-opted member of a Committee or Sub-Committee shall, other than in exceptional circumstances, fail to attend three consecutive meetings of the Committee or Sub-Committee, that member shall be treated as having resigned from the Committee or Sub-Committee.
