

**RULES
OF
NORFOLK COUNTY GOLF LIMITED**

NORFOLK COUNTY GOLF LIMITED

RULES

(Adopted by the Company under Article 5 of the Company's Articles of Association ("the Articles") on
26 September 2017)

In these Rules "the Company" means Norfolk County Golf Limited and Member Clubs means Voting Members.

These Rules are made pursuant to Article 5 of the Articles. Words which are defined in the Articles bear the same meaning when used in these Rules. Where there is any inconsistency between these Rules and the provisions of the Articles, the provisions of the Articles shall prevail.

1. MEMBERSHIP

1.1. Membership shall comprise:

1.1.1. Voting Members

Voting Members are entitled to receive notice of, attend and vote at general meetings. Membership as a Voting Member shall be open to all golf clubs within the County of Norfolk whose constitution and rules:

- 1.1.1.1. recognise the Rules of Golf as prescribed by R & A Rules Limited;
- 1.1.1.2. give control to its members or a committee thereof for the handicapping of its members in accordance with the National Handicapping Scheme in force from time to time;
- 1.1.1.3. undertake that any golfing events organised by the Club shall comply with the Rules of Amateur status laid down by R & A Rules Limited and that such Rules of Amateur status shall be applied and form a condition of entry to any such events;
- 1.1.1.4. conform to and accept the objectives, rules and regulations of Norfolk County Golf Limited and of England Golf.

1.1.2. Non-Voting Members

Non-Voting Members are not entitled to receive notice of, attend or vote at general meetings and consist of the following:

- 1.1.2.1. Playing Members – all playing members of a Member Club irrespective of their category of membership of such club provided that they have paid current affiliation fees to the Company and to England Golf ;
- 1.1.2.2. Honorary Members – such persons who at the adoption of these Rules, are Honorary Members of Norfolk Golf Union and such persons as Norfolk County Golf Limited may decide to honour in recognition of services to Norfolk County Golf Limited or to the game of golf.

1.2. Admission to Membership

- 1.2.1. Applications for admission to membership of the Company as a Voting Member shall be in the form prescribed by the CEC and shall contain an undertaking by the club to conform to and accept the objects of the Company as set out in the Articles and to accept these Rules. The application for membership shall contain agreement to the Articles and to these Rules and be signed by the club's President (or other senior officer) and the Secretary or Manager.
- 1.2.2. Applications for admission to membership shall be sent to the County Secretary who shall refer any such application to the CEC which shall have the power to admit the applicant under Article 25.
- 1.2.3. Each year and as required by the County Secretary Member Clubs shall provide a list of the names and England Golf CDH numbers of their playing members to the County Secretary. Playing members shall be Non-Voting Members of the Company as a consequence of their subsisting membership of a Member Club.
- 1.2.4. Honorary Members shall be nominated by the CEC for approval at an annual general meeting.

1.3. Cessation of Membership

- 1.3.1. A Member Club may withdraw from membership of the Company by giving notice thereof to the County Secretary two months before the date agreed with the Company as the annual affiliation date failing which such Member Club shall be liable to pay the annual affiliation fee for the ensuing calendar year.
- 1.3.2. If the CEC decides that the expulsion of a Member Club should be considered then the provisions of Article 27 shall apply.
- 1.3.3. A playing member shall cease to be a member if he or she ceases to be a member of a Member Club.
- 1.3.4. An Honorary Member shall cease to hold such membership if his or her appointment is revoked by the Company in general meeting or if he or she resigns. Honorary Membership may be withdrawn by the CEC at any time on notice to the Member.
- 1.3.5. Affiliation fees are not refundable in whole or in part.

2. AFFILIATION FEES

- 2.1. Each Member Club shall pay such annual affiliation fees (whether on a per capita basis or otherwise) as shall be set by the CEC.
- 2.2. Annual affiliation fees shall be payable on a per capita basis for every playing member irrespective of membership category. . There will be two payments. The first shall be two months after the Member Club's annual affiliation date, or such date agreed with the Company as the annual affiliation date, for all playing members as at that date. The second payment shall be six months later for any playing members who have joined since then.

- 2.3. Annual affiliation fees will normally be invoiced by Members Clubs to their playing members as a disbursement.
- 2.4. Failure by a playing member to pay such annual disbursement shall not exonerate the Club of which he or she is a playing member from its obligation to pay the annual affiliation fee in respect of that playing member.
- 2.5. Any Member Club whose affiliation fee is unpaid after the dates specified in Rule 2.2 above in any year shall not be entitled to take part in any championship, county match meeting or competition run by the Company, nor shall any playing member of such Member Club be eligible to participate in any event organised by the Company until such time as the affiliation fee has been paid (subject to the discretion of the CEC to the contrary).
- 2.6. Honorary Members of Norfolk County Golf shall not be required to pay an affiliation fee.
- 2.7. In addition all playing members will be obliged to pay an England Golf annual affiliation fee in accordance with the Rules of England Golf and non-payment of that annual affiliation fee shall have the same effect as specified above.

3. COMMITTEES

- 3.1. Committees may be appointed by the CEC to administer specific activities of the Company and shall report to and be responsible to the County Secretary for the activities delegated to them.
- 3.2. The quorum for a meeting of any committee shall be 51% of the members of such committee
- 3.3. Committees shall provide copies of minutes of their meetings to the CEC promptly after each meeting.

4. MEETINGS.

- 4.1. In addition to the annual general meeting the CEC shall convene at least one business forum in each calendar year. Member Clubs will be invited to send two delegates to such meeting representing their playing members. .
- 4.2. The Company has representation at the General Meeting of England Golf and the South East Region.
 - 4.2.1. England Golf. A member of the CEC shall be nominated as England Golf representative to attend relevant meetings of England Golf. If a matter has been considered by the CEC, and matters of outstanding importance concerning England Golf should be considered by the CEC wherever possible, and the CEC has made a decision on such matter the representative shall vote in accordance with such decision. In all other matters the representative shall act in his or her discretion in what he or she considers to be the best interests of England Golf and Norfolk County Golf Limited
 - 4.2.2. South East Region. The CEC shall nominate representatives to attend the relevant

meetings of the South East Region. If a matter has been considered by the CEC, and matters of outstanding importance should be considered by the CEC whenever possible, and the CEC has made a decision how to vote on such matter, the representatives shall vote in accordance with such decision. In all other matters the representatives shall in their discretion vote in what they consider to be the best interests of Norfolk County Golf Limited and the South East Region.

5. DISCIPLINE

- 5.1. The CEC shall ensure that Members comply with the objects set out in the Articles and with these Rules and that these Rules are enforced.
- 5.2. Subject to any variation or amendment made by the Company in general meeting the disciplinary procedures set out in the Schedule to these Rules shall apply.
- 5.3. The CEC is authorised to impose such sanctions, penalties or punishment on any Member it deems necessary or appropriate pursuant to the disciplinary procedures.
- 5.4. Member Clubs shall inform the Company of any disciplinary action taken against a playing member who is a member of that Member Club.
- 5.5. In the event of an appeal against a sanction imposed by the CEC the CEC shall appoint an independent appeal committee comprising a chairman and two others who have not been involved in the original disciplinary procedure.

6. COMPETITIONS, MATCHES AND COURTESY OF COURSES

- 6.1. When requested by the County Secretary Member Clubs will, whenever possible, grant the courtesy of their courses to the Company to hold the County Championship, County Matches and other approved County Competitions. A facility fee may be paid at the discretion of the CEC for certain competitions and events.
- 6.2. Courtesy of the course for a County Match and County Amateur Championships shall include the use of the course on the day before the match for both the home and visiting teams to play a practice round.
- 6.3. On the day of a County Match the first tee shall be closed preferably 45 minutes but not less than 30 minutes prior to the start of each round.
- 6.4. Member Clubs are requested to grant the courtesy of their courses to all members of the CEC.
- 6.5. All competitions shall be played in accordance with the current Rules set by R & A Rules Limited and any local Rules of the Member Club on whose course the competition is being played.
- 6.6. Member Clubs shall provide copies of their Health & Safety Rules and requirements and of any relevant Health & Safety risk assessments for use when a county competition or match is to be played on that course.

7. COUNTY DRESS

7.1. County dress shall be decided by the CEC.

7.2. Qualifications for the award of county colours shall be determined by the CEC.

8. BANK MANDATE

8.1. The Bank Mandate shall require that payments in excess of £5000 shall be signed by not less than two authorised signatories whether by cheque or electronic transfer.

8.2. All payments from the Company bank account must be authorised by the member of the CEC responsible for the area of activity for which the payment is made, or his or her nominee.