

# **R U L E S**

## **OF THE KNUTSFORD GOLF CLUB**

### **Name of the Club**

1. The name of the Club shall be "The Knutsford Golf Club".

### **Number of Members**

2. The number of Members of all categories shall be limited at the discretion of the Council.

### **President**

3. The President of the Club shall be elected on the nomination of Council, at a Special General Meeting of the members held in the month of March in each year.

### **Vice-Presidents**

4. A number of the Members, while retaining Membership of the Club, may be nominated by the Council for appointment to the honorary position of Vice-President. Such nominations shall be subject to confirmation at a Special General Meeting, held in the month of March in each year, and the appointment shall be for life. The Vice-Presidents shall be available as an advisory body to the Captains and Council.

### **Council**

- 5A. (i) The Management of the Club and the disposal of the funds and property thereof shall be vested in a Council consisting of a President, the men's Captain, the ladies' Captain, a Treasurer, a Director of Greens, a Secretary, a Chair of House, a men's Captain Elect, a ladies' Captain Elect, a men's Past Captains' Representative, a ladies' Past Captains' Representative, a representative from the men's section, a representative from the ladies' section and a Chair of Social Committee.
- (ii) The Captains and the Captains Elect shall be elected at the Special General Meetings held in the month of March in each year and shall hold office for one year.
- (iii) The men's and ladies' Past Captains' Representatives, a representative from the Men's section, a representative from the Ladies' section and the Social Committee's Chair shall be elected for a period of three years.
- (iv) The Secretary, the Treasurer, Director of Greens and the House Chair shall be elected at the Special General Meeting held in the month of March in each year and shall hold office for one year, but shall be eligible for re-election.

All elections taking place at the SGM (end of March) shall be by secret ballot.

The nominations for these positions should be supported by a proposer and seconder and should be posted on the Club's notice board for 14 days prior to the said Special General Meeting.

- (v) The President shall be selected at a meeting of six of the most recent men's Past Captains as are available and six of the most recent ladies' Past Captains as are available including the respective Past Captains' Representatives, and elected in accordance with Rule 3 (above).

The office of President will be Honorary and awarded to a member who has provided outstanding services to the Club. It should be held for a period of not less than three years but not more than five.

(vi) In case of a vacancy on the Council the remaining Members of the Council may, at their discretion, fill the vacancy and the Member so appointed shall hold office until the next Special General Meeting, held in the month of March, when he/she may be re-elected. Seven Members of the Council shall form a quorum.

(vii) The Council shall have power to pass such By-Laws as they shall consider necessary for the management of the Club and such By-Laws shall be published to Members from time to time.

**5B.** In the event of there being more than one candidate for a position on Council:

(i) Council will ask for opinion and guidance to be provided from two groups of Members, namely the Past Men's Captains and the Past Ladies' Captains. Council is not bound to accept any recommendation from either of these groups.

(ii) One joint meeting of both Men's and Ladies' Past Captains should be held. This is to be organised by both Past Captains' Representatives. The meeting will be chaired by one of the Past Captains' Representatives who will decide between them who is going to perform this duty.

(iii) The respective Captains are to attend the meeting as observers on behalf of Council but will not have a vote.

(iv) The candidates will be invited to prepare and present to the meeting a resume of how they see their roles.

(v) The results of the meeting will be communicated to Council by the two Past Captains' Representatives. Council will then vote to recommend one candidate, the results of which vote will be communicated to all candidates by the Captains and the losing candidate(s) will be invited to stand-down.

**5C.** (i) In this Rule the expression "Property" shall mean and include any freehold or leasehold property from time to time owned by Knutsford Golf Club (Properties) Limited (the Property Company).

(ii) Subject to the provisions of sub-rule (iii) of this Rule the Council is empowered to deal with, let and otherwise manage the Property and (subject to the Articles of Association of the Property Company) to instruct the Property Company to put into effect any decision of the Council within the powers granted to the Council under this sub-clause.

(iii) The Council is empowered to instruct the Property Company:-

- (a) to acquire Property to be owned by the Property Company;
- (b) to sell or otherwise dispose of Property;
- (c) to let or otherwise grant rights over Property;

PROVIDED ALWAYS that any instruction given by the Council under the provisions of this sub-clause shall, unless it relates to the granting of rights not exceeding one week in duration, only have effect if approved by at least two-thirds of the number of Voting Members present and voting at a General/Special Meeting of the Club of which due notice shall have been given specifying the instruction proposed by the Council.

- (iv) The Property Company and any Director or other Officer or Shareholder thereof shall be entitled to be indemnified out of the assets of the Club against all obligations and liabilities incurred by them or any of them as a result of their putting into effect any instruction properly given by the Council under the provisions of this Rule.

#### **Meetings of the Club and Council**

- 6. The Captain or Lady Captain, or in the case of his/her absence, the last preceding Captain or, if he/she is not present, another Member elected by the Members present at the Meeting, shall preside at all Meetings of the Club and of the Council, and in case of an equality of votes shall have a second or casting vote.

#### **The Treasurer**

- 7. The Treasurer shall pay all monies received into a bank account approved by Council, to the credit of the Club.

The Treasurer will submit a statement of the financial affairs of the Club at the Annual General Meeting. The Statement should have been examined by a suitably experienced person appointed by the members at the previous Special General Meeting.

#### **The Secretary**

- 8. The Secretary shall keep a book of correct Minutes of the proceedings at all Meetings of the Club and of the Council and shall produce such books at all Meetings thereof. The Secretary or Council shall summon all Meetings of the Club or Council and shall send a copy of the Treasurer's Financial Statement to every Member of the Club who shall be resident in this country at least seven days before the Annual General Meeting. The Secretary shall also enrol Members and give all Notices required by the Rules for the time being and shall perform the duties imposed upon him by the Licensing Acts for the time being in force.

#### **Meetings**

- 9. (i) The Annual General Meeting of the Members of the Club shall be held in the month of November (or as soon as conveniently possible thereafter) in each year for the passing of Accounts and other general business.
- (ii) A Special General Meeting of Members shall be held in the month of March in each year for the purpose of the election of the officers and Members of Council and such other business as the Council might consider appropriate.
- (iii) The Secretary shall call Council Meetings from time to time and Special General Meetings when directed by the Council or on receipt of a requisition signed by not less than 15 Members of the Club. At all General Meetings 30 Members shall form a quorum.
- (iv) At all General Meetings the voting must be confined to Members and all Members entitled to use the Club premises are entitled to vote and have equal voting rights with the exception only of Country Members, Junior Members and Concessionary Members.

### **Election of New Members**

10. (a) The election of new Members shall be in the hands of the Council and candidates for Membership must be duly proposed and seconded by two Members of the Club who themselves have been Members for a minimum period of two years. Names of candidates shall be posted in the Clubhouse at least seven days prior to a Meeting of Council. A candidate cannot be elected except by a unanimous vote of those present and voting.
- (b) No candidate shall be elected unless and until letters of recommendation have been received from both the proposer and seconder.
- (c) The Council may require a candidate to attend for an interview and may require any such further information from the proposer and seconder as it may consider desirable.
- (d) The Council shall not be required to give any reason for the rejection of an Application for Membership.

### **Restricted Membership**

11. Any person may apply to join the Restricted (A) Membership for golf and shall be entitled to all the privileges of Membership except that their playing privileges will be restricted. The playing privileges to which they are entitled shall be determined from time to time by Council and will be communicated to the Restricted Member. An entrance fee may apply upon election to the Club, at a rate determined by Council from time to time. Additionally, Full Members may transfer to Restricted (A) Membership at the discretion of Council.

### **House Membership**

12. Any person may apply to join as a non-golfing or House Member. House Members shall be entitled to all the privileges of membership except that they shall be required to pay the same green fees for use of the course as are for the time being payable by a visitor playing with a Member up to a maximum of four rounds of golf per annum and shall not be entitled to enter golf competitions. An entrance fee may apply upon election to the Club at a rate to be determined by Council from time to time. The election of House Members shall be at the discretion of Council and procedures set out in Rule 10 shall apply.

Additionally, Full and Restricted members may transfer to house membership at the discretion of Council.

### **Limited and Country Membership**

13. (a) A limited number of Members, at the discretion of the Council, may be elected Life Members on payment of such sum as may from time to time be decided.
- (b) On the recommendation of Council, Honorary Members may be elected at any General Meeting provided that they are nominated for election in the Notice calling the Meeting. Honorary Members shall be entitled to all the rights and privileges of a Full Member without payment of entrance fee or subscription.
- (c) Any person may apply to join as a Country Member provided that they reside no less than 50 miles from the Clubhouse. Council shall determine from time to time what Subscription and Entry Fee (if any) shall be paid by them and to what privileges they shall be entitled, which privileges shall include the right to play in Club competitions but not to compete.

Additionally, Full and Restricted Members may transfer to Country Membership at the discretion of Council.

The election of Country Members shall be at the discretion of Council and procedures set out in Rule 10 shall apply.

#### **Junior Members**

14. (a) Any person under the age of 16 may, at the discretion of Council, be elected a Junior Member upon being proposed by a Member who must be personally acquainted with the candidate and be responsible for his/her suitability for appointment to and continuation in Membership. The proposal shall be in writing to the Secretary and in the case of lineal descendants of Members, the formalities of Rule 10 need not be complied with. In all other cases, the provisions of Rule 10 shall apply.
- (b) A Junior Member shall not have the right to introduce friends to use the Course other than bona fide members of other golf clubs and only on the presentation of a valid handicap certificate or in the name and with the permission of a Member and in accordance with Rule 20(a).
- (c) No Junior Member shall be entitled to vote.
- (d) A Junior Member shall, on attaining the age of 16, cease to be a Member unless he or she be elected a Member of another category in the manner prescribed by these Rules.

#### **Intermediate Members**

15. (a) The election of Intermediate members between the ages of 16 and 35 shall be in the hands of the Council and the procedure set out in Rule 10 shall apply.
- (b) All Intermediate Members on attaining the age of 35 years shall, unless the Council otherwise decides, automatically be elected Members.

#### **Restricted Category C Membership**

16. Any person may join as a Restricted Category C member and shall be entitled to all the privileges of membership except that their playing privileges will be restricted. The playing privileges to which they will be entitled shall be determined from time to time by Council and will be communicated to the Category C Member. The election of Category C members shall be at the discretion of Council and the procedures set out in Rule 10 shall apply. All Category C members may transfer to Full membership at any time and, unless Council otherwise decides, automatically be elected Full Members.

A Category C member shall not be required to pay a Joining/Entrance fee except and unless they transfer to Full Membership whereupon the Entrance Fee payable shall be rebated as follows:-

After 1 year of Category C Membership – pay 75% of Full Entrance Fee  
After 2 years of Category C Membership – pay 67% of Full Entrance Fee  
After 3 years of Category C Membership – pay 50% of Full Entrance Fee  
After 4 years of Category C Membership – pay 33% of Full Entrance Fee  
After 5 years of Category C Membership – pay 25% of Full Entrance Fee  
After 6 years of Category C Membership – no Entry Fee payable

#### **Corporate Membership**

17. At Council's discretion a company or organisation (whether incorporated or not) shall be entitled to purchase a Corporate membership for such annual subscription as may be determined by Council from time to time. The purchase of such membership shall entitle the company or organisation to nominate up to four persons to be designated corporate members of the Club

and to be entitled to all the privileges of membership except that their playing privileges will be restricted. The playing privileges to which they are entitled shall be determined from time to time by Council and will be communicated to the Corporate member.

The Corporate member shall not be entitled to enter Club competitions. The availability of Corporate membership and the approval of the designated Corporate members shall be in the hands of Council and the procedures set out in Rule 10 shall apply.

#### **Entrance Fee and Annual Subscription**

18. (i) The Entrance Fee (if any) and Subscription for all categories of Members shall be at such rate as the Council shall from time to time recommend and as shall subsequently be ratified in General Meeting.
- (ii) The Entrance Fee (if any) shall be payable on election but payment may be spread over a number of annual instalments, the number of which shall be determined from time to time by Council. If payment by instalment is undertaken, then the first instalment shall be payable on election with subsequent instalments payable by Direct Debit or Standing Order.
- (iii) Members of any category joining after 31<sup>st</sup> May in any year shall pay the remainder of that year's subscription on a pro-rata basis.
- (iv) Subsequent annual subscription and instalments of Entrance Fees become payable on the 1<sup>st</sup> June each year.

#### **Non-Payment of Fees on Election**

19. A new Member who shall fail to pay his/her Entrance Fee and Subscription or any instalment thereof within one calendar month from the date of the Treasurer's Notice requiring him/her so to do, or shall fail to comply with any of the requirements of Rule 18 within one month from the receipt of Notice from the Treasurer shall thereby render his/her election null and void, unless he/she shall show sufficient cause for such delay to the satisfaction of the Council.

#### **Non-Payment of Subscriptions**

20. All Members shall be entitled to pay their Annual Subscription for membership of the Club, either in full or by monthly instalments under bankers order over such period as Council shall, from time to time, decide. If such monthly instalments shall be interrupted and shall not, after due notice be reinstated, or if any Member's Subscription not payable by bankers order is not paid in full by 30<sup>th</sup> September, any such Member shall cease to be a Member of the Club but may be reinstated at Council's discretion.

#### **Shares**

21. It shall be one of the duties of the President and Secretary of the Club for the time being to act with the Secretary of Knutsford Golf Club (Properties) Limited as Trustee Shareholders in respect of the entire Issued Share Capital of the said Company, that Company having an Authorised Capital of £1,500 divided into 300 Shares of £5 each and owning and controlling the Golf Course, Clubhouse and other amenities for the use of the Members of the Club.

#### **Visitors**

22. (a) All categories of Member with the exception of Junior Members as hereinbefore provided may introduce a friend or friends to use the Course on entering his/her own name and that of the friend, and the date when introduced, in the Visitors' Book in the Clubhouse and on payment of a Green Fee at a rate to be decided from time to time by Council. Any Member may introduce

Temporary Members from time to time after approval by Council at a rate of Subscription to be decided by Council.

- (b) Visitors may be introduced into the Clubhouse by Members. The names of both guests and the Member introducing them must be entered in the Visitors' Book provided for this purpose.
- (c) A Member may introduce only three Visitors at any one time and the same Visitor may not be invited on more than six occasions in any one year.
- (d) Temporary Membership shall be limited to a maximum of two months in any one year unless the Council authorises any extended period and the name of any Temporary Member shall be posted in the Clubhouse at least two clear days before he or she is admitted to the amenities of the Club.
- (e) Country Members and Temporary Members cannot introduce playing visitors at less than the full Green Fees.

### **Resignations**

- 23. Any Member of any category wishing to resign from the Club shall give notice in writing to the Secretary on or before the first day of June and shall pay all arrears due at the date of such notice. Any such Member sending in his or her resignation after that date shall be liable for the Subscription for the ensuing year. Any former Member of any category wishing to re-join may be re-elected and the Council may, at its discretion, excuse him/her any Entrance Fee.

### **Complaints**

- 24. All complaints shall be made in writing to the Secretary who shall submit them to the Council, if he/she is unable to satisfy the complaint. Should the decision of the Council be considered unsatisfactory, an Appeal may be made to a General Meeting of the Club.

### **Expulsion**

- 25. (i) Council may expel or suspend any Member if, in the opinion of Council, such Member has:
  - (a) wilfully acted contrary to the Rules or Bye-Laws of the Club *or*
  - (b) wilfully caused offence to other Members of the Club *or*
  - (c) is guilty of any conduct which in the opinion of the Club is injurious to the interests of the Club.
- (ii) Such expulsion (or suspension) cannot be implemented unless notice has been sent by the Secretary. The Secretary shall then communicate with such Member (so he/she may have the opportunity of explaining his/her conduct in writing or orally or withdrawing from the Club) and shall call a Meeting of Council to decide the action to be taken. The Member shall be expelled if a two-thirds majority of the Council present vote for his/her expulsion.
- (iii) Any Member so expelled shall have the right to appeal to a Special General Meeting to be summoned within 21 days of the Members expulsion when a majority of two-thirds of the Members present at the Special General Meeting shall be required to confirm the expulsion.
- (iv) Council shall also have the power to suspend a Member for a period as it thinks fit.

### **Alteration to Rules**

- 26. These rules may be altered at the Annual General Meeting or at a Special General Meeting convened for that purpose. Notice of any proposed alteration of any Rules must be given in writing to the Secretary at least 28 days before such Meeting and the Secretary shall forward a copy of such Notice to the Members at least seven days prior to the Meeting. Council, at its discretion, may make a temporary amendment to the Rules which should then be ratified at the next AGM or SGM.

### **Rules of Golf**

27. The Rules of Golf shall be those adopted from time to time by the Royal and Ancient Golf Club of St. Andrews, but the Council shall have power to make Local Rules.

### **By-Laws**

28. The Council shall have the power to make such By-Laws as it may consider necessary.

### **Rules of the Club**

29. (i) Every Member shall be deemed to submit himself to the Rules of the Club.  
(ii) The Council shall be empowered to decide all questions arising on the interpretation of the Rules, and its decision shall be final.

### **Winding-Up**

30. (i) In the event of the Club being wound up the assets, after payment of all liabilities, shall be dealt with in such manner as may be decided by a majority of Members present at a Special General Meeting, convened for that purpose, after at least 14 days Notice in writing.  
(ii) The Club shall not make a distribution of any surplus save to another non-profit-making body or, in part or in whole to the Members on dissolution.

### **Licensing**

31. (a) Except on days when the Clubhouse is closed pursuant to the By-laws, the Clubhouse may be open for the supply of intoxicating liquor on weekdays and Saturdays during the "Permitted Hours" of the Licensing Division namely between 11.00 am to 11.00 pm and on Sundays, Mondays, Tuesdays and Good Friday between 12 noon and 8 pm.  
(b) The decision as to the actual hours of opening within "the Permitted Hours" will be at the discretion of Council.  
(c) No person under eighteen may be served with alcoholic refreshment anywhere on the Club premises under any circumstances.  
(d) Members and officials of visiting teams engaged in competitive activities with teams representing the Club, and guests of such Members and officials of visiting teams, may within permitted hours be admitted to the premises of the Club, and intoxicating liquor may be sold to such persons by or on behalf of the Club for consumption on the premises from the time that they arrive on the premises to the end of the permitted hour on that day.  
(e) Non-Members of the Club from whom the Club shall have accepted the Green Fee from time to time in force may within permitted hours be sold intoxicating liquor for consumption on the Club premises from the time they arrive on the premises to the end of the permitted hours on that day.  
(f) The Council shall have the power to hire out the bar facilities of the Club's registered premises to outside organisations or persons for the holding of functions approved by the Council and such hiring may be to persons or organisations who are not Members of the Club. On such occasions, there may be admitted to the Club's registered premises persons other than Members of the Club or their guests and intoxicating liquor may be sold to such persons by or on behalf of the Club for consumption on the Club premises, but intoxicating liquor may only be served to persons actually attending functions authorised under this Rule.  
(g) Any Member (other than a Junior Member) shall be entitled to introduce guests to the Club provided that no person who has been expelled from the Club shall be introduced as a guest. The Member introducing the guest shall enter the name and address of the guest together with



his/her own name in a book which shall be kept at the Clubhouse.

- (h) The Clubhouse shall be open from 8 am to 8 pm on Sundays, Mondays and Tuesdays and from 8 am to 11.30 pm on Wednesdays, Thursdays, Fridays and Saturdays.

#### **By-Laws**

1. The Course shall be available for use from 8 am until dusk.
2. No dogs, except assistance dogs, shall be allowed on the Course or in the Clubhouse.

*Rules as amended at the Annual General Meeting held on Thursday, 22<sup>nd</sup> December 2016.*