



the
NOTTINGHAMSHIRE
GOLF & COUNTRY CLUB

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MEMBERS CONSTITUTION – Version 2

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 Club is formed to provide 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 R&A 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 R&A Golf Club of St. Andrews.
- f) The latest published version of The Nottinghamshire Golf & 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 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 they must 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 both. 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:

Club Committee:

- a) The members of the Club shall, through the elections at the AGM, form a Club Committee. The Club President is appointed by the Management.
The Committee shall comprise of the following maximum of 14 officers;
Men's Captain, Ladies Captain, Men's Vice Caption, Ladies Vice Captain, Club President, Club Treasurer, Senior's Captain, Senior's Vice Captain, Mixed Captain, Club Match & Handicap Secretary, and three members of club nominated members.
- b) The Club President will become the Committee Chairperson for the term of office.
- c) The role of Club Secretary shall become part of the Club President role until further notice. This will be reviewed as and when required.
- d) The committee shall meet as frequently as it considers necessary but not less than six times per annum.
- e) A quorum for Club Committee decisions at meetings shall be eight persons, including the Men's Captain or Men's Vice-Captain and the Ladies Captain or Ladies Vice Captain.
- f) In the event of the Committee Chairperson being absent from the meeting, the Club Committee shall appoint a temporary Chair for the meeting.
- g) Minutes shall be taken of all such meetings by the Club Chair or other of the committee so appointed. A copy of these will be sent on email to the Proprietor/Management Team, and the Club President will post them on the club notice board.
- h) The Club committee shall be;
 - (i) Be responsible for carrying out the policies laid down by the club and the Proprietor, organising via the sections - golf competitions and obtaining support for social events, arranging interclub matches, selecting teams to represent the club. Also

dealing with or passing on members complaints and suggestions and liaising with the Management team on behalf of the members or vice versa.

- (ii) Subject to agreement, undertake such other responsibilities as the Proprietor may from time-to-time delegate to the committee.
- (iii) Form a competitions and handicap sub-committee comprising of Match and Handicap secretaries from the Men's Section, Ladies Section, Senior Section and Mixed Section. The Chair being the Club Match & Handicap Secretary. 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 and Management team be responsible for ensuring all members adhere to the policies as laid down in this Constitution, Club Rules and Regulations.
- (v) Refer all matters outside its jurisdiction to a member of the management team.
- (vi) Liaise regularly 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 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, Ladies, Senior and Mixed Captains together with the Vice for Men's, Ladies, and Seniors will run for one year from the date of the AGM to the AGM in the following year.

- b) The Men's, Ladies, and Senior Vice Captains will succeed to Captains and continue for a further year. (pending no challenge from voting members)
- c) The incoming Vice Captains shall be nominated by the incoming Men's, Ladies and Seniors Captains respectively, but the nominations will be subject to the prior approval of the Proprietor.
- d) For the election of the 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 general committee vacancies, if they wish to be.
- f) Club committee members shall hold office for a period of two years, after which they will retire. However, a club committee member can stand again for a further two-year period, if elected again at the AGM.

8.The Annual General Meeting (AGM)

The AGM shall be held every year in the month of January, the committee may, at its discretion and in collaboration with the Proprietor, choose a more suitable date, if required. The AGM will be chaired by the Club Committee Chairperson, the Club President.

The AGM will:

- a) Elect members to serve on the club committee
- b) Receive a report from the Management detailing all relevant activities concerning the members
- c) Receive a report from the Director of Golf detailing all relevant activities concerning the members
- d) Be notified one month in advance to all members via email together with a notice being displayed 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 Club Committee and subsequently published to all members and displayed on the Main Notice Board.
- f) Enable all playing members, other than juniors, the opportunity to vote for their representatives on the Club Committee.

- g) Will be recorded and minutes will be provided by the Club President
- h) Enable any member to raise questions at an AGM, subject to the Club President 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 however, only be called by a minimum 25% of the voting membership expressing a desire to do so. The request for the EGM must be a written signed document to the Proprietor, detailing the matters and issues to be raised.

10. Playing Sections

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

- a) Men's Section
- b) Ladies Section
- c) Senior Section (Men's)
- d) Mixed Section
- e) Junior Section

Each section will be responsible for running their own section competitions and will appoint a committee through election **of at least** the following:

- a) A section Captain
- b) A section Vice Captain
- c) A section Treasurer
- d) A section Secretary
- e) A section Match & Handicap Secretary – this role may be split
- f) A section IPC
- g) Plus at least one or more other general committee members

Minutes shall be taken of all such meetings by the Secretary or one other of the committee appointed. A copy of the minutes shall be provided to the Management Team. These minutes will be posted on each sections Notice Board within the club.

Job descriptions for each of the listed (a-e) committee roles should be completed within each section and provided to the Management, if

requested. Each committee job descriptions to be held on record for the purposes of due diligence, and succession of duties.

11. The Management Liaison Committee – Change to combine Meetings - 2024

Following the Management Liaison Committee Meeting held on 15th November 2023, it was agreed that these will now be combined with the Club Committee Meetings in 2024. The representatives of the Management Liaison will be the Proprietor and The Director of Golf

The format for the meeting will be as follows:

- a) The Management Liaison will be held at the beginning of the Club Committee Meeting. This will take place every other Club Meeting, totalling approximately 3/4 meetings per year.
- b) Once the Management Liaison agenda is completed, the Proprietor and the Director of Golf will leave and the Club Committee will continue with their agenda
- c) Therefore, the Management Liaison will consist of the two Management representatives and the Club Committee, as listed previously.
- d) The Club President will chair this meeting on all matters and will take the form of discussion but with the final decision resting solely on the Proprietor.
- e) 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 if required, to discuss funds over and above 5k is to expended back to the benefit of The Nottinghamshire Golf & Country Club members.

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