

#### WELCOME TO NEW MEMBERS

Thank you for joining Ormonde Fields Golf Club. We pride ourselves on being a friendly welcoming Golf Club if you are unsure about anything. particularly in the first few weeks of your membership there are plenty of willing people to help. Please ask and we are sure you will receive the right advice.

Our first recommended point of contact is our Secretary Roger Skinner Committee Secretary who is happy to give new members an introduction to the club, its layout and how it functions. If you would like to avail yourself of Roger's invitation, please contact him at the Club or by telephone 01773 768303. Richard in the shop will also be happy to answer questions.

Ormonde Fields is a members Club, we have been running the Club since 2017. It however, has a history going back many years. Originally a 9-hole course it was excavated by the Coal Board for opencast mining before being reclaimed and developed as an 18-hole Golf Course. In the late 1990's the course was remodelled to the present design. The Club is currently run by a small Board of Directors on behalf of the membership. We operate as a Limited Company to protect members interest and to ensure there is continued engagement with the membership.



# **QUICK FACTS**

We use BRS Golf to book Tee times via the App or online website. This links into the "How Did I Do" website. You can wander around the changing rooms, read the notice boards, and use the Club House. Pay to enter competitions, win vouchers, and enjoy social golf. Need to know anything more read on.

#### On joining you will have received.

- A club bag badge with sticker for the appropriate year, please display this on your golf bag. A club diary which includes rules, details of Officers and Committees and fixture list. A CDH number. A club number which you can use to register on the computer system.
- County Card. Membership of the Club and payment of the appropriate Union fee's entitles the member to a Derbyshire Union Card. The Card when presented at participating clubs entitles the member to a discount on the green fee, this is not just in Derbyshire but is a national scheme. Discounts and clubs participating vary so please check when you book. Cards are issued from April and may be obtained from the Secretary, Roger. The Club may have reciprocal arrangements with other clubs for discounted rounds, for the latest offers please ask in the Shop.



## The Club Layout

## i. The Pro Shop.

The shop is run by Richard White who is the face most people will meet at the Club. Richard runs the shop as his own business and contracts other services to the Club. If you need to know anything, please speak to Richard. His shop sells a range of merchandise, golf equipment and refreshments for the course. The shop hours vary seasonally and on competition days.

Within the shop area is a small office where Emma our admin/bookkeeper works part time managing the day to day business of the club. Richard and Emma also manage the membership and finances of the Club including the finance for golf membership packages we offer.

ii. Changing Rooms.

There are both Gents and Ladies Locker rooms. Entry to the men's locker room is by the Committee Office. It has toilets, changing areas and an upstairs shower facility. The lockers are available to rent, there is often a waiting list and if you are considering a locker please speak to Richard. A code may be needed to enter the locker room particularly outside normal golfing hours. The ladies locker room is accessed by a key code, it similarly has changing areas, toilets and shower facilities.

The men's locker room is the location of the computer terminal in the far-left corner, as well as the notice boards for competitions, seniors' sections, handicap notifications and a handy guide on how to fill in and score competitions. Please read this particularly if you are new to scoring.

## iii. Committee Office.

The Office is used by the Committee Secretary Roger Skinner and the Handicap Committee. Roger is available to assist new members and is happy to arrange to meet and give tours and guidance on membership.

## iv. Club House

The club house is currently franchised by the course owner and run by Kellie and her staff. Members mainly use the golfers bar but there is also a larger function room and dining area which is used for weddings, society meals, functions etc. The clubhouse provides light refreshments beverages, alcohol, and meals to members and visitors. They cater for club events and visiting societies, please speak to Kellie. There is a hallway house on the course that is sometimes used to provide catering. A carvery is served on Sundays and is very popular. Please use the facilities provided to support the clubhouse. If you have any special requirements, please speak to Kellie or her staff.

v. New 2019. Club Academy & Teaching Studio. Lessons and a whole lot more. Current Professional Lee Sheldon offers lessons and the opportunity to play any course with state-of-the-art digital equipment.

vi. Putting Green. A small putting green is behind the smaller car park, access is via a small path.

vii. Practice Ground. The practice ground is accessed by walking past the first tee. A practice chipping green and bunker as well as a driving area is available. Bring and collect your own balls.

viii. Greenkeepers area. The area is for storing machinery and equipment., it is OOB to members for H&S reasons. Remember to take care out on the course and look out for the greenkeeping staff, they have priority when working. A polite reminder, members are not allowed to direct greenkeeping staff, any suggestions ideas or problems can be raised through the Greens Committee, using the suggestion book in the clubhouse, or talking to a member of the Committee.



## Dress Code.

The Club has a dress code both on and off the course. On the course golfing attire is required, for guidance consult the current display or consult the shop. In the clubhouse the rules are golfing attire, no spikes or trainers, or a smart casual appearance no jeans or sporting attire, hats should be removed indoors.

#### Handicaps.

Handicaps are maintained by the Club Handicap Committee for its members in line with CONGU guidelines. The Handicap Committee has a small office adjacent to the changing rooms. Mr Charles Sindall is Chair of the Handicap Committee. He or any member of the Committee will be happy to advise.

i. If you are already a golfer and have an active handicap from another Club this can be transferred to Ormonde Fields.

ii. I do not have a handicap. When you join the Club, the Handicap Committee will allocate you a CDH number which you will keep throughout your golfing career. This is allocated by England Golf and is recognised by all Golf Clubs to identify you. You will need to register with England Golf, they will send details and a bank card with your details. To obtain your handicap you will need to complete 3 scoring rounds which will be assessed to allocate your initial handicap. Firstly arrange to play with a member, this may be in one of the weekly competitions or with a member on a casual round. Play 3 times and score all strokes, the card should be completed by the member and then signed by you. When you have collected 3 signed cards mark them "for handicap" at the top of the card, include your name and club number. Either then hand them to the Handicap Committee or deposit them in the card box which is in the changing rooms next to the computer terminal. Ladies should leave them in the ladies locker room in the box provided. You will then be issued with a handicap.

Every year you will need to complete a minimum of 3 qualifying rounds to retain your handicap. An active handicap is required to play in competitions at the club, play in club events such as seniors or friendlies or to play at other courses in competition.

iii. Handicap Certificate. If you play at other clubs, they may require a handicap certificate. This can now be printed directly from your "How Did I Do" account online, or obtained either by asking the Handicap Committee, from the Secretary or by using the computer terminal to put in a request. Certificates can be collected from the pigeonholes in the changing rooms situated by the stairs.

iv. Changes to Handicaps. Playing in club competitions (Qualifying Competitions) or playing similar at other courses may mean your handicap is adjusted. Play well, your handicap will be reduced. Not doing so well may mean you may get a small % back which gradually raises your handicap. The Handicap Committee use the computer system to collect results and modify handicaps in line with strict rules. (CONGU). From November 2020 we will use the universal handicapping system which will look at and manage handicaps in a very different

way.

Your handicap allocates you to one of 4 divisions, these are displayed on the handicap notices. Many competitions award separate divisional prizes. When returning scorecards please ensure you place it in the correct slot in the box.

#### **Playing the Course**

Please always book a tee time to enter your name so we are aware you are playing.

Read the Health and Safety Information, which is available, particularly if you are using a buggy. Be aware of emergency procedures. An AED is available in the Clubhouse

Read the Local Rules and the rules of Competition if you are entering one.

You must be insured to play. Ensure you are insured for any liabilities that might happen whilst you are playing the course or using the club's equipment.

Observe the rules of golf and etiquette. Avoid slow play. If you are new to club golf and are unsure of the rules you can ask fellow players, consult the available books of rules or look at the myriad of on-line information, particularly that on the R&A or England golf websites.

Always start from the first tee unless permission is granted to use an alternative tee.

#### Buggies

Golf buggies are available to hire from the Pro Shop at reasonable rates. You may also use a personal ride on buggy when conditions allow. Please read the Health & Safety information regarding buggies. If you return a buggy after hours, please park it in the designated area and return the keys to the Pro shop drop off point.

#### Booking in & The Computer System

The Club use Club Systems and its BRS software for tee bookings at the Club. This also amalgamates with the "How Did I Do" website.

Using the link from the Club website you can access the BRS Booking System. When you join the Club Richard will set up the BRS log in and provide the password for your account, you can change this within the site. The "How Did I Do "website is a separate site which links to the Club but is not managed by them and to use this please create an account. There are also Apps available for smart phones for both BRS and How Did I Do. Any issues please see Richard in the shop.

The BRS system is the principal site for making any golf booking.

On these sites you will also be able to see results of competitions, monitor your handicap, receive notifications from the Club as well as other information.

The Changing Room Terminal. This can also be used for making tee bookings if the shop is closed. The primary function of the terminal is to record competition entry and enter scores. If you enter a club competition in the pro shop you should then use the terminal to enter the competition before you go onto the course. Following

the completion of your round enter your scores into the terminal, check its correct. The signed scorecard should then be put in the correct divisional slot in the card box. It is very important to both enter and record your results at the terminal as this greatly assists the Handicap Committee as well as it being a requirement of the competition.

#### Competitions

Ormonde Fields is a Club that enjoys a lot of Competitions. Every Saturday, Sunday and Wednesday there is some form of Competition for members to enter. These are off different format, medal and stableford, singles pairs and teams. A full list of dates and type of competition is listed in the club diary. The competitions are organised by the Handicap Committee. Generally most members will enter the competition of the day, but you can choose not to enter should you not wish. However you will be expected to follow the competition format of the day.

i. Booking in, entering a competition. For weekend competitions bookings become available 2 weeks before the date. The computer system becomes live at 6.30 am. To book a tee time choose the day, look for a vacant tee time and enter your name from the members list. A member may only enter up to 4 names. If later, you cannot play use the same process to remove your name. E mails are sent to your registered account confirming the booking.

ii. Open Competitions. The Club runs a number of Open Competitions. Bookings for these are taken in the Pro Shop where an entry sheet is kept. The dates of these vary and are listed in the club diary.

iii. Knockout Competitions. The Club runs a number of knockout competitions during the season. Entries are taken by the Pro Shop in the early season and a draw is made and displayed on the noticeboard. It includes the rules and dates by which time ties must be played, and players contact details.

iv. Entry Fees. A small cost to enter most competitions.

v. Prizes. Prizes are awarded in club competitions. These vary dependent upon the number of entries and the total income. Prizes are normally awarded as vouchers.

vi. Prize List. A list of winners for each competition is displayed on the notice board outside the changing rooms. This also indicates on what date the prize will be awarded by the Captain at a presentation evening. If you win a prize, you will need to attend the Captains Presentation evening at the Clubhouse to collect that prize.

vii. Captains Presentation Evening. There are normally 11 a year, a list is on the notice board and in the club diary, they are on Fridays and start at 7.00. The evening is informal but there is a dress code. Winners names are announced by the Vice-Captain and prizes presented by the Captain. If you cannot attend, send apologies, and you may nominate another member to receive the prize on your behalf. Apologies should be sent to the Captain or Secretary in writing, e mail is acceptable. If you miss the first presentation a second opportunity is given at the next presentation evening to collect as a previous winner. If you miss this too the prize is lost and returned to club funds. Vouchers may currently be spent in the Pro Shop, Academy Studio or Clubhouse.

viii. Annual Presentation Evening. Winners of major club competitions including knockouts will in addition to vouchers receive the trophy for that competition. These are presented at the annual dinner in November, the



#### Scorecards

Scorecards are available in the Pro Shop. Please read the guidance on how to score the various competitions which is displayed in the changing rooms. For the benefit of the Handicap Committee please write legibly, record the gross score for each hole in the correct column and then the net score or points in the right-hand column. Do not write additional figures or comments that might cause confusion. Make alterations clear if you need to make them. Remember to check and sign your card before entering a score in the terminal and then placing the card in the box.

# Club Captain

The Club has a Club Captain elected annually. As with all golf clubs they are the figurehead of the Club, chosen to represent the Club on behalf of its membership. We also have a Lady's, Junior and Seniors Captain to represent those groups in the Club. The Club Captains arrange competitions and events throughout their year for the benefit of members and to raise monies for the Clubs chosen charity. Traditional fixtures include Captains Drive in, Captains Breakfast, Charity Day and Captains Day. These events are listed in the club fixtures and will be advertised around the Club. Please support the Captains of the Club.

## **Captains Friendlies**

The Captain and Vice-Captain organise a number of evening matches against local clubs. Any member may play in these, details are available on the noticeboard with team sheets etc. These are usually friendly match play format with a meal afterwards.

The Captain and Vice-Captain through the season are open to challenge in better ball match play over the course for the Captains Challenge Trophy. Lookout for the notices and times if you and a partner wish to play them.

## Seniors section (over 50's)

The club runs an active Senior's section, details of fixtures and events are on the notice board in the changing room. The Senior's section is well supported and holds a weekly fixture against local clubs, home and away matches are played over the season. These matches are of match play style and include an aftergame meal is provided. If you are interested in playing with the Seniors please speak to the Seniors Captain or organiser, we would be happy to welcome you.

## Club Committee's

The Club has several Committee's:

i. The Board of Directors. The club is managed by its Board of Directors, consisting of 5 elected members who have a 3-year term of office. Whilst they are responsible for the overall running of the Club, they delegate certain functions to other Committees.

Ii. General Committee, The Committee is primarily responsible for the running of golf competitions and arranging social events for the benefit of members. It has several sub committees whose representatives also attend. They hold meetings monthly. Elections are held annually for a 3-year term of office.

iii. Handicap Committee. Responsible for organising competitions at the Club both members and open competitions. An annual fixture list is produced. They collect entry fees and distribute prizes. They are responsible for the running and maintenance of the handicap system. Any questions about competitions or handicaps should be directed to one of its members.

iv. House Committee. Organises club events such as the Annual Dinner in November, the Annual Charity Day and special events. Keep an eye out for notices advertising their functions.

v. Greens Committee. The Greens Committee works with the directors, the greenkeeping staff, golf committee, and members to plan and implement a strategy to both maintain and improve the course. If you have any suggestions or ideas or even complaints, please talk to a member of the Greens Committee. Please do not approach greenkeeping staff directly as we wish a co-ordinated approach to the management of the course. The Committee can be contacted directly or via e mail.

Minutes of meetings are available in the Clubhouse.

#### Car Park

Access to the car park is through the automatic gates. During the day these are generally open but at other times you will need an access code to exit. The code is available in the clubhouse or pro shop, it changes so please be aware that you have an up to date code. Please park prettily and do not park in named bays as these are for officers of the club.

## GDPR & Health & Safety Other Legislations

The Club recognises its legal obligations under a multitude of current legislation. The Club has appropriate safeguarding policies, further information from Mr Michael Painter the Club Welfare Officer. For further information on any aspect of the governance of the Club please consult the Directors or Secretary, Roger Skinner.

## Getting in Touch

To Contact the Club Please phone during opening hours either to speak to the Shop who can deal with enquiries regarding tee times, societies etc Tel 01773 742987 or 01773 570043 (option1) or for other departments 01773 570043 (Options for the Shop, Office, Committee & Clubhouse).

Contact us by e mail

The Club has a website, Facebook and Twitter accounts which can be accessed in the usual way.

There is also a members Facebook account.

E mail	for General Correspondence	info@ormondefieldsgolfclub.co.uk
	for Committee Enquiries	committee@ormondefieldsgolfclub.co.uk
	for the Secretary (Roger)	secretary@ormondefieldsgolfclub.co.uk
	for the Greens Committee	greens@ormondefieldsgolfclub.co.uk

Postal. OFGC, Nottingham Rd, Codnor. Derbyshire DE5 9RL



LEE SHELDON.

Teaching Professional at OFGC

Lee is an Advanced PGA Teaching Professional lessons in all formats of the game. Short Game Specialist. Club Fitting and analysis.

07816 900324 leesheldonpga@gmail.com

OFGC Shop

**Richard White** 

# For All your Golfing Requirements

Stockists of Galvin Green Golf Wear Footjoy and leading Clothing and Accessory Brands. MotorCaddy.

WHITE PEAK TROLLEY REPAIRS

Broken or damaged trolley

Motorcaddy agents.

Batteries parts repairs and service.

Contact John White via Pro Shop

CLUBHOUSE

Kellie and Team welcome you to the Clubhouse.

Light Refreshments, Breakfast Cobs, Sandwiches Light Meals and a wide selection of Beers

**Functions & Societies** 

Sunday Carvery

#### A GUIDE TO MEMBERSHIP TERMS AND CONDITIONS

Terms and conditions apply to all playing members of Ormonde Fields Golf Club Limited ("the Club"). The Club is a company limited by guarantee. (while a member your liability on any winding up the Club is limited to £1). The Club is managed by a small Board of Directors on the members behalf. The Directors may delegate certain functions in the running of the Club to individuals and or Committees as they require e.g. Greens Committee, Golf Committee and Social Committee.

The Club is open to the whole community without discrimination of any kind.

In addition to terms and conditions, members are subject to the matters and procedures set out in Club's Articles of Association. These cover such matters as how and when to call general meetings, voting rights, the election, and powers of the directors as well as disciplinary procedures precedence. Members must also abide by the Regulations, Rules and Byelaws of the Club. These cover such matters as how the Club is run, the responsibilities of members regarding dress code, use of car park, and handicaps, competition rules and etiquette on the course.

The Club has differing categories of membership that take account of the restricted availability of tee times on the course and the age of members. Members must abide by the day and time restrictions imposed by their type of membership. The various categories are designed to provide suitable playing options for your lifestyle and current situation as well as making best use of the course.

All new members are required to complete an application form that contains some personal and bank information. Whoever signs the membership application form will be jointly and individually responsible under this agreement. This means that each of those persons will be responsible for paying all the appropriate membership subscriptions and any other charges that they may incur for any other person for whom they have signed the membership form, for example, a spouse or child.

Classes of Membership and eligibility are made available to prospective members. The rates of subscriptions for new and existing members are set by the Directors who reserve the right to adjust these from time to time. This would normally be at the annual renewal date. The Club may from time to time make offers to groups or individual categories of membership to prospective members as they see fit to promote applications for membership. These will generally only be available to prospective new members and limited conditions will apply. There is currently no joining fee.

All categories of membership cover a calendar year. Currently the date for renewal is 1<sup>st</sup> January. If you join part way through a year the Club at its discretion may allow a pro rata membership to bring your membership in line with the annual renewal date of January 1st if this is convenient for the Club and or member. However, to facilitate membership the start date may also be taken from the date of application month and subsequently renewal will be 12 months from that date. Please discuss the dates of membership when applying. Membership will automatically renew at the due date unless the member notifies the club in writing of their intention not to continue membership as per the Club rules. Your membership unless: either you switch your category of membership, or your membership is either suspended or terminated. Should there be some linked or associated members who use the facilities, for example, spouse, children or grandchildren of members, these persons need to be identified on the application form. At the renewal date a full annual subscription will be due.

Refunds are not given on membership and a member is expected to pay the full annual fee. All categories of

membership cover a 12-month period. Should you decide to cease membership partway through the year there is no right to any refund, appeals may be considered on an individual case basis at the discretion of the Club. Members are reminded that they should adequately insure themselves against such instances affecting their ability to play golf and maintain their subscription payments.

The Club offers a finance scheme for membership subscriptions through Ashburn Financial Services. This is an agreement directly between the member and Ashburn Financial services, and all matters relating to personal agreements are to be addressed direct to Ashburn Financial services. The Club may from time to time if necessary, offer a standing order payment plan in the event that other financial services are not available. The member is obligated to ensure the scheme is set up correctly for payments to be made and to ensure that the full payment is made. A member who opts out of any such services to provide instalment payments for their subscription will still be liable for any outstanding balance of their subscription which should be paid in full on request by the Club. Any failure to pay may result in legal action by the Club and could adversely affect any credit ratings.

Membership of the Derbyshire Golf Union and England Golf will be added to the annual subscription. Membership of these associations is a condition of membership.

The Club may provide other services for the convenience of members. These include the provision of lockers and the use of trolley sheds. You will need to apply for the use of these facilities, as there are a restricted number available. There will be an annual charge for the use of these facilities that will be billed at the same time as your annual subscription. There will also be a charge to replace lost keys.

The Club has a Teaching Facility operated by Club Professional Lee Sheldon. All matters relating to its use, lessons and other facilities should in the first instance be addressed to Lee.

The Club will make available to members during open hours the Course (subject to availability) the Practice facilities and Locker Rooms, Professional Shop etc. The Clubhouse is generally open during golfing hours, members should note that this is a separate franchise and not operated by the Club. Any bookings issues etc should be directed to the current proprietor Kelly.

The Club will endeavour to provide the golf course in the best condition possible within the limitations placed on it. This may, from time to time, result in the closure of holes or parts of holes to make such improvements as considered necessary, and to be in the best long-term interest of the course. The club will not recompense members for full or partial course closures resulting from inclement weather, essential course maintenance, improvement programmes or circumstances beyond their control. The Club may also from time to time make restrictions on the use of golf buggies, personal ride on buggies, trollies etc in the interests of protecting the course and in line with health & Safety obligations.

The Club operates an on-line tee booking system that members are encouraged to use. Tee bookings may be made up to 14 days in advance dependent on the category of playing membership. The Club reserves the right to change the rules applicable to advanced bookings of tee times. members must book their tee time, either by using the Club's online booking system or by requesting the Golf Professional or one of the Club's staff to do so on their behalf. The purpose of booking tee times is for your convenience and to better manage the use of the course. When booking a tee time the names of all those playing with you must be entered on the system.

All playing members together with any guests are required to register with the Golf Professional before the start of their round irrespective of whether or not they have booked a tee time. Any guest or green fees must be paid before the round is started. If hiring buggies or using personal ride on buggies you will need to complete the appropriate documentation when requested and provide suitable evidence of insurance liability.

If you have booked a tee time and find that you are either unable to play or the number of players has changed, then the booking should be amended on the online system accordingly. Alternatively, the Golf Professional should be informed as soon as possible. The Club recognizes that members may decide not to play at very short notice because of adverse weather conditions or emergencies.

The club will monitor frequent failures to cancel a booking as this may prevent other members from playing or lead to a loss of potential revenue in green fees to the Club. Any continued abuse of the booking system may lead to disciplinary action.

Certain club competitions are restricted to certain handicap categories and timings, for example, summer / winter knockouts and mixed competitions. Details of such competitions are available to you on the Club's website, Club Diary and Notice Boards. Traditional full 7-day access playing members are able to enter most of these competitions, however, if you're playing partner has a restricted membership, they may not be entitled to play certain competitions that take place at the weekend. An option for them would be to pay a green fee. You need to check any such restrictions before entering a competition and booking a tee time.

As a member you may invite a guest to play a round of golf at the Club. For certain membership categories your guest will enjoy a discounted members guest green fee. All guests must sign in at the Pro shop and provide their name and the golf club at which they are a member. You must always accompany the guest on the golf course and ensure that the guest is aware of and complies with the Club's Rules and Regulations. You may only invite up to 3 guests on any one day.

The Club may expel any member who shall wilfully refuse or neglect to comply with the provisions of its Articles of Association and the Rules and Regulations and Byelaws. The disciplinary procedures that need to be followed to ensure an unbiased hearing and outcome are set out in the Articles of Association. In no circumstances shall a member expelled, suspended, or disciplined under these procedures have a remedy against the Club and shall in the case of expulsion forfeit all rights and claims upon the Club and its property. No refunds will be made.

The Club does not accept liability for damage or loss to either your property or to a guest's property that may happen on the premises, which includes the car park, the and locker rooms as well as on the golf course. The exception being, where a liability arises through the Club's gross negligence or failure to take reasonable care to avoid any such losses being incurred. The Club does not accept liability for the injury or death of any member, child or guest that may happen on the premises or grounds of the Club other than a liability that arises due to the Club's gross negligence or failure to take reasonable care. Whilst the Club does have an insurance policy to cover personal injury to members and guests that may be incurred on its golf course (England Golf Policy) this does not extend to damage and loss to property or equipment. The Club encourages all members to arrange their own insurance cover.

Members should familiarise themselves with the various Club policies such as those relating to Safeguarding of Children and Vulnerable Adults, Social Media, Equality and Diversity, GDPR, Health & Safety on and off the course being some examples. It is important for all members that these are understood and followed. If any member has any issues with members conduct at or in connection with the Club, they should bring it to the attention of the Directors, Club captain, Committee Members, Professional or Club Staff. These Policies will be updated from time to time in line with legislation.