

TAYNUILT GOLF CLUB RULES AND BYE-LAWS

RULES

1 NAME, AIMS, and POLICY OF THE CLUB

(a) The Club shall be called The Taynuilt Golf Club and its purpose shall be to encourage and promote all aspects of the game of golf with due consideration of the needs and well being of the local community. It shall be a non profit making body dedicated to the supply of sporting services.

(b) The Club is fully committed to the principle of equality of opportunity and is responsible for ensuring that no member, volunteer, employee or job applicant receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, sexual orientation or political belief.

2 MEMBERSHIP

The membership of the Club shall consist of Ordinary, Country, Honorary, Temporary, Junior and Non-playing members, as defined in this document.

3 GOVERNING BODY

(a) The office bearers shall consist of a Captain, a Vice-captain, a Secretary, a Treasurer, a Gents' Match Secretary, a Ladies' Match Secretary and a Junior Convener.

(b) The management of the affairs of the Club shall be conducted by a council consisting of the office bearers and no less than five ordinary members, one of whom should be, if possible, the previous Captain. (See 10d) At least 50% of the Council should be resident in the Taynuilt postal area.

(c) The Council, subject to such directions as may be given at any Annual or Special General Meeting shall have all power necessary for the full and efficient conduct of the affairs of the Club including making or amending bye-laws. All rules and byelaws made or amended, or orders given by the Council, shall be binding on every member until revoked or otherwise determined by the Club at the AGM or by a Special General Meeting duly convened.

(d) The Council, at intervals not exceeding two months, shall hold meetings for the transaction of business. A quorum shall be seven members, at least two of whom shall be office bearers.

(e) The Council shall have the power to appoint committees for special purposes as necessary and such sub-committees may include Club members other than the Council. The Council shall appoint the convener and approve the quorum for such committees. The Captain, Secretary and Treasurer may elect to be ex officio members of all such committees.

(f) The Chairman of the Council and conveners of committees shall at all meetings have a deliberate vote as well as, in cases of equality, a casting vote.

(g) (i) No member of the governing body shall rent or lease land to the Club.

(ii) No member of the governing body shall be a relative, business partner or person acting under the direction of any person leasing or renting land to the Club.

(iii) No member of the governing body shall be a relative, business partner or person acting under the direction of anyone associated with the Club who receives emoluments based on the turnover of any aspect of Club activity.

4 CAPTAIN

(a) The Captain shall be elected at a General Meeting of the Club and shall hold office until the next AGM but is eligible for re-election. No person shall hold the office of Captain for more than two consecutive years. The Captain, on relinquishing office, shall if possible serve on the Council (see 3b), after which the Captain will be eligible for election to the Council or to any other office. The Captain may be ex officio a member of all committees (3e) and shall be the Chairman at all meetings of the Club or Council.

5 VICE-CAPTAIN

(a) The Vice-captain shall be elected at a General Meeting of the Club and shall hold office until the next AGM but is eligible for re-election. On relinquishing office, the Vice-captain will be eligible for election to the Council or to any other office. In the absence of the Captain, the Vice-captain shall deputise.

6 SECRETARY

(a) The Secretary shall be elected at a General Meeting of the Club and shall hold office until the next AGM but is eligible for re-election. The Secretary may be ex officio a member of all committees (3e). The Secretary shall, under instruction of the Council, keep a correct record of all proceedings of the Club at their general Meetings and at the meetings of the Council, keep a record of the names of all members, take charge of all papers, books and records of the Club except the Treasurer's accounts, conduct correspondence with members and others, convene meetings and perform such other duties as the Council may direct.

(b) The office of Secretary may be combined with that of the Treasurer when determined by the Club at a General Meeting (see 7a)

(c) The post of Secretary will attract an Honorarium - the amount of same to be agreed annually at the AGM of the Club.

7 TREASURER

(a) The Treasurer shall be elected at a General Meeting of the Club and shall hold office until the next AGM but is eligible for re-election. The Treasurer shall be ex officio a member of all committees (3e). The Treasurer shall, under the instruction of the Council, collect all money due to the Club, and pay out all money due by the Club and generally carry out all financial transactions. The Treasurer shall keep accounts and present a full and complete statement of them, made up to the end of the financial year for examination. An abstract of the prepared accounts, approved by the Council and certified by a qualified accountant, shall be submitted at the AGM. The Council may at any time require the

Treasurer to present an account of the state of the funds of the Club. All money collected by the Treasurer shall be paid into the Club's bank account. All cheques shall be signed by the Treasurer and one of up to three other designated members.

(b) The financial year shall end on the last day of November each year, after which a printed statement of the prepared accounts shall be issued by the Treasurer and sent to members at least two weeks before the AGM.

(c) The office of Treasurer may be combined with that of Secretary when determined by the Club at a General Meeting.

(d) In addition to the appointment of a Treasurer, the Club may appoint a firm of Chartered Accountants or other qualified person(s) to carry out all normal book keeping and accounting work, and such firm or person(s) if appointed shall carry out

those duties to the satisfaction of the Treasurer.

(e) The post of Treasurer will attract an Honorarium - the amount of same to be agreed annually at the AGM of the Club.

8 MATCH SECRETARIES AND JUNIOR CONVENER

(a) The Match Secretaries and Junior Convener shall be elected at a General Meeting of the Club and shall hold office until the next Annual General Meeting. The Match Secretaries and Junior Convener shall be responsible for the organisation of all competitions and matches, and for the handicapping of Club members. The Match Secretaries and Junior Convener shall keep a record showing the current handicaps of Club members and shall collect and account for all entry money for competitions.

(b) The offices of Match Secretaries and Junior Convener may be combined with those of another office when determined by the Club at a General Meeting.

9 AUDITORS

The books and accounts of the Treasurer shall be prepared each year by a firm of Chartered Accountants or other qualified person(s) who shall be chosen at the AGM of the Club.

10 COUNCIL

(a) Council members shall be elected at the AGM from the Ordinary Membership of the Club and from no other category of member. An election shall take place when necessary in order to fill any vacancy arising through any Council members having completed their period of office or having retired for other reasons. A vote shall be taken by ballot of the members present and the result declared immediately. Ties shall be decided by another vote taken in the same manner and in the event of a tie resulting after such a vote, the decision will be made by drawing lots. Council members shall hold office for a period of two years. They can be re-elected for a second term of two years, after which they must stand down for a minimum of one year. The Junior Member representative of the Junior Members shall be elected at the AGM by the Junior Members only.

(b) Any two Ordinary Members of the Club, or Junior Members for the Junior Representative, may nominate and second another for a post on the Council but such nomination must be given in writing to the Secretary not less than two weeks before an AGM. In the event that there are more nominations than posts to be filled, then the ballot rules (10a) shall apply. When the number of posts to be filled exceeds the number of written nominations, only then shall verbal nominations, properly proposed and seconded, be taken from the floor of the AGM. In the event that the nominee is not present, written consent indicating a willingness to serve on the Council must be presented to the AGM.

(c) The Council shall have the power to co-opt from the Ordinary Membership when necessary in order to meet the requirements of 3b.

(d) In the event of the Club combining the offices of Secretary and Treasurer, an additional member may be appointed to the Council.

(e) The Junior Representative on the Council shall attend Council meetings in order to represent the interests of the Junior Members but shall not be entitled to vote.

11 MEETINGS OF THE CLUB

(a) The AGM of the Club shall be held in Taynuilt during the last two weeks of February and the first two weeks of March, at which time the Office bearers and Council shall be elected and a duly audited statement of the Club accounts be submitted to the meeting.

(b) A Special General Meeting of the Club shall be held within twenty one days (i) when the Council deems it necessary or (ii) on receipt of a written request signed by not fewer than twenty members of the Club, addressed to the secretary and stating the business.

(c) The Secretary shall advise all members of the date, time and complete agenda of either Annual or Special General Meetings at least fourteen days in advance of such meetings. Twenty members shall form a quorum for all such meetings.

(d) Notice of any motion affecting the Constitution or Bye-laws to be submitted to any General Meeting of the Club must be intimated to the Secretary at least twenty one days in advance of such meeting and advised to all members at least seven days before the meeting.

(e) The Chairman of any General Meeting shall have in all cases of quality a casting vote in addition to a deliberative vote except for the provisions in Rule 11a.

12 ORDINARY MEMBERS

(a) The Ordinary Membership of the Club shall be restricted to such members as the Council shall determine.

(b) Ordinary Members shall have full rights and privileges of the Club and Course.

(c) Ordinary Members only are eligible to serve on the Council.

(d) Candidates for Ordinary membership must be nominated by two Ordinary Members of at least one year standing. Nominees for membership shall be approved by a majority vote of the entire Council.

The names and addresses of nominees can be obtained from the Secretary on request.

(e) After approval, the Secretary shall at once notify the new member and, upon receipt of the annual subscription, the Treasurer shall provide the member with their membership documents. If the subscription is not received within one month of approval, the Council will conclude that the applicant declines membership.

(f) Any ex-member who having resigned from the Club wishes to re-join, must be nominated and elected according to the above rules.

13 COUNTRY MEMBERS

(a) Country Membership will be available to applicants living outside a twenty five mile radius of Taynuilt but they can apply for Ordinary Membership (see 12c)

(b) Candidates for Country Membership shall be subject to Rule 12 as for Ordinary Members with the exception of 12c.

14 HONORARY MEMBERS

(a) Honorary Membership can be conferred by two thirds of the Members present at a General Meeting, on any lady or gentleman who has been recommended for such distinction by the Council, in recognition of services rendered to the Club or to the game of golf.

(b) Honorary Members shall be subject to the Rules and Byelaws of the Club and shall be eligible to compete in Club competitions. They shall have no right or interest in the property of the Club and

they shall have no voice in the management of the Club unless in addition they choose to become Ordinary Members.

15 TEMPORARY MEMBERS

(a) The Council shall have the power to admit to temporary membership with privileges of the Club and Course:

(i) those who are temporarily resident in the district who shall be nominated by a member and who shall pay in advance the agreed temporary member subscription.

(ii) applicants for membership for the day only, on payment of the appropriate fee.

(iii) those taking part in an authorised competition or match over the Course who may be admitted at special rates or without payment at the discretion of the Council. Temporary Members defined under (i), (ii) and (iii) above shall be subject to the Rules and Bye-laws of the Club, shall have no right or interest in the property of the Club, shall have no voice in the management of the affairs of the Club and shall not be eligible to compete in Club competitions unless authorised to do so by the Council.

(b) Ordinary, Country and Honorary Members may introduce guests to the Club subject to the conditions and payment determined by the Council.

(c) Visitors may use the Club facilities and Course subject to the Club Rules and Bye-laws and payment of the appropriate green fees.

16 JUNIOR MEMBERS

(a) The number, nomination and election of Junior Members shall be the same as for Ordinary Members (see 12a, d, e, f)

(b) Applicants for Junior Membership shall not have attained their eighteenth birthday.

(c) The Junior members shall elect at the AGM one Junior Member to represent them on the Council (see 10e)

(d) Junior Members shall be eligible for adult membership and become liable to pay the appropriate subscription at the AGM following their eighteenth birthday.

(e) Junior members shall be subject to the Rules and Bye-laws of the Club. They shall be entitled to attend General Meetings but shall have no voice in the business or affairs of the Club with the exception of (c) above. Nor shall they have any right or interest in the property of the Club.

(f) Junior Members under the age of ten must be accompanied by an adult.

(g) Junior Members wishing to play in Senior competitions must and seek and receive approval from the Council.

17 NON-PLAYING MEMBERS

Applications for non-playing membership shall be made to the Secretary for approval by the Council. Non-playing members shall be subject to the Rules and Bye-laws of the Club. They may attend General Meetings of the Club but shall not be entitled to vote.

18 MEMBERSHIP FEES

(a) The annual subscription shall be payable in advance and is due immediately after the AGM. The rates of subscription for the various categories of membership shall be fixed annually at the AGM or at a Special General Meeting called for the purpose providing a quorum is present.

(b) Any member whose subscription has not been paid within one month of being notified will cease to be a member of the Club and must re-apply in accordance with Rule 12d.

19 SUSPENSION AND EXPULSION

(a) The Council shall have power on a vote by a two thirds majority of its entire number, upon their being satisfied that any member has infringed any Rule or Bye-law, or whose conduct appears to endanger the character, interests or good order of the Club, to suspend such a member from exercising the privileges of a member of the Club for such period as the Council may determine.

(b) Should the Council recommend to a General Meeting that a member be expelled from the Club, the member shall be so expelled if two thirds of the members present accept the Council's recommendation. At least seven days before taking such a vote, the Council shall communicate with the offending member in order to give that member an opportunity of meeting the complaint or of withdrawing from the Club. The Club shall not be liable for repayment of any part of the subscription paid by such member nor for any claim at the member's instance in respect of such expulsion.

20 PROPERTY

(a) The property, effects and money of the Club belong to the Ordinary Members equally during membership, but the right and interest of every Ordinary Member shall be personal and limited to that member, shall expire with the membership, shall not be assignable or arrestable, and shall not pass to that member's heirs or executors. The Club shall have power to direct that any heritable or moveable property may be acquired outright or rented and held by such person or persons and upon such terms and conditions as may be determined upon in General Meeting.

(b) No profits or surpluses will at any time be distributed to members and if upon winding up or dissolution of the Club there remains after satisfaction of all its debts and liabilities any property whatsoever the same shall be given or transferred to some other organisation or organisations having objects similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club by resolution passed at a General Meeting at or before the time of the dissolution and insofar as effect cannot be given to such provision then to some charitable object.

(c) All profits or surpluses generated by the Club activities shall be devoted to maintenance or improvement of the Club facilities.

21 BORROWING POWERS

The Council shall have power to borrow up to £25,000 in any one financial year on behalf of the Club and on the security of the property of the Club and may vary such loans or obtain new or additional loans, either by granting bonds or assignments in security, or personal bond or bills, or other suitable security, which deeds shall bind the whole members of the Club, present and future, jointly but not severally, as if they had subscribed the same. Such action must be approved by a majority of the Council. Any proposal to borrow in excess of this sum must be approved by the AGM or an EGM of the Club

22 POWER OF CLUB TO SUE MEMBERS

The Club shall have full power and authority, in all questions between it and any of its members, to sue a member in the name of the Captain and Council.

23 COMPLIANCE WITH RULES AND BYE-LAWS

A member, on payment of the subscription, shall submit to the Rules and Bye-laws of the Club, both as to restrictions enjoined and penalties imposed, and only on these conditions is entitled to the advantages and privileges of the Club. A copy of the Rules and Bye-laws shall be delivered or sent to every member, but no member shall be absolved from the effects of these rules on any allegation of not having received them.

24 LIST OF MEMBERS AND THE RULES AND BYE LAWS

A copy of the Rules and Bye-laws and a list of the members with their addresses shall be open for inspection on request at the address of the Secretary.

25 ALTERATION OF RULES

No alteration of the Rules shall be made except at the AGM or a Special General Meeting duly convened for the purpose. Notice of any proposed alteration shall be signed by at least two members, intimated to the Secretary in terms of Rule 11d for an AGM or at least twenty-one days before the date on which a Special General Meeting be called and the notice calling such meeting shall state the proposed alteration. No such alteration shall take effect unless affirmed by a two thirds majority of a quorum present at the meeting and eligible to vote.

BYE-LAWS

GENERAL

(1) All members shall adhere strictly to the rules and conditions imposed by the Club

(2) Members shall notify change of address in writing to the Secretary. In failing to do so, all notices sent to an old address will be deemed delivered.

(3) No complaint shall be considered by the Council unless made in writing to the Secretary and no unauthorised member shall subject any servant of the Club to a personal reprimand

(4) No dog shall be allowed on the course except on the Right of Way or otherwise sanctioned by the Council. Any such dog must be under strict control.

RULES OF GOLF

(5) The Rules of Golf as approved by the R&A Golf Club of St. Andrews shall, as far as applicable and subject to such Byelaws and local rules as may be made by the Council, will be the rules observed by the Club.

PLAY

(6) The Club fixtures and competitions for the year shall be arranged by the council at the beginning of the Club year and notice given to each member. The Council shall have power to arrange any other Club competitions and notice of such shall be given to Members. Rules governing all Club competitions shall be made by the Council

(7) In all Club competitions a ballot will be taken to determine partners and order of starting. The Council shall decide whether any game in a competition is played as a two, three or four ball match.

(8) Members playing in a competition have precedence over all other players. The priority for matches is (i) two ball match (ii) four ball match (iii) three ball match

(9) Juniors shall not take part in any competition not specially devised for them. Those Juniors who pay the special competition fee which entitles them to play in Club competitions shall be entitled to take part in such competitions except where

there is a minimum age limit set by the Council or person donating the trophy or prizes for any particular event. Any Junior playing in a Club competition must have a handicap within the adult range.

(10) All Members shall replace or see replaced, turf or divots removed by them during play.

ALTERATIONS TO BYE-LAWS

(11) Members of the Club may propose bye-laws or amendments to the Council who shall have power to make or amend bye-laws when necessary by notifying every Member in writing of the proposed bye-law or amendment which will then become binding upon each Member until the next general meeting of the Club, when such proposals shall be submitted for ratification by the Club membership

DISSOLUTION CLAUSE

If upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club by Resolution passed at a General meeting before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable object.

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