



Horsehay Village Golf Club

RULES



NAME

The Club shall be known as “**Horsehay Village Golf Club**” (HVGC) and will abide by rules as laid down by the Royal and Ancient Golf Club of St Andrews together with any additional rules produced by the English Golf Union, the English Women’s Golf Association and those laid down by the Committee of HVGC.

CLUB YEAR

The Club Year shall commence on 1st January and end on 31st December of each year.

MEMBERS

Every applicant for membership must complete and sign an application form. A proposer and seconder who must be Full Members of HVGC must countersign. Membership shall commence from receipt of fees due and the Constitution and Rules of HVGC shall thereupon bind the member.

Membership shall consist of Full, Away, Social and Junior members. A Junior member will be a person under the age of eighteen at the time of joining. A Junior member will become an adult member from 1st January after attaining his/her 18th Birthday.

Junior members will be assigned to the Junior’s Section of the Club, but will be permitted to enter adult competitions on gaining a handicap equal to or less than the maximum handicap allowed for adult members dependent upon gender.

Adult Lady members will be assigned to the Ladies Section of the Club, but will be eligible to enter all Club competitions open to female members unless ineligible due to an age limitation.

Male members who are 55 years of age or over will be assigned to the Seniors Section of the Club, but will be eligible to enter all Club competitions which are open to male members.

Social members shall be any person who wishes to be associated with the club but is not eligible to enter any Club competitions and will not hold a WHS handicap.

SUBSCRIPTIONS

Every member is liable to pay his or her subscription as determined by The Committee and approved by the Full members of the Club in general meeting.

Fees are due to be paid within one calendar month from the first day of January of each year, granting one month’s grace to existing members of the club.

If this is not the case, unless the Committee is informed of extenuating circumstances in writing then that person shall cease to be a member of the Club.

Any member joining after the first day of January shall be liable to pay the proportion of the fees due at the time of joining.

COMMITTEE AND GENERAL MEETINGS

Only Full members are entitled to vote at any General Meeting.

Lady Full members are entitled to vote for candidates for Officers to serve on the Committee and shall have equal voting rights with Gentlemen Full members on all Club matters.

Social members have no voting rights on any Club matters.

Rules and regulations relating to subscriptions, competitions and any other fees payable must be strictly adhered to.

Management of the Club shall be the sole responsibility of the elected Committee. That Committee shall consist of The Captain, Vice Captain, Immediate Past Captain, Lady Captain, Lady Vice-Captain, Senior’s Captain, The Club Secretary, The Treasurer, The Competition Secretary, The Membership Secretary, The Team Captain, The Handicap Secretary, The Rules Secretary, The Junior’s Organiser and The Greens Committee Representative. The Minutes Secretary will attend committee meetings, but will not be entitled to vote.

The President may, if he or she wishes, attend Committee meetings, but as an honorary member, will not be entitled to vote. In addition, two representatives of the Borough of Telford & Wrekin Council and the resident Professional at the Golf Centre shall be permitted to attend any or all of the Committee meetings, but will not be entitled to vote.

If any Officer should retire during the year, the Committee shall be entitled to co-opt any full member to fill that vacancy until the following Annual General Meeting.

Any officer, other than the President, who fails to attend three consecutive meetings of the Committee, without a valid reason, shall cease to be an Officer. The Committee shall be entitled to fill this vacancy as deemed to be fit and proper.

Given that the authority has been given to the Committee at a General Meeting, they shall be entitled to carry out any business relating to the general management of the Club, produce local rules of play to suit the course, arrange competitions and meetings and to decide any questions not specifically provided for in these rules.

The Committee shall from time to time appoint Sub Committees as and when required, but the members of these Sub Committees do not necessarily have to be Committee members.

DUTIES OF OFFICERS

The General Committee shall determine the duties of the Officers as and when required but shall include the following:

THE CAPTAIN

The Captain shall: chair all Committee and General meetings, or in his/her absence Committee and General meetings will be chaired by the Vice-Captain, or in his absence a person elected by those present and eligible to vote at the start of the meetings.

THE CLUB SECRETARY

The Club Secretary shall: conduct the general correspondence of the Club; be responsible for the safe custody of all documents; attend meetings of the Shropshire and Herefordshire Union of Golf Clubs (SHUGC) Executive Committee and other meetings as and when arranged by SHUGC and report on these meetings to the General Committee.

THE TREASURER

The Treasurer shall: keep the accounts and make available an annual statement of account that, after going through professional audit procedures, is circulated to Members prior to the AGM.

THE MEMBERSHIP SECRETARY

The Membership Secretary shall: be the designated Data Controller and the Data Protection Officer. He/she shall take receipt of all subscription payments and maintain the Master Membership Record of the members of the Club. He/She will process all new membership applications and issue a Welcome Pack of information, including a bag tag, to each new member. In addition he/she will send all existing members a renewal reminder in December of each year to request their subscription payment for the following year and issue new bag tag labels to all renewing members on payment of their subscription. He/she will report to the General Committee on all matters relating to membership of the Club.

THE MINUTES SECRETARY

The Minutes Secretary shall: convene all meetings of the Committee and all General Meetings. He/she will issue the Agenda for each meeting and write minutes of the proceedings at the meetings.

COMPLAINTS

All complaints concerning Club matters shall be addressed to The Club Secretary in writing who will inform the committee. If the committee cannot settle the matter, then a disciplinary sub-committee will be formed. In no case whatsoever shall members reprimand or give instructions to the staff of the Borough of Telford & Wrekin Council. Emails will be deemed acceptable as a means of providing a complaint in writing.

CONSTITUTION, RULES AND ETIQUETTE

All members are requested to make themselves familiar with the Constitution and Rules of the Club and with The Rules and Etiquette of Golf as, by virtue of their membership, they are bound by such Constitution and Rules.

INTERPRETATION OF RULES

The Committee shall be the sole authority for settling all disputes between members relating to the affairs of the Club and the conduct of members in relation thereto.

ALTERATIONS

Additions, deletions and alterations to these Rules may be made only at a General Meeting of members of the Club.