

Farleigh Golf Club

Men's Section

Constitution

1. Objectives and Eligibility

- 1.1. Our objective is to promote the game of golf and related social activities for the benefit of Farleigh Golf Club and its men's section members in accordance with the rules and etiquette of golf and the aims of the Club.
- 1.2. For the purposes of this Constitution, a men's section member is defined as any male member of Farleigh Golf Club who has paid the current 5 or 7 day annual Golfing Subscription as determined by the Proprietors of Farleigh Golf Club.

2. The Committee

- 2.1. The Committee shall consist of up to up to 10 members and shall be elected by the members.
- 2.2. The Committee members will be elected annually by those attending the Annual General Meeting ("AGM") or, in exceptional circumstances, at an Extraordinary General Meeting ("EGM") , together hereinafter referred to as a "General Meeting" (see section 16 and 17)
- 2.3. The Chairman will be the previous year's captain or, if he is unavailable, will be elected by the Committee.
- 2.4. The Committee shall have responsibility for the co-ordination, organization and smooth running of all aspects of the Men's Section. The Committee will ensure the good name of the section and, in liaison with the Club Management and the Proprietor, recommend such administrative and disciplinary measures as they deem necessary.
- 2.5. Anyone seeking election to the Committee must have been a member of Farleigh Golf Club for at least one year at the time of the AGM.
- 2.6. The Committee may appoint additional Committee members (subject to 2.1) as they deem necessary who will serve until the next General Meeting.
- 2.7. If there are more than 10 members standing for election, the 10 will be elected by a simple majority on a show of hands of those attending the General Meeting.
- 2.8. Proxy votes will be admissible regarding agenda items and the election of Committee members.
- 2.9. If Committee members are elected at an EGM, they serve only until the next AGM. Anyone seeking election or re-election must be proposed and seconded by another member at least 7 days prior to the General Meeting. Those standing will be identified on the men's notice-board.

3. Committee Meetings.

- 3.1. A quorum for Committee meetings will comprise three members of the Committee.
- 3.2. In the event of a vote taken at a committee meeting resulting in a tie, the Chairman shall have the casting vote, which will be final.
- 3.3. The Committee shall meet as required by the Chairman, but on at least 6 occasions during the year, and should also meet at any other time at the reasonable request of a committee member and within 14 days of such request being made to the Secretary.
- 3.4. The secretary, in consultation with Committee members, Club management and also taking into account any pertinent views of members, shall draw up an Agenda for each committee meeting. The agenda will be circulated to Committee members prior to the meeting.
- 3.5. Non-confidential Minutes of all Committee meetings will be circulated to Committee members for approval, then to club management.
- 3.6. Confidential Minutes will only be circulated separately to Committee members for approval.

4. The Committee's Responsibilities

- 4.1. Committee members will promote the golfing and social aspects of the mens section and will seek the views of members.
- 4.2. The Committee, led by the Chairman, and in his absence the Secretary, shall ensure fairness and equality on all issues connected to their responsibilities.
- 4.3. Committee members will take responsibility for the smooth and fair organization of club competitions

5. Competitions and the Rules of Golf.

- 5.1. The "Rules of Golf" ("Rules") as approved by the R&A will apply to all competitions arranged by the Committee..
- 5.2. The Committee will make local rules to take account of adverse weather conditions, to protect the course and to promote fair play. Rules may not be waived by a local rule or in any other circumstances.
- 5.3. The Committee will establish the conditions under which a competition is to be played.
- 5.4. Should a decision be required under 5.2 or 5.3 on the day of a competition then any members of the Committee present can agree on that decision and such decision will be final.

6. Disputes

- 6.1. Any dispute or doubtful point about the Rules must be referred to the Committee whose decision will be final.
- 6.2. If the Committee cannot reach a decision, it may refer the matter to the Rules of Golf Committee of the R&A whose decision will be final.

7. Competition Entry

- 7.1. All men's midweek and weekend competitions are open to all male members.

For Approval at AGM

- 7.2. Men's Major Competitions are open to all members who have played in at least three midweek or weekend competitions during the 6 months before the competition.
- 7.3. Senior and 5 day members may play in weekend competitions but must pay a green fee as set by the Proprietor.. The Committee will liaise with the Proprietor to waive the green fee for the Founders Cup.
- 7.4. Senior Competitions are open to male members who are 55 years of age or older on the date of the competition.
- 7.5. Junior members may play in men's competitions if their handicaps are 28 or less on the date of the competition, and approved by the Pro/Club representative responsible for Junior competitions / handicaps.

8. Competition Entry Fees.

- 8.1. The entry fee for monthly weekend / midweek competitions will be £5 and £3 respectively.
- 8.2. For monthly competitions only, competitors may pay an additional £2 for an optional "two's" competition. The entry fees will be shared among competitors scoring a "two" or less on any hole with a maximum prize of £60 per two or less. Any funds not won will be carried forward to the following month's competition. There will be separate funds for the weekend, midweek and senior competitions.
- 8.3. The entry fee for major and team competitions will normally be £5 per competitor unless the Committee otherwise decides.
- 8.4. Entry fees must be paid prior to tee-off for all major and monthly competitions.
- 8.5. Entry fees for knockout competitions must be paid prior to the closing date of the completion.

9. Major Competitions.

- 9.1. The following are the major competitions
 - Club Championship – Scratch and Handicap
 - Seniors Championship
 - Greensomes
 - Caledonian Cup
 - Seniors KK Cup
 - Spring Meeting – Stableford and Medal
 - Penfold Cup
 - Bogey Cup
 - Midweek Cup
 - Seniors Autumn Cup
 - Founder Members Cup
 - Autumn Meeting – Stableford and Medal
 - Competition Winners Plate
 - Summer and Winter Knockouts (white tees summer, yellow tees winter)
 - Senior Summer and Winter Knockouts (white tees summer, yellow tees winter)

For Approval at AGM

- Oxford Cup
- Men's Foursomes
- 3 Club Challenge
- Senior LL Cup
- Senior W&M Cup
- Harrington Cup
- Over 70's Championship
- Seniors Bogey Cup
- Seniors Winners Plate

9.2. Details of major competitions will be displayed on the noticeboard, not less than 5 weeks prior to the competition. The closing date for entries will be 7 days before the competition and no late entries will be accepted. A draw will be made and the grouping and starting times will be posted on the noticeboard one week before the competition.

9.3. To be eligible to play in major competitions, members must have submitted a minimum of 3 completed competition cards in the 6 months prior to the competition closing date. A nil return or disqualified card does not constitute a completed card.

9.4. The above rule will apply to all members, including those who have recently joined the club.

10. Monthly Weekend Competitions

10.1. An entry list will be posted on the notice board at least 4 weeks before the competition. Entries will close 7 days prior to the competition and the draw posted on the noticeboard by the weekend before the competition.

10.2. Members wishing to enter a weekend competition after the draw has been made may enter on the day of the competition. If there are cancellations on the day of the competition, or players do not turn up, their tee times will be offered to members on the reserve list who are present at the time, on a first come first play basis.

10.3. Tee times and groupings may only be changed by a Committee member, the Pro Shop or the Starter to take account of players not being present.

10.4. In no circumstances may players change their tee times or groupings.

10.5. Members wishing to play in weekend competitions outside of the reserved tee time may do so by arranging their own group, booking a tee time, signing in and playing.

11. Monthly Midweek competitions.

11.1. Groupings for Midweek competitions will be arranged by participants themselves.

12. Seniors Competitions

12.1. Seniors competitions shall be subject to the rules determined by the Senior's committee from time to time.

13. General Competition Rules

For Approval at AGM

- 13.1. All individual competitions are to be played in a maximum group of 4 players.
- 13.2. If a player misses his starting time he may not play at a later time unless all tee times have been put back due to the Pro Shop declaring the course unplayable at the earlier time.
- 13.3. All competition will start at the first hole unless specifically stated in the conditions of the competition or agreed by the Pro Shop and a Committee Member.
- 13.4. All competition cards, whether complete or not, must be signed by the competitor and marker and immediately placed in the score cards box. Failure to return a card will result in a competitor being classified as a Nil Return.
- 13.5. .In addition to 12.4. all scores are to be entered into the computerized scoring system by the player on completion of their round.
- 13.6. Non returns are not to be encouraged. Action may be taken against members who persistently submit N/R, following committee investigation.
- 13.7. Members who fail to turn up for a weekend competition twice in a six month period without giving notice to the Club in advance will be suspended for the next two weekend competitions. The only exception to this rule will be if the member has acceptable mitigating circumstances.
- 13.8. The combining of match play and stroke play competitions is not permitted and the results of matches played and scores returning in these circumstances will not be accepted.

14. Handicaps.

- 14.1. All members playing in club competitions will have an official handicap. Member waiting to be allocated a handicap may play off scratch.
- 14.2. Members of Farleigh GC who are also members of another Affiliated Club, must select one club as their home club and inform the Committee of their choice.
- 14.3. Members with away handicaps must inform the committee immediately of any adjustments to their playing handicap by their home club.
- 14.4. Members with away handicaps must inform their home club of all qualifying scores returned at Farleigh GC and at any other affiliated club.
- 14.5. The Committee shall verify the current handicap of a member with an away handicap before any prize is awarded to the member.

15. Competition Prizes

- 15.1. No prizes will be awarded unless there are at least 5 players in a competition.
- 15.2. Medals will be awarded to the winners of monthly competitions
- 15.3. Cash prizes of approximately 70% of the entry fees will be awarded according to the number of players in each competition as per the attached Appendix A.

For Approval at AGM

- 15.4. There are three handicap categories and cash prizes will be awarded to the winner of each category if there are at least 8 (midweek) , or 12 (weekend) competitors in the competition.
- 15.5. The balance of approximately 30% of the entry fees will be retained and will be used towards the cost of medals and trophies for major competitions.
- 15.6. Trophies and cash prizes will be awarded for major competitions.

16. Etiquette & Behaviour

- 16.1. At all times the Committee will promote the good name and reputation of Farleigh Golf Club. Such responsible and good behaviour is expected of all members and their guests.
- 16.2. Unacceptable behaviour on the course, in the clubhouse or in inter-club matches which breaches the rules and/or etiquette of golf should be reported to a Committee member verbally on the day of the incident and in writing within two days of the alleged breach. After investigation, and where such a breach is proven, the Committee will provide both a verbal and written warning to the member concerned and report the matter to the Club Management and Proprietors who will decide if any further action is to be taken.
- 16.3. When representing Farleigh in inter-club matches, it is expected that team members will dress in accordance with the expectations of Farleigh and, if an away match, that of the host club.
- 16.4. Membership of the Section or its Committee will automatically stop should a member: cease to be a bona-fide member of Farleigh Golf Club, not paid the required subscription or be suspended by the Management and/or Proprietors of the Club. In such cases the member may not enter any competitions.
- 16.5. The use of mobile phones on the course should be limited to emergency use only and never for business or social use. Their use as an aid to determining distances is permissible within the rules of golf.

17. Annual General Meeting (AGM)

- 17.1. An AGM will be convened each February by the Committee and will be Chaired by the current Chair of the Committee or, in his absence, the Secretary. For the AGM to be quorate at least 16 voting members must be present. Committee members shall be included in determining whether the meeting is quorate. Members wishing to table a proposal or a topic to be discussed at the AGM must submit it, in writing, to the Secretary of the Committee, at least 7 days prior to the meeting.
- 17.2. The Committee is responsible for setting and advertising the Agenda for the AGM at least 14 days prior to the date of the AGM.
- 17.3. Any member wishing to stand for the committee shall notify the Secretary no less than 21 days prior to the AGM and shall provide written confirmation from a proposer and a seconder, both of whom shall be members of the section.
- 17.4. The election of the Committee members will be carried out at the AGM by a vote of those present by a show of hands. Candidates will be offered the opportunity to speak on their own behalf.

For Approval at AGM

Members unable to attend the AGM may vote by Proxy. Such a vote must be in writing and be lodged with the secretary no later than 24 hours before the start of the AGM.. Proxy forms will be available from the Secretary.

17.5. Minutes of the AGM shall be circulated for initial approval by members within 10 days of the end of the AGM and any issues should be raised within 7 days of their circulation. Should no issues be raised the minutes shall be deemed to be correct.

17.6. A standing agenda for each AGM will include:

- Introduction by the Chair
- Final Approval of the previous AGM minutes
- Matters arising
- Captain's report
- Finance Report
- Handicap Report
- Competition Report
- Election of Committee Members
- Agenda proposals/items for discussion
- Any Other Business

18. Extraordinary General Meetings (EGM)

18.1. Notice of an EGM shall be given to the Committee not less than 21 days prior to the date of the EGM and shall be called by the Chairman and at least one other Committee member.

18.2. The quorum for any EGM shall be as in 16.1.

18.3. The Committee will be responsible for advertising the Agenda of the EGM at least 14 days in advance of the date of the EGM by means of a Notice on the Noticeboard. Such notice must state the reasons for such a meeting.

18.4. Minutes of an EGM will be circulated in accordance with 16.5

19. Amendments to the Constitution

19.1. Amendments to the Constitution may only be made at a General Meeting and only after a resolution proposing such amendments has been lodged with the Chairman of the Committee at least 21 days prior to the General Meeting. The resolution proposing the amendment must be carried by at least 2/3rds of those members attending and entitled to vote..

19.2. The proprietor of Farleigh Golf Club has the right, at any time, to veto, amend or alter any point in the constitution, if it is felt necessary in the best interests of the Club.