



# HORSEHAY VILLAGE GOLF CLUB

## FOUNDED 1997



## CONSTITUTION

### **(A) NAME**

(A1) The name of the Club shall be "Horsehay Village Golf Club" (HVGC)

### **(B) OBJECT**

(B1) To encourage the playing of the game of golf in all formats and to provide social facilities as deemed appropriate for the members of the Club.

***Horsehay Village Golf Club is a non-profit making organisation. Any surplus funds are re-invested in the Club and that, in the event of disbandment; any assets will only be distributed amongst the members or another non-profit making organisation.***

### **(C) MEMBERSHIP**

(C1) Application for membership may be from any persons who are deemed amateurs as defined by the Royal and Ancient Golf Club of St Andrews.

(C2) Applicants must be proposed and seconded by existing full members and sign an application form upon admission as a member that he or she shall abide by the Constitution and Rules of the Club in operation at that time. All applications to be forwarded to The Secretary, with the fee equating to the membership subscription.

(C3) Each member shall pay the annual subscription, fixed in accordance with the rules, by 31<sup>st</sup> December of each year. Should any member default by one month then their membership shall automatically end.

(C4) Any member may resign upon written notice to The Secretary of the Club.

(C5) Membership shall be indefinite subject to C4 and C5 or as determined in accordance with E2b.

(C6) Membership shall be open (notwithstanding C2) and enable equal access to all, irrespective of ability, sex, religion and ethnicity.

### **(D) ELECTION OF OFFICERS AND MANAGEMENT COMMITTEE (THE COMMITTEE)**

(D1) The Officers of the Club shall be the President, Club Captain, Vice-Captain, Immediate Past Captain, Lady Captain, Lady Vice-Captain, Senior's Captain, Secretary, Treasurer, Handicap Secretary, Competition Secretary, Junior Organiser, Rules Secretary, Team Captain and Greens Committee Representative.

(D2) The Officers, excepting the Lady Captain, Lady Vice Captain and Senior's Captain who are elected at their respective Section's AGM's, shall be elected at the Annual General Meeting of the Club. The Captain, Vice Captain and Immediate Past Captain shall run in a three year cycle, i.e. The Vice Captain shall become Captain and the Captain will become Immediate Past Captain. The President, Secretary and Treasurer will be appointed. They shall retain their respective positions until such time that they decide to retire or the members request that they resign. All other positions will hold office for one year but are eligible to stand for re-election. Election (if more than one candidate nominated for a post) will be by a majority of those present and eligible to vote at the AGM.

(D3) Names of candidates, for election to office are to be handed to The Secretary in writing. They should be signed by a proposer and seconder who must be full members of the Club no less than 10 days before the date of the AGM.

(D4) The Committee may, if required, co-opt any full member of the Club to fill a vacancy that may arise within the Committee.

(D5) The elected General Committee shall appoint a Handicapping and Competition Sub-Committee (using the CONGU system of Handicapping). This Sub-Committee shall have complete control over all handicapping matters within Horsehay Village Golf Club and shall consist of at least one Gentleman member, a Senior member and a Lady member. The Handicap Secretary and Competition Secretary will automatically be members of the Handicapping and Competition Sub-Committee Other members of this Sub-Committee need not be members of The Committee.

(D6) The Committee shall appoint each year three Club members to sit on the Partnership Board. No decisions can be made by these appointed members until the full Committee has ratified any item proposed by the Partnership Board.

### **(E) FUNCTIONS AND POWERS OF THE COMMITTEE**

(E1) The Committee is to meet monthly, unless a Special Meeting is called. A quorum shall be five. Decisions of the Committee will be by a majority of those present and eligible to vote.

(E2) Subject only to the authority of a General Meeting of the Club, the Committee shall manage the finances and general affairs of the Club and without prejudice to the generality of the foregoing shall have control to:

- (a) To make and alter rules governing the conduct of members of the Club and the conditions for and conduct of competitions, provided that they do not contravene the Constitution or Rules of Golf of The Royal and Ancient Golf Club of St Andrews.
- (b) To suspend the membership of, expel from membership, or impose other disciplinary sanctions as considered appropriate, upon any member who shall in their opinion have broken the rules contained or referred to in E2a or to have otherwise behaved in a manner likely to bring or to have brought into disrepute the reputation of the Club or the game of Golf or in the manner contrary to the interests of the Club.

Before imposing any sanctions the Committee shall

- (c) Give the member concerned notice of the allegations made against him or her and a reasonable opportunity to make any written or oral representations that he or she may wish.
- (d) To delegate any of their powers or functions to Sub Committees which shall consist of members of the Club, but who need not all be members of the Committee.

***(F) SUBSCRIPTIONS***

The annual subscription shall be decided by members of the Club from time to time in general meeting.

***(G) GENERAL MEETINGS***

- (G1) There shall be an Annual General Meeting to be held on a date determined by the Committee of each year.
- (G2) There can be a special general meeting if twenty-five or more members so request. To do this they shall inform The Secretary in writing and shall specify the nature of the business to be dealt with. The meeting must be held within twenty-eight days on a date to be determined after The Secretary shall have received said notice.
- (G3) Members wishing to raise any specific business at the AGM are to give notice to The Secretary of at least fourteen days in advance. Any business other than normally dealt with without such notice shall be only be heard at the discretion of the Chairman.
- (G4) General Meetings shall be chaired by The Club Captain or in his absence the Vice Captain or in his absence a person elected by those present and eligible to vote at the start of the meetings. In the case of an AGM the outgoing Captain and Vice-Captain shall retain their positions until the hand-over at that meeting.
- (G5) The Secretary shall give a minimum of fourteen days written notice to all members, of the time, date and venue of all general meetings. This is to include meetings called under (G2) and inform members what is on the agenda.

***(H) ALTERATIONS TO THE CONSTITUTION***

All or part of the constitution may be altered, deleted or added to at a general meeting of the Club provided that always:

1. at least 75% of those present and eligible to vote shall vote in favour of the amendment and
2. written notice of the amendment proposed (from which the amendment as voted on shall not be different) shall have been given to all members with the notice of the meeting.

***(I) ACCESS TO THE COURSE***

The Shropshire and Herefordshire County Golf Club shall be allowed access to the course of Horsehay Village Golf Centre at any time that is deemed to be reasonable and with prior notification to the Landowner (Borough of Telford & Wrekin)

***(J) DISSOLUTION OF THE CLUB***

In the event of the Club being dissolved the net assets (after payment of all liabilities) shall be disposed of within the membership or to a non-profit making organisation.



## *Horsehay Village Golf Club*

# *RULES*

### *NAME*

The Club shall be known as “**Horsehay Village Golf Club**” (HVGC) and will abide by rules as laid down by the Royal and Ancient Golf Club of St Andrews together with any special rules produced by the English Golf Union, the Ladies Golf Union and those laid by the Committee of (HVGC).

### *CLUB YEAR*

The Club Year shall commence on 1<sup>st</sup> January and end on 31<sup>st</sup> December of each year.

### *MEMBERS*

Every applicant for membership must complete and sign an application form. A proposer and seconder who must be Full Members of (HVGC) must countersign. Membership shall commence from receipt of fees due and the Constitution and Rules of (HVGC) shall thereupon bind the member.

Membership shall consist of Full and Junior members. A junior member will be a person under the age of eighteen at the time of joining. A Senior member will be a person who is 55.

### *SUBSCRIPTIONS*

Every member is liable to pay his or her subscriptions as determined by The Committee.

Fees are due to be paid within one calendar month from the first day of January of each year.

If this is not the case, unless the Committee is informed of extenuating circumstances in writing then that person shall cease to be a member of the Club.

Any member joining after the first day of January shall be liable to pay the proportion of the fees due at the time of joining.

### *COMMITTEE AND GENERAL MEETINGS*

Only Full members are entitled to vote at any General Meeting.

Lady Full members are entitled to vote for candidates for Officers to serve on the Committee and shall have equal voting rights with men Full members on all Club matters.

Rules and regulations relating to subscriptions, competition and any other fees payable must be strictly adhered to.

Management of the Club shall be the sole responsibility of the elected Committee. That Committee shall consist of The Captain, Vice-Captain, Immediate Past Captain, Lady Captain, Lady Vice-Captain, Senior's Captain, The Secretary, The Treasurer, Competition Secretary, Team Captain, The Handicap Secretary, The Rules Secretary and Greens Committee Representative. The President may, if he or she wishes, attend Committee meetings, but will not be entitled to vote. Two nominations of the Borough of Telford & Wrekin shall be permitted to attend any or all of the Committee meetings, but will not be entitled to vote.

If any Officer should retire during the year, the Committee shall be entitled to co-opt any full member to fill that vacancy until the following Annual General Meeting.

Any officer, other than the President, who fails to attend three consecutive meetings of the Committee, without a valid reason, shall cease to be an Officer. The Committee shall be entitled to fill this vacancy as deemed to be fit and proper.

Given that the authority has been given to the Committee at a General Meeting, they shall be entitled to carry out any business relating to the general management of the Club, produce special rules of play to suite the course, arrange competitions and meetings and to decide any questions not specifically provided for in these rules.

The Committee shall from time to time elect Sub Committees as and when required but do not have necessarily to be Committee members.

### ***DUTIES OF OFFICERS***

The General Committee shall determine the duties of the Officers as and when required but shall include the following:

#### ***THE CHAIRMAN***

The Chairman shall: be the Club Captain at all Committee and General Meetings. In his absence, The Vice-Captain shall take the chair.

#### ***THE SECRETARY***

The Secretary shall: conduct the general correspondence of the Club; be responsible for the safe custody of all documents; convene and keep minutes of the proceedings of Committee and General Meetings.

#### ***THE TREASURER***

The Treasurer shall: keep the accounts and make available an annual statement of account that, after going through professional audit procedures, are circulated to Members prior to the AGM

### ***COMPLAINTS***

All complaints concerning Club matters shall be addressed to The Secretary. If The Secretary is unable to settle the matter to the satisfaction of the complainant, it is to be referred to the General Committee. In no case whatsoever shall members reprimand or give instructions to the staff of the Borough of Telford & Wrekin.

### ***CONSTITUTION, RULES AND ETIQUETTE***

All members are requested to make themselves familiar with the Constitution and Rules of the Club and with Rules and etiquette of Golf as, by virtue of their membership they are bound by such Constitution and Rules.

### ***INTERPRETATION OF RULES***

The Committee shall be the sole authority for settling all disputes between members relating to the affairs of the Club and the conduct of members in relation thereto.

### ***ALTERATIONS***

Additions, deletion and alterations to these Rules may be made only at a General Meeting of members of the Club.