



the
NOTTINGHAMSHIRE

NOTTINGHAMSHIRE GOLF & COUNTRY CLUB CONSTITUTION

1. The name of the Club shall be The Nottinghamshire Golf & Country Club (“the Club”)

The Club is a Proprietary Club and the proprietor is The Nottinghamshire Golf & Country Club Ltd (The Proprietor)

2. Objectives

The Nottinghamshire Golf & Country Club provides members and guests with a Golf Club for the enjoyment of golf, social and associated activities.

3. Conduct of the game

The Members shall abide by:

- a) The Rules of Golf as approved by the Royal & Ancient Golf Club of St. Andrews.
- b) The Rules and Regulations of the England Golf (EG). The EG Guidance on The Equality Act 2010.
- c) The Rules and Regulations of the Nottinghamshire Union of Golf Clubs (NUGC), and the Nottinghamshire County Ladies Golf Association (NCLGA).
- d) The Rules of the World Handicap System (WHS).
- e) The Rules of Amateur Status as approved by the Royal & Ancient Golf Club of St. Andrews.
- f) The latest published version of The Nottinghamshire Golf and Country Club Equality and Diversity Policy.
- g) All relevant Acts of Parliament such as the General Data Protection Regulation (GDPR) 2018 and The Equalities Act 2010 and any England Golf directives.



4. Membership

- a) All rates and categories of membership are set at the sole discretion of the Proprietor and fees are payable on an annual basis by such methods as offered by the Proprietor.
- b) All new members shall be required, in addition to their subscription, to pay a joining fee as set by the Proprietor.
- c) Members shall have all the rights and privileges of their individual membership. All members shall have the right to play in Club Competitions at such times as their category of membership shall allow, and to which they are eligible.
- d) Members are responsible for the conduct of their guests and must ensure they conform to the current Club Rules.
- e) Honorary memberships are solely at the discretion of the Proprietor and shall have all the rights and privileges of the category of membership allocated.
- f) All matters relating to the election, resignation, suspension, or expulsion of members are referred to in The Club Rules.

5. Club Rules

This members' constitution is issued in addition to the current Nottinghamshire Golf & Country Club Ltd Rules and should be read in conjunction with the rules. The club rules may be amended from time to time as required by the Proprietor. In any area of conflict, the Club Rules will take precedence.

- a) All members shall show courtesy and consideration to all other members and visitors whilst using the facilities at the club.
- b) No member shall be allowed to rebuke, direct, or abuse a member of staff. Any complaints/suggestions about the services provided must be directed to senior management or the Proprietor.
- c) All members and their guests are required to abide by the dress code as published on the club's website.
- d) All members and their guests are to abide by local rules both on and off the course as determined by the committee and approved by the Proprietor

6. The Club Officers and Committees:



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Club Committee;

- a) The members of the Club shall, through elections at the AGM, form a club Committee. The Committee shall comprise of the following 13 committee officers; Men's Captain, Ladies Captain, Men's Vice-Captain, Ladies Vice Captain, Club Secretary / Treasurer, Senior's Captain, Seniors Vice Captain, Mixed Captain, Club Match & Handicap Secretary, and four members of the club nominated by members
- b) The Club Secretary / Treasurer will become Committee Chairperson for the term of office.
- c) The committee shall meet as frequently as it considers necessary but not less than six times per annum.
- d) A quorum for the Club Committee meetings shall be eight persons, including the Men's Captain or Vice-Captain and the Ladies Captain or Ladies Vice-Captain.
- e) In the event of the Committee Chairperson being absent from the meeting, the Club Committee shall appoint a temporary Chair for the meeting.
- f) Minutes shall be taken of all such meetings by the Club Secretary / Treasurer or other of the committee so appointed. A copy of these minutes shall be provided to the Management Team, the Club Secretary / Treasurer will post them on the club notice board. A copy of the minutes will be made available to both the Proprietor's representative being the Managing Director.
- g) The Club committee shall be;
- (i). Be responsible for carrying out the policies laid down by the club and the proprietor, organising golf competitions and obtaining support for social events, arranging inter club matches, selecting teams to represent the club, dealing with or passing on members complaints and suggestions and liaising with the management team on behalf of members and vice versa
- (ii) Subject to agreement, undertake such other responsibilities as the Proprietor / Managing Director may from time-to-time delegate to the committee.
- (iii) Form a competitions and handicap sub-committee comprising of match & handicap secretaries from the Men's Section, Ladies Section, Seniors Section and Mixed Section. This committee shall allocate handicaps in accordance with the handicapping scheme as laid down by the council of national golf unions and in line with WHS
- (iv) In conjunction with the Proprietor's representative being the Managing Director, be responsible for ensuring all members adhere to the policies as laid down in the members constitution, club rules and regulations.
- (v) Refer all matters outside its jurisdiction to a member of the management team



- (vi) Liaise between proprietor, management team and members
- (vii) Handle member complaints and suggestions in relation to golf competitions
- (viii) Refer any other complaints and suggestions outside of the control of the committee to the management team for response and communication to the member.

The above will be the extent of the powers and responsibilities of the club committee.

The Proprietor or the Proprietors representative has the authority to attend any committee meetings should they wish to do so.

The club committee shall have no power that may require the proprietor to expend money.

7. Appointment of Officers to the Club Committee

- a) The term of office for the Men's and Ladies Captains and Men's and Ladies Vice-Captains will run for one year from the date of the AGM to the AGM in the following year.
- b) The Men's and Ladies Vice Captains will succeed the Men's and Ladies Captains
- c) The incoming Vice-Captains shall be nominated by the incoming Men's and Ladies captains respectively, but the nominations shall be subject to the prior approval of the Proprietor and Managing Director.
- d) For the election of club committee members, other than the captains and vice captains, a notice of the positions available will be posted on the club notice board at least one month prior to the AGM. Members wishing to serve on the committee must be proposed and seconded by full members of at least one year's standing.
- e) Any member who is unsuccessful in applying for a specific post will automatically be included in the vote for non-specific committee vacancies, should they wish to be.
- f) Club committee members shall hold office for a period of two years, after which they must retire by rotation. After retiring a club committee member can stand again for election for a further two-year period, if approved at the AGM

8. The Annual General Meeting

The annual general meeting shall be held every year in the month of January, the committee may, at its discretion and in collaboration of the Managing Director, choose a more suitable date. The AGM shall be chaired by the committee chairperson, Club Secretary / Treasurer. The AGM will:

- a) Elect members to serve on the club committee



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- b) Receive a report from the proprietor detailing all relevant activities on behalf of the members
- c) Receive a report from the Managing Director detailing all relevant activities on behalf of the members
- d) Be notified one month in advance to all members with a notice being placed on the club notice board
- e) Should this constitution require change from time to time, the changes made by the proprietor will be advised to the main committee and subsequently published to all members.
- f) Enable all playing members, other than juniors, the opportunity to vote for their representatives on the club committee
- g) Be recorded and minutes provided by the Club Secretary / Treasurer
- h) Enable any member to raise questions at an AGM, subject to the Club Secretary / Treasurer receiving notice of the question in writing at least two weeks prior to the date of the AGM.

9. Extraordinary General Meeting

An extraordinary general meeting (EGM) may be called, should members wish to discuss any matters. An EGM may be called by a minimum 25% of the voting membership expressing a desire to do so. The request for EGM must be a written signed document to the Proprietor's representative, the Managing Director, detailing the matters and issues to be raised.

10. Playing Sections

The following playing sections will be recognised and formed within the Nottinghamshire Golf and Country Club

- a) Men's section
- b) Ladies section
- c) Men's senior section
- d) Mixed section
- e) Junior section

These sections shall be responsible for running their own sections competitions and will appoint a committee comprising of at least the following:

- a) A section Captain
- b) A section Treasurer
- c) A section Secretary
- d) A section Match and Handicap representative this role may be split
- e) At least one other section member

Minutes shall be taken of all such meetings by the section secretary or other member of the committee so appointed. A copy of these minutes shall be provided to the Management Team. The Secretary of each section will post them on the club notice



board. A copy of the minutes should also be made available to both the proprietor's representative being the Managing Director.

Job Description's for each of the listed committee roles should be provided to the proprietors, representative being the Managing Director to be hold on record for the purposes of due diligence.

11. The Management Liaison Committee

- a) Will consist of the following representatives: two proprietor representatives being the Managing Director and the Director of Golf or any elected member of the management team selected by the Proprietor, Men's captain, Men's Vice-Captain, Ladies Captain, Ladies Vice-Captain, Seniors Captain, Seniors Vice Captain, Club Secretary / Treasurer and two elected members from the membership.
- b) The Managing Director will chair this meeting on all matters and will take the form of discussion but with the final decision resting solely on the Managing Director who will be representing the Proprietor.
- c) The management committee shall meet a minimum of three times per annum with minutes produced and copied to the Club Committee.
- d) The purpose of the management committee will be to discuss and decide on any matters that lie beyond the control of the club committee. Such decisions will mainly be in respect of the required expenditure or policy decisions that may affect the daily operational potential income generation of the Proprietors business.

12. Committee Finances

On an annual basis the Treasurers will meet with the Management to discuss how excess funds over and above 5k is to be expended back to the benefit of the Nottinghamshire Golf & Country Club members.

The Club Secretary / Treasurer will create a funding matrix which will demonstrate how any funds provided by the NG&CC are disseminated across sections which will be displayed on the Club Notice Board.



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JAN 2023