



CONSTITUTION

MILLFIELD GOLF CLUB CONSTITUTION CONTENTS

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MILLFIELD GOLF CLUB

1. GENERAL

- i. The Club shall be called the MILLFIELD GOLF CLUB.
- ii. The status of the Club shall be that of an unincorporated association of the Members.

2. DEFINITIONS

WORDS

MEANING

"The Club"	The above named MILLFIELD GOLF CLUB.
"Home Course"	MILLFIELD Golf Complex, Laughterton, Lincolnshire, LN1 2LB.
"Constitution"	The body of fundamental principles according to which the Club is organised and governed.
"Proposal"	A proposal, submitted for changes to the organisation of the Club, which do not involve amendment of the Constitution.
"Resolution"	A specific proposal, submitted to an AGM or EGM to amend the Constitution.
"Membership"	The total complement of members of the Club who satisfy the Management by virtue of having paid an annual fee for the current year (or have been accepted by Management under special agreement) and are subject to the terms of this Constitution.
"Members"	All those persons who fulfil the criteria outlined under "Membership".
"Senior's Members"	Those full Members who are on or over the age of 55 years, being eligible to join the Senior's Section And by doing so becoming subject to Rules specific to that section when playing in that section.
"Junior's Members"	Those members who are 18 Years of age or under on the date of the annual membership renewal, being subject to this Constitution and also the Rules specified to the junior's Section.

“Committee”	The Committee formed by a group of members elected to administer the various activities of the Club by members at an AGM.
“Officers of the Club”	Those members who have been elected at an AGM to take on a specific task on the Committee.
“Sub Committee Members”	Those Members who have been co-opted/elected to serve on a Sub Committee.
“EG”	The England Golf being the national Governing body for amateur golf in England.
“L.U.G.C.”	The Lincolnshire Union of Golf Clubs being the governing body for amateur Golf in Lincolnshire.
“R & A”	The Royal and Ancient Golf Club of St. Andrews.
“AGM”	The Annual General Meeting of the Club.
“EGM”	An Extra Ordinary General Meeting.
“GWO”	Golf Welfare Officer. A member who has attained the qualifications required to carry out the duties and responsibilities of the position as required by England Golf.
“Millfield Golf Complex”	The owners of the golf course and all buildings.
“WHS”	World Handicap System. Being the overall body for official amateur handicaps.

3. OBJECTIVES

- i. To promote, administer and encourage amateur golf.
- ii. To arrange and manage such competitions, matches, social events and other activities as considered appropriate by the Committee.

4. OBLIGATIONS

- i. To recognise the R & A, the ruling body of Amateur Golf and abide by the Rules of Golf and Amateur Status*, as laid down from time to time by the R & A.
- ii. To comply with the Council of National Golf Unions Regulations and Rules. Any conditions imposed within the scheme, and all conditions imposed by England Golf.
- iii. To comply with the Constitution and Rules of the Lincolnshire Union of Golf Clubs Rules as laid down currently.
- iv. To comply with the L.U.G.C. Rules concerning matters which must be covered by the constitution of member clubs.
- v. To require Membership compliance with the Millfield Golf Club.**
- vi. To have an arrangement for the collection and remittance of any fees due from the Membership which are payable to the various governing organisations for golf.
- vii. To comply with the current rules of Millfield Golf Complex as exhibited on signs on the course and notices in the Cafe.
- viii. To ensure that appropriate policies covering Health and safety, Equality, Child Protection and Safeguarding are available to all members by displaying them on the Compliance Notice board and that all members are aware of them.
- ix. **Precedence.** The specific rules of the Club shall have precedence over the rules of the Lincolnshire Union of Golf Clubs, which have precedence over the rules of England Golf.

* It is the duty of all members to be familiar with these Rules and strictly comply with them whenever they participate in a round of golf, whether at this Club or when visiting other clubs whilst representing MGC.

** Reproduced and attached as part of this Constitution as Appendix II.

5. COMPOSITION OF THE COMMITTEE.

- i. The Committee shall consist of 7 Members.
- ii. The 7 Officers of the Club shall be:
 - The Club Captain, 1 year,
 - The Club Vice-Captain, 1 year,
 - The Treasurer, 2 years,
 - The Secretary, 2 years,
 - The Chairman of the Committee, 2 years,
 - The Senior's Captain, 2 years,
 - Competition & Handicap Secretary, 2 years.

NOTE:

1. In the event of a committee position being vacant the committee will carry the responsibilities of that position collectively until a member is co-opted to that position or elected at an AGM.
2. All posts are elected by a show of hands or ballot (as appropriate) at an AGM/EGM and each position has a vote on the Club Committee.
3. Any co-opted Officer will be entitled to a vote on the Committee.

6. ELECTION/APPOINTMENT TO SERVE ON THE COMMITTEE

- i. Officers of the Club shall perform the duties on the Committee specific to the position for which they are elected. In the event that they relinquish those duties part ways through their term of office they shall stand down from the Committee and be replaced by co-opting a member for the remaining tenure of the position or until the next AGM/EGM. Any committee member standing down part way through their tenure must reimburse the Club with any outstanding membership or Green Fees paid by MGC unless the Committee deem otherwise.
- ii. The Club Vice-Captain will normally progress to the office of Club Captain on confirmation by the Members at the AGM. If other nominations, other than the Club Vice-Captain, are received for the office of Club Captain then the Club Captain shall be elected by a show of hands at the AGM, from the list comprising the Club Vice-Captain and the other nominees. The standing Club Vice-Captain shall stand down from the Committee in the event of not being confirmed in the office of Club Captain. A Club Vice-Captain can be proposed, nominated and elected to serve in the following year at the AGM.
- iii. All Officers elected with the exception of the Captain and Vice-Captain shall serve for a period of 2 years. To maintain continuity of the Committee the 2 year tenure will be staggered such that 3 positions are elected one year and 2 the following year. The rotation will be decided by the Club committee.

- iv. All Members shall be eligible to nominate, second and vote in the election at the AGM.
- v. No Member shall be elected to the Committee unless they have had continuous membership for the preceding 12 months and have been proposed and seconded by members of at least one years' standing.
- vi. A Member who is not a home member shall NOT be eligible to be elected to the Committee.
- vii. Vacancies on the Committee shall be filled by voting by a show of hands at the AGM from the list of nominees. Any member standing down from the Committee at the end of their period of service will be eligible for re-election, subject to the normal procedures, as outlined above for nomination and election.
- viii. Should the Committee be under strength, either because of lack of sufficient nominees to fill vacancies at the AGM or by wastage during the year, the Committee shall make up the numbers by co-opting members eligible to serve on the Committee. All Members so co-opted shall be required to stand down at the next AGM but may seek election to remain under the normal procedures for nomination and election.

7. ORGANISATION OF THE COMMITTEE.

- i. The Committee will meet as necessary, but not less than 6 times per year.
- ii. In the absence of the Chairman, the Club Captain shall be Chairman of the Committee. In his absence a member of the Committee shall be elected as chair for that meeting only.
- iii. A quorum, consisting of at least three Committee members, shall be in attendance at the meetings to ensure the validity of any decisions taken.
- iv. The Secretary shall produce minutes for each meeting, which, together with an agenda and notification of the date, venue and time for the next meeting, shall be circulated to all members of the Committee prior to the next meeting.
- v. At each meeting the minutes of the previous meeting shall be approved, signed by the Chairman as being a true record.
- vi. Sub-Committees may be formed to study and report on any matters of concern to the Committee to deal with but not restricted to:
 - a. Handicapping for all members including Junior's,
 - b. Members competitions,

- c. Social Activities,
 - d. Complaints and Disciplinary procedures,
 - e. Finance committee.
- vii. Sub-Committees shall make reports and recommendations to the Committee. Any recommendations being subject to the approval of the Committee before implementation, except in the case of routine matters relating to handicaps or competitions.
 - viii. All decisions of the Committee shall be made on the basis of a simple majority of all members present, including the Chairman. All elected Officers/co-opted Officers having one vote. In the event of a tie the status quo remains.
 - ix. The Committee shall be empowered to issue guidelines/rules for the conduct of competitions, the awarding of trophies and prizes and the allocation of prize money in the form of vouchers.
 - x. The Committee shall be empowered to make rules for the running of the Club to the benefit of the Membership. Any such rules so made shall be subject to confirmation at the next AGM or at an EGM convened for the purpose.
 - xi. The Committee shall make appointments from the Membership for various positions including Golf Welfare Officer, Junior Organiser, and Friendly/Social Match Organiser. Such appointment shall be open to the members whether or not being members of the Committee. In the event that such appointments are not from the Committee, the Members appointed may be asked to attend Committee meetings, "as required", to report on their activities, but will not have voting rights on the Committee.
 - xii. The Committee may co-opt any Member to attend meetings for a specific purpose, if deemed to be of assistance for the guidance of the Committee. This co-option will only extend for the period necessary for that purpose and will not include voting rights.

8. **GOLF WELFARE OFFICER.**

- i. The position of **GOLF WELFARE OFFICER** will be held by a member of the Club that has attained all the qualifications required for the position. They will hold the position for an unlimited time and have access to the Committee at any time. The post will give the committee regular updates as required.

9. OTHER COMMITTEES

- i. In addition to the Committee there shall be sub committees for Weekend Competition's, Handicap and Senior's sections. The members of these sections are subject to the terms of this Constitution and to any decisions made by the Committee for the benefit of the Members in general. They shall also have their own rules for matters specific to their section. Where applicable, section sub committees shall be responsible for compliance with the rules or regulations laid down by the relevant Golf Union. Provision shall be made in the rules of these sections for the control of any funds or property exclusive to the particular section.

10. DUTIES OF THE OFFICERS OF THE CLUB

- i. The duties of the officers of the Club shall be as detailed in Appendix I, attached as part of this Constitution.

11. SUBSCRIPTIONS/HONORARIA

- i. Annual Subscriptions shall be recommended by the Committee and members informed of proposed changes prior to the AGM and if approved the changes will take effect immediately.
- ii. Any member that has not paid their subscription before the 1st April shall be deemed to have terminated their membership.
- iii. Annual membership of the Club will commence on the 1st April.
- iv. Any member changing their home address or email address should notify the Secretary in writing. Until notice is given, all communications and notices sent to their last known address or email address shall be deemed as served upon the member.
- v. All members each year submit a new renewal form with their remittance to enable the Secretary to maintain an up to date list of contact details. The club will ensure compliance with Data Protection Laws.
- vi. **Honoraria.** These are set out in Appendix II.

12. ANNUAL GENERAL MEETING

- i. The AGM shall be held for the purposes of electing Officers and Committee members and to receive Annual Reports. The AGM shall be held within nine weeks of the end of the financial year which will be 30th September. At least 28 days prior to the AGM the Club Secretary will place a notice on the Club notice board, as well as by e mail where possible, a notice informing the members of the following:
 - a. The date, venue and time of the meeting,
 - b. A list of Committee vacancies to be filled,
 - c. A form for registering nominations for the various vacancies,
 - d. An agenda for the meeting.
- ii. Nominations for candidates to stand for election to the Committee shall be entered on the form displayed on the notice board, not later than 14 days prior to the date of the AGM.
- iii. Nominations registered on the form displayed on the notice board must include the signatures of the Members proposing and seconding the nomination. The Member being nominated must also sign the form to confirm consent to serve, if elected, in the specific position for which they have been nominated.
- iv. A list, in alphabetical order, of all candidates standing for election to specific positions on the Committee shall be posted on the Club notice board, not later than 7 days prior to the date of the AGM.
- v. The Agenda for the AGM, shall include the following items:
 - a. To receive reports, if applicable, from the Club Captain, Senior's Captain and Junior's Section Organiser on the relevant activities during their year in office.
 - b. To receive from the Club Treasurer a report and annual accounts for the current year detailing income and expenditure together with a balance sheet.
 - c. To present an audited set of accounts for the previous year and recommend the appointment of an auditor for the current years finances .
 - d. To propose and set subscriptions for the following year
 - e. To confirm the Club Vice-Captain in the Office of Club Captain for the forthcoming year or in the event that alternative nominations have been submitted and seconded in accordance with the appropriate procedures elect a Club Captain by show of hands.

- f. To elect, or re-elect, Officers of the Club and Committee Members to fill the positions vacant.
- g. To consider any Resolutions or Proposals submitted to the Secretary, duly signed by the Members proposing and seconding the submission, for receipt not later than 21 days prior to the date of the AGM. The Secretary shall post a copy of any such Resolutions or Proposals on the notice board at least 14 days prior to the date of the AGM.
- vi. A quorum at the AGM/EGM shall consist of at least 20% of the total Club Membership.
- vii. If circumstances outside of the club prevent an AGM, the Club Committee has the power to arrange an alternative date as circumstances allow or delay to the following year. A notice to that effect will be placed on the club notice board detailing the change and reasons for it.

13. EXTRA-ORDINARY GENERAL MEETING

- i. An EGM may be convened, either by the Committee, or following a request submitted in writing and supported by the signatures of at least 20 Members. The Secretary shall fix a date for such a meeting and 14 days prior to the date, of the EGM, shall place on the notice board details of the date, time, venue and business to be transacted. Only 1 resolution can be submitted.

14. COMPLAINTS AND DISCIPLINARY PROCEDURES

- i. Complaints and Disciplinary procedures shall be implemented by the current rules and guidelines as detailed by E G .
- ii. All problems or complaints should be in the first instance conveyed in writing to the Club Secretary with as much information as possible. The Club Secretary will ensure that they are brought to the attention of the Club Committee. The Club Committee will at the earliest opportunity discuss the complaint and decide the course of action. If deemed minor the Club Committee will endeavour to deal with it by mediation with the parties involved to reach a settlement. If the complaint is deemed serious, for example such as deliberate cheating, bullying or threatening behaviour, mishandling of finances, breach of the constitution or other instances of gross misconduct then they will appoint a Complaints Officer to deal with the complaint.
- iii. The Complaints Officer will be a member of the club and will be asked to form a Complaints Panel consisting of themselves and two other members of their choosing. The Complaints Panel members will be individuals having no involvement with the complaint to ensure impartiality and fairness. The Complaints Panel will gather all the information surrounding the complaint from the parties involved and on reviewing it decide on the appropriate course of action. This will include

any disciplinary measures thought appropriate to the misconduct found. In all cases the Complaints Panel will record their findings and write to the individuals concerned.

- iv. If the person or people making the complaint are unhappy about the disciplinary measures and they believe that not all the facts have been taken into consideration then they have the right to appeal. Again the appeal must be submitted in writing to the Club Secretary within 30 days detailing the new facts or evidence they wish to present to the Panel. The Club Committee in conjunction with the Complaints Panel will decide if there are grounds for an appeal and if so appoint an Appeal Officer to deal with the appeal.
- v. The Appeals Officer will be a member of the Club not involved in the complaint or investigation. The Appeals Officer will again set up an Appeals Panel with two other club members of their choice - again not having any involvement in the complaint or the original investigation. The Appeals Panel will investigate fully the new facts or evidence being presented and determine the correct course of action i.e. uphold the Complaints Panel findings or if the new evidence alters the findings decide on the appropriate course of action.
- vi. The Appeals Panel will again ensure the appeal process is fully documented and their decision is put in writing to all those concerned.
- vii. The Club Committee in appointing the Complaints and Appeal Officers will ensure that the persons they appoint have the necessary and appropriate skills and impartiality to investigate the complaint fairly.
- viii. Where the above process can be avoided or the complaint/problem rationalised between the parties involved every effort should be made to pursue this by the Club Committee.
- ix. Should a complaint be made regarding a member(s) of the Club Committee it will follow the same procedure but will be discussed and actioned by the Club Committee members not included in the complaint.
- x. Should a member(s) fail or decline to appear before the Complaints or Appeal Panels having given no prior explanation for their failure to do so, then the panel shall proceed with their considerations of the issue in the member's absence and action accordingly.
- xi. Serious misconduct found by the Panels can result in the member(s) being censured or have restrictions imposed on their privileges or participation in club competitions or other activities which they consider appropriate. In extreme misconduct cases the panels may submit a recommendation to the Club Committee that the member(s) be suspended or expelled from membership of the club.

15. PROPERTY/DISBANDMENT

- i. In the event of the Club being disbanded, the Committee shall be responsible for realising the Member's assets, settling all outstanding Accounts. The Committee will propose to the members what alternatives there are to the club and what assets have been realised/determined. This will be either an EGM or by balloting the members. The Committee will ensure the disbandment of the club will be carried out as directed by the majority of the members.*

16. AMENDMENTS TO THE CONSTITUTION

- i. This Constitution shall only be amended by consideration of Resolutions submitted to an AGM, or EGM, convened in accordance with the appropriate procedures. In order to adopt such amendments, the majority of the votes cast by those eligible to vote and present at the meeting, must be in favour of the Resolution for it to succeed.
- ii. Resolutions submitted for amendments may contain proposals for new provisions, changes to existing provisions or the deletion of existing provisions.
- iii. Resolutions shall be submitted in a form containing the proposed wording of new text for insertion or substitution in the Constitution, or, details of the text to be removed, as appropriate.
- iv. Members and Junior Members shall be eligible to vote in any ballot held to decide on the adoption of Resolutions.

* Members who have a paid up membership for 12 months or more.

MILLFIELD GOLF CLUB CONSTITUTION APPENDIX I

DUTIES OF THE OFFICERS OF THE CLUB

NOTE: This Appendix, being a part of the Constitution, Section 10, has the same status as if it were contained in the main document.

1. CLUB CAPTAIN

- To represent the Club at Golf and Social events as appropriate.
- To be the Club representative and liaise with the various governing bodies for amateur golf.

2. CLUB VICE-CAPTAIN

- To deputise for the Club Captain as, when and where required by MGC or Club Captain.

3. JUNIOR ORGANISER

- To organise competitions for Junior Members.
- To liaise with The Millfield Junior Golf Academy and to report to the Committee.

4. SENIOR'S CAPTAIN.

- To represent the Senior's Section at meetings of the Committee.
- To perform the duties as laid down for the office in the relevant rules of The Senior's Section.

5. TREASURER

- To manage the proper accounting for all monies received on behalf of the Club with auditable records of all transactions made, by means of receipts or payment vouchers.
- To pay all appropriate invoices pertaining to MGC.

- To maintain bank accounts on behalf of the Club, ensuring the bank mandate specifies who may give instructions to the bank and that a minimum of two authorised persons are required on each instruction or cheque issued.
- To produce a simple statement of account for each meeting of the Committee.
- To produce an Annual Statement of Account and Balance Sheet as at the last day of September each year and to report this at AGM.
- To submit to the Auditors the Annual Statement of Account and Balance sheet, together with supporting documentation.
- To maintain an Asset Register to cover all property owned by the Club.
- To seek approval from the Committee for any significant expenditure for items outside the normal “day to day” organisation of the Club.

6. THE COMPETITION & HANDICAP SECRETARY

- To ensure the Club complies with the requirements of the Council of National Golf Club Union’s (CONGU) World Handicapping Scheme (WHS).
- To manage the processing of the results of all members and junior’s competitions as soon as practical on completion of each competition, using the computerised system where appropriate, and display results on the notice board.
- To retain records of competition results for the current and preceding year for, future reference and analysis, in accordance with CONGU rules.
- To use the results of qualifying competitions for the adjustment of handicaps in accordance with CONGU rules.
- To maintain a regularly updated list of actual and playing handicaps for all members for display on the notice board at intervals.
- To allocate handicaps to new members either as a result of cards submitted or on the basis of Handicap Certificates provided by other clubs.

- To review annually, in conjunction with the other members of the Handicap Sub-Committee, the handicaps of all members, and when required by their general play under (clause 19 of the CONGU Rules) WHS.

NOTE:

With the provision of the Player Score Input System installed at the Club some of the above requirements may be substituted by the provision of information recorded electronically under the management of the Handicap Secretary and available direct to members.

- To produce rules or guidelines, as appropriate, for all competitions.
- To manage the organisation of all members competitions.
- To programme future competitions into the computerised system, where appropriate.
- To liaise with the Treasurer on the collection of entry fees for competitions.
- To ensure that all entrants in major competitions have completed the appropriate number of qualifying rounds of golf.
- To liaise with the organisers of any major or national sponsored competitions ensuring that any relevant results are communicated to the appropriate organisation.
- To organise and arrange the Members annual presentation and to organise the engraving of the trophies.

7. THE SECRETARY

- To liaise with Committee and Club Members on the day to day running of the club.
- To produce an agenda for all Committee meetings.
- To produce accurate minutes of all meetings held and to distribute them to all Committee Members prior to the next meeting.
- To keep records of all general correspondence and to enter into any correspondence on behalf of the Committee.
- To ensure that all relevant correspondence, minutes and records are forwarded to the Committee for information and safekeeping.
- To maintain an official archive for the retention of all formal documents such as the Constitution, decisions of the Committee etc.

- To liaise with governing bodies and report to the Committee.
- To interview new members or delegate to a Committee Member.
- To fully complete the New Members form and update the information onto HandicapMaster.
- To maintain a record of Annual Renewals and update HandicapMaster.
- To liaise with the Treasurer and confirm membership to Committee.
- To sit on all sub-committee meetings to ensure correct records are kept and maintain continuity.

8. CHAIRMAN OF THE COMMITTEE.

- To ensure the current constitution is maintained and upheld.
- **Purpose.** To provide leadership and direction to the committee enabling it to fulfil its responsibilities in providing sound governance and strategic direction for the club. To facilitate Committee meeting and support members with well-rounded and carefully considered decision-making and leadership.
- Plan and hold committee meetings in accordance with the criteria set out in the club constitution.

MILLFIELD GOLF CLUB CONSTITUTION APPENDIX II

MEMBERSHIP COMPLIANCE

1. COURSE MANAGEMENT

Millfield Golf Complex has the sole responsibility for the management of the Course and its staff.

No complimentary or reduced price rounds of golf may be granted without permission from the Complex.

The Course cannot be closed at any time without the Complex approval.

Tee times cannot be reserved and competitions must fit in with 'Pay & Play'.

2. MEMBERSHIP

All applications for membership shall be made on the Club application form, which must be endorsed by a member. The form should be forwarded to the Secretary who will make arrangements for the applicant to be interviewed. Following the interview the application will be put to the next Committee meeting for approval.

The Committee shall have the authority to remove any Member (found guilty of Serious Misconduct as per EG disciplinary process) or decline any proposed new Member if it deems appropriate to do so.

Membership classification is Full Member or Junior Member. No other form of membership unless agreed at an AGM or EGM.

3. HONORARIA POSTS

All serving Officers of the Club and the Golf Welfare Officer shall have their Club membership and Complex Green fees paid by the Club. The elected Vice-Captain will not receive honoraria until being confirmed as Captain.

4. REGULATIONS

All members must abide by the current dress code. All players must report to the Cafe and sign in before play. Club visitors must pay green fees before going onto the course.

Members must be responsible for their guests and accompany them on the course, starting at tees decided by the complex. All Members must comply with the rules of Millfield Golf Complex.

5. ETIQUETTE

Players are expected to familiarise themselves with the rules and etiquette of golf and are requested to co-operate in preserving the condition and amenities of Millfield Golf Course.

6. INSURANCE

Members are reminded that any loss of, or damage to their personal possessions in the Cafe or other Complex premises due to fire, burglary, theft or other cause is not covered by the Club's insurance nor is the Club liable for any loss a member may suffer on the course or for any damage the member may cause to property or injury to any person. All Members are urged to obtain their own insurance cover.

MILLFIELD GOLF CLUB CONSTITUTION APPENDIX III

CONDITIONS OF AFFILIATION

The following rules must be included in the Club Rules or Constitution of a Club as a condition of affiliation to England Golf, the Lincolnshire Union of Golf Clubs and the Council of National Golf Unions and any other association the Committee may from time to time decide.

1. CONDUCT OF THE GAME

- 1.1. The Club agrees to recognise the Royal and Ancient Golf Club of St Andrews as the ruling body of Amateur Golf and shall abide by the Rules of Golf and Amateur Status as laid down from time to time by the Royal and Ancient (R&A)
- 1.2. The Club agrees to comply with the Council of National Union of Golf Clubs. Regulations Rules and any conditions imposed within the scheme and also any conditions imposed by England Golf.
- 1.3. The Club agrees to comply with the Constitution, Rules of the England Golf and of the Lincolnshire Union of Golf Clubs as laid from time to time.

2. SUBSCRIPTIONS TO THE ENGLAND GOLF AND LINCOLNSHIRE UNION OF GOLF CLUBS

The Club shall pay all subscriptions due to the Lincolnshire Union of Golf Clubs and England Golf in respect of all playing members of whatever category.

3. DISCIPLINARY PROCEDURES

The Club shall duly exercise the disciplinary powers delegated to them under the England Golf Constitution.

The Committee shall be responsible for the discipline within the Club EXCEPT that in the case of matters relating to the playing of the game within the rules of amateur golf.

4. ELECTIONS

The Club shall agree to hold an Annual General Meeting to elect the Officers of the Club. In addition the members at the Annual General Meeting or the elected General Committee whichever is appropriate shall appoint a Competitions and Handicapping Committee (the majority of which shall be elected members) who shall have complete control of handicapping matters in the Club.

5. COURTESY OF THE COURSE

The facilities of the course and part of the clubhouse should be made available to the County Union at reasonable intervals in accordance with normal County practice. Where a club does not control its own course, this provision should be agreed in writing with the owners, prior to affiliation.

6. REVOCATION

Rules 1 to 5 and this Rule shall not be amended or revoked without the prior written consent of the England Golf.