



Hollywood Golf Club - Rules

Version 1.1 (15th April 2014) Updated to Include changes from 2013 AGM

Version 1.0 (27th March 2013) Changes: None (Version upload and formatted for Web)

Rule 1: NAME

The name of the Club shall be the Hollywood Golf Club. This name shall be the common name by which the Parent Club, the Men's Club and the Ladies' Club shall be individually and collectively known.

The name or title "Club" without qualification shall mean the Parent Club, the Men's Club or the Ladies' Club where the context so admits or requires.

Rule 2: LOCATION

The Club premises shall be situated at the premises of the Hollywood Golf Club Limited (hereinafter called the Company).

Rule 3: OBJECTS

a) PARENT CLUB

The objects of the Parent Club shall be to:

- (1) Promote and encourage the Amateur Game of Golf and to provide facilities for the playing of the game of golf and such other sports and social activities as may further the interests of the members.
- (2) Not be conducted for profit. The Club, in the normal course of business, shall not make a distribution of any surpluses save to another non-profit making body.
- (3) Not to treat any member/visitor less favourably than another because of his or her sex, marital status, sexual orientation, racial group, religious belief, political opinion, age, dependency or disability
- (4) To be fully committed to safeguarding the wellbeing of its members. Every individual in the club should, at all times, show respect and understanding for the rights, safety and welfare of children and conduct themselves in a way that reflects the principles of the club and the guidelines contained in the 'Code of Ethics and Good Practice for Children's Sport in Ireland'.

b) MEN'S CLUB

The objects of the Men's Club shall be to:-

- (1) Promote the game of Amateur Game of Golf amongst its members
- (2) Be affiliated to the GUI, accept and be bound by the Constitution and Bye-Laws of the GUI and GUI Ulster Branch. Pay to the GUI by the due date an annual levy, at the rate set by the GUI, for the various categories of membership.
- (3) Accept and comply with the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions (CONGU) and such rules there under as approved by the GUI
- (4) Accept and comply with the Rules of Golf and Rules of Amateur Status as approved by the Royal and Ancient Golf Club of St. Andrews

c) LADIES' CLUB

The objects of the Ladies' Club shall be to:-

- (1) Promote the game of Amateur Game of Golf amongst its members
- (2) Be affiliated to the ILGU, accept and be bound by the Constitution and Bye-Laws of the ILGU and ILGU Northern District. Pay to the ILGU by the due date an annual levy, at the rate set by the ILGU, for the various categories of membership.
- (3) Accept and comply with the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions (CONGU) and such rules there under as approved by the ILGU
- (4) Accept and comply with the Rules of Golf and Rules of Amateur Status as approved by the Royal and Ancient Golf Club of St.Andrews

Rule 4: MEMBERSHIP

a) Membership of Parent Club

There shall be the following classes of Members:

- (1) Full Members
- (2) Life Members
- (3) Associate Members – Men & Ladies (excluding Saturday)
- (4) Lifestyle Members
- (5) Student Members (22+ and in Full Time Education)
- (6) Young Adult – Club 19 – 30 years

Age 18 - 24 40% Of Full Fee

Age 27 55% Of Full Fee

Age 30 80% Of Full Fee

Age 25 45% Of Full Fee

Age 28 60% Of Full Fee

Age 31 100% Of Full Fee

Age 26 50% Of Full Fee

Age 29 70% Of Full Fee

- (7) Juvenile Members (10-18 years)
- (8) Minor Member (6-10 years)
- (9) Social Member.
- (10) 1. Honorary Members who were in class (1) or (2) when so elected
2. Honorary Members who were not in class (1) or (2) when so elected
- (11) P.G.A. Members, Assistants and Trainees
- (12) Spouse/Partner of Member (13) Over Eighty Years of Age

Members in classes (1), (2), (6) and (10.1) above shall be co-terminus with Membership of the Company and will be entitled to make proposals, vote at or requisition a General Meeting of the Parent Club and will hereafter be known as Voting Members of the Parent Club.

The Management Committee reserve the right to restrict entry into any/all categories and to set a limit on any/all categories – subject to Rule 3 a) (3) above.

Playing Members

All members except those in Rule 4 a) (9), (10.2), (11) & (12) shall be known collectively as “Playing Members” hereafter in the Rules.

Honorary Members

Honorary Members are those members who, in the opinion of the Management Committee, are deserving of special recognition by virtue of their meritorious service to the Club or the sport of golf.

Honorary Members shall be so elected by the Management Committee and shall have no voice by vote or otherwise in the affairs of the Parent Club except those Honorary Members in Rule 4 a)10.1 who hold a share in the Hollywood Golf Club Limited and therefore have previously been either a Playing Member (7 Day) or a Life Member.

Temporary Members

A person visiting to play golf with or without a Member is required to pay a green fee before playing. He or she may not enter upon the course to play unless the ticket issued by the responsible Club official as a receipt for the green fee is prominently displayed on his/her equipment or person. Visitors shall be temporary members for the period of the validity of their green fee ticket.

The Management Committee reserves the right to refuse any visitor or all visitors and to limit the hours and the

number of times any visitor may play on the course.

Temporary Members when requested by a member of the Management Committee or by an authorised employee of the Club must authenticate their Temporary Membership by producing the Green Fee Ticket issued by the Club.

b) Membership of Men's Club

There shall be the following classes of membership in the Men's Club

- (1) Male Full Members
- (2) Male Life Members
- (3) Male Associate Members
- (4) Male Lifestyle Members
- (5) Male Student Members (22+ and in Full Time Education)
- (6) Male Young Adults (19-30 years)
- (7) Male Juvenile Members (12-18 years)
- (8) Male Minor Member (6-12 years)
- (9) 1. Male Honorary Members who were in class (1) or (2) when so elected
2. Male Honorary Members who were not in class (1) or (2) when so elected
- (10) Male Over Eighty Years of Age

The election of members into any category of the Men's Club shall be vested in the Men's Committee. Members may be so elected, only, from those members of the Parent Club who have been elected in accordance with Rule 5 hereof. The Parent Club shall propose to the Men's Committee, any member for election to the Men's Club and these shall be elected by means of a majority vote.

Members as set out in Rule 4 b) (1), (2), (6) and (9.1) above shall be entitled to make proposals, vote at or requisition a General Meeting of the Men's Club and will hereafter be known as Voting Members of the Men's Club.

c) Membership of Ladies' Club

There shall be the following classes of membership in the Ladies' Club:

- (1) Female Full Members
- (2) Female Associate Members
- (3) Female Lifestyle Members
- (4) Female Student Members (22+ and in Full Time Education)
- (5) Female Young Adult (19-30 years)
- (6) Female Juvenile Members (12-18 years)
- (7) Female Minor Member (6-12 years)
- (8) 1. Female Honorary Members who were in class (1) or (2) when so elected
2. Female Honorary Members who were not in class (1) or (2) when so elected
- (9) Female Over Eighty Years of Age

The election of members into any category of the Ladies' Club shall be vested in the Ladies' Committee. Members may be so elected, only, from those members of the Parent Club who have been elected in accordance with Rule 5 hereof. The Parent Club shall propose to the Ladies' Committee any member for election to the Ladies Club and these shall be elected by means of a majority vote.

Members as set out in Rule 4c) 1),(2),(3),(5),(8.1) above shall be entitled to make proposals, vote at or requisition a General Meeting of the Ladies Club and hereafter be known as Voting Members of the Ladies Club

Rule 5: ADMISSION OF MEMBERS

Non voting members must not outnumber the voting members in the Parent Club by a ratio of more than 3 to 1 – see schedule 1 Reg of Club (NI) Order 1996.

Each candidate for election to membership of the Parent Club must be proposed and seconded by a Voting Member of the Parent Club who shall send to the Honorary Secretary in writing, the name and address, profession or business (if any) of the candidate and such name and address of such candidate shall be displayed in a conspicuous place in the Club premises for at least one week before his/her election and an

interval of not less than two weeks shall elapse between the nomination and the election of a member.

(a) The election of all members is vested solely in the Management Committee and shall be by a show of hands or by ballot at any meeting either ordinary or specially summoned for that purpose and such election shall be determined by a majority of votes by the Members of said Management Committee present and voting, the Chairperson at said meeting having a casting vote as hereinafter provided.

(b) Any Member of the Club objecting to a candidate for membership must do so in writing to the Honorary Secretary of the Parent Club. All communications shall be treated as confidential strictly to the Committee.

(c) Each Member on election shall be notified of it by the Honorary Secretary and be supplied with a copy of the rules of the Club after which he/she shall be bound thereby.

(d) No new Member shall be entitled to admission to the Club premises or to any of its privileges, facilities or amenities until his/her subscription shall have been paid to the Honorary Treasurer and if any newly elected Member shall not pay his/her subscription within one month of notification of election, such election shall be voidable at the option of the Management Committee.

(e) All playing members of the Parent Club, elected in accordance with Rule 5, shall subsequently be proposed for election to either the Men's Club or the Ladies' Club in accordance with Rule 4 (b) and/or Rule 4.

RULE 6: RESIGNATIONS

Any Member desiring to resign from membership shall signify desire to do so in writing to the Honorary Secretary of the Parent Club not later than the 31st day of October in any year in default of which he/she may be required to pay his/her subscription for the ensuing year.

RULE 7: ENTRANCE FEES AND SUBSCRIPTIONS

(a) Entrance Fees and Annual Subscriptions shall be decided by the Management Committee.

(b) The current fees and subscriptions shall be displayed in a prominent position within the Clubhouse.

(c) Members of the Parent Club as set out in either 1. Rule 4 a) (1) or 2. Rule 4 a) (2) as at 31st October 2006, who satisfy the following criteria; shall receive a concession on their annual subscription as determined by the Management Committee. It is the duty of the individual member to notify the Committee of their status and qualification for the reduction by way of a declaration form, obtainable from the Club Office.

(1) Joined the club in the above membership categories before 31st December 1999

(2) Reached the age of sixty years, and with a total of twenty five years membership in the above categories only, and are retired

OR

(3) Reached the age of sixty-five years, and with a total of twenty years membership in the above categories only, and are retired

OR

(4) Reached the age of eighty years and with a total of twenty years membership in the above categories only. Periods of membership in any other category will be discounted by the committee with respect to the above criteria.

If a member leaves the club at any period they will forfeit their right to the concession.

(e) Juvenile Members on attaining the age of 18 years shall make application to the Management Committee to enter the next category of membership.

(f) A Social Levy, the amount of which shall be decided by the Management Committee, shall be payable annually by members as outlined in Rule 4 a) (1), (2), (3), (4) & (10.1). The Social Levy shall be used for the payment of Drinks from the bar, with a discount to be set by the Management Committee deducted at the time of purchase and Food from the Restaurant. There shall be no discount for Food, Nuts, Crisps & Cigars. Any balance not spent on the anniversary (12 months from date of invoice) of the Social Levy shall become the property of the Club

RULE 8: PAYMENT OF MONIES OWED TO THE CLUB

(a) All Subscriptions, GUI/ILGU Levy & Golfers Insurance shall be payable in advance on the first day of November in each year. Any member failing to pay these amounts for the current year before the 4th December

following, shall be liable to pay a surcharge the amount of which to be set at 20% of that members subscription at the time. They will also be denied the privileges, facilities and amenities of the Club until such amount and surcharge is paid in full. If any member has still failed to pay these amounts before midnight on 31st December following, they shall be expelled from the Club.

(b) Any member failing to pay any other, duly authorised, amount to the club within 31 days of the due date shall be denied the privileges, facilities and amenities of the Club until such amount is paid in full. If any member has still failed to pay these amounts before midnight on 31st December following, they shall be expelled from the Club.

(c) A member of any class on paying his/her entrance fee/subscription in any year is considered thereby, to have submitted himself/herself to the Rules of the Club and is thereby entitled to enjoy all the advantages of the Club.

RULE 9: PREMISES

(a) The Club shall be the Tenant of the Company and shall be situated in such part or parts of the premises of the Company, as the Directors of the Company shall allocate. The Club shall pay such rent (if any) to the Directors Company as shall from time to time be determined by the Directors of the Company and shall observe such terms and conditions as are contained in an Agreement made or to be made between the Company and the Club.

(b) Nothing in the preceding paragraph shall prevent the Management Committee of the Parent Club from making contributions or gifts to the Company.

RULE 10: MEETINGS

a) PARENT CLUB

(1) An Annual General Meeting of the members shall be held in March of each year and the Quorum for such meeting shall be 25 Voting Members.

(2) An Extraordinary General meeting shall be held upon receipt of a requisition signed by not less than 25 Voting Members, or at the request of the Management Committee, stating the purpose for which the meeting is to be held. No business shall be transacted at an Extraordinary General Meeting other than that for which the notice has been given. 21 days notice shall be given of such meetings.

(3) The Chairperson of the Management Committee and in his/her absence another member of the Management Committee shall preside at every General Meeting of the club and in their absence the meeting shall elect its own Chairperson.

(4) Voting at all General Meetings shall be by a show of hands or by a ballot of the Voting Members present and entitled to vote. Upon an equality of votes the Chairperson of the meeting shall have a casting vote.

(5) Notices of any General Meeting shall be sent to each Member entitled to be there by post to the member's postal address or handed to each Member personally. The accidental omission to give such notice or non-receipt of such notice by any Member shall not invalidate the proceeding of any meeting.

(6) Any Voting Member may submit any resolution provided that by 31st January preceding the meeting he/she shall have served upon the Honorary Secretary of the Club a notice in writing signed by him/her containing the proposed resolution and stating his/her intention to submit same.

(7) There shall be elected at the Annual General Meeting a Management Committee of the Club as provided for in Rule 12 hereof who shall hold office for not less than one year.

(8) The Management Committee shall present a report, a summary of accounts and the auditors report at the AGM of the Club.

(9) Members in the following categories may attend and speak if invited by the Chairperson at any General Meeting of the Parent Club; Rule 4 a) (3), (4) and (9).

b) MEN'S CLUB

(1) An Annual General Meeting may be held either prior to or after the Parent Club AGM each year and the Quorum for such meeting shall be 20 Voting Members of the Men's Club.

(2) An Extraordinary General Meeting shall be held upon receipt of a requisition signed by not less than 20 Voting Members of the Men's Club, or at the request of either the Men's/Management Committee, stating the

purpose for which the meeting is to be held. No business shall be transacted at an Extraordinary General Meeting other than that for which the notice has been given. 21 days notice shall be given of such meetings.

(3) The Captain and in his absence the Vice Captain shall preside at every General Meeting of the Men's Club and in their absence the meeting shall elect its own Chairperson.

(4) Voting at all General Meetings shall be by a show of hands or by a ballot of the Voting Members present and entitled to vote. Upon an equality of votes the Chairperson of the meeting shall have a casting vote.

(5) Notices of any General Meeting shall be sent to each Member entitled to be there by post to the member's postal address or handed to each Member personally. The accidental omission to give such notice or non-receipt of such notice by any Member shall not invalidate the proceeding of any meeting.

(6) Any Voting Member of the Men's Club may submit any resolution provided that by 31st January preceding the meeting she shall have served upon the Men's Honorary Secretary a notice in writing signed by her containing the proposed resolution and stating her intention to submit same.

(7) There shall be elected at the Annual General Meeting a Men's Committee as provided for in Rule 14 hereof who shall hold office for not less than one year.

(8) The Men's Committee shall present a report and a summary of accounts relating to the Men's Club at the AGM of the Men's Club.

(9) Members in the following category may attend and speak if invited by the Chairperson at any General Meeting of the Men's Club; Rule 4 b) (4).

c) LADIES' CLUB

(1) An Annual General Meeting may be held either prior to or after the Parent Club AGM each year and the Quorum for such meeting shall be 20 Voting Members of the Ladies Club.

(2) An Extraordinary General Meeting shall be held upon receipt of a requisition signed by not less than 20 Voting Members of the Ladies Club, or at the request of either the Ladies'/Management Committee, stating the purpose for which the meeting is to be held. No business shall be transacted at an Extraordinary General Meeting other than that for which the notice has been given. 21 days notice shall be given of such meetings.

(3) The Lady Captain and in her absence the Lady Vice Captain shall preside at every General Meeting of the Ladies' Club and in their absence the meeting shall elect its own Chairperson.

(4) Voting at all General Meetings shall be by a show of hands or by a ballot of the Voting Members present and entitled to vote. Upon an equality of votes the Chairperson of the meeting shall have a casting vote.

(5) Notices of any General Meeting shall be sent to each Member entitled to be there by post to the member's postal address or handed to each Member personally. The accidental omission to give such notice or non-receipt of such notice by any Member shall not invalidate the proceeding of any meeting.

(6) Any Voting Member of the Ladies' Club may submit any resolution provided that she shall have served upon the Ladies' Honorary Secretary a notice in writing, a minimum of 21 days before the meeting, signed by her containing the proposed resolution and stating her intention to submit same.

(7) There shall be elected at the Annual General Meeting a Ladies' Committee as provided for in Rule 14 hereof who shall hold office for not less than one year.

(8) The Ladies' Committee shall present a report and a summary of accounts relating to the Ladies Club at the AGM of the Ladies' Club.

(9) Members in the following categories may attend and speak if invited by the Chairperson at any General Meeting of the Ladies Club; Rule 4c) 9.

(10) The Lady Vice Captain shall be elected in accordance with Rule 14 (4) having been previously approved by the Management Committee

RULE 11: TRUSTEES

Trustees shall be appointed by the Members of the Parent Club in General Meeting or at a Special General Meeting called for that purpose. The number of trustees shall not be less than two and not more than eight. All assets of the club shall be vested in the trustees who shall hold the same on trust and for such purposes as

may be approved by the Voting Members in General Meeting. The trustees shall be indemnified by the Club from all actions, risks and expenses incurred in discharge of their legitimate duties.

1. In the event that a Trustee shall;

- (a) die
 - (b) signify by notice in writing to the Secretary his/her desire to be discharged from the trusts or
 - (c) refuse or become incapable to act in the trusts or
 - (d) resign or be expelled from the Club or
 - (e) go and reside outside Northern Ireland for a continuous period of six months or
 - (f) become bankrupt or
 - (g) be requested by all his/her co-trustees in writing to resign.
- he/she will thereupon cease to be a trustee.

2. A Trustee shall not serve on the Management Committee in any capacity

RULE 12: MANAGEMENT COMMITTEE

The Management Committee shall have the overall day to day responsibility for the running and organisation of the Golf Club and shall report to the Members of the Parent Club on its activities in General Meeting. The Management Committee shall delegate its authority where it considers necessary to the Golf/Social/Disciplinary Committees, the General Manager and other sub committees which it may form at its own discretion.

(a) The Management Committee of the Club shall consist of:-

- 1. Vice Captain
- 2. Lady Vice Captain
- 3. The Captain
- 4. The Lady Captain
- 5. The Honorary Treasurer
- 6. The Honorary Secretary
- 7. Chairperson of Golf Committee & two members (elected or co-opted) of the Golf Committee
- 8. Chairperson of Social Committee & two members (elected or co-opted) of the Social Committee
- 9. 2 members from the classes of membership as outlined in Rule 4 a) (1), (2), (3), (6) & (10.1), elected by ballot of those present and entitled to vote at a General Meeting of the Parent Club.
- 10. The President, Lady President and the General Manager shall be ex-officio members of the Management Committee but shall not be entitled to vote on any issue.

(b) In the event that a Member (Rule 12a 1 to 7 only) is unable to attend any meeting of the Management Committee they shall advise the General Manager, as soon as practically possible, and nominate a deputy to attend in their place - subject to Rule 12 (f). That person shall be a Member of the Management Committee for that meeting only and shall be able to vote on any issue

(c) A quorum for a meeting of the Management Committee, or their nominated deputies, shall be formed when five voting members are present.

(d) The Management Committee shall have the power to co-opt a member, to fill a permanent vacancy that may occur during the year or if no nominations are received in accordance with Rule 12 (a) and every member so co-opted shall retire at the next Annual General Meeting of the Parent Club.

(e) The Management Committee shall hold a minimum of 10 meetings each year

(f) The Management Committee when first constituted following the AGM each year shall from its own members elect a Chairperson who shall remain in office until the new Management Committee is constituted after the AGM in the following year. If the elected Chairperson is unable to attend a subsequent meeting of the Management Committee he/she shall nominate a substitute (in accordance with 12 (b)) to attend the meeting but the chair shall be taken by the Hon Secretary, if the elected Chairperson is the Hon Secretary then the Hon Treasurer shall take the chair

(g) All motions submitted at a meeting of the Management Committee shall be determined by a majority of those present, the Chairperson included, if on a division the number of votes be equal, the Chairperson shall have a second or casting vote which he/she shall exercise

- (h) All members elected to serve on any committee shall have the full rights and responsibilities to vote on any matter brought before that committee, regardless of their class of membership, but only those members as outlined in Rule 4 a) (1), (2), (6) and (10.1) shall be entitled to vote at a general meeting of the Parent Club
- (i) A retiring member of the Management Committee shall be eligible for re-election and shall act as a member of the Management Committee during the meeting at which he/she retires.

RULE 13: COMMITTEE STRUCTURE

(a) Parent Club

There shall be a minimum of 3 Committees who shall be responsible for the following areas of the Parent Club.

- (1) Golf Committee - Course, Competitions (Men's & Ladies), Handicaps (Men's and Ladies), Juvenile Section, Professional**
- (2) Social Committee - Clubhouse Maintenance, Security, Bar, Caterer, Fundraising & Social Functions**
- (3) Disciplinary Committee - Hearing of all complaints made against a member of the Club in accordance with Rule 21**

They shall derive their authority from the Management Committee who shall delegate such authority to manage the affairs of the club, as it shall see fit. All decisions of both the Golf and Social Committee shall be presented by their respective chairpersons to the Management Committee for ratification unless within previously agreed parameters.

(4) The Golf and Social Committees shall consist of:

- (a) Captain & Lady Captain.
- (b) 4 members from the following classes of membership as outlined in Rule 4 a) (1), (2), (3), (6) & (10.1) above, elected by ballot of those present and entitled to vote at a General Meeting of the Parent Club.
- (c) General Manager who shall be an ex-officio member of both Committees.
- (d) Each Committee will elect a Chairperson from their elected members.
- (e) Each Committee may co-opt members from any category set out in Rule 13 4) (b) to fulfil any task which they deem to be necessary to fulfil their duties. Such co-opted members will have voting rights on that Committee only, unless provided for elsewhere in these rules.

(5) A quorum of both the Golf & Social Committees shall be formed when 50% of its members are present.

(6) A retiring member of either the Golf or Social Committee shall be eligible for re-election and shall act as a member of that Committee during the meeting at which he/she retires

(7) The Disciplinary Committee shall consist of Hon Secretary, Hon Treasurer and General Manager

(a) If any member of the Disciplinary Committee be unable to attend any meeting or absent him/herself from any matter brought before the Committee, the Honorary Secretary shall appoint a temporary replacement from amongst the members of the Management Committee.

(b) Men's Club

(1) The Men's Committee shall consist of

- (a) Captain
- (b) Vice Captain
- (c) President
- (d) Hon Secretary
- (e) Hon Treasurer
- (f) Immediate Past Captain
- (g) Match & Handicap Secretary
- (h) 3 members from the Men's Club in the following classes of membership as outlined in Rule 4 b) (1), (2), (3), (6) & (10) above, elected by ballot of those present and entitled to vote at a General Meeting of the Men's Club.

(2) In the event that there is no Men's Club AGM, called in accordance with Rule 10 b) (1) or (2), to elect a Men's Committee in accordance with Rule 10 b) (7) the Men's Committee shall consist of the following members of the Men's Club:

- (a) Captain

- (b) Vice Captain
- (c) President
- (d) Immediate Past Captain
- (e) Any member of the Men's Club on the Management Committee

(c) Ladies Club

(1) The Ladies' Committee shall consist of:

- (a) Lady Captain
- (b) Lady Vice Captain
- (c) Lady President
- (d) Hon Secretary
- (e) Hon Treasurer
- (f) Immediate Past Captain
- (g) Hon Handicap Secretary
- (h) 3 members from the Ladies Club in the classes of membership as outlined in Rule 4 c) (1),(2),(3),(5),(8.1)&(9) above, elected by ballot of those present and entitled to vote at a General Meeting of the Ladies Club.

(2) In the event that there is no Ladies' Club AGM, called in accordance with Rule 10 c) (1) or (2), to elect a Ladies' Committee in accordance with Rule 10 c) (7) the Ladies' Committee shall consist of the following members of the Ladies' Club;

- (a) Lady Captain
- (b) Lady Vice Captain
- (c) Lady President
- (d) Lady Immediate Past Captain
- (e) Any member of the Ladies' Club on the Management Committee

RULE 14: ELECTION

- (1) Captain – The person who shall be serving as Vice Captain on the date of the Parent Club AGM
- (2) Lady Captain - The person who shall be serving as Lady Vice Captain on the date of the Parent Club AGM
- (3) Vice Captain – The person nominated by the incoming Captain prior to the Parent Club AGM and who has previously been approved by the Management Committee
- (4) Lady Vice Captain - The person nominated by a Committee made up of the following members of the Ladies' Club; Immediate 5 Past Lady Captains and who has previously been approved by the Management Committee. Three members shall form a quorum for any meeting of the Committee. The Committee from its own members shall elect a chairperson and upon an equality of votes the Chairperson of the meeting shall have a casting vote.

The persons nominated to serve in positions 5, 6, 7, 8, 9 & 10 below, shall derive from the membership categories as outlined in Rule 4 a) (1), (2), (3), (6) & (10.1).

- (5) President – The person nominated by the Past Captains/ Presidents of the Men's Club, following any criteria set by the Management Committee, shall serve (unless in exceptional circumstances approved by the Management Committee) for a maximum period of 2 years. The incumbent President shall appoint a Secretary of the Past Captain's/President's, he shall convene a meeting or meetings of the Past Captains/Presidents who are current members (in any category) of the Men's Club to nominate a President for the incoming year – 11 of the eligible Past Captains/Presidents required to form a quorum.

- (6) Lady President - The person nominated by a Committee made up of the following members of the Ladies' Club; Immediate past 3 Lady Presidents. The committee shall follow any criteria set by the Management Committee and the nominated person shall serve (unless in exceptional circumstances approved by the Management Committee) for a maximum period of 2 years. Three members shall form a quorum for any meeting of the Committee. The Committee from its own members shall elect a chairperson and upon an equality of votes the Chairperson of the meeting shall have a casting vote.

All nominations for positions 7, 8, 9, 10 & 11 below, shall be so Proposed and Seconded in writing by a Voting Member of the Parent Club on or before 31st January preceding the AGM; such proposal shall be accompanied

by a declaration signed by the person so proposed stating that he/she will serve if elected. A person serving in these positions when standing down may be proposed and seconded by a Voting member and therefore stands for re-election. In the event that there are no or insufficient nominations to fill these positions the Management Committee shall co-opt in accordance with Rule 12 (d) as necessary.

(7) Hon Secretary – shall serve for a maximum period of 4 years before seeking re-election.

(8) Hon Treasurer – shall serve for a maximum period of 4 years before seeking re-election.

Where there is more than 1 vacancy for positions 9, 10, 11, 12 & 13 below, Voting Members must indicate a preference, as indicated on the ballot paper, for all of the vacancies and not just for individual candidates – any ballot paper not adhering to this rule will be deemed to be void.

(9) Golf Committee – shall serve for a maximum period of 2 years before seeking re-election. A minimum of 2 elected members shall retire from office at each AGM being those with the longest service and thereafter by ballot if necessary.

(10) Social Committee – shall serve for a maximum period of 2 years before seeking re-election. A minimum of 2 elected members shall retire from office at each AGM being those with the longest service and thereafter by ballot if necessary.

(11) Management Committee - shall serve for a maximum period of 2 years before seeking re-election. A minimum of 1 elected member shall retire from office at each AGM being the person with the longest service and thereafter by ballot if necessary.

All nominations for positions 12 & 13, shall be so proposed and seconded in writing by a Voting Member of the Men's/Ladies Club as appropriate, giving a minimum of 21 days notice prior to the relevant club AGM; such proposal shall be accompanied by a declaration signed by the person so proposed stating that he/she will serve if elected. A person serving in these positions when standing down may be proposed and seconded by a Voting Member of the relevant club and therefore stands for re-election. In the event that there are no or insufficient nominations to fill these positions the Men's/Ladies' Committee may co-opt in accordance with Rule 12 (d) as necessary.

(12) Men's Committee – shall serve for a maximum period of 2 years before seeking re-election. A minimum of 2 elected members shall retire from office at each AGM of the Men's Club being the person with the longest service and thereafter by ballot if necessary.

(13) Ladies' Committee – shall serve for a maximum period of 2 years before seeking re-election. A minimum of 2 elected members shall retire from office at each AGM of the Ladies' Club being the person with the longest service and thereafter by ballot if necessary.

Rule15: POWERS OF MANAGEMENT COMMITTEE

(a) The Management Committee shall have power consistent with these Rules to make, enforce, vary, modify, rescind and re-enact all Regulations and Byelaws of the Parent Club concerning the control, efficiency, regulation and management of the Club's premises rented from the Company.

(b) The Management Committee may appoint Sub-Committees, not necessarily members of the Management Committee, and may delegate to any such Sub-committee, or the General Manager, any of its powers other than the powers of election and the disposal of any property, including cash of the Committee and the powers conferred by rule 13(a) above.

(c) The Management Committee shall have full control of the finances of the Club and all other matters connected therewith, and have all such administrative powers as may be necessary for properly carrying out the objects of the Club in accordance with the provisions of the Registration of Clubs (N.I.) Order 1987 and the Registration of Clubs (Accounts) Regulations (N.I.) 1997.

(d) The Management Committee shall have the power to summon General Meetings when considered necessary and shall also do so at the request in writing of not less than twenty-five voting members of the Parent Club.

Rule16: ACCOUNTS

Correct accounts and books shall be kept showing the financial affairs and the receipts and expenditure of the Club and such accounts shall be made up to the 31st October in each year. The Accounts shall be duly and

property audited by an accountant qualified for purposes of Section 41 of the Registration of Clubs (N.I.) Order 1987 appointed by the Members of the Parent Club at the Annual General Meeting each year and such audited accounts shall be sent to Members with the notice convening the Annual General Meeting and be duly presented at such meeting.

Any profits and receipts of the Club shall become the property of the Club and the Management Committee shall have full power to dispose of such profits and receipts in any way that it may consider proper for the advancement and benefit of the Club, subject as provided for in Rule 9 and Rule 3 (a) hereof.

The management committee shall prepare such budgets and financial plans that they require to forecast income and expenditures. At the annual general meeting the members will be provided with a summary of the major items of expenditure for the current year and an update of the current financial position of the club.

Rule 17: VISITORS

The introduction of visitors to the Club shall be governed by the following conditions:

- (a) A visitor shall not be supplied with intoxicating liquor on the Club premises unless on the invitation and in the company of a Member, and the visitor shall immediately upon his/her admission to the Club premises enter his/her name and address under date in a book to be called the Visitors' Book, which shall be kept for the purpose in the Clubhouse.
- (b) The same visitor shall not be introduced more than 20 times in any one year.
- (c) The introducing member must have attained the age of 18 years and shall be responsible for his/her guest and for his/her guest's conduct on the Club premises during his/her stay thereon.
- (e) The Management Committee may at its discretion restrict the introduction of visitors provided that normally one week's notice of such restriction is posted on the Club's notice board.
- (f) In the case of a team or other body of persons who are, as members of another Club (whether registered or not), Society or Organisation, visiting the Club for the purpose of taking part in or in the organisation of or arrangements for any pastime, sport, game or recreation at the Club, it shall suffice for the Secretary or other officer of the Club to enter in the Visitors' Book the name of the Club, Society or Organisation visiting the Club and the number of such visitors without specifying their names and addresses and thereafter on the occasion of that visit intoxicating liquor may be supplied to such visitors at the request and in the presence of any officer of the Club.
- (g) The following shall not be admitted as visitors:
 - (i) Persons expelled or suspended from the Club or Company.
 - (ii) Persons who have been refused membership.
 - (iii) Persons whom the Management Committee direct shall not be admitted.

Rule 18: SUPPLY OF INTOXICATING LIQUORS

- (a) Intoxicating liquor shall not be supplied to persons who are not Members of the Club for consumption outside the premises of the Club. Intoxicating liquor shall not be supplied to members of the Club for consumption outside the premises of the Club except where the liquor is supplied in such quantities and during such hours, being hours, and on such days as the Chief Officer of the P.S.N.I. acting for the district in which the premises are situated may authorise in writing.
- (b) No intoxicating liquor shall be sold or supplied for consumption on the premises of the club except:
 - (i) On Christmas day between the hours of 12.30 p.m. and 10.00 p.m.
 - (ii) On Good Friday between the hours of 5.00 p.m. and 11.00 p.m.
 - (iii) On Sundays falling between the hours of 12.30 p.m. and 10.00 p.m. or as the Management Committee deem necessary.
 - (iv) On Monday to Saturday inclusive for such period of time between the hours of 11.30 a.m. and 11.00 p.m. as the Management Committee deem necessary. Fourteen days notice shall be given to Members - by means of a notice posted on the Club Notice board - of any proposed change in the hours when intoxicating liquors will be sold. The Management Committee may at its discretion and at any time permit the consumption of intoxicating liquor lawfully purchased and supplied to any person during the above mentioned hours by that person during

the first thirty minutes after the conclusion of the permitted hours.

(c) The Management Committee may at its discretion, with the permission of the Chief Officer of the PSNI, extend the hours the supply of intoxicating liquors on any day to a time not later than 1.00 a.m. on the following day on special occasions not more than fifty two times in any calendar year.

(d) Intoxicating liquor shall not be supplied to or obtained or consumed by any person at the Club except a Member, a duly admitted visitor or a duly authorised employee of the Club and in no case shall a person under the age of eighteen years be so supplied with or otherwise permitted to obtain or consume intoxicating liquor upon the Club premises.

(e) There shall be exhibited in a conspicuous part of the Club premises a statement printed in plain type of the hours during which intoxicating liquor may be supplied on the premises.

(f) No person other than a Member of the Club, a duly admitted visitor to the Club or a person who is there for purposes connected with his/her trade, profession or employment (including the employment by the Club) shall be permitted to enter that part of the Club premises in which intoxicating liquor is usually supplied, consumed or kept

(g) No member of the Management Committee and no Manager or servant employed in the Club shall have any personal interest in the supply of intoxicating liquor therein, or in the profits arising from such supply.

Rule19: SUGGESTIONS OR COMPLAINTS

(a) Suggestions or complaints should be made in writing to the Honorary Secretary of the Club who shall submit them to the Management Committee.

(b) The conduct of an employee of the Club must not be made a matter of personal reprimand by a Member but any complaint of inattention or improper conduct by an employee of the Club must be made to the Honorary Secretary in writing.

Rule 20: USE OF PROPERTY

(a) Any member damaging or destroying any property of the Club by accident or otherwise shall promptly make good the loss or damage to the satisfaction of the Management Committee and if the loss or damage be caused by a visitor the introducing member shall make it good to the satisfaction of the Management Committee.

(b) Dogs, cats or other pets will not be permitted on the course or premises of the Club.

Rule 21: CONDUCT INJURIOUS TO THE CLUB AND INFRINGEMENT OF THESE RULES AND REGULATIONS

If the conduct of any Member, whether in or out of the Club's premises, shall in the opinion of the Management Committee be injurious to the character or interests of the club or be objectionable in any respect or be in breach of any Rules or Regulations of the Club.

Or

If the conduct of a member in the opinion of another member be objectionable in any respect or in breach of any Rule or Regulation of the Club.

The following procedure shall be adopted so that he/she may be asked to explain his/her conduct – no complaint shall be heard unless these rules are adhered too.

(a) All complaints shall be made in writing to the General Manager within 21 days of the circumstances giving rise to the complaint – an application to extend this date must be agreed by the Management Committee and shall only be agreed if all the facts giving rise to the complaint were not available to the complainant within the required timescale. Such complaint shall be accompanied by a statement setting out fully the circumstances giving rise to the complaint.

(b) Subject to Rule 21(k) hereof all complaints of a disciplinary nature shall be dealt with by the Disciplinary Committee.

(c) The Disciplinary Committee shall be constituted in accordance with Rule 13 a) (7), the Committee shall, from amongst its members, elect a Chairperson for each hearing.

- (d) On receipt of a complaint the General Manager shall acknowledge the same in writing and shall, where possible, convene a meeting of the Disciplinary Committee within 14 days to hear such complaint and any response. The Disciplinary Committee will have the authority to suspend a member without prejudice, pending the investigation of any serious/gross misconduct complaint.
- (e) The General Manager shall then inform, in writing, the complainant and the person/s complained against of, the date, time and place of the meeting and furnish them with a copy of the rules and procedure to be followed at the hearing. Such information shall be sent by means of recording proof of delivery.
- (f) The Committee shall take such action as it shall deem necessary if any member chooses, without a reason acceptable to the Committee, not to appear before a meeting of the Disciplinary Committee.
- (g) The Disciplinary Committee after hearing all the evidence shall have power to take such action, as it shall deem appropriate, including the power to suspend or expel a member of any class.
- (h) A Member of any class feeling aggrieved by a decision of the Disciplinary Committee shall have the right of appeal and shall exercise the same within 14 days of the receipt of the written decision of the Disciplinary Committee. Notification of any appeal must be made in writing to the General Manager.
- (i) The Chairman of the Management Committee shall constitute an appeal panel from amongst the members of the Management Committee not involved in the initial hearing. The appeal panel shall have the power to increase, uphold or reduce the penalty imposed by the Disciplinary Committee after hearing all of the evidence that it deems to be necessary to make such decision.
- (j) The decision of the Appeal Panel shall be final and binding on all parties.
- (k) The General Manager in conjunction with the Juvenile Convenor, of their own initiative, after hearing all the evidence against a Juvenile/Minor Member shall have the power to take such action as they deem appropriate, including the power to suspend for a period of not more than 1 week. Any action which would result in a longer penalty must be referred to the Disciplinary Committee as outlined in Rule 21.
- (l) A Juvenile Member aggrieved with the decision of the General Manager/Juvenile Convenor shall have the right of appeal to the Management Committee by giving written notice to the General Manager within 7 days of the said decision.

Rule 22: POSTING OF NOTICES

Members must pay attention to the official notices posted from time to time. No notices or documents of any kind shall be placed on the Club Notice board or in any part of the Clubhouse except by the authority and with the concurrence of the Honorary Secretary or General Manager

Rule 23: REMOVAL OF CLUB PROPERTY

No Member or Members shall take out of the premises of the Club any newspapers, pamphlets, books or any articles, the property of the Club, without the sanction of the General Manager under such penalty as the Management Committee may consider proper.

Rule 24: INTERPRETATION OF RULES

The Management Committee's interpretation of any of these Rules and any regulations or Bye-laws arising there out made for the benefit of the Members of the Club shall be binding on all members and any differences or disputes between members as to the interpretation of these Rules or Regulations shall be referred to the Management Committee and its decision thereon shall be final.

Rule 25: PRICES AND REFRESHMENTS

Charges to be made for refreshments, including meals, shall from time to time be fixed by the Management Committee and a list thereof exhibited in the premises of the Club. Each member shall immediately upon being supplied with refreshments including meals pay any charge incurred by him/her whether on his/her own account or on behalf of a visitor.

Rule 26: NOTICES

Any notice or communication required to be served or given to a member may, unless otherwise provided for,

be sent by post to his/her last known address as appearing on the register of members and shall be deemed to have been served or given on the day on which in the ordinary course of post such notice or communication would be delivered.

Rule 27: OPENING AND CLOSING CLUBHOUSE

The Management Committee shall fix the hours of opening and closing the Club, from time to time.

Rule 28: BANK ACCOUNTS

A bank account or accounts shall be opened in the name of the Club and all payments shall be made by cheque or direct debit when convenient and usual, and cheques/direct debits drawn on the account or accounts shall be signed by any two of the following: Honorary Secretary, Honorary Treasurer and General Manager.

Rule 29: POWERS TO BORROW

The Management Committee may borrow money for the benefit of the Club so however that the amount for the time being remaining undischarged of moneys borrowed or secured as aforesaid (apart from temporary loans from the Club's bankers in the ordinary course of business- shall not at any time without the previous sanction of the Club in General Meeting exceed £50,000 but no lender or other person dealing with the Club shall be concerned to see or enquire whether this limit is observed.

No debt incurred or security given in excess of such limit shall be invalid or ineffectual except in case of express notice to the lender or the recipient of the security at the time when the debt was incurred or security given that the limit hereby imposed had been on or was thereby exceeded.

Rule 30: WINDING UP

If the Management Committee should at any time consider the Club unable to discharge its liabilities, or the existence of the Club to be detrimental to the interests of the Company, a General Meeting of the Club shall be summoned forthwith to consider what should be done in the circumstances. If the General Meeting so summoned decides by a majority of the members present and entitled to vote to wind up the Club, the proceedings of that meeting shall be final and binding. Should any assets remain after the Club has been wound up, they shall become the property of the Company.

Rule 31: GENERAL

(a) The game of golf shall be played according to the rules for the time being adopted or approved by the Golfing Union of Ireland. The Competitions Committee whose decision shall be final shall settle any disputes regarding play.

(b) Local Rules regarding play may be adopted and must be strictly adhered to.

(c) Only Members, associates and approved visitors shall be permitted to enter upon or use the Company's premises and property.

Rule 32: AMENDMENT OF RULES

These Rules may be added to, repealed, or amended only by Special Resolution at a General Meeting. Notice of such Resolution, signed by the Proposer and Seconder, shall be submitted to the Honorary Secretary not less than twenty-eight days prior to the date of the proposed meeting, if such meeting be a Special General Meeting duly convened for that purpose and by 31st January of each year for the Annual General Meeting.