

THE MONMOUTHSHIRE GOLF CLUB

Established 1892

TELEPHONE

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RULES AND REGULATIONS

April 2018

RULES

1. The object of the Club is to provide facilities for and to promote participation of the whole community in the amateur sport of golf. The Club shall be called "THE MONMOUTHSHIRE GOLF CLUB" and its property vested in such Trustees as shall be nominated from time to time at Annual or Special General Meetings.

2. Management

(a) MANAGEMENT COMMITTEE

The Management of the Club shall be vested in a Management Committee consisting of the Club Chairman, Captain, Vice Captain, Treasurer, Ladies' Captain, Green Chairman, House Chairman, and Handicap Chairman. The General Manager sits on the Committee in a non voting capacity.

The Club Chairman, Treasurer, Green Chairman, House Chairman and Handicap Chairman shall normally serve three years. However, on occasions, e.g. death, resignation or election to office of serving Committee Members, it may be necessary for elected candidates to serve for less than three years. The Members serving three years are, upon retirement eligible for re-election for one further three year term and thereafter are not eligible for further election until one year has elapsed. If there are insufficient Candidates for election, a retiring Committee Member can stand for a further year.

Candidates for election to the Committee who shall have been Full Members of the Club for a minimum of two years, including retiring members thereof, must be nominated by a Proposer and Seconder who also shall have been Full Members of the Club for a minimum of two years.

Written notice of such nominations, signed by the Proposer and Seconder, together with a declaration signed by the Candidate indicating his/her willingness to serve if elected, must be sent to the General Manager fourteen clear days before the date of the Annual General Meeting and posted on the Club notice board. Voting shall be by ballot box which will be available from the Thursday prior to the Annual General Meeting at specified times notified by the General Manager until 7.00 pm on the Wednesday night before the Annual General Meeting.

The ballot box will be opened by the Captain and General Manager in the presence of two scrutineers appointed by the Management Committee. The votes will then be counted.

The Committee may fill any vacancies occurring during the year until the next Annual General Meeting. Members elected to fill vacancies shall serve for the duration of office of the retiring members.

At a Management Committee meeting no minute previously agreed can be rescinded without there being 2/3rds of the total Committee voting in favour. Any Member of the Committee wishing to include on the Agenda the rescinding of a minute must give one month's notice in writing and include the name of the Seconder from the Committee.

Any Member of the Committee not attending Meetings for three consecutive months shall cease to be a Member unless otherwise resolved by the Committee.

At the Management Committee Meetings five members shall form a quorum.

The Committee will meet monthly or as required.

(b) OFFICIALS

The President and Vice-Presidents of the Club shall be elected at Annual General Meetings for the ensuing year and shall be eligible for re-election. The Treasurer's position will qualify for an

honorarium at the discretion of the Management Committee.

The Captain and Vice-Captain, who shall be approved and nominated by the Management Committee and elected at each Annual General Meeting, shall not serve for more than two consecutive years in either capacity. The Chairman shall preside at all Management Committee Meetings at which he is present.

Should a vacancy occur amongst the officials of the Club for whatever reason the Committee shall be empowered to take appropriate action to fill the vacancy until the next Annual General Meeting.

The General Manager shall:-

- (i) manage the day to day running of the Golf Club and those employed by the Club by virtue of the authority vested in them by the Management Committee.
- (ii) keep records of all business transacted at Annual or Special General Meetings and at Committee Meetings.
- (iii) give at least fourteen days' notice of Management Meetings and notice of all Committee Meetings when possible.
- (iv) notify all new members of their election and furnish them with a copy of the Club's Rules.
- (v) keep records of all Matches and Competitions and issue all notices respecting them.
- (vi) perform such duties as the Committee shall from time to time nominate.
- (vii) receive subscriptions, entrance fees, locker fees or any other amounts payable and forward them to the Club's Bankers. In suitable cases the General Manager may delegate his/her authority.

THE TREASURER

shall ensure that cheques are signed by any two of three signatures from the Club Chairman, the General Manager and the Treasurer and also be responsible for the preparation of the Annual Budget.

- (i) submit all accounts to the Management Committee
- (ii) at the close of the financial year, prepare a statement of accounts to be audited by the Accountant, and make copies available to Members at least fourteen days before the Annual General Meeting.

(c) SUB COMMITTEES

The Green Committee shall be responsible for the upkeep of the course and the gardens and to comprise of the elected Chairman, the Head Greenkeeper together with any other Members invited by the Chairman.

The House and Social Committee shall be responsible for the upkeep of the Club House and its appointments, the upkeep of the drive, car park and buildings close to the Club House and for the Club social programme and supervision of all social activities. It will comprise of the elected Chairman, General Manager, Steward and Ladies' Captain together with any other Members invited by the Chairman.

The Handicap Committee shall determine, adjust, and have posted in the Club House, handicaps of all Members. They shall control all competitions. On competition days, any Member of this Sub-Committee may provisionally adjust handicaps. The Handicap Committee will be responsible for the Club fixtures each year and will comprise of the Chairman, Club Vice Captain, Ladies' Handicap Secretary and Junior Organiser together with any other Members invited by the Chairman.

No expenditure in excess of £500 shall be incurred by any Sub-Committee unless authorised by the General Committee.

Each Committee shall have the power to co-opt any Member of the Club onto its Committee.

The Captain, Vice Captain and Immediate Past Captain may attend all Sub-Committees if they so

wish.

(d) **LADIES' COMMITTEE**

For the purpose of managing the Ladies' Competitions, Meetings, Handicaps and other matters affecting Ladies only, there shall be a Ladies' Committee consisting of the Ladies' Captain, Ladies' Vice-Captain, Ladies' Secretary, Ladies' Treasurer and Ladies' Competitions Secretary (all of whom shall be ex-officio Members of the Committee) and seven Lady Members. Two of the latter shall retire annually, in rotation, and shall not be eligible for re-election for one year.

Vacancies on the Committee shall be filled by election by ballot at the Annual Meeting of Ladies, to be held in the month of March each year.

Nominations for vacancies on the Committee must be posted on the Ladies' Notice Board fourteen clear days before the Annual Meeting of Ladies.

At Ladies' Committee Meetings seven shall form a quorum. The General Manager of the Club shall be an ex-officio Member of the Ladies' Committee.?

Whether at Annual or Special Meetings or at Committee Meetings, anything resolved by the Ladies which relates to the general interest of the Club shall be subject to the approval of the General Committee.

3. **General Meetings**

The ANNUAL GENERAL MEETING will be held at 7.30 pm in the Club House or any such meeting place as the Management Committee may deem necessary, on the last Thursday of March in each year. An audited statement of accounts will be available in the Club House fourteen days prior to the date of the meeting.

Notices of Motion for discussion at the Annual General Meeting must be received by the General Manager 14 days prior to the meeting and posted on the Club Notice Board.

SPECIAL GENERAL MEETINGS may be called by the Management Committee. Alternatively, by the General Manager on a requisition either to the Club Chairman, Captain or to the General Manager, signed by at least twenty five (25) members of the Club, stating precisely the purpose for which the meeting is to be called and the resolutions to be proposed.

Special General Meetings will be notified to Members by mail and a Notice posted on the Club Notice Board with advertisements in the local press at least fourteen days prior to the date of the proposed meeting. Copies of the Agenda will be available in the Club House.

A Quorum for Annual General Meetings and Special General Meetings shall be **10% of the** voting members.

No Rule of the Club shall be repealed or altered, save by the agreement of 2/3rds of the Members present and voting at any General or Special General Meeting.

No Rule shall be made, save by a majority of the Members present and voting at any General or Special Meeting

4. (a) **Borrowing Powers**

The Management Committee, on behalf of the Club, may borrow an amount of money (either at one time or from time to time) at the rate of interest, in the form and manner and upon the security specified by a lender.

The trustees may at the direction of the Committee make any disposition of the club property or any part of it and enter into any agreement in relation to the club property as the committee thinks proper to give security for the loan and interest.

Every member of the club, whether he votes on a resolution authorising borrowing or not, and everyone becoming a member of the club after the passing of such resolution, is deemed to have assented to the resolution as if he had voted in favour of it.

Until any resolution is passed that supersedes this power, the Management Committee, on behalf of the Club, may borrow up to 50% of the annual income of the Club.

(b) Surplus/Profit Distribution

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

5. Dissolution Procedures

Upon the dissolution of the Club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the Golf Union of Wales, as the sports governing body in Wales, for use by them in related community sports.

6. Election of Members

Membership of the Club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as necessary consequence of the requirements of golf. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis.

(a) LIFE MEMBERS shall be elected by Members of the Club at Management Meetings by virtue of signal service rendered to the club. Life Members shall not pay entrance fee or subscriptions and shall be entitled to all the privileges and rights possessed by the Members of the Club.

(b) HONORARY MEMBERS may be elected for a period of twelve months at any General Meeting of Members or by the Management Committee. They shall be eligible for re-election each year. Honorary Members will be not entitled to the privileges and rights of a Club Member apart from playing golf.

HONORARY VISITORS

The Presidents, Vice Presidents, Council Members and Secretaries of the Golfing Unions; the Captains, Immediate Past Captains, Ladies' Captains and Secretaries of all Golf Clubs; the holders of the National Amateur Championships and Members of the International Teams (men and women) shall, by virtue and during the period of their official positions, be granted the facilities of the Club without payment.

(c) MEMBERS

(i) A candidate may be proposed for any category of Membership in writing to the General Manager giving name, address, occupation and any other relevant information which will be submitted to the Management Committee for approval.

(ii) Election to membership shall be advised by the General Manager to the Candidate at whatever time is appropriate to fill a vacancy which has occurred in the Club Membership. The notification will include details of Class of Membership and fees/subscriptions due. Acceptance of membership accompanied by the appropriate

fees/subscriptions must be received within one calendar month of the date of notification, otherwise the election may be declared void. A candidate for election to membership whose application is refused may appeal in line with the provision of 6c (vi).

(iii) Resignation of Members must be notified to the Managing Secretary in writing before renewal date. Failure to do so admits liability for the next year's subscriptions.

(vi) Refusal, Expulsion or Suspension of Members

The Committee may refuse membership, or remove or suspend it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Such refusal, removal or suspension must be notified in writing to the member or applicant who can appeal to the Committee within one month after the date on which the member or applicant was notified.

The member or applicant whose refusal, expulsion or suspension is under consideration shall have the right to offer an explanation to the Committee of his conduct either orally or in writing and to call any witnesses before the Committee. If no such explanation is offered or if offered is not accepted by the Committee, the Committee shall have power to refuse, expel or suspend such member or applicant. If expelled he or she shall forthwith cease to be a member of the club. At the Committee Meeting voting shall be by secret ballot. If any explanation offered is deemed by the Committee to be unsatisfactory the member or applicant concerned shall be so notified and shall have the right to apply within seven days of receipt of such notification to have the matter considered by the club in general meeting. If such right is exercised a general meeting of the club shall be convened without delay and at such general meeting the member concerned shall have the right to offer an explanation of his conduct either orally or in writing and to call witnesses, but not to be represented legally or otherwise by a third party. Thereafter, the matter shall be put to the vote at such general meeting and if two-thirds of the members present and entitled to vote and voting shall vote for expulsion or suspension, if expelled he or she shall thereupon cease to be a member of the club. Voting at such meeting shall be by secret ballot. The Committee shall have the power to exclude such member from the club premises until the case has been finally decided. Any member expelled from the club shall upon ceasing to be a member forfeit all right to and claim upon the club and its property and funds.

(v) The Management Committee has the right to discipline Members for breaches of the Club Rules and conduct contrary to acceptable behaviour.

Please refer to the Disciplinary Codes and Procedure Policy Appendix 1.

(vi) Members will have access to Wi-Fi but must be aware of the rules governing its use. See Appendix II.

(vii) Social Media Policy See Appendix III

(d) **CLASSES OF MEMBERSHIP, SUBSCRIPTIONS AND FEES**

Class A1: Gentleman Full Playing

Class B2: Gentleman Senior Veteran

Class J1: Lady Full Play

Class B3: 9 Hole Senior Category

Class K2: Lady Senior Veteran

Class F1: Youth

B2: Senior Veterans may be transferred to this class provided they are 75 on 1 April and provided they have been Full Playing members for a minimum of 20 consecutive years.

Senior Veterans to pay 70% of the Full Playing Subscription.
Members in the above classes are eligible to hold office in the Club
and to vote at Annual and Special General Meetings.

B3: 9 Hole Senior Category: Any member currently in Senior Veteran Category
and members who have reached the age of **75** are eligible to transfer. The
subscription will be 50% of the Full Playing Category.

This will be available to existing members who either have a medical condition or
circumstances which prevents them from being a full playing member and will be at
the discretion of the General Manager and Treasurer.

Class A2: Country Gentleman

Class J2: Country Lady

Country Membership is restricted to persons residing beyond a distance of thirty miles
(as the crow flies) and being Full Playing Members of another affiliated Golf Club.
Country Members are not allowed to play in Board competitions or for a Club Cup or
Trophy other than the Family Pairs but able to play in Monthly Medals and Monthly
Stablefords. They will not be entitled to the rights of Full Playing members.

Country Members to pay half the Full Playing Subscription.

Class C1: Gent Non-Playing

Class L1: Lady Non-Playing

Restricted to persons having ten years full Membership in the Club. Such members
will retain the rights and privileges of Full Playing members except that of playing
golf.

Class D2: Gent Social Special

Class M2: Lady Social Special

Social Special Classes are restricted to the spouse of a Full Playing Member.

Class D1: Gent Social

Class M1: Lady Social

Social Members will not be entitled to the rights and privileges of full playing
members.

Class F1: Young persons over 18 years of age and below the age of 25 at the 1st
April.

Young persons 26 years of age on 1 April to pay £100 more than F1

Young persons 27 years of age on 1 April to pay £200 more than F1

Young persons 28 years of age on 1 April to pay £300 more than F1

Young persons 29 years of age on 1 April to pay £400 more than F1

Class F2: Juniors 8 years and under 18 years of age on 1st April of the current
year.

Class G: New Taster Membership

This is open to applicants who have never been a member of a Golf
Club before. It is for a 12 months only. They will have no voting

rights or be able to play in Board Competitions.

Class G2: New 9 Hole Taster Membership

This is open to applicants who have never been a member of a Golf Club before and who have participated in the taster sessions. It is for a 12 month period only.

Class H: New Flexible Membership

This will allow golfers to play 20 rounds of golf at any time of year and on any day. There will be no restrictions other than not being able to play in Board Competitions.

Class I: New Introductory Membership

£500 for the first year only

This will not be available to any person who has been a member in the previous 5 years.

Class J: Corporate Membership

This will be negotiable and dependent on the Company's requirements.

Notes:

1. Young Persons under 18 are not permitted to purchase alcohol.
2. Members in Classes D1, D2, M1, M2, and F2 will not be able to hold office in the Club and Social members will be allowed to vote.
Social numbers will be limited according to the rules of CASC.
3. Each Member is responsible for ensuring that his or her Membership Classification is correct in accordance with the Club Rules and that payment of the correct subscription is made.
Application for transfer from one class to another must be made in writing to the General Manager.
4. **Disability:** Due to disability, some members and visitors may not be able to play golf without the use of a ride-on buggy. Please refer to Golf Club Buggy Safety Policy Appendix IV.
5. Current and Potential members who are unable to afford the full cost of playing membership should apply to the Club to be considered for a membership support package. The applicant must be able to demonstrate that the full cost of playing membership would not be affordable to them and they may be subject to a means test.

(e) The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. Subscriptions shall be reviewed annually by the Management Committee who have the authority to increase the annual subscription of the classes A1, C1, L1, D1, D2, J1, M1, M2, F1 and F2 by up to and including 10%. Entrance and other fees shall be reviewed and fixed annually by the Management Committee.

The date on which subscriptions fall due and the methods by which payment can be made shall be decided by the Management Committee.

The cost to members availing themselves of the two instalment payment method will be 3% of the balance of the current subscription.

All payments shall be made by cheque, cash, debit card, bank transfer or on line.

A Member whose subscription remains unpaid shall not be eligible to exercise any rights or privileges of Club Membership, including the use of the course or clubhouse until full payment of subscription is received.

A Member, whose subscription remains unpaid will be notified that membership has been terminated.

Members elected to Membership after the commencement of the subscription year shall be eligible to pay reduced pro-rata subscription for that year.

The Management Committee may waive or repay any fee or subscription or any part thereof as they may decide.

(f) Locker fees will be as fixed by the Committee. They include insurance of the contents to the value of £300.

(g) The Management Committee will determine annually the amount of bar levy payable each year with subscriptions. The sum of £50 will be considered the maximum unless agreed otherwise at a General or Special Meeting.

7. Visitors

Visitors wishing to play on the Course may do so on payment to the Professional of the Green Fee current at the time and sign the Green Fee Book. Such a Visitor must be a Member of another Golf Club and must be able to verify so if requested.

Full playing members wishing to bring visitors to the Club may obtain a reduced green fee for those visitors providing they comply with conditions of Rule 7 para 1. The Member may obtain a reduced green fee for a maximum of three (3) visitors at any one time and must play with the visitors as one group. Visitors may play on a reduced green fee no more than six (6) times in any calendar year.

Members of visiting societies do not qualify for Members Guest status unless agreed by the Management Committee

8. Hours of Opening and Closing and Sales of Intoxicants

The Club Premises shall be available for the use of Members and Visitors at times specified by the Management Committee.

The permitted hours for the sale of intoxicants shall be such as may from time to time be determined by the Management Committee in accordance with the provisions of the Licensing Act 2003.

9. Complaints or Suggestions to be made in Writing

Complaints or suggestions must be made in writing to the General Manager. The conduct of a Club employee shall not be made the subject of a personal reprimand by a member. All such complaints shall be made in writing to the General Manager.

10. Handicaps

Any Member whose handicap at any other Club is less than his/her handicap at this Club must inform the General Manager or a Member of the Handicap Committee before taking part in any Competition; otherwise he/she renders himself liable to disqualification.

A new Member, who is handicapped elsewhere, shall on joining the Club, inform the General Manager of his handicap.

11. Rules of the Game

The Rules of the Game of Golf shall be those adopted from time to time by the Royal and Ancient Golf Club of St Andrews, subject only to such additions as the Management Committee may consider necessary to meet the requirements of the Course.

12. Dogs on the Course

Dogs are not allowed in the Club House.

Dog owners will be allowed to take their dogs on the Course, provided that they are kept on a lead and the owner be personally responsible for clearing up any excreta, left by his or her dog, at the time and whilst on the Course. Owners would be warned that any dog misbehaving in this way, the Owner would be reported to the Committee and duly dealt with in the same manner as for any other

offence on the Golf Course.

13. Any question not provided for in these Rules shall be referred to the Management Committee whose decision shall be final.