

The Rules and Members Handbook of



Sherborne Golf Club

Last Revised
February 2020

The main purpose of the Club is to provide a quality golf course together with appropriate clubhouse facilities to meet the reasonable needs of members and visitors without discrimination.

Notes:

- Where relevant, the masculine includes the feminine and the singular the plural.
- Except where otherwise provided for in these Rules, the Management Committee shall have the power to decide all questions arising in respect of the interpretation of these Rules and any Byelaws pursuant to them. The Management Committee's decision shall be final.

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1. THE CLUB

1.1 Club Description

The name of the Club shall be Sherborne Golf Club, hereinafter referred to as the Club. The Club is an unincorporated association of Members. Members are elected in accordance with and are bound by the Rules and Byelaws of the Club, the Rules and Etiquette of Golf, and the Principles of the Club.

Members shall be collectively responsible for the proper conduct of the affairs and liabilities of the Club, for liabilities properly incurred on the Club's behalf by the Trustees and for the management of the Club by the Management Committee.

The Club is a non-profit making organisation. There shall be no distribution of any profit or surplus howsoever derived, save to another non-profit making body.

The Club occupies land at Higher Clatcombe, Sherborne, Dorset that is a mix of freehold and leasehold tenure. The location of the leasehold tenure is specified in the lease from the Digby Estate and on the terms agreed between the Estate and the Club.

1.2 Club Principles

The objectives of the Club are to promote the game of golf under the Rules of Golf authorised by the Royal & Ancient Golf Club of St Andrews, and to promote fellowship amongst the members of Sherborne Golf Club; to carry on the business of a golf club; to preserve, maintain and improve such property as may be owned or leased by the Club from time to time and its environment; and improve and develop the attendant facilities of the Club.

The Club does not discriminate between individuals on any grounds.

The Club shall be affiliated to England Golf. The Club will comply with the Constitution and Rules of the England Golf of the Dorset Golf Union as a condition of the affiliation to those bodies. The Club agrees to comply with the Rules and Regulations of the SSS and Handicapping Schemes, 1983, and any conditions imposed within the scheme by the Council of National Golfing Unions (CONGU) and any amendments thereto.

2. CLUB CONTROL and MANAGEMENT

2.1 Management Control

The management of the Club is vested in two committees, a Management Committee and a Golfing Committee.

2.2 Club Officers

The Officers of the Club shall be the Club Chairman, five additional members of the Management Committee, the Club Captain and the Ladies Captain (or the Men's Captain if the Club Captain is a lady).

Officers must be Members with full voting rights.

No Member of the Club may hold more than one appointment at the same time.

2.3 Club Management

In addition to the Management Committee and the Golfing Committee, and to assist in the overall control of Club matters, there may be a number of Sub-Committees or other managed Sections.

To assist financial control of the Club, assets other than cash may be vested in Trustees (see Trustee section within these Rules).

2.4 The Management Committee

The Management Committee shall consist of the Chairman and five additional committee members. The nominations for these posts have to be confirmed by the Club at the Annual General Meeting (AGM).

The Management Committee shall be responsible for the future development planning of the Club, the Course and the Clubhouse, for establishing policies for the management, operation and development of the Club, the golf course, buildings, land and ancillary services, and ensuring the efficient and effective implementation of these policies. They will also be responsible for the future financial strategy and financial governance.

The Management Committee shall provide information, and assist and advise on matters of which they have experience. The five Management Committee members in addition to the Chairman should be elected at the AGM to fulfil the following positions.

- Deputy Chairman (Business)
- Deputy Chairman (Golf club organisation and management)
- Finance
- Course
- Without Portfolio

The Deputy Chairmen will deputise for the Chairman when requested to do so or the need arises.

The Management Committee shall meet monthly, or as required by the Chairman. Three Management Committee members with full voting rights shall form a quorum at all Management

Committee meetings. At any Management Committee meeting, the Chairman, or failing that, his designate, shall preside. In the case of an equality of votes, he shall have an additional casting vote.

An elected Management Committee member shall be required to attend a minimum of 50% of all scheduled meetings called during any one Club year. Any Management Committee member not satisfying this requirement shall automatically forfeit his Management Committee membership. The Management Committee shall have the power to co-opt and to fill any casual vacancy/vacancies, such action to be ratified at the next AGM.

The Men's Captain and the Ladies Captain shall be members of the Management Committee with full voting rights during their year of office.

Any two members of The Management Committee shall have the power to instruct the Office Administration to call a meeting of The Management Committee.

The Management Committee Finance member shall be responsible, in conjunction with Office Staff, for preparing budgets, and the monitoring and controlling of all matters related to Club finances and business plans. The Club finances are normally prepared over an annual period known as the Club Year.

A suitably qualified Accountant, appointed at the AGM, shall act as reporting accountant for the accounts. He shall have access to all documents as he may deem necessary. No Officer may serve as reporting accountant.

The Management Committee member Without Portfolio shall take on such duties as may arise that are not the responsibility of other Committee Members, examples being commercial activities, marketing and public relations.

The Management Committee Member for the Course will liaise regularly with the Course Manager in all matters of course maintenance and upkeep.

The Trustees shall be empowered to borrow for the purposes of the Club, such amounts of money either at one time or from time to time at such rate of interest and in such form and manner or upon such security as may seem proper to, and at the direction of the Management Committee, and thereupon the Trustees shall, at the direction of the Management Committee, make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Management Committee may deem proper for giving security for such loans and interest. Any expenditure of an extraordinary nature that would cost in excess of 20% of subscription income in a Club Year must be agreed at a General Meeting. The sale of assets worth more than 20% of subscription income in a Club Year must be agreed at a General Meeting.

The Men's Vice Captain and the Ladies Vice Captain may attend Management Committee meetings in ex-officio, non-voting capacities.

The senior member of the Office Staff may attend Management Committee meetings in an ex-officio, non-voting capacity.

The Course Manager (Head Greenkeeper) may attend Management Committee meetings in an ex-officio, non-voting capacity.

2.5 The Golfing Committee

The Golfing Committee shall consist of the Men's Captain, the Ladies Captain, the Men's Vice Captain, the Ladies Vice Captain, a representative from the Senior's Section, a representative from the Junior's Section, and a representative from the Social Committee. The Committee will be chaired by the Club Captain.

The Golfing Committee shall meet monthly, or as required by the Club Captain, and shall be responsible for all matters that relate to golf and golfing affairs. In particular, this shall include the arrangement of competitions, matches, social functions and the handicapping of golfing members.

The Captain and Ladies (or Men's) Captain shall, to maximise the benefit of relevant experience within the Club, have the power to co-opt any member, whether on the Golfing Committee or not, to sit on any of their own committees for such purposes as they may consider necessary.

The Golfing Committee must, at all times, act within financial limits as set out in budgets and financial plans approved by the Management Committee.

The Chairman or Management Committee members may attend the Golfing Committee meetings without voting rights.

The Office Staff, Course Manager and Club Professional may be called upon and when asked to do so, shall be ex-officio members of the Golfing Committee without voting rights.

2.6 Trustees

The number of Trustees shall be not more than four and not less than two, or a Trust Corporation. Individual Trustees shall be Members with full voting rights, and appointed by the Management Committee.

The property of the Club as defined in the Trust Deeds shall be vested in the Trustees and be dealt with by them as the Management Committee from time to time directs by Management Committee resolution.

The Trustees will be indemnified against risk and expense out of Club property.

The Trustees shall hold office until death, or resignation, or until removed from office by a resolution of the Management Committee present and voting at any meeting convened for this purpose.

Where by reason of death, resignation or removal of a Trustee a new Trustee is required to be appointed, or if the Management Committee deems it expedient to appoint additional Trustee(s) the Management Committee may, by resolution, nominate the person(s) to be appointed but the total number of Trustees shall not exceed the maximum number previously specified.

To give effect to the nomination, the Chairman is nominated to appoint new Trustees of the Club within the meaning of the Trustees Act section 36 and the Chairman must, by deed, appoint person(s) nominated by the Management Committee as the new Trustee(s).

The provisions of the Trustee Act 1925 apply to any appointment. Any new statement of fact in a deed of appointment of new Trustees in favour of a person dealing bona fide and for value within the Club, or the Management Committee, is conclusive evidence of the fact so stated.

2.7 Sub-Committees

Any Sub-Committee, finding it necessary to do so, shall cause proper accounts to be kept of income and expenditure for incorporation within the accounts of the Club.

Further ad hoc Sub-Committees may be appointed from time to time by the Management Committee. Sub-Committees shall only have such executive powers as the Management Committee shall delegate and shall conduct their business as the Management Committee shall resolve.

The Chairman, Management Committee members, Club Captain and Office Staff may attend any Sub-Committee meetings without voting rights.

Course Committee. For the purpose of overseeing that all aspects of course maintenance and upkeep is satisfactory and that expenditure budgets are adhered to. The Management Committee Member (Course) should present course related matters together with the views of the Course Manager to the Management Committee. The Course Manager will also report directly to the Management Committee.

House Committee. (Incorporates the previous Social Committee.) For the purpose of maintaining the internal and external fabric of the clubhouse, and organising and controlling social events that may or may not be associated with golfing fixtures, for the enjoyment of Club members and the benefit of the Club. The Deputy Chairman (Golf club organisation and management) should chair this committee. Social Members shall only be allowed to serve on the Social aspects of this Committee.

Marketing Committee. For the purpose of maintaining and growing the subscription and green fee income of the Club by providing marketing proposals and advice to the Management Committee. The committee is chaired by the Management Committee member responsible for Marketing.

2.8 Sections

Sections shall only have such powers as the Management Committee shall delegate and shall conduct their business as the Management Committee shall resolve.

The Sections shall be for the purpose of controlling and arranging handicaps, matches and competitions and any other matters of concern to the members of the section. The Section Committee shall be empowered to draw up rules, byelaws and regulations relating to the running of the Section only, providing that they do not conflict with the Rules of the Club. In matters of mutual interest, particularly matches, competitions, and social functions, the Section Committee shall confer with the Golfing Committee.

All Sections shall consist of, as a minimum, a Chairman (generally the Captain of that section, except for the Junior Section), Secretary and Treasurer. The term of office for committee members shall be defined by the Section's constitution. All Sections must produce and maintain a Constitution, which shall detail the various roles of the committee members. All Sections shall keep proper accounts of income and expenditure for incorporation within the accounts of the Club.

All Sections shall hold an AGM close to, but preferably before the Club AGM, when Officers of the committee shall be elected from members of the section to run the Section. The Sections shall appoint the captains of the Section's teams. The Section committee will also have the power to raise from Section members and others taking part by invitation in Section competitions and activities, such funds as are needed to defray the costs of administration and prizes. The Section committee will also be empowered to donate to the Club residual funds at the end of each year.

The Chairman, Club Captain, Management Committee members and Office Staff may attend any Section meeting ex-officio, without voting rights.

Further Sections may be appointed from time to time by the Management Committee.

Men's Section. The Section shall be open to all Men Members. The Men's Section is represented through the Men's Captain (or Club Captain if that post is held by a man).

Ladies Section. The Section shall be open to all Lady Members. The Ladies Section is represented through the Ladies Captain (or Club Captain if that post is held by a lady).

Seniors Section. The Section shall be open to all Men Members who are aged 55 or over. The Seniors Committee shall be represented through the Senior Captain.

Juniors Section. This section is operated by the Club for the golf development of junior members up to the age of 18. The Juniors Section is represented through the Club Captain.

2.9 Role of Club Captain

The Club Captain shall be responsible for all matters relating to the playing of golf and with the Ladies Captain (or Men's Captain if the Club Captain is a lady), the social events, during his year in office.

The Club Captain must at all times during his year of office fairly represent all golfing Sections of the Club at any meeting or function.

3. MEETINGS

3.1 Annual General Meeting of the Club

The Annual General Meeting (AGM) shall be held each year at a time and place to be fixed by the Management Committee. Thirty five days' notice of the meeting shall be posted on the main notice board of the Club and on the Member's Section of the Club's website, providing the website is operational.

Resolutions must be correctly submitted to the Office administration 28 days prior to meeting. Members resolutions must be proposed and seconded by members with full voting rights; the proposer and/or seconder must attend the AGM. Agenda and resolutions will then be collated into documents ready for posting or emailing. Copies will be displayed on the notice board and the Members' Section of the Club's website, providing the website is operational.

The Proposer and Secunder can decide on submitting a resolution or during the AGM whether the resolution wording is final, or can be modified post-discussion at the AGM, before a vote is taken. If the Proposer does not attend the AGM the wording shall not be amended.

The Office administration will, 14 days prior to meeting, post or email agenda and resolutions to Members addresses as per the database. The posted documents will make it clear that any correctly made amendments to the resolutions, submitted before the meeting, will only be displayed on the Club notice board and the Members' Section of the Club's website, providing the website is operational. They will not be posted or emailed out to members.

Amendments to resolutions must be signed by two members with full voting rights and submitted to the Office administration seven days prior to the AGM, who will then display them on the notice board and Members' Section of the Club's website, providing the website is operational. At least one of the two amendment signatories must attend the AGM.

At an AGM the Chairman, or failing that, his designate, shall preside. In the case of an equality of votes, he shall have a casting vote.

3.2 Extraordinary General Meeting (EGM) of the Club

Extraordinary General Meetings may be called by the Management Committee at any time and must take place within eight weeks of the receipt of a requisition to the Office administration. In the event that the requisition is from the members, it must be signed by at least 5% of the members with full voting rights. If a resolution is proposed, it must comply with the rules governing resolutions.

Notice of an Extraordinary General Meeting called under the provisions of this rule shall be given as in the case of the AGM and shall state the reason for calling. The rules for submission and notification of resolutions and amendments to resolutions are as those given in the case of the AGM.

At an EGM the Chairman, or failing that, his designate, shall preside. In the case of an equality of votes, he shall have a casting vote.

3.3 Quorum at AGM or EGM

Thirty members, with full voting rights, shall form a quorum at Annual or Extraordinary General Meetings.

3.4 Members Entitlement to Vote

Members' entitlement to vote is specified in Appendix 1 – Membership Categories.

4. ELECTIONS and APPOINTMENTS

4.1 Election of Honorary Officials

President. This is an honorary position that shall be elected at and take office from the AGM for a period of one year.

Vice-Presidents. These are honorary positions and not more than four vice-presidents shall be elected at and take office from the AGM for a period of one year.

Names for these honorary positions shall be approved by and put forward by the Management Committee.

4.2 Election of Officers

Chairman of the Club. The Club shall appoint a Chairman. This appointment will be determined by the vote of a majority of those members attending the AGM. He will take office from the AGM for three years and to hold the Chairmanship of the Management Committee. The Chairman cannot serve for more than two consecutive three-year terms, before standing down for a period of at least one year unless this standing down clause is amended at the appropriate AGM by a resolution proposed and passed by the attending Members.

Management Committee members. The Club shall appoint five additional Management Committee members to positions described in Section 2. These appointments will be determined by the vote of a majority of those members attending the AGM. They will take office from the AGM for three years. No Management Committee member can serve for more than two consecutive three-year terms in any Management Committee position, before standing down for a period of at least one year unless this standing down clause is amended at the appropriate AGM by a resolution proposed and passed by the attending Members.

Following elections to the Management Committee at the AGM, the Management Committee members can agree, at any time through the year, and subject to a majority vote of eligible Management Committee members, to change roles if they consider this is beneficial to the Club in that such changes make best use of the Management Committee members' skills and experience. The person elected as Chairman will remain in that position for the duration of his time on the Management Committee.

At least one member of the Management Committee, albeit Chairman or Committee Member, must stand down for re-election at each AGM.

Club Captain. The Club Captain and the Club Vice-Captain shall be elected annually at the AGM. The Club Vice-Captain nomination will be by the Golfing Committee, which will have selected the candidate from the two names put forward to them annually by a selection panel comprised of Past Club, Men and Lady Captains. If the Club Captain is a lady then she shall act as Lady Captain and represent the Ladies Section and the men shall select a Men's Captain, who shall be an officer of the Club, filling the place on relevant committees that are vacated by the Lady Captain.

The Club Captain's Year of Office will be from the date of the AGM when elected to the following AGM. Depending on the date of the AGM, election of the Club Vice-Captain by the Members at an AGM is taken as approval for the nominated Club Vice-Captain to succeed the Club Captain at the end of the Club Captain's Year of Office, subject to the vote by members at the AGM.

Men's Captain. The Men's Captain and the Men's Vice-Captain shall be elected annually at the Club AGM (not the Men's AGM). The Men's Captain and Men's Vice Captain shall be nominated by the Men's Committee according to the rules of selection as set by the Men's Section, (unless the Club Captain is a man).

Ladies Captain. The Ladies Captain and the Ladies Vice-Captain shall be elected annually at the Club AGM (not the Ladies AGM). The Ladies Captain and Ladies Vice Captain shall be nominated by the Ladies Committee according to the rules of selection as set by the Ladies Section, (unless the Club Captain is a lady).

At the end of the Term of Office, an Officer may offer himself for re-election providing he is eligible to do so according to these Rules. If an AGM does not coincide with the end of a Term of Office expressed in years, then the Officer shall continue to serve until the next AGM is held.

The name of a member nominated to serve as an Officer shall be sent in writing to the Office administration at least 21 (twenty-one) days before an AGM. A list of nominations shall be posted in the Clubhouse at least 14 (fourteen) days before the AGM. Any two Members with full voting rights may nominate a member to serve as an Officer where a vacancy has occurred, having first received the assent of such member. In the case of a ballot, two Returning Officers shall be appointed, neither of whom shall be eligible to stand for election. The candidates for each post/position receiving the most votes shall be declared elected. In the event of a tie, the Returning Officers will resolve the situation by lot.

4.3 Appointment of Employees

The Office administration shall be appointed by the Management Committee and report to the Chairman. The Management Committee shall have overall responsibility for all staff.

All staff appointments and their remuneration shall be subject to the approval of the Management Committee. The conduct of a member of staff shall in no instance be a matter of personal reprimand by a member, but any complaint shall be made in writing to the Office administration who shall report to the Management Committee.

Each member of staff shall receive a personal copy of the conditions of employment.

5. MEMBERSHIP

5.1 Membership Categories

The Management Committee are responsible for determining categories of membership; current categories are displayed in Appendix 1 of these Rules.

The Management Committee are responsible for determining the procedures required for New Members to be elected to, and join as, members of the Club. New candidates for any category of membership should complete the application form; along with a copy of their handicap certificate (if applicable) and post/bring it to the office administration.

Existing Members wishing to change their membership category should apply to the Office administration.

Information on charges, subscriptions and fees are displayed on the Club website (if operational) or are obtainable from the Club office.

5.2 Entrance Fees and Subscriptions

The Entrance Fees are determined by the Management Committee.

Subscription rates shall be determined by the Management Committee; any increase in subscriptions to be approved by Resolution at an AGM or EGM.

5.3 Payment of Entrance Fees and Annual Subscriptions

Upon the election of a candidate, note of election, together with a copy of the Club Rules, a "Welcome" pack and a request for payment of the Entrance fee (if applicable) and Subscription, shall be sent to the new Member. Payment of any Entrance fee and Subscription implies acceptance of the Club's Rules and Regulations. Members elected more than two months into the Subscription Year may be admitted at a reduced rate.

The new Member will provide the Office administration with details of any handicap that he may have from another Club.

Annual subscriptions are due and payable at a date as set down by the Club that date having been agreed by Members at an AGM or EGM. The due date is usually annual and may or may not coincide with the Club year. Any Member who has not paid the subscription in full by the due date will have a further 14 days to pay their full subscription. Thereafter, they will cease to be a Member and their Club card used for entry to the Clubhouse blocked. They shall have no further financial claim on the Club or its assets, and the fact displayed on the notice board. Re-admission will be at the discretion of the Management Committee, but not before all arrears have been paid.

The Management Committee shall be responsible for the marketing and promotion of any short-term membership schemes and offers, the terms of which new Members benefiting from such schemes or offers must abide by.

Applications for temporary membership suspension on medical or compassionate grounds will be assessed on an individual basis. All relevant circumstances will be considered sympathetically but no subscriptions will be refunded. If the application is successful, the annual subscription in a subsequent year may be reduced by an appropriate amount.

5.4 Change of Address

All notices required to be sent to a Member of the Club for any reason, including those defined by the Club Rules, shall be deemed to be properly sent to him, or her, by posting to his or her address which must have been given to the Club and contained in the Club database. It is the responsibility of the Member to advise the Office administration of any change of address.

5.5 Resignation

A Member intending to resign from the Club shall give notice in writing to the Office administration of his intention at least one month before the start of the next Subscription renewal period.

An ex-member may be re-admitted with or without payment of a full Entrance Fee at the discretion of the Management Committee.

5.6 Honorary Life Membership

On the recommendation of the Management Committee, an ordinary member may be elected a Life Member at an AGM or EGM of the Club for long and outstanding service to the Club and thereafter be entitled to all the privileges of membership without paying the annual subscription or any special payment for such Life Membership. A two-thirds majority of those present shall be necessary.

5.7 Disciplinary Proceedings

The Management Committee shall have the power to admonish, suspend membership rights and privileges of any Member for a period not exceeding 12 months on such terms and conditions they think fit which power, for the avoidance of doubt, shall include the power to suspend a Member's handicap, or to expel any Member whose conduct, whether within the Club premises or elsewhere, is in the opinion of the Management Committee, injurious to the good name of the Club or renders him unfit for membership of the Club.

No Member shall be suspended or expelled without first being summoned before the Management Committee and full opportunity given to the member to advance an explanation or defence, nor unless three quarters of the Management Committee then present shall vote for his suspension or expulsion. The Chairman of the Management Committee who hears the case shall not have a casting vote on this occasion.

The Management Committee shall have power to exclude the Member from the Clubhouse pending the hearing of the case against him.

A suspended Member including a Member whose handicap has been suspended, shall cease to have any of the privileges of membership, which for the avoidance of doubt shall include where appropriate, the right to vote at any general meeting of the Club, nor may they be nominated for or hold office whilst suspended, but they shall remain liable to pay all subscriptions, levies and other monies due from them.

If a Member who is suspended or subject to any other sanction (other than expulsion) accepts the verdict and sanction imposed by the Management Committee by so indicating at the hearing or

notifying the office in writing or by email, any suspension imposed shall begin forthwith. Otherwise, subject to the appeal provisions below, such suspension or other sanction shall take effect seven days after the Management Committee's decision has been sent by first class post or emailed to the Member, who shall be deemed to have received such post or email the day after its despatch.

A Member who is suspended or is subject to any other sanction, other than expulsion, shall have the right to an appeal by request delivered to the Office within seven days of deemed receipt by the Member of the Management Committee's decision, whereupon the Management Committee shall appoint a Review Body to hear such appeal, which shall comprise five full members of the Club of at least six years' continuous membership and include at least one Lady Member (or where the appellant is a lady, two Lady Members) and shall be chaired by a member of at least ten years' continuous membership who shall be entitled to vote. No member of the Review Body shall be a member of the Management Committee.

On delivery of the request, any suspension or other sanction, other than expulsion, imposed on the Member shall be postponed until the appeal has been heard and shall only take effect when the Review Body's decision is notified to the Member at the appeal hearing or by post or email in accordance with the above provisions.

The appeal shall be heard within fourteen days of delivery of the request to the Office.

The Review Body may in its sole discretion dismiss or allow the appeal in whole or in part and any suspension or other sanction previously imposed by the Management Committee may by its verdict be increased, reduced or cancelled, and may substitute any other sanction which would have been available to the Management Committee, other than expulsion.

The Review Body's decision shall be final and binding, and no further review or appeal shall be available. Such decision shall be communicated to the Member in the same manner as the Management Committee's decision, and to the Office which shall in turn inform the Club Captain and the Management Committee.

Members appearing before the Management Committee, Review Body or specially convened meeting shall be given the opportunity to make representations and to call evidence in his defence, and may be accompanied by a representative, who need not be another Member and who may address the Management Committee, Review Body or specially convened meeting on the Member's behalf.

The minutes of any meetings of the Management Committee or Review Body which concern or contain any reference to disciplinary proceedings shall be redacted by removal of the Member's name and any other information which might identify the Member but this provision shall only apply to the minutes of a specially convened meeting where the Member is reinstated.

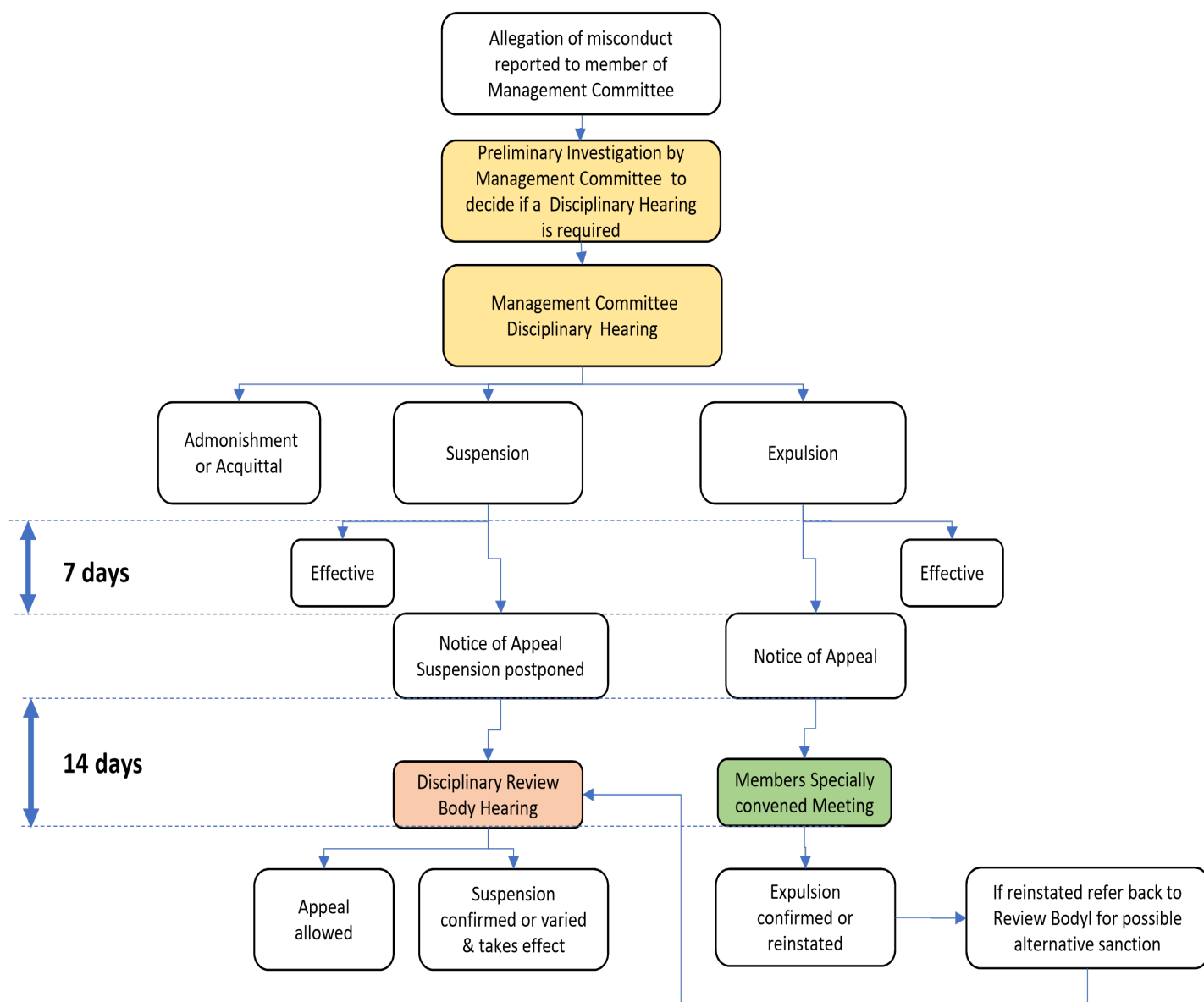
A meeting of a Review Body convened to address a disciplinary matter under these rules shall be deemed to be, in addition, a Committee for the purposes of applying CONGU regulations referring to "Suspension or Loss of Handicap".

A Member who is expelled shall have the right of appeal to the Members at a meeting specially convened by the Management Committee provided he claims such right in writing to the Office within seven days of the effective date of his expulsion. The meeting shall be convened within 14 days of the date on which the Member claims his right of appeal.

At the specially convened meeting a secret ballot of the Members present and entitled to vote shall be taken and if at least two thirds of such Members vote to allow the Member's appeal, his membership shall be reinstated immediately, but subject to review as set out below

A Member whose membership has been reinstated at a specially convened meeting may within fourteen days be summoned before a Review Body appointed by the Management Committee and constituted as above, which shall have full powers to impose any sanction available to the Management Committee other than expulsion and from which no further review or appeal shall be available.

Sherborne Golf Club – Disciplinary Proceedings Timeline



5.8 Membership Club Card

Every Member is given a Club Card that is a swipe card that allows entry through the main clubhouse door.

Use of the card for purchases entitles the Member to discounted rates (decided by the Management Committee) on food and beverages.

Refunds on outstanding deposits on Members cards are only available on resignation from the Club, or the death of the Member. The bar account balance of someone who ceases to be a member will be treated as a gift to the Club if not claimed within six months. The Club will advise the person of the account balance at the time of resignation. The Club will advise the account balance to the estate of a member who dies.

Any outstanding balances will be, in the first instance, off-set against outstanding debts to the Club.

6. USE of CLUBHOUSE and COURSE

6.1 Clubhouse – Opening and Closing hours

The Clubhouse shall be open daily throughout daylight hours and evenings. The Management Committee shall have the right to determine the opening and closing hours that are considered to be in the interests of the Club.

Catering facilities will normally be available between times displayed in the Bar area. The Management Committee shall have the right to determine the catering hours that are considered to be in the interests of the Club.

The Clubhouse will be closed on Christmas Day, Boxing Day and New Year's Day. The Management Committee shall have the right to close the Clubhouse on other days if closure is thought to be in the interests of the Club.

6.2 Club Bar

The Management of the Club Bar and the sale of intoxicating liquor shall be controlled by the Management Committee subject to Licensing regulations. Alcohol will not be provided to any persons under the age of 18.

The hours between which intoxicating liquor may be available shall be as the Management Committee determine and will be published in the Bar area.

6.3 Visitors and Guests

Subject to any restrictions, which may from time to time be imposed by the Management Committee, the following persons shall be entitled to admission to the Club premises to be supplied with and/or sold alcohol for consumption on the premises and shall for all purposes be treated as the guests of the Club and its members:

- Golfers on payment of the appropriate green fee and member's guests,
- Those taking table meals at the Club premises,
- Those attending any function organised at the Club.

Any Member with full voting rights may invite up to three guests to play the Course with him. The Member is responsible in all respects for the guests while they are on the Club premises.

Members may introduce Guests to the Clubhouse in accordance with the Club rules. The names and addresses of the Guests and the name of the Member introducing them must be entered in the Guest Book.

Visitors and Guests shall be required to conform to the Club standards of play, dress and etiquette, and to provide evidence of golfing ability. Any violation of these requirements will merit expulsion from the Course/Clubhouse without refund of the green fee.

A non-member may be introduced into the Clubhouse and to the Course up to a maximum of six visits in any one calendar year.

6.4 Dress

The dress code is in force throughout the Clubhouse and the Course, and shall be as determined by the Management Committee and displayed on the notice board.

From time to time, the Management Committee, Club Captain or Ladies (or Men's) Captain may request that Members representing the Club do so in suitable Club attire. Members should make every effort to adhere to any such request.

6.5 Dogs

Dogs must not be brought into the Clubhouse or taken onto the Course (except guide dogs used by visually handicapped persons).

6.6 Mobile Phones

Except in an emergency, mobile phones may not be used to make or receive calls on the course, outside the Clubhouse or in the Clubhouse lounge. Outside the Clubhouse includes the terrace, putting green and the area near the Pro Shop.

Players are encouraged to take their mobile phones onto the course for use in emergencies only. Phones must be switched off or on silent ring when on or near the course, or in the Clubhouse lounge.

The use of mobile phones to make or receive calls is permitted in the car park, in the locker rooms and in the hallway of the Clubhouse.

6.7 Practice and Academy Areas

The Practice and Academy areas are subject to the same rules and codes that apply to the Course. They are expressly for the use of teaching and golfing practice. The Professional and his staff have priority on the Practice areas for the purpose of giving tuition. Use of the Practice and Academy areas is subject to Health and Safety (H&S) legislation. It is the duty of any Member to acquaint themselves with this H&S legislation before using these areas. Copies of the current H&S laws and rules are available in the Office.

6.8 Enforcement

It will be the responsibility of the Office administration anywhere within the Clubhouse and on the Course and the Professional and Assistant Professionals anywhere on the Course to require compliance, by Members or visitors, with all Rules and Byelaws and to report all breaches to the Chairman, the Club Captain or the chairman of a relevant section or sub-committee.

7. GENERAL

7.1 Liability and Responsibility

The Club shall not be responsible for any damage, injury or loss caused by acts or omissions of any Member or visitor. Any such member or visitor shall indemnify the Club against any liability for such damage, injury or loss.

The Club shall not be responsible for any articles brought onto the Club premises by any member or visitor whether or not such articles are in a locked accommodation.

Health and Safety (H&S) matters are the responsibility of the Office administration and Course Manager. Members have a general responsibility for their own safety and the safety of other members, visitors and employees while using Club facilities. It is the duty of any Member to acquaint themselves with H&S legislation that applies to utilisation of Club facilities. Copies of the current H&S laws and rules are available in the Office.

Members should be aware that a public right of way (to the right of the 12th hole) and public highways are within the confines of area occupied by the course. Members should not play any shots that place someone using the path or roads at risk.

Even if the Club offers or includes insurance cover on an annual basis, it is in the best interests of members to make sure that for their activities at Club grounds and premises at all times, they have suitable insurance cover for themselves and for any third party liability.

All injuries sustained on the course, no matter how or how minor, should be reported to the Office administration, or the Pro Shop if the office is closed. 'Near misses' should also be recorded to the Office administration or in the Near-Miss / H&S Record books located in the Men's and Ladies locker rooms and the Pro Shop. An understanding of near-misses will help the Club management prevent more serious injuries.

7.2 Methods of Communication

Members are not entitled to give instructions to Club staff as to the nature or performance of their duties. Any such matters must be referred to the Management Committee or Office administration.

Any other unresolved complaints or instances of inappropriate behaviour should be reported to the Management Committee or Office administration.

The Management Committee and Golfing Committee welcome suggestions and comments from Members. These can be written in the suggestions book that is located in the main entrance hallway or they can be passed on via the Office administration.

There are a number of notice boards in the Clubhouse. Any Member without express authority to place a notice on any such board should seek permission from the Office administration.

A notice may be served by the Club using electronic communication to an address for the time being notified to the Club by the Members and if served in this manner shall be deemed to be given at the expiration of 48 hours after the time it was sent.

Periodically the Management Committee will update and publish policies as defined in Rule 2.4, which will be made available to members via the Club's website and be available to view in the Office.

7.3 Rule Amendments

These Rules may be added to, repealed or amended by resolution at any AGM or EGM, provided that no such resolution shall be deemed to have been passed, unless it is carried by a majority of at least two-thirds of the Members voting thereon.

Appendix 1

Membership Categories

Entrance Fees

Where shown in the membership category, an Entrance Fee determined by the Management Committee may apply. Any Entrance Fee shown will only become due on reaching the age of 35 when the amount payable will be based on the Entrance Fee that currently applies.

Membership Fees

The current Entrance fee and Membership fee can be obtained from the Office, and may be adjusted annually by the Management Committee.

CLUB MEMBERSHIPS

Full Membership (7 days) - Maximum establishment 700.

Available to all without discrimination.

- Entitled to play the Course at any time that it is officially open and to use all the Club facilities.
- All Union affiliation fees will be charged at the current rate.
- A Full Entrance Fee applies. At present this is set at £0.
- Full voting entitlement.

The Management Committee has previously allowed a strictly limited number of members to take up 10-year membership with full membership rights. This membership is not transferable, and pro rata refunds are only available on the death of the member.

5-Day Senior Membership - Maximum Establishment 30

Available to any existing member of 12 years standing who must be aged 75 or over when applying.

- Entitled to play the Course during the period from midnight Sundays to midnight on the following Friday and to use all the Club facilities.
- All Union affiliation fees will be charged at the current rate.
- Full voting entitlement.

5-Day members over the age of 85 on 1st March will receive a 20% discount on membership fees.

11 hole 5-day Senior Membership – Maximum Establishment 25

Available to any existing member of three years standing who must be aged 75 or over when applying.

- Entitled to play the first 11 holes of the Course during the period from midnight Sunday to midnight on the following Friday and to use all the Club facilities.
- All Union affiliation fees will be charged at the current rate.
- Full voting entitlement.

Long Distance Membership - Establishment unlimited

Available to any applicant or member living outside a 50-mile radius of the Club.

- Entitled to play the Course at any time that it is officially open and to use all the Club facilities.
- All Union affiliation fees will be charged at the current rate.
- The Entrance fee is set at 50% of Full Membership Entrance fee.
- An applicant must provide a home address and phone number, and proof of residency (such as a commodity bill).

- Full voting entitlement.

Overseas Membership - Establishment unlimited

Available to any applicant or member living overseas for part of the year.

- Entitled to play the Course for a maximum 6 months within the subscription period 1st March to the end February, at any time that it is officially open and to use all the Club facilities.
- Entitled to separate the maximum six months membership into two periods, with each period to be a full number of months.
- Entitled to switch to Flexi membership, without the need for any break in membership.
- All Union affiliation fees will be charged at the current rate.
- The Entrance fee is set 50% of the Full Membership Entrance Fee.
- Full voting entitlement.

Flexi Membership - Maximum Establishment 100

Available to all without discrimination. An applicant must not have been a member of the Club for at least one year. No further new members in this category after 1 August 2018.

- Entitled to play the Course at any time that it is officially open and to use all the Club facilities. Each time a Flexi Member plays, the applicable green fee must be paid; this fee applies to Club representational matches and reciprocal golf played on other courses.
- All Union affiliation fees will be charged at the current rate.
- A Full Entrance Fee applies. At present this is set at £0.
- Full voting entitlement.

PlayMoreGolf

Available to all without discrimination directly from <https://www.playmore.golf/>

- Entitled to play the Course at any time that it is officially open and to use all the Club facilities. Deduction of PlayMoreGolf points for 11 or 18 holes to be made through the Pro Shop at Sherborne Golf Club.
- Able to sign in up to three guests at member's guest rate green fee.
- Entitled to obtain a handicap, and play in Club competitions.
- Not able to represent the Club in matches nor use reciprocal clubs.
- All Union affiliation fees will be charged at the current rate and are payable direct to Sherborne Golf Club.
- Full voting entitlement.

PlayMoreGolf Corporate Membership

Available to registered business people without discrimination directly from <https://www.playmoregolf/>

- Entitled to play the Course at any time that it is officially open and to use all the Club facilities. Deduction of PlayMoreGolf points for 11 or 18 holes to be made through the Pro Shop at Sherborne Golf Club.
- Not able to represent the Club in matches nor use reciprocal clubs.
- All Union affiliation fees will be charged at the current rate and are payable direct to Sherborne Golf Club.
- Full voting entitlement.

The entry level for corporate membership is 500 points. More points can be purchased when joining, with the more points purchased giving greater benefits.

Non Playing Membership - Establishment unlimited – Maximum entitlement three years.

Available to all existing Members.

- The subscription includes an entitlement to play the Course four times at a reduced green fee rate within the subscription year and to use at any time all the Club facilities.
- No Entrance fee is payable.
- Not entitled to vote at AGM / EGM.

Intermediate Membership - Establishment Unlimited

Available to any applicant between and including the ages of 18 and 29 on the first day of the club subscription year.

- This category has entitlement to Full Membership.
- All Union affiliation fees will be charged at the current rate.
- The Membership fee increases gradually through this age range.
- No Entrance fee is payable.
- Full voting entitlement.

Junior Membership - Establishment Unlimited

Available to any applicant aged less than 18 years on the first day of the Club subscription year.

- Entitlement is of Full Membership without voting rights.
- No Entrance fee is payable.
- All Union affiliation fees will be charged at the current rate.
- Not entitled to attend or vote at AGM / EGM.
- May not sign in guests

Junior Membership Under 14 (Parent) – Establishment Unlimited

Available to any applicant aged less than 14 years on the first day of the Club subscription year whose parent, grandparent or guardian is currently a full or 5 day member of Sherborne Golf Club.

- Entitlement is of Full Membership without voting rights.
- No Entrance fee is payable.
- All Union affiliation fees will be charged at the current rate.
- Not entitled to attend or vote at AGM / EGM.
- May not sign in guests

Family Academy Membership – Establishment Unlimited?

Family Academy Annual Membership is available to the following:

- Family access to clubhouse with membership discounts
- Free membership for any children under 11 who are on the Academy training
- No entrance fee payable
- Not entitled to attend or vote at AGM/EGM.
- May not sign in guests

Student Membership - Establishment Unlimited

Available to any applicant aged over 18 and less than 25 years on the first day of the club subscription year and in full-time education.

- Entitled to play the course and use the Club facilities only during the Christmas/New Year, Easter and Summer college holidays.
- No Entrance fee is payable.
- All Union affiliation fees will be charged at the current rate.
- May not sign in guests.
- Evidence of full time education must be provided.
- Not entitled to attend or vote at AGM / EGM.

Evening Associate Membership - Establishment Unlimited

Available to all without discrimination. An applicant must not have been a member of the Club for at least one year.

- Entitled to use the course after 4pm every day of the week.
- No entrance fee is payable.
- All Union affiliation fees will be charged at the current rate.
- Must pay the current guest-rate green fee if commence play before 4pm.
- Entitled to obtain a handicap, and play in competitions and teams. A green fee will apply if tee-off before 4pm.
- Not entitled to attend or vote at AGM or EGM.

Social Membership

To be eligible, applicants must be proposed by a Full Member.

- Entitled to use the Clubhouse facilities and to attend Club social functions.
- Can take out Academy Membership on payment of an additional fee.
- Not entitled to vote or attend AGM / EGM

Academy Membership

Available to Social Members, or non-members having a course of lessons with the Club Professional(s).

- Social Members can use the Practice Ground, but not the course, and receive a special laminated bag label.
- Those having a minimum six lessons receive a swipe card and a special laminated bag label for the appropriate subscription year, but not a bag tag.
- Those having lessons can use the Practice Ground and Clubhouse, but not the course unless part of a lesson.
- Not entitled to vote or attend AGM / EGM.

Discretionary Social

Management Committee approve nominations for this category and evaluate reasons for it (cannot be applied for). The category is for past members of long-standing or who have contributed to the Club in outstanding way but are no longer members.

- No subscription applicable.
- Membership is annually renewable by Management Committee.
- Rights as for Social Membership.

Honorary Membership

Honorary Membership must first be approved by the Management Committee and agreed at an AGM/EGM by the members.

- Entitlement is of Full Membership.
- Available to members.
- All Union affiliation fees will be charged at the current rate.
- Full voting entitlement.

Staff Membership

Providing for the use of the course and clubhouse facilities without a membership fee. Available to full-time members of staff.

- Entitled to full membership without voting rights and subject to the restrictions agreed and ratified by the Management Committee (June 2019) and detailed in the Employee Handbook.
- Cannot attend AGM/EGM without permission from the Management Committee.
- All Union affiliation fees will be charged at the current rate.

Military Personnel Flexi Membership

Available to full-time members of the UK Armed Forces.

- Entitlement is of full membership with voting rights.
- The Club will refund unused subscription months for serving members of armed forces who are posted away from the Sherborne area for periods of more than 31 days. Alternatively the period away from membership can be deducted from the following year's subscription.
- All Union affiliation fees will be charged at the current rate.
- Not available to anyone who has been a member of the Club in the previous 12 months.
- Proof of current military service shall be produced.
- Full voting entitlement.

Corporate Membership

For registered business people

Corporate 5 day

1 x 4 ball per weekday (Monday to Friday)

1 x 4 ball per week (Monday to Friday)

Corporate Flexi – Individual rounds purchased in bundles.

- Not entitled to attend or vote at AGM/EGM.

Members' Guests

Any full member may invite up to 3 guests to play the Course with him/her for the appropriate fee.

The member is responsible in all respects for the guests while they are on the Club premises.

(The same guest cannot be signed in to play the course more than six times in any subscription year)

Temporary Membership (Green Fees).

Available on payment of the current temporary membership green fee.

Entitled to play the Course and to use all the Club facilities on that day / week-end.