

ALNMOUTH VILLAGE GOLF CLUB

RULES

All previous rules rescinded

Date of adoption of this version of the rules – 7th March 2009

Amended – 20th March 2010

Further Amended – 26th March 2011

Further Amended – 23rd February 2013

1. Name and Objects

The Club shall be called the Alnmouth Village Golf Club (hereinafter referred to as “the Club”) and its objects shall be to provide a Clubhouse at Marine Road, Alnmouth and to cultivate and play the game of golf on the Alnmouth Common.

2. Powers

The Club shall have full power to do all things necessary or expedient for the accomplishment of all objects specified in its rules including the power to purchase, hold, sell, mortgage, rent, lease or sub-lease lands of any tenure and to erect, lease, sub-lease, pull down, repair, alter, or otherwise deal with any building thereon.

3. Admission of Members

A candidate for election must be proposed and seconded by two senior members (i.e. playing members over 18 years of age) able from personal knowledge to vouch for the candidate’s respectability and fitness to be a member, and must sign an application for membership. The election shall be by simple majority of the Committee. The name, address and occupation of the candidate, with name of the candidate’s proposer and seconder, shall be posted in the Clubhouse in a place frequented by members for at least seven days before the day on which the

candidate's name is submitted for election. Until the application for membership is accepted by the Committee, the candidate shall not be entitled to any of the rights and privileges of a full member and not until 48 hours after the written application has been considered.

4. Temporary Members

There are two categories of Temporary Members:

- (a) A visiting golfer taking out a temporary playing ticket and duly signing the register shall be elected a temporary member for the period of such playing ticket, or
- (b) A person who has completed and submitted an application form for membership prior to their election or non-acceptance as a member.

Temporary members shall not be entitled to attend any meetings of the Club and shall not have a vote.

5. Annual Subscriptions

Annual subscriptions shall be due from all members. Every member other than the temporary members above described shall pay to the funds of the Club an appropriate subscription, which shall be due as soon as the member is accepted by the Committee, and must be paid before the member is entitled to any of the privileges of the Club, and subsequently on the first day of January in each year. The subscription rate shall be such sum as determined by the Committee in November of each year.

6. Arrears of Subscription

Any member whose subscription is not received by the last day in January shall be considered as in arrear. A penalty representing 20% of the annual subscription shall be levied against any member in arrear which if not received together with the annual

subscription by the last day in February shall result in the individual concerned ceasing to be a member. No member in arrear shall be permitted to use the club, or take part in its affairs.

7. List of members addresses

The Committee shall keep in the Clubhouse a register of members' addresses and every member shall within 14 days give notice to the Secretary of any change in their address.

8. Cessation of Membership

Members shall cease to be members:-

- (a) by non-payment of subscription;
- (b) by expulsion;
- (c) by resignation;

9. Committee may Expel from Membership

The Committee shall have power to reprimand, suspend (for a period not exceeding 12 months) or expel any member who shall infringe any rule, or whose conduct whether within or without the Clubhouse shall in their opinion render that person unfit for membership, but no member shall be reprimanded, suspended or expelled without being summoned in the first instance before a sub-Committee consisting of the Chairperson of the Committee and two other members of the Committee and opportunity given to advance a defence. At least seven clear days notice in writing of this hearing must be given by the Secretary and such notice shall contain details of the charge brought against the member. The members of the sub-Committee shall decide by a simple majority whether to reprimand suspend or expel from

membership. Should the member concerned be aggrieved by the decision of the sub-Committee they may give written notice of appeal to the Secretary within seven days of the date of notification of the sub-Committee's decision. The member wishing to appeal will then be asked to attend a meeting of the full Committee but excluding the three members who sat at the initial hearing. The appeal to the full Committee shall be by way of a complete re-hearing and the decision as to whether to reprimand suspend or expel from membership shall only be effective if at least two thirds of the Committee then present shall vote in favour. At both the initial hearing and any appeal hearing the member concerned shall have the right to be accompanied by a person of their choice.

10. Meetings

(a) General Meetings

A General Meeting of the members shall be held in March in each year on a date to be fixed by the Committee, (of which at least ten days notice, with an agenda of the business to be conducted at such meeting shall be posted in the Clubhouse) to receive a statement of accounts and balance sheet and the report of the Treasurer for the previous 12 months and such other business as may be submitted by the Committee or by any member who shall have given due notice of the motion such member proposes to make at least nine days before the date of such meeting; and at the meeting a report by the Committee for the year shall be presented.

(b) Special General Meetings

A Special General Meeting shall be called by the Committee or on a requisition signed by one-seventh of the senior members, stating the special object thereof. Such a meeting shall be held within 14 days from the date of the receipt by the Secretary of the requisition.

Notice of any Special General Meeting, and of the object for which it is called shall be posted by the Secretary in the Clubhouse at least seven days prior to the date of the meeting. No other business than that named in the notice shall be brought before a Special General Meeting.

A General or Special General Meeting may proceed to business if twenty-five members are present at the time fixed for the meeting, otherwise the meeting, if a Special General Meeting convened on the requisition of the members shall be dissolved, but if a meeting or a Special General Meeting convened by order of the Committee it shall stand adjourned to the week following at the same time, and the meeting so adjourned may proceed to business whatever be the numbers of members present. No meeting shall become incompetent to transact business from the want of a quorum arising after the chair has been taken.

No resolution passed by a General or a Special General Meeting shall be rescinded, unless notice to propose rescission shall have been given 14 days at least prior to a subsequent General or Special General Meeting.

11 Rules

(a) Supply

The Secretary shall be bound to deliver a copy of the rules to any member on demand.

(b) Amendment

These rules may be amended at a General Meeting or a Special General Meeting called for that purpose, but notice of any proposed amendment shall be posted in the

Clubhouse for at least 14 days prior to the meeting to which the amendment is to be submitted and any amendment shall require a majority vote of at least two-thirds of the members present at such meeting.

(c) Bye-laws

The Committee shall have power to make such bye-laws as it may consider necessary for the government and order of the Club providing that no such bye-law shall conflict with any of the rules. A copy of all such bye-laws shall be posted in a conspicuous place within the Clubhouse.

12 Committee

(a) Powers of Committee

The managing Committee (“the Committee”) shall consist of the Secretary, Treasurer, Men’s Captain, Ladies’ Captain and six ordinary members above 18 years of age. At the first meeting of the Committee a Chairperson shall be elected by a simple majority and shall remain in post until the first Committee Meeting following the next Annual General Meeting of the Club. The outgoing Chairperson shall be eligible for re-election. The Committee shall control the management of the Club, and shall have exclusive power to engage or dismiss any Officers or servants.

It shall have power to purchase such articles and do all such things as it may deem necessary for the carrying out of the objects of the Club. It shall have due regard to any resolution or recommendation of any General or Special General Meeting, but shall not be bound to give effect to the same if in its judgement such action would be injurious to the best interests of the Club. Nothing in these rules shall enable the Committee to declare any dividend or make any monetary grants to the members, or to apply the Club funds except for the purpose of the Club itself. It shall meet once a

month for general business, and the Chairperson, or in the Chairperson's absence, an elected Chairperson shall preside. Not less than one-third of the total number of the Committee shall form a quorum. Each of the members of the Committee shall have a vote and in the event of equality of voting the Chairperson of the meeting shall have an additional casting vote. A member of the Committee holding two offices shall have only one vote save in the case of the Chairperson of the Committee who in the event of equality of voting shall still have an additional casting vote. No resolution of the Committee shall be rescinded unless notice to rescind has been given at the previous meeting of the Committee.

Should a member of the Committee be a paid employee of the Club or a relative or partner of a paid employee of the Club such member shall withdraw from that part of any meeting during which any issue concerning such paid employee is under consideration and shall not be entitled to vote on such issue

(b) Retirement, Vacation or Cessation of Membership

Any member of the Committee other than the officers mentioned in rule 14 not attending for three consecutive meetings shall, unless they send an explanation which the Committee considers satisfactory, cease to be a member. Any member who shall cease to be a member or who is suspended under rule 9 or who shall cease membership of the Club by any reason shall vacate their seat. Any vacancy so occurring or by any other cause may be filled by the Committee. The six ordinary members of the Committee once elected shall retire after two years. Retiring Committee members shall be eligible for re-election.

(c) Removal or Resignation

The Committee, or any member or members thereof may be removed by the votes of three-fourths of the members present at a Special General Meeting called for that purpose. In the event of removal or resignation of the whole or the majority of the Committee the Secretary shall obtain propositions and appoint Scrutineers and arrange for holding a ballot, and the result shall be declared to a Special General Meeting to be called by the Secretary. The times and notices required by rule 10 for Special General Meetings shall not apply in this case, but three days shall be allowed for propositions.

(d) Sub Committees

The Committee may appoint such sub committees with specific responsibilities as required. Sub committees shall meet as often as necessary and shall report the recommendations to the Committee for consideration.

(e) Orders

The Committee, or any Officers authorised by it shall have the power to give orders for such goods to be supplied and work to be done as may be necessary for carrying out the purposes of the Club, but nothing in these rules shall empower the Committee to incur expenditure, except such as is consistent with the purposes for which the Club is established. If any member of the Committee or Officer has any pecuniary interest, direct or indirect in any contract, proposed contract or other matter, that person shall withdraw from the meeting at which the contract, proposed contract, or other matter is under consideration by the Committee.

13 Borrowing Powers

The Club shall have power to borrow money for the purposes of the Club, and to secure the repayment of any money borrowed by mortgaging or charging any of its

property, providing that the amount of money borrowed shall not exceed Thirty five thousand pounds and that the interest paid or to be paid in respect of any money borrowed (except money borrowed by way of a bank overdraft or by way of a mortgage of the Club premises) shall not exceed twelve percent per annum or one percent above the current bank rate whichever is the higher.

The Committee shall have power to determine from time to time the terms and conditions upon which money is borrowed, and to vary such terms and conditions.

14 Officers

(a) The Officers of the Club shall consist of a Treasurer and Secretary who shall be appointed by the Committee. Either or both of the Officers shall be removable at any time provided three-fourths of the members present at a Special General Meeting called for that purpose shall vote in favour of such removal. The Officers of the Club shall receive such honorarium, if any, as the members at a General Meeting may from time to time determine.

(b) The President

The office of President shall be an honorary position. The President may attend meetings of the Committee ex-officio but shall not be entitled to vote.

(c) The Treasurer

The Treasurer will have responsibilities that include, but are not limited to:

Management of the Club finances and banking facilities

Preparation of the Club's annual budget

Monitoring and reporting on the Club's cash flow

Counting and recording all monies taken within the Clubhouse
Issuing and controlling of monthly expenditure reports
Authorising the payment of all salaries
Ensuring that all PAYE, NI, Income tax and VAT affairs are properly accounted
Liaising with the Club's auditors and professional advisers as necessary
Being a nominated signatory for Club cheques

(c) The Secretary

The Secretary will have responsibilities that include, but are not limited to;
Maintenance of the Club membership records.
Preparation of all meeting agenda and production of minutes.
Issuing of information to the membership via email and notice boards.
Coordinating the necessary arrangements for visiting societies.
Processing membership applications and subscription notices.
Administration of contracts, leases, licenses and insurances.
Acting as liaison officer with the necessary golf governing bodies.
Coordinating the Club's stock taking activities.
Preparation of the annual Committee report for the General Meeting.
Being a nominated signatory for club cheques.

15 Men's Vice Captain

The Men's Vice Captain shall be elected annually by the Committee by a simple majority vote after consultation with the Men's Captain, and once elected shall become Men's Captain for the ensuing year with effect from the end of the General Meeting.

16 Audit

An approved Auditor shall be appointed at the General Meeting to audit all accounts of the Club, and for that purpose shall have access to all the books, deeds, documents and accounts of the Club. The Auditor shall not hold any office in connection with the Club.

17 Application of Profits

The profits of the Club may be applied for any lawful purposes determined by the Committee or any General or Special General Meeting.

18 Investments

The Committee may invest any of the Club funds not immediately required in any securities and in such manner as may be from time to time determined.

19 Dissolution

The Club may at any time be dissolved by the consent of three-fourths of the members testified by their signatures to an instrument of dissolution. The Club is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the Club's facilities. No profit or surplus will be distributed other than to another non-profit making body or to members on winding up or dissolution of the Club or if membership falls below 25 members.

20 Conduct of Elections

(a) Nominations

The President shall be elected every three years by the Committee by a simple majority vote and once elected shall become President for the ensuing three years with effect from the end of the General Meeting. The President shall be eligible for re-election to the post. The election of the Ordinary Committee members shall be by ballot. At least four weeks before the day fixed for any ballot a nomination sheet shall be posted in the Clubhouse by the Secretary, on which the names of all candidates for any office must be entered, and such sheet shall remain open until seven days before the commencement of the General Meeting. No member shall be eligible for

nomination until they shall have been a senior member for a least twenty four calendar months, and must be proposed and seconded by two senior members, who must themselves sign the sheet. No member shall be allowed to propose or second more than two candidates. No candidate shall be nominated for more than two offices.

(b) Scrutineers

The ballot shall be carried out under the directions of the Committee by three scrutineers appointed by the General Meeting but who may not be candidates, members of the Committee, or Officers.

(c) Voting

Voting shall be conducted at pre-determined times as specified by the Committee over the seven days prior to and also at the General Meeting and the result shall be made known by the posting of a notice in the Clubhouse, attested by the signatures of the Scrutineers, recording the number of votes polled by each candidate, and indicating which of the candidates are elected.

(d) Who May Vote

Each senior member of the Club shall have one vote for each vacancy, but no member may give more than one vote to any one candidate.

(e) Tie

Should the ballot result in two or more candidates receiving an equal number of votes the names of such candidates shall be written on slips of paper, which shall be placed so that the names are concealed and the President, or in the President's absence some

person appointed by the Scrutineers, shall then draw as many slips as there are vacancies to be filled and the names so drawn shall be declared duly elected.

(f) Scrutiny

The Scrutineers shall at the conclusion of the ballot; seal up the ballot papers and hand them to the Secretary, who shall retain them for seven days. A Scrutiny shall take place if a written demand be presented to the Secretary within seven days from the close of the ballot, signed by not less than one-tenth of the senior members of the Club, and the scrutiny shall be carried out by three fresh Scrutineers, to be named by the Committee, and their decision shall be final.

21 Misconduct of Member

No misconduct shall be permitted on the Club premises. Any member offending under this rule shall be dealt with by the Committee under rule 9. The Secretary or Committee Chairperson shall have power to order the withdrawal of any member offending this rule from the Club premises, and such member shall have no right of re-entry to the Club premises until summoned before a sub-Committee as provided in rule 9.

22 Introduction of Guests

A member may personally introduce guests to the Club, but no individual guest shall be introduced more than six times in any 52 week period. Guests introduced by members will write their name and address in a book kept for this purpose, and then the member will sign the book. These conditions shall not apply to the introduction by a member of their spouse or partner, the admission of whom shall be subject to such regulations that may from time to time be made by the Committee. Members of golf clubs who hold a Club Premises Certificate will be introduced in the Club as

guests of the Club Committee and its members. Visiting golfers who have paid a green fee and duly signed the green fee book and any golfer, who has competed in open competitions on Alnmouth Village Golf Course, shall be introduced in the Club as guests of the Club Committee and its members. Visitors shall remain as guests for the duration of the green fee or the day of play.

23 Hours of Opening

The Club shall be opened during the hours fixed by the Committee and in accordance with the Licensing Acts.

24 Permitted hours for the supply of Alcohol

The permitted hours shall be such as may from time to time be determined by the Committee in accordance with the Licensing Act 2003 or any amendment or re-enactment thereof.

25 Social members may play the course upon payment of the full visitors' fee at any time or at a reduced fee when playing with a full member up to a maximum of six times in any 52 week period.