



## STRATHENDRICK GOLF CLUB CONSTITUTION

### 1. Name

- 1.1 The name of the Club shall be 'Strathendrick Golf Club', hereafter referred to as 'the Club'.
- 1.2 The Club shall affiliate to Scottish Golf Ltd and Stirlingshire Golf Union.

### 2. Objectives

- 2.1 The Club shall hold the following as its aims and objectives and shall strive to fulfil these aims and objectives at all times:
  - To play the game of Golf and to provide social amenities for the members;
  - To fulfil the general objectives and functions of a sports Club and by undertaking such activities as may be reasonably necessary and/or incidental to such objectives;
  - To generally promote the games of golf for the benefit of members and the local community;
  - To provide access to golf for players of all standards in a friendly and welcoming atmosphere that does not discriminate on the grounds of gender, age, race, religion or belief, sexual orientation or disability.
  - To promote and abide by the Rules of Golf as they are fixed from time to time by The R&A;
  - To arrange competitions and matches for members.

### 3. Membership and Subscriptions

Subject as hereinafter provided the number of members shall be such as a General Meeting of the Club may from time to time determine.

- 3.1 All members joining the Club shall be deemed to accept the terms of this Constitution and any Bye-Laws from time to time adopted by the Club in particular including the requirement to conduct themselves in accordance with any conduct rules, equity policy and disciplinary procedures.
- 3.2 Membership is open to all and no application for membership will be unreasonably refused. Furthermore, no application shall be refused on grounds of gender, gender reassignment, age, race, religion or belief, political or other opinion, sexual orientation, marriage and civil partnership, pregnancy and maternity or disability.
- 3.3 Any member changing his or her residential or email address shall be responsible for informing the Membership Secretary of such change in writing as soon as possible, via email or by post. In the event of any notice being sent by the Club to a member, this will be sent to his or her last known email or postal address as previously intimated.

## 3.4 MEMBERSHIP

3.4.1 Membership of the Club shall consist of the following classes of membership:

**Full Ordinary Members** are full adult paying members, with the right to vote on any motion.

**Intermediate Members** shall be those who are aged between 18 and 35 as at the 1st March each season. On reaching the age of 36 as at the 1st of March, they will transfer to Full Membership. Intermediate Members have the right to vote on any motion.

**Get Into Golf Members** are new members who have not been a member of a golf club within the last 5 years. This category applies for one season only, with automatic transfer to Full Membership on the 1<sup>st</sup> March. Full membership rights apply, including the right to vote in any motion.

**Junior Members** shall be those who have not attained the age 18 as at the 1st of March each season. On reaching the age of 18 as at the 1st of March, they will transfer to Intermediate Membership. Junior members have no voting rights.

**Associate Members** must be a member of another recognised Golf Club and membership of the Club is for social golf purposes as a second Club only. Where membership of another Golf Club ceases, the Membership Secretary must be informed immediately. Transfer to Full Membership can be applied upon receipt of balancing pro-rata fee from date of cessation until 28th February. Associate Members have no voting rights.

**Country Members** shall be those who reside out-with 50 miles of the Club, or overseas. Where residential status out-with 50 miles ceases, the Membership Secretary must be informed immediately. Transfer to Full Membership can be applied upon receipt of balancing pro-rata fee from date of cessation until 28th February. Country Members have no voting rights.

**Honorary Members** are persons who have been nominated by the Committee for honorary membership in recognition of exceptional service to the game of golf or to the Club and ratified by the Members at a General Meeting. Voting rights and privileges are as defined in the invitation.

3.4.2 Applications for membership shall be managed by the Membership Secretary and formal entry to the Club approved at a Meeting of the Committee by a majority of those present and voting.

3.4.3 The playing Rights and Privileges of each membership class is detailed in the Addendum.

3.4.4 Subscriptions for each class of membership shall be fixed by the Management Committee. The annual change in subscription will be no more than 3% of the previous year's subscription. Any proposed change above this amount will require to be approved by the Members at a General Meeting of the Club.

3.4.5 The annual subscription for all membership classes shall be displayed on the Club Notice Board.

3.4.6 The Committee will have the authority, for membership recruitment purposes, to reduce the subscription fees or offer other promotional deals for any membership class as follows:

- Up to 15% for membership taken out at a scheduled Open Day during the months of March to August
- By any amount deemed appropriate by the Committee during the months of September to February
- Promotional deals targeted at specific outcomes as part of a Club Marketing Plan or Scottish Golf initiatives

The committee will circulate the details of any fee reductions or promotions to the membership with at least 2 weeks' notice prior to the proposed effective date.

3.4.7 Annual subscriptions shall be due on the 1<sup>st</sup> March and must be paid by the 30<sup>th</sup> March or in accordance with instalment arrangements as set out by the Management Committee. In the event that any member's annual subscription or instalment has not been paid by the final due date specified then membership shall be automatically terminated. Termination shall be intimated to the member in writing by the Membership Secretary. No member shall be entitled to enter any competition prior to payment of the annual subscription or instalment of any moneys due to the Club.

3.4.8 Any member wishing to resign from membership must notify the Membership Secretary, by email or post, before 31st December failing which he or she will be liable for the current subscription.

#### **4. Management of the Club**

4.1 The Club shall have 6 Office Bearers: the Gents Convenor, the Ladies Convenor (one of whom shall be the Club Captain), the Vice Captain, the Secretary, Membership Secretary and the Treasurer.

4.2 An Honorary President and Honorary Vice-President may be elected at any Annual General Meeting, but they shall not by virtue of such offices have any voice in the management of the Club. Such Honorary Presidents shall be persons who have rendered exceptional service to the game of golf or to the Club. As long as they hold such offices the Honorary President and Honorary Vice-President will be exempt from payment of an annual subscription of the Club but shall retain all rights and privileges of Ordinary Members.

4.3 There shall be a Management Committee, hereafter referred to as 'the Committee', responsible for the overall management of the Club and shall have the power to make Bye-Laws. The Committee shall consist of the Office Bearers, the immediate Past Captain, and six Ordinary Members, all of whom shall be elected at the Annual General Meeting.

4.4 Two Office Bearer posts may be undertaken by one person as a dual role, only in the event of a position not being filled and where circumstances require it..

4.5 Election to any position on the Committee cannot be limited by or discriminated on the ground of gender, gender reassignment, age, race, religion or belief, sexual orientation, marriage or civil partnership, pregnancy or maternity or disability.

4.6 Captain and Vice-Captain will be elected at the Club AGM to serve for up to two years and will not be eligible for re-election in relation to their respective post for at least one year. The Vice-Captain shall succeed the Captain as Captain subject to proper nomination and the approval by simple majority of members present and voting at the Annual General Meeting.

- 4.7 One third of the Ordinary Members on the Committee shall retire annually by rotation and shall be eligible for re-election.
- 4.8 All Committee Members must be members of the Club.
- 4.9 In the event of an office becoming vacant during the Club year, such vacancy shall be filled by the Committee until the next succeeding Annual General Meeting.
- 4.10 Nominations of members for election to the Committee may be made in writing, by email or post, to the Secretary by the 31st of December preceding the Annual General Meeting stating the name of the proposer who shall be a voting member of the Club. These nominations shall be intimated to the Members in the notice calling the Annual General Meeting.

## **5. Responsibilities of Management Committee**

- 5.1 The Committee, chaired by the Captain, shall:
- Establish Club policies and oversee the administration of those policies;
  - Oversee the fiscal management of the club including setting annual subscriptions, membership classes, entrance fees, and level of audit requirement;
  - be responsible for the creation and enforcement of Bye-Laws of the Club;
  - be responsible for ensuring the Club, its office-bearers and employees have in place adequate and relevant insurance cover at all times;
  - Approve membership applications and welcome new members;
  - Appoint staff in accordance with the approved budget;
  - Review and approve recommendations made by the Clubs' appointed sub committees.
- 5.2 The Committee shall hold meetings from time to time as may be required for the despatch of all competent business, but at least once per quarter. A meeting of the Committee shall be called by the Captain at any time, and upon a request from any 5 members of the Committee.
- 5.3 Committee Meetings shall normally be held at the Clubhouse. They may be held at an alternative location deemed appropriate by the Committee, or virtually, where there are circumstances that prevent physical meetings or make them impractical. Appropriate examples are public health reasons, adverse weather conditions, access issues.
- 5.4 The quorum at a Committee Meeting shall be 5 members.
- 5.5 The Committee, at its discretion, may ask a Committee member who fails to attend 50% of Committee meeting to forego their position and stand down to allow a replacement member to be co-opted on to the Committee.
- 5.6 The Gents Convenor, Ladies Convenor, Membership Secretary and Treasurer shall provide a written Report to the Committee at all meetings. Other reports required shall be specified on the Meeting Agenda.
- 5.7 The Committee shall establish and set the remit of sub-committees of the Club where required. Each sub-committee shall have a chair who will be a member of and report to the Committee and shall agree its own rules of operation subject to the terms of this Constitution.
- 5.8 The Committee will not have power to purchase or sell heritable property without specific authority of Members at a General Meeting. Heritable property may be leased by the Committee for a period of up to 6 months subject to Members being given at least 2 weeks' notice. Longer leases shall require specific authority of Members at a General Meeting.

- 5.9 The members of the Committee shall also be trustees of the Club and shall hold any property of the Club in their name and shall be entitled to be sued or sue as trustees of the Club. They shall be indemnified by the Club where acting in good faith in their capacity as trustees of the Club.
- 5.10 The Committee shall have full power to deal with all matters relating to the Club not reserved to a General Meeting in terms of this Constitution, including power to make public and enforce such Bye-Laws as the Committee feel necessary to govern the activities of the Club (including Bye-Laws relating to discipline).

## **6. General Meetings**

The following provisions shall apply to all General Meetings:

- 6.1 General Meetings shall normally be held at the Clubhouse. They may be held at an alternative location deemed appropriate by the Committee, or virtually, where there are circumstances that prevent physical meetings or make them impractical. Appropriate examples are public health reasons, adverse weather conditions, access issues.
- 6.2 At all meetings of the Club the chair will be the Captain, whom failing the Vice-Captain, whom failing another member of the Committee who the Committee by majority shall determine. The Chair will have a casting as well as deliberative vote. The quorum for all General Meetings of the Club shall be 10% of Club members eligible to vote.
- 6.3 The following class of Members have the right to vote:
- Full, Intermediate and Get into Golf Members.
  - Honorary Members where the invite included voting rights.
- 6.4 The Captain of the Club shall hold a deliberative as well as a casting vote at general and committee meetings, in each case at the time the meeting commences its business.
- 6.5 Any decisions other than amending the constitution shall be reached by a simple majority of the members present and who possess the right to vote.
- 6.6 At least 14 days' notice and the Agenda shall be given to all voting members of any General Meeting.

### SPECIAL GENERAL MEETINGS

- 6.7 A SGM may be called by the Management Committee by decision of a simple majority of its members, or by fifteen members of the Club. Any such request must be submitted to the Secretary by written motion and specify the business to be put before the SGM.
- 6.8 No business shall be conducted unless fair notice (Clause 6.6) thereof is contained in the Agenda.

### ANNUAL GENERAL MEETINGS

- 6.9 The Annual General Meeting shall be held once per calendar year, within 4 months of the end of the financial year and may be attended only by members present and who possess the right to vote, and shall have as its main business:
- The presentation of the Management Committee Report for the past year
  - The election of Office-Bearers and Management Committee members
  - Approval of the minutes of the last Annual General Meeting and any other General Meetings held during that year
  - Approval of the independently examined accounts for the Club for the last financial year and appoint an independent examiner for the following financial year

- Consider and approve any changes to the Constitution
- Deal with any other relevant business.

6.10 Nominations for office-bearers may be made in writing to the Secretary, via email or post, by the 31st of December preceding the Annual General Meeting. Nominations for office-bearers shall be intimated to the Members in the notice calling the Annual General Meeting.

6.10.1 Each Office Bearer nomination shall require one proposer who shall be a voting member of the Club.

6.10.2 Elections shall be conducted on a simple majority of Club members present and voting.

6.10.3 In the event of there being no nomination for a post within the stipulated time then nominations may be accepted at the Annual General Meeting.

6.10.4 In the event that no person is voted in to a post or in the event of resignation or retirement from a position, the Captain or Vice-Captain will undertake the duties until such time as the post is filled. Elections to fill such a vacant post should take place at a general meeting and shall be subject to the same rules as at the Annual General Meeting.

6.11 Notice of any motion to be presented to an AGM must be made in writing via email or post to the Secretary by the 31st December prior to the meeting and that motion must be published in the Notice communication, advising Members of the AGM.

6.12 A copy of the independently examined accounts of the Club and details of candidates for office bearer posts, shall be given to all voting members of the Club along with the Notice and Agenda issued with fair notice (as specified in clause 6.6)

## **7. Finance**

7.1 The financial year shall run from the 1<sup>st</sup> of November to 31<sup>st</sup> October.

7.2 The Treasurer shall be responsible for securing the preparation of Annual Accounts of the Club and laying these before the Annual General Meeting.

7.3 The accounts shall be examined by the Club's independent Examiner as approved at the Annual General Meeting.

7.4 All cheques drawn against the Club's funds shall be signed by the Treasurer and one other Management Committee member.

7.5 All members of the Club shall be jointly and severally liable for the financial liabilities of the Club.

## **8. Conduct of Members and Complaints**

8.1 All complaints must be made in writing via email or post to the Secretary and, excepting email submission, signed by the persons complaining; and none shall be attended to unless this rule is complied with. The Secretary shall submit all such complaints to the Committee, who shall take the matter into their consideration, and they shall have the power to give such deliverance or order thereon as they consider necessary.

8.2 In the event of any member violating any part of the Constitution or the rules and regulations of the Club, or conducting himself or herself in such manner as is, in the opinion of the Committee objectionable or likely to injure or discredit the character of the Club, the Committee will have the power, after calling upon the member for an explanation, to suspend such member from any or all rights and privileges of the Club for a stated period of time or expel the member from the Club.

- 8.3 Any member so suspended or expelled will be advised by the Committee in writing and the member has the right to appeal against the Committee's decision. Any such appeal will require to be in writing to the Secretary via email or post stating the grounds of appeal within fourteen days of receipt of written intimation of the Committee's decision. Any such appeal will be dealt with by a Sub-Committee of three persons appointed by the Captain whom shall be composed of past Committee Office Bearers, providing always that they have not previously been involved in the disciplinary procedure. The Committee will be appraised of the decision of the Sub-Committee and will thereafter decide whether to uphold or dismiss the appeal or to modify any penalty previously imposed.
- 8.4 For the avoidance of doubt, during the period of suspension or expulsion up to any subsequent appeal being held the member concerned will not be entitled to any rights or privileges of the Club.


## 9. Dissolution or Winding Up of the Club

- 9.1 The Club is non-profit-making and all profits and surpluses will be used to maintain and or improve the Club facilities or to carry out the objectives of the Club.
- 9.2 No profit or surplus shall be distributed (other than to another non-profit making body on a winding up or dissolution of the Club).
- 9.3 If upon winding up or dissolution of the Club there remains after the satisfaction of all debts and liabilities any property whatsoever this shall be transferred either to any association to which the Club is affiliated or, to some other organisation or organisations having objects similar to the Club. This organisation shall be determined by the Members of the Club by resolution passed at a General Meeting.

## 10. The Constitution.

- 10.1 The Constitution shall only be altered by consent of two thirds of voting members present at a General Meeting.
- 10.2 The Constitution and Bye-Laws in force from time to time shall be binding on the Club office-bearers and members.
- 10.3 A copy of The Constitution and Bye-Laws shall be posted in a prominent position in the Clubhouse.

**This constitution has been approved in accordance with 10.1 above, and accepted as the constitution for Strathendrick Golf Club, signed:**

Name: Lorna Young  Position: Treasurer Date: 23/01/2022

Name: Marie Fitzpatrick  Position: Secretary Date: 23/01/2022

# ADDENDUM

## BYELAWS

### IDENTIFICATION OF MEMBERS

Members must display bag-tags when playing on the course and be able to produce proof of identity where requested by any member of the Committee or employee of the Club who shall have power to prevent their playing on the course until they satisfy this condition.

### GUESTS

Members may introduce twelve guests to play golf at a fee to be decided by the Committee and which shall be posted on the notice board. Visiting guests can only play the course a maximum of 6 times in any one-year (April – March), no matter which member accompanies them. All guests introduced to the Club must be signed into the Visitor's Book and must attach a completed receipt tag to their golf bag. Members are responsible for ensuring their guests conform to all the rules on the course and in the Clubhouse.

### TEES

The tees should be used as follows:

White Markers – Used solely for club competitions unless otherwise authorised by the Committee.

Yellow Markers – Used by all male Members, guests and visitors for all other play.

Red Markers – Used solely by Lady Members, guests and visitors.

Blue Markers – Used by Junior Members, guests and visitors.

### RESERVING THE TEE

The General Committee shall have power to reserve the first tee for any match or competition.

### SLOW PLAY

Members should be aware at all times of their position on the golf course. It is their responsibility to maintain their position on the course and avoid undue delays. Any group that has lost a complete hole on the group ahead should wave through faster groups.

### DRESS ON THE COURSE

It is recommended for personal safety that appropriate golf shoes are worn on the course. There are no specific dress rules with the exception of a restriction on the wear of football attire. Members and visitors are trusted to ensure a standard that avoids causing any offence or embarrassment.

### PHONES

Mobile phones, if carried on the course, must be switched to silent.

### SMOKING

Smoking, including the smoking of E-cigarettes, is not permitted in the Clubhouse or at the entrance.

### PRACTICE

Practice shall be confined to the practice net or to the designated area to the west side of the sixth fairway. All shots shall be played from the rough. Practice on Competition days shall be confined to the practice net.

Practice pitching to the greens, practice putting on greens and practice play in bunkers is prohibited.

Members practicing shall have no standing on the course.

### GREENS STAFF

Players should at all times co-operate with Greens staff and allow them to facilitate course maintenance.



## LIABILITY

Members are reminded that they are solely responsible for the security of their own possessions. Members, guests and visitors are advised that the Club does have Public Liability insurance. Members may, however, wish to take out additional insurance cover.

## Clubhouse

No person shall be admitted to the course or clubhouse except Members of the Club and such persons as may be admitted in terms of the bye-laws. The clubhouse shall not be used for any functions without the prior approval of the General Committee. Any such applications for use must be submitted in writing to the Committee at least 21 days before use is required, stating the purpose for the request and must be signed by 2 members who will be present at the function.

## NOTICEBOARDS

Club noticeboards may only be used on the authority of the Committee.

## DOGS

Dogs, other than guide or hearing dogs, shall not be allowed on the course or in the Clubhouse.

## **ACCESS TO THE COURSE**

### FULL AND INTERMEDIATE (ORDINARY) MEMBERS

Ordinary Members can play the course without restriction, out-with times reserved for competitions as detailed in the Fixture Card or any other restriction applied by the Committee. They are eligible to play in Medal and Open competitions.

### JUNIORS

Junior Members can play the course out-with times reserved for competitions as detailed in the Fixture Card or other restriction notified by the Committee, and the following additional restrictions that apply:

- Before 5pm on Gent's Medal and Competition Days
- After 6.30pm on Gent's midweek evening matches

Junior Members may play in Junior competitions and other Club competitions whereby Junior participation is stipulated as allowed in the Fixture Card.

### ASSOCIATE MEMBERS

Associate Members can play the course without restriction, out-with times reserved for competitions as detailed in the Fixture Card or any other restriction applied by the Committee. They are NOT eligible to play in Medal or other Club Qualifying competitions.

### COUNTRY MEMBERS

Country Members may play the course without restriction, out-with times reserved for competitions as detailed in the Fixture Card or any other restriction applied by the Committee. They can NOT enter any Club competitions other than Opens.