

# **CHERWELL EDGE GOLF CLUB**

**By-Laws**

**&**

**Conditions of Membership**

## CHERWELL EDGE GOLF CLUB LIMITED ("The COMPANY")

### By-Laws and Conditions of Membership of ("The Golf Club")

#### Definition of Membership:

A person paying a subscription fee to The Company to provide golf playing privileges.

In these By Laws and Conditions of Membership reference to the masculine includes a reference to the feminine and neuter and vice versa as the case may be. The object of the Golf Club is to provide facilities for and promote participation of the whole community in the sport of golf.

#### 1. MANAGEMENT

The management of the By - Laws and conditions of membership is in the hands of The Company Directors.

The management, administration and maintenance of the Course, the Clubhouse and Facilities are in the hands of the Company Directors and the other appointed employees of The Company.

The management, organisation and governing of members competitions at club, county and national levels is in the hands of the sectional committees (Men, Ladies, Senior Men).

The diary dates of such competitions must be agreed by the Company Directors.

The elected Sectional Committee positions shall be:

Captain  
Vice Captain  
Treasurer  
Secretary

Plus, any members appointed to help with competitions and golf handicaps.

Nominations for Men's Captain and Lady Captain shall require the approval of The Company Directors prior to the AGM

Any level of honoraria proposed shall have to be met from sectional funds

The sectional committees shall at their discretion be entitled to establish and operate a Member Fund for competitions, prizes, hospitality and the like and this fund shall not form part of The Company Funds.

All fees collected on behalf of governing bodies i.e., EGU and NGU fees are the responsibility of the sectional committees and must be met by a separate yearly charge made to each member. These fees shall not form part of The Company funds.

A Club Committee shall be formed to co-ordinate and where necessary ensure that the functions and objectives of the sectional committees as detailed in section 7 are adhered to.

The Club Committee will meet a minimum of twelve times per annum. A quorum of the Club Committee shall be 4.

The Club Committee shall report to the Directors of The Company

The following officer positions shall be elected to serve on the Club Committee at the Club AGM alongside a Director of The Company.

General Manager (approved by the Directors and renewed yearly)  
Club Treasurer (automatically renewed)  
Club Secretary / Chairperson (automatically renewed)

Plus: 3 members from each of the Sections approved by a show of hands

The Club Committee may by a majority vote off any elected person if that person is seen to be a hindrance to the smooth running and progression of the Club. If a member of the Club Committee decides to resign the other members may appoint a replacement until the next ACM.

The monthly minutes of the Club Committee meetings shall be displayed on the club notice board thus, keeping the membership informed of current affairs. These minutes may be censored if a delicate item such as: (a disciplinary action against a member is inconclusive).

## 2. MEMBERSHIP

Membership of the Golf Club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of Golf as a particular sport. Persons under the age of 18 have no voting rights at a General Meeting of the Club.

Any person wishing to apply for membership shall do so by completing an application form.

The Company Directors may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Company, the Golf Club or Sport into disrepute. Appeal against such a decision may be made to the Club Committee and decided by a majority vote.

On approval and on the payment of the subscription to The Company as set by the Company Directors, such person shall become a member of the Golf Club. Having been accepted as a member of the Golf Club, that member will not be entitled to a refund of the annual subscription either in whole or in part unless that member's conduct is considered by the Company Directors to not be in the best interest of the Golf Club and such member is excluded from membership. In such a case the member will be entitled to a refund amounting to the unused part of the annual entrance and subscription calculated on full months unexpired of the membership year.

### 3. RIGHTS AND LIABILITIES OF MEMBERS

Every Member of the Golf Club shall:

Be entitled to use and enjoy in common with other members of the facilities provided from time to time.

Be deemed to have agreed to be bound by these by-laws and conditions and any other rules or regulations displayed on the notice board (s) and duly authorised by the Company Directors and signed on their behalf.

Not by reason of his membership be under any Financial liability except for the payment of his annual subscription.

Not have any privilege over other members other than set down in these by-laws and Conditions of Membership.

Ensure that guests sign the register before admission to the privileges of the Course.

Ensure that any complaints they may have are put in writing to the Club Committee or privately told to a member of the Club Committee and not aired in open court within any area of the Club facilities as this may cause upset to others using said facility. Failure to adhere to this would be looked upon as dissention.

Members who pay their subscription by monthly bankers standing order will forfeit their membership if any due payment is not met, except if proved to be by clerical error, or The Company Directors agree a postponement after consultation. In the event of such default, that member will not under any circumstances be entitled to visit the facilities as a member guest or visitor. The Company reserves the right to pursue any member for monies owed/ outstanding for the year due to that member cancelling any bank instruction.

The Company reserves the right to notify other Golfing Clubs in the area of the member's failure to meet payment.

Members must complete a membership form and pay their subscription before or on its annual due date; any member not paying by this date will automatically cease to be a member. If however there are special circumstances for non-payment these should be notified to The Company Directors who may decide upon admission for that year. The Company Directors may grant an extension for payment under certain conditions.

All members may book tees 15 days in advance. Any member booking must give the names of all their playing partners. However, any member found to be abusing this facility by not arriving to play at the booked time and not having given reasonable notice of three days, will have this concession removed unless a reasonable and valid excuse is forthcoming.

To enable smooth running of Tee Times ALL members must individually check in at the Professional Shop with their membership card at least 15 minutes before commencing any round of golf. Failure to adhere to this rule will possibly lead to that member losing their place on the tee.

Members and their guests must conform to the dress code stipulated by the management at all times.

Each member is entitled to bring up to 3 guests per visit and use his membership card to obtain discounted green fees for his guests.

A member may not use his membership card to obtain reduced green fees if playing within a society or organised golf day.

To enable more members the opportunity to play at weekend peak times they will be joined together as 4 balls where appropriate.

To enable the smooth running of sectional competitions blocked tee times will be allocated for members to book on Tuesdays (Ladies), Wednesdays (Seniors) and Saturdays (Men)

Any other blocked tee times must have the approval of the Directors who will consider the reason for blocking.

All members shall try to avoid slow play especially at peak times.

You must endeavour to keep up with the match in front, if this is not possible and you are losing pace please allow the match or matches behind to play through.

#### 4. SUSPENSIONS AND TERMINATION OF MEMBERSHIP

The Company Directors reserve the right for immediate dismissal of any member for gross misconduct or dissention.

The Company Directors may on the recommendation of the Club Committee suspend or terminate for good and sufficient reason the membership of any member. However before any such recommendation the Club Committee must enquire fully into circumstances of the case by first inviting the member concerned to present his case to the Club Committee. They must then interview witnesses and make further enquiries where necessary. After all enquiries are made the Club Committee shall vote on termination of membership. If by a majority vote the Club Committee find against the member he shall be invited to tender his resignation. If termination of membership is recommended, the Company Directors shall be provided with a written report of all findings by the Club Committee.

The member shall be informed that he is further entitled to present a written case to the Company Directors within three days of receiving/hearing the Club Committee's findings as The Club Secretary shall maintain an accurate record of all such business in a dedicated

#### 5. RESIGNATION OF MEMBERS

A member may resign their membership at any time by letter addressed to the Secretary of the Golf Club, but shall remain liable for the subscription for the year in which they resign.

No refunds of subscription or entrance fee will be made unless the Company Directors shall otherwise direct.



## 6. GENERAL MEETINGS

The Annual General Meeting of the Golf Club shall be held prior to the subscription renewal date. All members are entitled to attend. The Minutes of the preceding General Meeting of the Golf Club shall be available for all members attending.

A notice must be posted in the Clubhouse at least 4 weeks before the General Meeting giving details of the business to be discussed at the General Meeting.

At the meeting, the following business shall be conducted:

The affairs of the Golf Club, Chaired by the Chairperson of the Club Committee in their absence a Company Director.

- a. Introduction.
- b. Apologies for absence.
- c. Approval of Minutes from previous General Meeting.
- d. The receipt of the Ladies section annual accounts followed by the Lady Captain's report on her year in office.
- e. The notification of the Officers elected for the forthcoming year within the Ladies section, plus names of volunteers to help with competitions and handicaps
- f. The receipt of the Seniors section annual accounts followed by the Senior Captain's report on his year in office.
- g. The notification of the Officers elected for the forthcoming year within the Seniors section, plus names of volunteers to help with competitions and handicaps

- h. The receipt of the Men's section annual accounts followed by the Men's Captain's report on his year in office.
- l The notification of the Officers elected for the forthcoming year within the men's section, plus names of volunteers to help with competitions and handicaps

### The notification and acceptance of persons to serve on the Club Committee

- j. The notification and acceptance of the General Manager
- k. The notification and acceptance of the Club Secretary.
- l. The notification and acceptance of the Club Treasurer
- m. The notification and acceptance of 3 members from the ladies Section to serve on The Club Committee
- n. The notification and acceptance of 3 members from the Men's Section to serve on The Club Committee
- o. The notification and acceptance of 3 members from the Senior Men's Section to serve on The Club Committee
- p. The Directors report on the course, the facilities, future plans, proposed membership pricing and explanation of any changes to the By-Laws and Conditions of membership.
- q. Questions will then be taken from the floor.  
Answers may be given in written form at a later date.
- r. The Club Secretary shall record in a Minute Book/Record the proceedings of General Meetings.

The Club Committee may call an Extraordinary General Meeting of the Golf Club for any special purpose, upon the request of any 20 members, stating the purpose for which the meeting is required.

**7. THE POWERS FUNCTIONS AND OBJECTIVES OF ALL SECTIONAL COMMITTEES:**

- a. To encourage, promote and participate in the playing of golf by the members, guests and visitors as shall be appropriate
- b. To fix handicaps as required and maintain the handicap records.
- c. To provide competitions for all members, with guests and visitors on suitable occasions.
- d. To provide means of social activities and good personal relationships between members and amongst members and visitors.
- e. To encourage the use and knowledge of golf etiquette.
- f. To provide and manage a system of club discipline and to carry out such administrative actions as may be necessary.
- g. A quorum of all Sectional Committees shall be three appointed members.
- h. Each Sectional Committee shall have the power to appoint a member to fill any casual vacancy or co-opt a member to the Sectional Committee until their next General Meeting.

- i. Each Sectional Committee shall meet at least 8 times a year.
- j. The appointed positions shall be elected at their sectional AGM.
- k. The Club Committee shall be invited to attend any sectional meetings as they so wish
- l. The Sectional Captains shall conduct the correspondence of their respective sections and keep accurate Minutes of all proceedings. They shall also, in association with the sectional Vice Captains, keep and maintain records of handicaps and competitions.
- m. The sectional Treasurers shall keep proper accounts of the finances of their respective sections and shall produce a monthly accounting statement for the Club Committee meeting. Copies of all the monthly sectional accounting statements shall be made available should a member wish to view them. They shall make an annual statement of the income and expenditure of their respective section for the financial year-end and a balance sheet as at that date and present the same to the Club Committee. The annual statements and balance sheets of each sectional committee shall be made available to each member of The Golf Club.
- n. The expenses of each Sectional Committee in administrating its functions shall be met out of the income of each section from the operations of its functions.
- o. Any revenues collected within the individual sections towards the Members fund from golfing and non-golf activities must be agreed to by the Company Directors.

- p. The individual sectional committees shall be responsible for setting the price of their sectional competition/match entries, keeping records of all monies received and all expenditure. Any monies set to be retained from competition entry fees towards other sectional running costs must be clearly declared to the membership at the AGM.
- q. Each section shall contribute to the cost of yearly renewals of computer software licences that control the members handicaps, competition entries/results and tee time bookings. Each section shall also contribute to the cost of stationery, printer ink and other requisites required to carry out the functions of running of these events. All prizes, cups, trophies and honour boards are the responsibility of the respective section, promoting the event and all costs for such shall be met by that section.
- r. Details of all monies left at the end of the financial year over and above any accruals approved by the Club Committee must be entered on a form provided by the Club Treasurer and returned to him for entry into the combined section accounts report for the AGM.
- s. Matches played against other Clubs will not have green fee charges so long as said visiting club reciprocates. Times for all home matches must be approved by the General Manager before agreeing with visiting team.
- t. Any monies collected voluntary or via raffles or suchlike for non-competition social events such as golf away days or hospitality must not form part of any competition entry and shall not form part of the sectional accounts. Under no circumstance may such monies be collected under the guise of a competition.

## 8. COMPETITIONS

All competitions arranged by the Sectional Committees shall be played under the Rules of the Royal and Ancient Golf Club of St. Andrews, the Standard Scratch and Handicapping Scheme 1 983 (and subsequent amendments) issued by CONGU Handicapping System and subject to the Local Rules of the Golf Club, all current at the time of any competition and such other conditions as shall appear in the Members Golf Club Competition Diary who's dates and times shall be agreed with the Company Directors prior to printing .

All competition entrants must pay and register at the golf reception before starting their round of golf. The amount of competition entry fee must be clearly shown with the rules of the competition at the golf reception.

Under no circumstances whatsoever may monies collected from the membership as competition fees be used for hospitality unless it forms part of that day's event and is clearly shown as such in the competition description.

Any interpretation of the Rules of Golf or Local Rules shall be the responsibility of the Sectional Committees. Should any interpretation require the guidance of the county union or the R & A Golf Club, then it shall be the responsibility of the Club Secretary to communicate therewith.

## 9. COMPLAINTS PROCEDURE

Should any member have any complaint regarding the accounting, administration, competitions or other functions of the Sectional Committees, they shall communicate their complaint to the Club Secretary within seven days of the event who will communicate the complaint to the Company Directors who will endeavour with assistance of the Club Committee resolve the matter.

## **10. AMENDMENT OF THE CONSTITUTION BY- LAWS AND CONDITIONS OF MEMBERSHIP**

The Company Directors reserve the right to amend the By-Laws and Conditions of membership

## **11. COURSE CLOSURE**

The Company Directors or their nominated employees reserve the right to close the Course and the Clubhouse at any time due to inclement weather, alterations or maintenance required to aforesaid or for golf events not open to members.

## **12. CLUB INSURANCE LIABILITY**

Under no circumstance can The Company, the Officers of The Golf Club the Company Directors or employees be liable in respect of any accident neither to any member, their guests or visitors nor for loss or damage to personal property or goods unless proven to have been caused by the negligence of The Company or its employees. Members are strongly advised that they should have their own liability insurance against any loss or damage that they may be held liable for on the golf course or within any part of the complex known as Cherwell Edge Golf Club. They are advised to ensure that such insurance covers loss of property and payment of membership fees in case of illness or accident.