

# **The SOUTH STAFFORDSHIRE GOLF CLUB Limited**

## **CLUB RULES** **As at APRIL 2025**

### **Interpretation**

In these Club Rules, the expressions listed below shall have the following meanings unless inconsistent with the context: -

<b>Words</b>	<b>Meanings</b>
<b>"Articles"</b>	the articles of association of the Club in force from time to time
<b>"Board"</b>	the Board of management or other directing body of the Club as set out in the Articles
<b>"Captains"</b>	the Men's Captain, the Ladies' Captain, the Men's Vice-Captain, and the Ladies' Vice-Captain
<b>"Club"</b>	The South Staffordshire Golf Club Limited
<b>"Club House"</b>	building situated on the Club premises for use by Members and Non-voting Members
<b>"Club Manager"</b>	person appointed by the Board from time to time to act as Club Manager of the Club
<b>"Club Members"</b>	Includes Members and Non-voting Members
<b>"Club Year"</b>	The Club year running from 1 June to 31 May
<b>"Competitions"</b>	golf competitions authorised by the Board held at the Club
<b>"Directors"</b>	The Chairman, the Finance Director, the Greens Director, the House Director, the Golf Director, the Social Director, the Membership Director, and the Marketing Director
<b>"General Meeting"</b>	extraordinary general meeting or annual general meeting as defined in the Articles
<b>"Golf Director"</b>	the Member elected from time to time as the Director responsible for the organisation of competitive, social, and team golfing events and to chair any relevant Sub-Committee

<b>"Greens Director"</b>	the Member elected from time to time as the Director responsible for the maintenance and development of the golf course and to chair any relevant Sub-Committee
<b>"Honorary Life Member"</b>	persons registered with the Club with the rights set out under the Articles and these Club Rules
<b>"House Director"</b>	the Member elected from time to time as the Director responsible for the maintenance and development of the Club House and other properties owned by the Club, other than the golf course and related properties, and for catering and bar services provided therein and to chair any relevant Sub-Committee
<b>"Ladies' Captain"</b>	the female Member elected to the position of Ladies' captain of the Club from time to time
<b>"Ladies' Golf Notice Board"</b>	The Notice Board labelled "Ladies' Golf" located outside the Ladies locker room
<b>"Ladies' President"</b>	the female Member elected to the position of Ladies' president of the Club from time to time
<b>"Ladies' Section"</b>	all female Club Members
<b>"Ladies' Vice-Captain"</b>	the female Member elected to the position of Ladies' vice-captain of the Club from time to time
<b>"List of Fees and Subscriptions"</b>	the list of all subscriptions, entrance fees and loan contributions payable by Club Members approved by the Club in accordance with these Club Rules
<b>"Management Notice Board"</b>	the Notice Board labelled "Management" located in the foyer of the Club House
<b>"Marketing Director"</b>	the Member elected from time to time as the Director responsible for the commercial marketing of the club and to chair any relevant Sub-Committee
<b>"Member"</b>	person registered with the Club with the rights set out under the Articles and these Club Rules
<b>"Membership Committee"</b>	the Sub-Committee appointed by the Board from time to time to consider applications for membership of the club. This committee shall be chaired by the Membership Director and shall include the Captains
<b>"Membership Director"</b>	the Member elected from time to time as the Director responsible for the recruitment and

	retention of Club Members and to chair any relevant Sub-Committee
<b>“Memorandum of Association”</b>	The Memorandum of Association of the Club, dated 22 <sup>nd</sup> November 1907 and registered with Companies House
<b>“Men’s Captain”</b>	the male Member elected to the position of Men’s captain of the Club from time to time
<b>“Men’s Golf Notice Board”</b>	The Notice Board labelled “Men’s Golf” located outside the Gentlemen’s locker room
<b>“Men’s Section”</b>	all male Club Members
<b>“Men’s Vice-Captain”</b>	the male Member elected to the position of Men’s vice-captain of the Club from time to time
<b>“Non-voting Member”</b>	person registered with the Club with the rights set out under the Articles and these Club Rules
<b>“President”</b>	the male Member elected to the position of President of the Club from time to time
<b>“Social Director”</b>	the Member elected from time to time as the Director responsible for the organisation of social events and to chair any relevant Sub-Committee
<b>“Standards Committee”</b>	A Sub-Committee including the Captains appointed & chaired by the Membership Director and approved by the Board
<b>“Sub-Committee”</b>	a committee appointed by the Board to carry out such functions as the Board may decide from time to time
<b>“Swipe Card Levy”</b>	a levy agreed by the Board from time to time to be charged to certain categories of Club Members and credited to the balance on their swipe card account as an advance payment for bar and catering purchases
<b>“Writing”</b>	written, printed, e-mailed or partly one and partly another, and other modes of representing or reproducing words in a visible form

Words importing the singular number only shall include the plural number, and vice versa.

Words importing the masculine gender only shall include the feminine gender and words importing persons shall include corporations.

These are the Club Rules of the Club referred to in the Articles and set out rules and regulations of the Club including, but not limited to, terms and conditions of membership of the Club and shall bind all Members and Non-voting Members accordingly.

**1. Conduct of the game**

Play will be in accordance with the rules of the game of golf as adopted from time to time by R & A Rules Limited. The etiquette of the game shall be observed at all times.

**2. Local rules**

The Board may from time to time make local rules for play and rules for dress code and use of mobile phones. A copy of all such rules shall be posted on the Ladies' and/or Men's Golf notice boards (as appropriate) and on the Club website.

**3 Playing the golf course**

Tee times may be reserved and booked in accordance with procedures stipulated by the Board for matches, competitions, charity events, societies, and roll-ups. Members and guests and visitors may play at other available times when the course is open. The Board may stipulate conditions of play from time to time as they shall determine, such conditions to be posted on the Men's or Ladies' Golf Notice Board (as appropriate) and Club website.

**4. President and Ladies' President**

The President and Ladies' President of the Club, who shall be Members or Non-voting Members of the Club, shall be elected by the Members at the AGM and shall hold office until the next following AGM at which they shall retire but shall be eligible for re-election provided that no person shall hold office as President or Ladies' President for more than two consecutive years. The procedure for the election of the President and the Ladies' President shall be the same procedure as for the election of the Board pursuant to paragraph 3.2 of the Articles of Association save that notwithstanding the provisions of Rule 8 only Members of the Ladies' Section may vote for the Ladies' President and, similarly, only Members of the Men's Section may vote for the President.

**5. Captains and Vice Captains**

The Captains shall be elected by the Members at the AGM and shall hold office until the next following AGM at which they shall retire but shall be eligible for re-election. The procedure for the election of the Captains of the Club shall be the same procedure as for the election of the Board pursuant to paragraph 3.2 of the Articles of Association save that notwithstanding the provisions of Club Rule 8 only Members of the Ladies' Section may vote for the Ladies' Captain and Ladies' Vice-Captain and, similarly, only Members of the Men's Section may vote for the Men's Captain and Men's Vice-Captain. The Captains shall be entitled to attend meetings of the Board but shall not be entitled to vote. The Board may offer honorary membership to each of the Captains during their year as Captain.

**6. The Election of Directors**

6.1 The procedure for the election of directors is as prescribed by paragraph 3.2 of the Articles of Association. Save for the Chairman and the Finance Director, candidates for election shall be nominated for, and elected to, one of the specific roles described in these Club Rules above namely: Golf Director, Greens Director, House Director, Marketing Director, Membership Director and Social Director.

6.2 For the avoidance of doubt, a Director may from time to time be allocated any management task as the Board thinks fit.

## **7. Categories of Member**

- 7.1 Full Member - is allowed to play seven days a week and in all Competitions for which he is eligible. This category includes Five and Six Day Members holding such memberships at 1<sup>st</sup> June 2022.
- 7.2 Provisional Member – is allowed to play Monday to Friday and Sunday after 12 noon. When a Provisional Member is offered a Full membership, that offer must be accepted, and in default of acceptance, the Provisional membership will terminate forthwith.
- 7.3 Junior Member – a Junior Member is a Full Member who is under the age of 18 years.
- 7.4 Flexi-Playing member: A Flexi-Playing member shall have limited playing privileges. This may involve short term membership and/or limited access to the golf course on terms to be determined by the Board. A Flexi-Playing Member (i) must have a recognised handicap and (ii) shall not be permitted to enter Club Competitions for which a trophy is awarded to the winners.
- 7.5 Temporary member – a temporary member shall be any person attending a private function at the Club or individuals, groups or organisations (including teams and their officials and spectators) visiting the Club for cultural, artistic or sporting events. Temporary Membership shall last for the duration of the function or visit.
- 7.6 House Member - A House Member is not allowed to play except after payment of the appropriate green fee or additional subscription as may be determined by the Board and otherwise subject to the restrictions set out in these Club Rules.

## **8. Categories of Non-voting Member**

- 8.1 The following categories of Members are Non-voting Members, namely, Junior Members, Provisional Members, Flexi-Playing Members, Temporary Members, Corporate Members and House Members.
- 8.2 Non-voting Members shall not be counted as Members of the Club for the purpose of the Articles of Association or have any right, title or interest to or in the property of the Club. They will have no rights in regard to distributions on winding up nor will they have any right to vote at General Meetings.

## **9. Corporate Member**

An incorporated or unincorporated body, partnership, sports club, educational establishment or similar organisation whose employees, members, students and guests would be permitted to play social golf and use the Club House on a specified number of times per year in return for a corporate member fee all of which terms are to be negotiated and agreed by the Board from time to time.

## **10. Application for election to become a Club Member**

- 10.1 An application to become a Club Member must be proposed and seconded by existing Full Members of the Club.
- 10.2 All applications, in such form as shall be required by the Board from time to time, shall be delivered to the Club Manager. Applications will be dealt with in the order in which completed applications are received by the Club Manager.
- 10.3 The Membership Committee will then consider the application and if it is thought appropriate to progress the application, the applicant shall be interviewed. For the

avoidance of doubt, a Provisional Member shall be re-interviewed prior to an offer being made to progress to a Full Member.

- 10.4 Following interview, If the Membership Committee agrees that the application should proceed, the applicant shall be given an election form for election to the appropriate category of membership.
- 10.5 Once completed, the election form shall be returned to the Club Manager who will then post it on the Management Notice Board for a minimum of fourteen days.
- 10.6 During the time that the application is on the Management Notice Board other Members may, if they choose, object in Writing to the proposed election of the applicant.
- 10.7 After a minimum period of fourteen days, the application shall be considered by the Board. The Board shall vote on whether the applicant should become a new Club Member. In doing so they will take into account any objections received but retain absolute discretion as to the decision they reach. The decision shall be made following a vote of the Board and a minimum of 75% of Board Members in favour of the application shall be required for the applicant to be elected as a Club Member. Any Board member abstaining will count against the applicant.
- 10.8 The maximum number of Members shall be 550 and the maximum number of Non-voting Members, other than House Members, shall be 200 in total.

## **11. Moving between categories of membership**

- 11.1 The only permitted transfers between categories of membership are (i) to Full Member (if offered) and (ii) to House Member.
- 11.2 All persons wishing to transfer to Full Member shall apply in writing to the Club Manager. Such applications shall require a 75% in favour vote by Board Members.
- 11.3 Any person who transfers to Full Member shall pay the excess of any entrance fee, loan or subscription for the time being payable by a new Full Member over any entrance fee, loan or subscription already paid by him.

## **12. Honorary Life Members**

- 12.1 A Club Member who has been a Club Member for at least 50 consecutive years at any time since his 21st birthday may be elected an Honorary Life Member at any subsequent Annual General Meeting of the Club by a majority of Members voting at the Annual General Meeting. In the year in which such 50th anniversary occurs, the Club Member shall pay a subscription pro-rata to the months up to and including the month in which the anniversary occurs.
- 12.2 An individual may also become an Honorary Life Member pursuant to the exercise of the powers of the Board detailed at Club Rule 14.5.
- 12.3 Honorary Life Members shall be Non-voting Members save those who were Full Members pursuant to Rule 7.1 immediately before becoming Honorary Life Members. Honorary Life Members will be entitled to all membership privileges according to their category of membership for the time being without payment of any subsequent subscription save for any applicable affiliation fees or swipe card or other levy. No

affiliation fee is applicable in the case of an Honorary Life Member who waives his playing rights.

- 12.4 Honorary Life Members shall, for all purposes of these Club Rules and the Articles, be deemed to be Members (subject to the provisions of Club Rule 12).

### **13. Subscriptions and Entrance Fees**

- 13.1 New Club Members shall (when demanded) pay an entrance fee and/or loan contribution in addition to an annual subscription pro-rata for the year of election in accordance with the List of Fees and Subscriptions applying at the time of joining. Different rates of subscription, entrance fee and loan contribution may be prescribed for different categories of membership including adult Members defined by age groups up to the age of 35 years. All Club Members shall pay an annual subscription in accordance with the List of Fees and Subscriptions applying at that time together with applicable affiliation fees due to England Golf and to the Staffordshire Union of Golf Clubs and any Swipe Card Levy as determined by the Board pursuant to Club Rule 14.3.
- 13.2 Subscriptions, entrance fees, loan contributions, locker rents, rents for trolley and club storage and other monies payable by Club Members ("Club Tariffs") may be altered from time to time by a resolution in a General Meeting save that the Board is, without approval by General Meeting, authorised to alter Club Tariffs annually provided that no Club Tariff is increased by more than 15%.
- 13.3 Subscriptions, unless paid monthly by direct debit, and other applicable fees shall become due for payment by 10.00am on 1<sup>st</sup> June in any Club Year. Subscriptions payable by monthly Direct Debit must be authorised in time for the first payment to be drawn by the due date in June of each year. Members who have not resigned and whose subscriptions or any other fees remain unpaid by the due time and date shall be given notice in writing including details of all outstanding payments. Such Members shall also be liable to pay a late payment charge as determined by the Board. A member whose subscription or other fees remain unpaid by 5 days after the deemed receipt of the notice and who has not reached agreement with the Club for deferred payment of any due balance shall, in respect of unpaid subscription cease to exercise the privileges of membership and in respect of any other unpaid fees lose the benefit relating to those fees until the subscription and other fees have been paid.
- 13.4 The Board shall provide arrangements whereby Members may pay subscriptions by monthly direct debit. Such arrangements may include that monthly direct debit payments are made to an external service provider and may incur additional charges for Members who choose to pay monthly.
- 13.5 The Board may, after giving notice to a Club Member of an unpaid subscription, remove from the list of Club Members the name of the said Club Member but any persons whose name has been removed shall be eligible for re-election on such terms as the Board shall think fit.
- 13.6 The yearly subscription of every Member who has attained the age of 75 by 31<sup>st</sup> May in any Club year shall be reduced by 20% from the full rate applicable to the category of membership of such Member.
- 13.7 The spouse or domestic partner of any Full Member who is admitted to House Membership under these Rules shall be exempt from the payment of any subscription

save for the requirement to pay any additional subscription to permit the playing of golf pursuant to Rule 7.6.

#### **14. Powers and Duties of the Board**

- 14.1 The Board shall at all times act in the best interests of the Club and its Members.
- 14.2 The Board shall keep Club Members informed of significant matters. Not less than three times in each year the Board shall issue a newsletter which in addition to other matters shall include an update from the Finance Director on the financial affairs of the Club.
- 14.3 The Board may impose a Swipe Card Levy on such categories of Club Members as it shall determine provided that the amount of such Swipe Card Levy does not exceed 15% of the current year's annual subscription for a Full Member.
- 14.4 The Board may offer playing rights and use of the Club's facilities to a Club professional and other professional golfers as it sees fit from time to time.
- 14.5 The Board may award an Honorary Life Membership to any individual, including non-members, who have in the opinion of the majority of the Board made a substantial contribution to the reputation of the Club within the sporting or local community. Such individual shall be entitled to the privileges of an Honorary Life Member as set out in Club Rule 12.3. For the purposes of this Club Rule, the quorum of the Board shall be three fourths of the whole number of Board members for the time being and every resolution shall be carried by a majority of not less than three fourths of the members of the Board present. The voting shall be by a poll. Any Board member abstaining will count against the individual. The power under this Club Rule may not be exercised more than two times per year.
- 14.6 The Board shall not further charge or mortgage the freehold and/or leasehold land and buildings of the Club, give guarantees or incur borrowings on any individual item of expenditure or a series of items or enter into any financing transaction in respect of Club property totalling in excess of £100,000, with the exception of leases for course equipment, unless approved by the Members by a resolution in a General Meeting.
- 14.7 The proceeds arising from the sale or lease of any assets belonging to the Club may only be used for the objects of the Club as stated in the Memorandum of Association. Should such proceeds exceed £500,000 a Trust shall be established to hold such proceeds. The constitution of the Trust, including the method of appointment of Trustees and Treasurer, shall be consistent with the Memorandum of Association and subject to approval by Members by a resolution in a General Meeting. This Rule 14.7 may not be altered other than by special resolution approved by Members in a General Meeting.
- 14.8 The Board shall have the power to fix permitted hours for the supply of intoxicating liquor in the Club House and from time to time alter the hours so fixed provided that the hours are within the terms of the registration certificate obtained by the Club for this purpose.
- 14.9 The Board or any Sub-Committee so instructed shall have the power to fix a tariff for all refreshments and food on sale in the Club House and may vary any such tariff from time to time. Such tariff shall be posted in the Club House at all times.



- 14.10 The Board may appoint employees of and suppliers and sub-contractors to the Club and fix their terms of engagement.
- 14.11 The Board may give or award pensions, annuities, gratuities or other allowances or benefits to aid any persons who are employed or have been employed or have given service to the Club and to the wives, widows, children and other relatives and dependants of such persons, to make payments towards insurance and set up, establish, support and maintain annuities and other funds or schemes for the benefit of any such persons and of their wives, widows, children and other relatives and dependants.
- 14.12 The Board shall post in the Club House and in Writing details of significant, planned changes to the golf course or Club House or other land or property belonging to the Club for information and comments, which shall be taken into consideration. Such changes to the above which, in the reasonable judgement of the Board, are material, shall only take place after approval of the Club in General Meeting.
- 14.13 The Board may take such other actions or introduce such regulations as are necessary or beneficial for the good management of the Club, provided that such actions or regulations do not conflict with the Articles or these Club Rules. Any regulations introduced pursuant to this Rule shall be communicated to the Members by display on the Management Notice Board and by email.

## **15. Competitions**

Details of all Competitions shall be determined by the Board and published in the Club V1 Hub and/or howdidido or such other system as shall be in use by the Club from time to time including details of other reservations of a tee time for visiting parties.

## **16. Guests**

- 16.1 The Board shall from time to time make such regulations as it shall think fit as to the admission of guests to the Club introduced by a Club Member and shall from time to time stipulate the green fees to be charged to and paid by such guests and the maximum number of times that an individual shall be permitted to be introduced at a preferential rate. Such regulations shall be listed in the Members section of the Club website. All green fees payable must be paid prior to such guest commencing play.
- 16.2 A Club Member introducing a guest shall be responsible for all payments due in connection with such a visit and for ensuring that all regulations made by the Board in connection with guests are complied with. The Board may refuse to allow any such guest to have access to the golf course, the Club House, or any other part of the Club premises.
- 16.3 Subject to Club Rules 17.4, each Club Member shall be entitled to introduce no more than 10 guests on any one day.
- 16.4 A Club Member organising a private event at the Club shall be entitled to introduce as their guests for the duration of the event all those who are not current Club Members.

## **17. Club House**

- 17.1 The Club House shall be opened and closed at such hours as may from time to time be fixed by the Board and notice of these hours shall be posted on the Club V1 Hub.

17.2 With the exception of assistance dogs, and on the public footpaths crossing the course, animals shall not be allowed in the Club House or on any other property owned by the Club, except in accordance with regulations made and published by the Board.

17.3 The Board may make, and from time to time vary, rules governing the playing of card or other games in the Club House. Subject to any rules or directions to the contrary made or given by the Board, lawful games of cards are permitted.

## **18. Supply of Alcohol**

18.1 The purchase of alcohol for the Club and supply of alcohol to the Club will be managed by the Board.

18.2 No person may receive any commission, percentage or similar payment relating to the purchase of alcohol by the Club.

18.3 No person may directly or indirectly receive any pecuniary benefit from the supply of alcohol by or on behalf of the Club to Members or Non-voting Members or guests apart from:-

18.3.1 any benefit accruing to the Club as a whole; or,

18.3.2 any benefit which the person derives indirectly as a result of the supply creating a general gain to the Club.

## **19. Supply of Alcohol for Consumption off Club Premises**

19.1 Alcohol may only be supplied for consumption off the premises at a time when the Club is open for the purpose of supplying alcohol to Club Members for consumption on the Club premises.

19.2 Any alcohol supplied for consumption off the premises must be in a sealed container.

19.3 Alcohol may only be supplied for consumption off the premises to a Club Member in person.

## **20. Complaints and Suggestions**

All complaints and suggestions shall be addressed to the Club Manager in Writing and be signed by the Club Member making the complaint or suggestion. The Club Manager, if unable to deal with the complaint or suggestion, shall refer to the Board whose decision shall be final.

## **21. Resignation of Membership**

Any Club Member wishing to resign his membership of the Club shall give notice in Writing to the Club Manager before 1 June in any Club Year after which no notice of resignation shall exempt a Club Member from the payment of his subscription for the remainder of that Club Year.

## **22. The Conduct of Members**

22.1 All Club Members must observe and comply with all Club Rules and regulations in force from time to time and must not act in a way that may bring the Club into disrepute.

- 22.2 All Club Members have a role to play in the maintenance of high standards of conduct of Club Members at all times whether at the Club or representing the Club elsewhere and are encouraged to play an active part in ensuring that standards are observed.
- 22.3 In the event that unacceptable conduct is reported to the Club Manager or to the Membership Director, that report will be followed up. Members wishing to draw attention to unacceptable behaviour or to make a complaint shall report their concern to the Club Manager or the Membership Director and not to other Board Members.
- 22.4 Unacceptable behaviour, depending on its nature and degree may be dealt with by a meeting of a member of the Standards Committee with the Club Members concerned with a view to resolving the matter by discussion, advice or other means.
- 22.5 Unacceptable behaviour that cannot, for whatever reason, be resolved informally will be considered by the Standards Committee who have the power to:
- (i) make such enquiries as are necessary to ascertain the relevant facts,
  - (ii) meet, if a meeting is appropriate, with the Club Member whose conduct is complained of, who may be accompanied by a person of his choice (a minimum of 3 members of the Standards Committee shall be present at such meeting),
  - (iii) make such decision according to the ascertained facts as is in their absolute discretion and judgment, which may include, but is not limited to the issue of a reprimand, a warning against future misconduct, suspension from membership for a fixed period or termination of membership.
- 22.6 In case of serious alleged misconduct by a Club Member, and where it is thought that his/her presence at the Club might harm the Club or cause undue distress to other persons at the Club, the Membership Director (or in his/her absence, the Captain or the Ladies Captain), with the concurrence of at least one other member of the Standards Committee, may immediately and temporarily limit or prohibit such Club Member's use of the Club House and/or the Course pending action by the Standards Committee pursuant to Rules 22.4 and 22.5 above, such action to be initiated within 7 days thereafter.
- 22.7 In the event that the Standards Committee makes a decision that involves action as opposed to no action, a report of its findings and its decision shall be held on the Club's records for such time as the Standards Committee may decide.
- 22.8 If dissatisfied with the decision of the Standards Committee in relation to a matter not related to the Rules of Golf or to a handicapping infringement, a complainant, or the member complained about, may appeal to the Board. The Membership Director shall be recused from participating in the consideration of any such appeal. Notice of such appeal shall be given to the Club Manager within 14 days of a Club Member being notified of the decision of the Standards Committee or such longer period as the Board may allow.
- 22.9 Upon consideration of such an appeal, the Board may uphold, vary, or quash the decision of the Standards Committee.

22.10 Decisions which relate to the Rules of Golf or to Handicapping Infringements fall within the England Golf Disciplinary Framework and are subject to a right of appeal as set out below:

i) Matter arising at Club level.

Disciplinary at first Instance: Club

Appeal Level: County

ii) Matter arising at County level.

Disciplinary at first Instance: County

Appeal Level: England Golf

iii) Matter arising at National level.

Disciplinary at first Instance: England Golf

Appeal Level: England Golf Appeals Panel

There will be no further right of appeal.