

# DUNGANNON GOLF CLUB

(Founded 1890)

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## **RULES AND REGULATIONS**

**(As amended by EGM on 7<sup>th</sup> November 2022)**

### **Rule 1**

The name of the Club shall be the Dungannon Golf Club.

### **Rule 2**

The Club Premises shall be situated at Mullaghmore, Dungannon, in the County of Tyrone.

### **Rule 3**

The objects of the Club are to provide golfing and associated facilities and activities for the benefit and enjoyment of its Members, to promote the amateur game of Golf, and to encourage social activities amongst its Members.

### **Ethos**

The Club has been formed, by its long and proud history, and it defined by its unrelenting commitment to core principles of excellence, equity, equality, diversity, integrity, honesty, respect and fair treatment of all in a friendly and hospitable environment free from bullying, harassment, intimidation and unsocial behaviour of any kind.

The club has adopted Golf Ireland's 9 principles of Good Governance-see appendix -Second Schedule.

The club is a non-profit making body.

### **Vision**

The Club will be member led, recognised as one of the most enjoyable golf courses in Mid-Ulster, renowned for its golfing heritage and its welcoming friendly, family atmosphere.

### **Mission**

The Club will provide a welcoming and friendly environment for members and visitors

The golf course is our most important asset and we will continue to present it in a good condition all year round, as far as the weather permits, to maximise our golf income net of course costs.

Provide good value for money golf and facilities for the local community.

Openly managed by a team of volunteers, partners and staff in a business-like way for the benefit of everyone now and in the future.

### **Rule 4**

The business and affairs of the Club shall be managed by a Council, who shall be elected for not less than one year by the general body of the members. The Council shall consist of a Captain, Vice-Captain, Lady Captain, Honorary Treasurer, Honorary Secretary, Membership Convenor, Competition Convenor, Course Convenor, Fundraising & Entertainments Convenor, and Marketing Convenor. Members of the Council shall hold office for one year except as provided in the case of a co-opted member, elected in accordance with Rule 7, having rights of voting in relation to the affairs of the Club.

### **Rule 5**

The Council shall meet at least once in each month, to attend to the affairs of the Club, **six** to form a quorum.

## **TRUSTEES**

### **Rule 6**

The Property of the Club, both real and personal shall be vested in not less than three but not more than six Trustees, who shall be appointed at an Annual General Meeting of the Club. A General Meeting shall have the power to remove any Trustees, and all vacancies occurring by removal, resignation or death, shall

be filled up at the same or next General Meeting. The Trustee or Trustees for the time being shall make all such dispositions and dealings with the real and leasehold property of the Club vested in him or them, and enter into such agreements in relation thereto and generally do all such acts and things, as the Club may from time to time by resolution passed at any General Meeting direct, a copy of the resolution certified as a true copy thereof by the Chairman of such meeting shall be conclusive evidence. They shall be indemnified against expenses incurred by reason of their position as Trustees, in so far as the assets of the Club may be deficient by the members for the time being of the Club.

#### **Rule 7**

All Council members shall retire annually and shall be eligible for re-election. A co-opted member shall be deemed to have held office since the election of the member whose place he has taken.

#### **Rule 8**

The President and Trustees shall respectively hold office until they resign or cease to be members of the Club, unless removed from office by resolution of a General Meeting of the Club.

#### **Rule 9**

Should a vacancy occur on the Council during the year the Council may, at its discretion, co-opt a member to fill the vacancy. Such co-option shall be subject to ratification at the next succeeding Annual Meeting. Such ratification to be decided by simple majority immediately prior to the item "Election of Officers" on the agenda. The total of co-opted members must not exceed one-fourth of the Council. Council shall be entitled to co-opt onto Council or any sub-committee up to three people, who may be of assistance or service from time to time, and who may assist in the better running of the Club.

#### **Rule 10**

Vice-Captain shall preside, if the Captain and Vice-Captain are absent, the members shall appoint one of their members to preside. The Chair shall have a casting vote at all meetings, The Captain shall preside at all Club and Council meetings. In the Captain's absence, the same as provided in Rule 11, clause (b).

### **MODE OF ELECTION OF THE COUNCIL**

#### **Rule 11**

The election of Officers and members of the Council shall take place in the following manner:

- a) Any member of the Club may nominate a member or members, not exceeding the number of vacancies. The name of each member so nominated shall be notified in writing to the Secretary at least seven days preceding the Annual General Meeting.
- b) Each candidate for election to the Council must be proposed and seconded by members entitled to vote. The nomination form must be signed by the candidate. A list of the nominations in alphabetical order shall be affixed to the notice board of the Club four days at least before the Annual General Meeting. When there are more candidates nominated than there are vacancies, the voting shall be by ballot and each member present at the Annual General Meeting shall be entitled to vote for any number of candidates not exceeding the number of vacancies. When there is not a sufficient number of candidates nominated in the manner provided for, the candidates duly nominated shall be deemed to be elected and the Council at its first meeting shall fill up the remaining vacancies by co-option. If by an equality of votes between two or more candidates a vacancy or vacancies remain undecided, the meeting shall select by a second ballot from such candidates the candidate or candidates who are to be the members of the Council and if there is an equal number of votes on such second ballot, the vacancy or vacancies shall be decided by lot.
- c) The Committees shall consist of a Convenor and not less than three other members and shall have power to co-opt members. All such committees must contain at least one member who is not a member of the Council. Members selected for inclusion in Committees must be subjected to Council for its approval. Committees shall meet as often as circumstances dictate or Council requires, all meetings to be minuted and reports submitted to Council for its approval, via the appropriate Convenor. The Captain and Honorary Secretary are ex-officio members of all Committees.

The Council may delegate any of their powers to Committees, which may consist of members of Council or such other persons as Council deem appropriate. Any Committee so formed shall in the exercise of its powers of delegation, conform to their terms of reference as determined from time to time by the Council.

Each Convenor shall report monthly to Council.

No Committee shall have power to incur expense or to enter into any contract binding the Club without first obtaining the prior approval from the Elected Council.

As a minimum the Council shall establish the following Committees, each having such terms of reference as Council approve:

A) Course B) Membership C) Finance to include Audit & Risk D) Competitions & Handicaps E) Nominations. The Council may establish such other Committees or working groups as may be required from time to time.

All Committees shall be subject to the Rules of the Club save where otherwise stated, and shall meet regularly, to transact such business as may be referred to it by the Council.

- d) Any Member *of* the Council who fails to attend three successive meetings may be called upon by the Council to give an explanation in writing and if he fails to do so, or if his explanation is considered unsatisfactory, he shall cease to be a member of Council.

## **POWER OF COUNCIL**

### **Rule 12**

The Council shall have full power to make such recommendations to a General Meeting of members of the Club as it may consider necessary.

The Council shall have full control of the finances of the Club, the engaging and dismissing of all servants or agents of the Club, and all such administrative powers as may be necessary for carrying out the objects and works of the Club, in accordance with these rules. The Council may appoint Committees and delegate to any such Committee any of its powers except the election, suspension or expulsion of members. The Council shall have power to delegate to the Sub-Committee of the Lady Members such matters as may be found necessary from time to time for such Sub-Committee to deal with in the interests of the Club.

The Council of the Club may borrow any amount not exceeding the sum of £650,000 on a continuing basis on current account or otherwise, for such period as the Council of the Club shall decide. Any borrowing in excess of £650,000 shall be approved by the Club in general meeting.

## **LADY MEMBERS**

### **Rule 13**

The Lady Captain shall be elected by the Lady Members at the Annual Meeting of the Ladies' Branch, which must be held not later than the month of February in each year. The Lady Captain shall be entitled to a seat on Council. The Lady Captain shall appoint a Committee to assist her. That Committee shall administer and be responsible for all matters pertaining to Ladies' golf, and shall consist of the Lady Captain, a Lady Vice-Captain, Honorary Secretary, Competitions Secretary and such other Committee members as are required. The Lady Captain shall report to Council each month. Council shall have power to delegate to that Committee such other matters as may be required, from time to time.

Any fair and reasonable expenses, or expenditure incurred by the Ladies' Committee, shall be approved in advance by the Honorary Treasurer.

## **CATEGORIES OF MEMBERSHIP**

### **Rule 14**

The Council shall have power to allow all members detailed in the categories below the use of the course upon such terms and under such conditions as it may from time to time determine. The term "Junior" means those under 18 years of age on 1st March each year.

Council shall have power to create new categories of membership as and when circumstances dictate.

- a) A full member is a lady or gentleman member over 18, on the 1<sup>st</sup> of March, who is paying the full subscription and for whom a levy is being paid to Golfing Union of Ireland. He/she has the right to

attend and vote at General Meetings and to enjoy all the privileges and obligations attaching to him/her as such. For the purpose of this rule a person is regarded as a full member notwithstanding the provisions of rule 16(b).

- b) A full member in good standing, may apply to Council for Social Membership for the spouse or partner of the full member.
- c) A 5 Day Member shall be entitled to the same privileges as Existing Full Members subject to only playing Monday to Friday. He/She shall be entitled to play in Open Competitions in the same way any member of Golf Ireland can.
- d) A student or apprentice is a person who is over the age of 18 on 1st March, (subject to a maximum age of 24) who is in receipt of Full Time Education and or full-time training at Secondary, Technical College, Grammar, Further Education or Higher Education Level and whose Course follows on in the normal time cycle. Part-time, Day Release or Adult In-Service Courses are excluded from the qualifying criteria.
- e) Overseas Lifetime members are members domiciled outside the jurisdiction of the Golfing Union of Ireland. Such membership will not have a vote at any EGM or AGM, but will otherwise enjoy the facilities and privileges, enjoyed by full members.
- f) Family Overseas membership may be offered from time to time, at the sole discretion of Council. This category of membership, will include the spouse or partner together with any children up to the age of 18 (or 24, if engaged in full time third level education). The Overseas Life Membership facility would cease, should they return to live in Ireland on a full-time basis. All such members will be liable each year for GUI and ILGU affiliation fees (if appropriate).
- g) i) A juvenile is a male or female in Full Time Education or Training who is aged over 14 years but less than 18 years of age on the 1<sup>st</sup> of March.  
ii) A junior is a male or female member who is less than 14 years of age on the 1st March.
- h) A Social member is one who is afforded only the facilities of the Clubhouse. Social Members, who prior to becoming such were full fee-paying members are granted the right to sign in guests according to the regulations pertaining to full fee-paying members. Subject to compliance with the Registration of Clubs (N.I.) Order 1996 (as amended).
- i) Payment for all subscriptions over £350.00 may be made in equal instalments from sign up to the end of November with a 5% surcharge. T&C apply.

### **TEMPORARY MEMBERS**

Temporary members may be:—

1. Any person who has paid the appropriate Green Fee or
2. A person playing in (or practising during permitted periods for) a Competition or match approved by the Council and who has paid the appropriate Green Fee unless waived or
3. A person playing with or receiving tuition from the Club Professional and who has paid the appropriate Green Fee, unless waived. These shall be deemed to be Temporary members for not more than twenty occasions in any one calendar year and not on a Saturday except in exceptional circumstances and by explicit permission of the Captain of the Club.
4. No person who has been expelled from any Golf Club shall be accepted as a temporary member.
5. A Full member may introduce on any one day three (3) visitors at the member guest green fee rate provided that he/she plays with said guests. No one individual visitor can avail him/herself of this discounted guest green fee more than six (6) times in any one calendar year.

The introducing member will be responsible for the good conduct and behaviour of their guests whilst on the Club's property.

1. A Green Fee ticket shall be issued and must be displayed by the temporary member in a prominent position on either trolley or golf bag during play.
2. Any member of the Council or Secretary/Manager or other officer or servant of the Club duly authorised by minute of the Council to exercise the powers conferred by this paragraph shall have

- the power to expel any temporary member whose conduct is deemed objectional or who deliberately breaks any of the rules. Any Green Fee paid by a temporary member so expelled shall be forfeited.
3. Temporary Members shall be entitled to full use of all facilities of the Club during the period of temporary membership subject to Clause (5).

### **ENTRANCE FEE**

#### **Rule 15**

The Council shall have power to impose an entrance fee of such amount payable by a new member or such class of new members, as the Council may think fit. The Council shall have power to determine the amount of the appropriate entrance fee to be payable and to alter or vary the amount from time to time or to remove the entrance fee entirely, and from time to time determine the amount of green fees payable by visitors, and locker rents payable by members.

### **SUBSCRIPTIONS**

#### **Rule 16**

- a) Rates of subscriptions, levies and any other monies pertinent to and payable as a condition of holding membership shall be determined by Annual General or Special General Meetings from time to time.
- b) All subscriptions for the current year shall be due on the 1st March. In the event of a subscription not having been paid by 31<sup>st</sup> March, the rights and privileges of membership shall be automatically terminated and shall be restored on application to Council under supervision of Rule 18 (election of members).

For the purpose of the application of this rule a member's subscription shall be deemed to be paid if the member has an arrangement with the Honorary treasurer (membership) for payment by instalments under conditions pertinent at that time.

- c) For all domestic competitions the entry fee must be paid on or before the stipulated entry day. Failure to comply with this requirement will result in disqualification.

### **LIFE MEMBERSHIP**

#### **Rule 17**

Life membership shall be available at the discretion of Council.

### **ELECTION OF MEMBERS**

#### **Rule 18**

- a) The name and address of a person proposed as an ordinary member of the Club, together with the names of the proposer and seconder shall be displayed in a conspicuous place in the Club premises for at least one week before election and an interval of not less than one week shall elapse between the nomination and election of the ordinary member. Intending members shall submit the appropriate subscription together with the application. (This subscription shall be refunded if the application is not accepted by Council.) Note — Council will not consider the application unless this condition is complied with by applicant.
- b) If persons other than temporary members are elected as members by a procedure which does not comply with the provisions of the foregoing paragraph, they shall not be admitted to any of the privileges of membership until the expiration of a period of at least two days from their election to membership.
- c) Where a vacancy on the membership list arises, due to the death or resignation of a paid up full member, then that vacancy shall be offered to the son, daughter or wife of the said member, provided that written application is made to the Honorary Secretary within three months of the death or resignation of the full member. The application shall be accompanied by the relevant subscription and shall be subject to the normal ratification of Council.

#### **Rule 19**

The election of any members (except honorary members) is vested solely in the Council and shall be by ballot or by a show of hands as the Council shall from time to time decide. Only those who have rendered exceptional service to the Club or the game of golf, or whose distinguished or influential position of public

service, would render their membership of special advantage to the Club, shall be elected honorary member. They may be elected for life, or for any defined period, but unless it is otherwise stated in the Minute made on the occasion of their election, their membership shall terminate at the close of the current year. Honorary membership shall be given to the Captain, Lady Captain and President during his/her term of office. In so far as it is reasonably practicable, the office (of President) shall take into account the gender balance within the Club. The election of honorary members shall only be on a two-thirds majority of those present and voting at a general meeting of the Club, notice of the proposal having been given in the circular convening the meeting.

#### **Rule 20**

On the admission of a new member, the Secretary shall inform him of his election, furnishing him with a copy of the Rules of the Club. No applicant, until elected and duly notified of said election shall use the course or participate in any of the advantages or privileges of membership.

### **RESIGNATION**

#### **Rule 21**

Anyone desiring to withdraw from the Club must send his or her resignation in writing to the Secretary prior to the 1st March in any year, in default of which he or she shall be liable for the subscription for the year.

### **RECOVERY OF DEBTS DUE TO THE CLUB**

#### **Rule 22**

The Secretary for the time being shall be authorised to sue on behalf of the Club, when directed by the Council to do so, and the minutes of the meeting at which direction is given shall, when confirmed, be evidence of such authority.

#### **Rule 23**

A visitor, on payment of the prescribed fee, may use the course, but before playing he shall enter in a book provided, the date of such visit, his name, address, club (if any), and the amount of fee paid, he shall then be subject to such conditions as are required by the Club Rules.

A visitor, having a lesson from the Professional, shall not be liable to green fees during the time of such lesson. If he wishes to use the course outside the time of such lesson he will be liable to the usual green fees.

#### **Rule 24**

Compliance with the terms and conditions of the Registration of Clubs (N.I.) Order 1996, is set out in the First Schedule to the Appendix annexed hereto.

### **MEETINGS**

**Rule 25** The Annual General Meeting shall be held in the month of January or as soon after as possible on a day to be fixed by Council for receiving the Council's Annual Report and the Financial Statement, for electing the Officers and members of Council for the coming Club year and transacting other business of the Club.

Notices of Motions duly proposed and seconded by full members in good standing must be submitted to the Honorary Secretary on or before the 15th December in any year in order that they may be included in the notice of the Annual General Meeting to the members.

#### **Rule 26**

Extraordinary or Special General Meetings may be called by Council or by requisition made to writing to the Secretary signed by at least thirty-five full members, and stating the nature of the business to be transacted. Either Council or the said proposers may postpone or withdraw the said meeting subject to not less than fourteen days' notice being given to the Honorary Secretary.

#### **Rule 27**

At least fourteen days' notice of any General Meeting, specifying the business to be transacted, the date, place, and the time of the Meeting, shall be posted on the Notice Board and emailed to each member. It is the members responsibility to provide the Club with a valid email address and keep same updated. A quorum shall be 35. At Least 48 hours' notice of every Council or Committee meeting to be given by email to each member concerned.

**Rule 28**

At the Annual General Meeting, Extraordinary and Special General Meetings only full members are entitled to vote. The Chairman shall have a casting vote in addition to his own. No proxies shall be allowed, and if a majority of Members present indicate by a show of hands that it wishes any question to be put to a vote by ballot, that mode of voting shall be adopted.

**Rule 29**

If any member shall act contrary to the Rules, Regulations and By-laws of the Club, or if any person shall conduct himself, so as in the opinion of Council, to injure or discredit the character of the Club, it shall be in the power of the Council to reprimand, suspend, call for the resignation of or expel that member.

Any member, alleged to have acted contrary to the Rules, Regulations and Bye-laws of the Club shall be informed in writing by the Honorary Secretary of the particulars of the alleged offence and shall be required to appear before Council and explain such conduct. Such a member summoned to appear before the Council shall receive at least seven days' notice in writing from the Honorary Secretary or a duly appointed deputy. The member shall be entitled to produce evidence and to call witnesses on his/her own behalf. Failure to appear before Council without reasonable excuse shall warrant suspension forthwith. Any breach of such suspension or other penalties shall render the member liable to expulsion from the Club. The decision of Council shall be notified in writing to the said member within seven days.

In the case of serious misconduct Council shall have the power to suspend such member or members forthwith.

Any person suspended or expelled in accordance with the Rules Regulations and Byelaws of the Club or otherwise ceasing to be a member of the Club shall forfeit all rights to, or claim upon the Club and its property or as he/she would have had by reason of membership during such period of suspension. No expulsion shall take place unless the vote for suspension or expulsion be agreed by simple majority.

**Rule 30**

Any member suspended or expelled by Council in accordance with Rule 29 shall be entitled to Appeal against such suspension or expulsion. A Notice of Appeal in writing stating the grounds of Appeal shall be lodged with the Honorary Secretary together with an Appeal Fee of £100, to be refunded if the Appeal is successful, within seven days of the member being notified in writing of the decision of Council. The Honorary Secretary shall within 21 days of receiving notification of Appeal convene an Extraordinary General Meeting of the Club to hear the Appeal. The member shall be entitled to produce evidence and to call witnesses on his/her behalf at the Appeal Hearing. The E.G.M. shall have power to confirm or vary the suspension or expulsion. The decision of the E.G.M. shall be by simple majority. Pending the hearing of an appeal the member or members shall remain suspended.

**Rule 31**

Members are required to pay all expenses they incur on their own behalf or for their visitors in the Clubhouse before they leave. A member shall be responsible for the conduct of all visitors introduced by him/her.

**Rule 32**

All complaints shall be made in writing to the Hon. Secretary who, if unable to remove the cause, shall submit them to the Council, whose decision shall be final.

**Rule 33**

A list of members, with their handicaps and the names of the Office-bearers and other members of the Council and Standing Subcommittees for the year shall be posted in the Clubhouse.

**Rule 34**

The Rules of Golf, as they may from time to time be fixed by The R&A, shall so far as applicable be the rules for the Club.

**Rule 35**

Players employing caddies shall pay such rates as may be fixed by the Council. Caddies, unless authorised by Members employing them or the Council, are not permitted into the Clubhouse or locker rooms. Players shall not purchase balls from persons other than those authorised by Council, failure to comply with this rule shall be regarded as a breach of Rule 29. Caddies shall conform to all rules laid down by Council.

**Rule 36**

The Council may alter, delete from or add to the Rules of the Club for the purpose of complying with the provisions of the Registration of Clubs (N.I.) Order 1996 or of any Act which may be passed amending same, and save for the purpose aforesaid no rule of the Club shall be repealed or altered, or any new Rule made except at a Special or Annual General Meeting, and then only if notice of motion appears on the notice summoning the meeting and if two-thirds of the members voting are in favour of repeal or alteration of any rule, or the adoption of any new rule. As payment of his subscription will entitle each member, to enjoy every privilege of the Club, so it is to be considered as distinctly implying his acquiescence in its Rules.

**Rule 37**

The Council (may alter, delete from or add to the Rules of the Club for the purpose of management of the Club as the Council shall from time to time think fit. The Council shall from time to time take such steps as are necessary to comply with Acts of Parliament, Orders in Council and or Statutory Instruments currently in force. In doing so any person acting as a servant or agent of the Club shall be indemnified by the Club in respect thereof.

All Rules, Bye-laws and Regulations made by the Council, and the Orders given by them, shall be binding on every member until set aside. The Council shall post up in the Clubhouse any Regulation made by them.

**Rule 38**

If these Rules in any way conflict with the provision of the Registration of Clubs (N.I.) Order 1996, or the laws governing control of intoxicating liquor in force or any Acts amending to same or any statute of rules for the time being governing the conduct of clubs in Northern Ireland, then, and to every such case, the Rules shall be read and interpreted in such manner as to comply with and not to be in conflict with such Statutes. In so far as these Rules or any of them conflict or contravene any of the said Statutes, such Rule or Rules shall be null and void. The extracts from the First Schedule to the Registration of Clubs Order (N.I.) 1996 included as an Appendix form an integral part of these Rules.

**Rule 39**

No paper, notice or placard shall be put up in the Clubhouse without the sanction of the Council.

**Rule 40**

Members are not allowed to bring animals into the Clubhouse or on the Course.

**APPLICATION OF PROFITS****Rule 41**

The Club shall use all profits or surpluses from playing activities to maintain or improve the related facilities or for the purposes of another non-profit making body.

**Rule 42**

If at a General Meeting of the Club, Extraordinary or Annual, of which not less than two weeks' written notice has been given to each Member and at which not less than one half of the full Members eligible to vote are present, a resolution for the dissolution of the Club is passed by a majority of two-thirds of the full Members present and voting, the Council shall immediately, or at such future date as is specified in the resolution, proceed to realise the property of the Club. The proceeds will be used to establish another Golf Club of the same name elsewhere, failing which the proceeds will be donated to such Sporting Charity or Charities as are agreed upon by the Membership. In default of such Agreement the Sporting Charity or Charities will be nominated by the Secretary for the time being of the Golfing Union of Ireland.

**Rule 43**

Any notice to be given under these Rules & Regulations shall be in writing and shall be sent by second class mail or e-mail to the address of the relevant members, or such other addresses or e-mails as that Member may from time to time notify to the office in accordance with this Clause.

**Rule 44**

All members, or the responsible Adult in the case of those Members under 18,

- a) agree, confirm and consent to their personal data, held by the club, to be used in accordance with the Privacy Policy agreed by the Council.
- b) Agree to receive Service Emails, Push Notifications and SMS (Texts) directly connected to membership of the Club. This may include information about joining and being integrated into the

club, subscription renewal notices, receipts, statements, contact details, booking confirmations, care of the course, handicaps, tee time bookings, competition details and results, members' satisfaction surveys, opening/closing times, health and safety, safeguarding and member meetings and any other information directly relevant to the efficient running and management of the Club.

#### **Rule 45**

The Club is fully committed to safeguarding the well-being of their members. Every individual in golf should at all times show respect and understanding for members' rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport* and *Code of Ethics for Golf for Young People*.

In working with young people in golf, our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from bullying and intimidation.

### **APPENDIX FIRST SCHEDULE**

#### **THE REGISTRATION OF CLUBS (N.I.) ORDER 1996**

1. The business and affairs of the club shall be under the management of a committee or governing body consisting of a secretary, a treasurer and not less than five ordinary or life members who are elected to the committee or body for not less than one year by the general body of members having rights of voting in relation to the affairs of the club.
2. Elections to the committee or governing body shall be held annually and if all the elected members do not go out of office in every year, there shall be fixed rules for determining those that are to.
3. The committee or governing body shall hold periodical meetings.
4. The names and address of persons proposed as ordinary members of the club shall be displayed in a conspicuous place in the club premises for at least one week before their election, and an interval of not less than two weeks shall elapse between the nomination and election of ordinary members.
5. All members of a club shall be elected by the whole body of members having rights of voting in relation to the affairs of the club or by the committee or governing body, with or without specially added members.
6. If persons are elected as members by a procedure which does not comply with paragraph 4 they shall not be admitted to any of the privileges of membership until the expiration of a period of at least two days from their election.
7. Persons shall not be admitted in such numbers to membership not carrying rights of voting in relation to the affairs of the club as will result in the number of members not having such rights being more than three times the number of members having such rights.
8. No persons shall be allowed to become honorary members of the club or be relieved of the payment of the regular entrance fee or subscription, except those possessing certain qualifications defined in the rules and subject to conditions and regulations specified in the rules.
9. There shall be a defined subscription payable by members on election and thereafter annually by a specified date in the year.
10. An alphabetical list of the names and address of every official and member of the club shall be kept on the premises of the club.
11. The same person, except where that person is a parent, husband or child of a member, shall not be admitted as a guest of a member to the club premises on more than 20 days in any period of 12 months.
12. A guest of a member shall not be admitted to the club premises except in the company of a member and the member shall, immediately on the admission of his guest to the club premises, enter his name and the name of his guest in a book which shall be kept for that purpose and which shall show the date of each visit.

13. A person, on payment of a fee to a sporting club in respect of any day may use, on that day, such facilities as the management committee or governing body of the club may determine and paragraph 12 shall not apply to that person in respect of that day.
14. A member shall be responsible for his guest strictly observing the rules and shall not leave the club premises before his guest and a guest shall not be supplied with intoxicating liquor in the club premises unless upon invitation and in the company of a member.
15. No member of the committee or governing body, and no manager or servant employed in the club, shall have any personal interest in the supply of intoxicating liquor in the club or in the profits arising from such supply.
16. No person shall be paid at the expense of the club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the club.
17. No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club or members or guests, apart from any benefit accruing to the club as a whole.
18. Intoxicating liquor shall not be supplied for consumption outside the premises of the club.
19. The date of the end of the financial year of the club is 30th September.

## **APPENDIX SECOND SCHEDULE**

### **Golf Ireland's 9 Governance Principles**

- **Principle 1: Good Governance.** Govern your club well by adopting a robust constitution and set of policies to enable adherence to standards, best practice and legislation.
- **Principle 2: Controls.** Ensure appropriate internal financial and management controls are in place.
- **Principle 3: Accountability & Transparency.** Be open about the process of decision making, ensure elections are democratic and account to membership regularly.
- **Principle 4: Gender Equality.** Take positive action to increase and encourage the number of women and girls playing, leading and working at the club.
- **Principle 5: Safeguarding.** Adopt and implement the Code of Ethics and Good Practice for Children's Sport and Golf Ireland's Safeguarding Policy.
- **Principle 6: Inclusivity.** Develop an inclusive environment and welcome diversity at all levels of the game.
- **Principle 7: Compliance.** Comply with The R&A Rules of Golf and Amateur Status, the affiliation rules of Golf Ireland and the Rules of Handicapping.
- **Principle 8: Engagement.** Commit to active involvement and communication with volunteers and stakeholders
- **Principle 9: Integrity.** Be honest, fair and impartial. Acknowledge and manage conflicts of interest and loyalties appropriately.

### **Addendum**

All references to GUI/ILGU in the Club rules and bye laws shall in future mean "Golf Ireland".