

BANGOR GOLF CLUB



Club Rules, Bye-Laws, Policy Statements and Standing Orders



Target Audience

- Members of Council
- Secretary Manager
- House Manager
- Course Manager
- Club Professional
- Caterer
- Members

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CHAPTER 1 Management

Rule 1 Name and Objectives

- (a) The name of the Club shall be 'Bangor Golf Club'.
- (b) Objectives

The objectives of the Club shall be: to provide for the members a golf course and Clubhouse, to promote the game of golf; to supply refreshment; and to promote and conduct any other matters for the benefit of the members. In line with these objectives, the Club operates an Equal Opportunities Policy.

Rule 2 Composition of Council and Committee Structure (Reference Figure 1)

- (a) The business and affairs of the Club shall be overseen and managed by a Council, consisting of a Captain, Vice-Captain, Lady Captain, Lady Vice-Captain, Honorary Secretary and Honorary Treasurer, hereinafter referred to as "the Officers", two ex-officio members, (see Rule 3), all of whom shall hold office for one year, and four Convenors (Golf, Course, House and Social - see Rule 2 (b)) and the Ladies Secretary who shall each serve for two years from the date of their election. At any meeting of the Council six members thereof shall form a quorum. The Captain shall chair meetings of Council or otherwise delegate the duty.
- (b) The Council shall delegate functions, as defined within the Rules, Bye-Laws and the Council Manual, to nine Standing Committees:

Finance Committee.

The Council shall appoint a Finance Committee under the chairmanship of the Honorary Treasurer to oversee the finances of the Club, including the rolling Ten Year Financial Plan as documented in the Council Manual.

Golf Committee

The Golf Convenor (Chairperson) shall nominate Members (minimum 3) to serve on the Golf Committee during his/her term of office and to fill any casual vacancy arising on committee, such nominations to be approved by Council. The Golf Committee shall oversee the golfing activities within the Club as documented in the Council Manual, and the associated budgets.

Course Committee

The Course Convenor (Chairperson) shall nominate Members (minimum 3) to serve on the Course Committee during his/her term of office and to fill any casual vacancy arising on committee, such nominations to be approved by Council. The Course Committee shall oversee the course activities within the Club as documented in the Council Manual, and the associated budgets.

House Committee

The House Convenor (Chairperson) shall nominate Members (minimum 3) to serve on the House Committee during his/her term of office and to fill any casual vacancy arising on committee, such nominations to be approved by Council. The House Committee shall oversee the house activities within the Club as documented in the Council Manual, and the associated budgets.

Social Committee

The Social Convenor (Chairperson) shall nominate Members (minimum 3) to serve on the Social Committee during his/her term of office and to fill any casual vacancy arising on committee, such nominations to be approved by Council. The Social Committee shall oversee the social activities within the Club as documented in the Council Manual, and the associated budgets.

Ladies' Committee

The Ladies shall elect the Ladies' Committee (Reference Rule 7(g) and Bye-Law IV) to manage ladies' golf, social activities as documented in the Council Manual and associated budget.

Membership Committee

The Vice-Captain, Lady Vice-Captain, Honorary Secretary and Honorary Treasurer shall constitute the Membership Committee. The Vice-Captain and Lady Vice-Captain shall chair alternate meetings of the Membership Committee or otherwise delegate the duty.

Complaints Hearing Committee

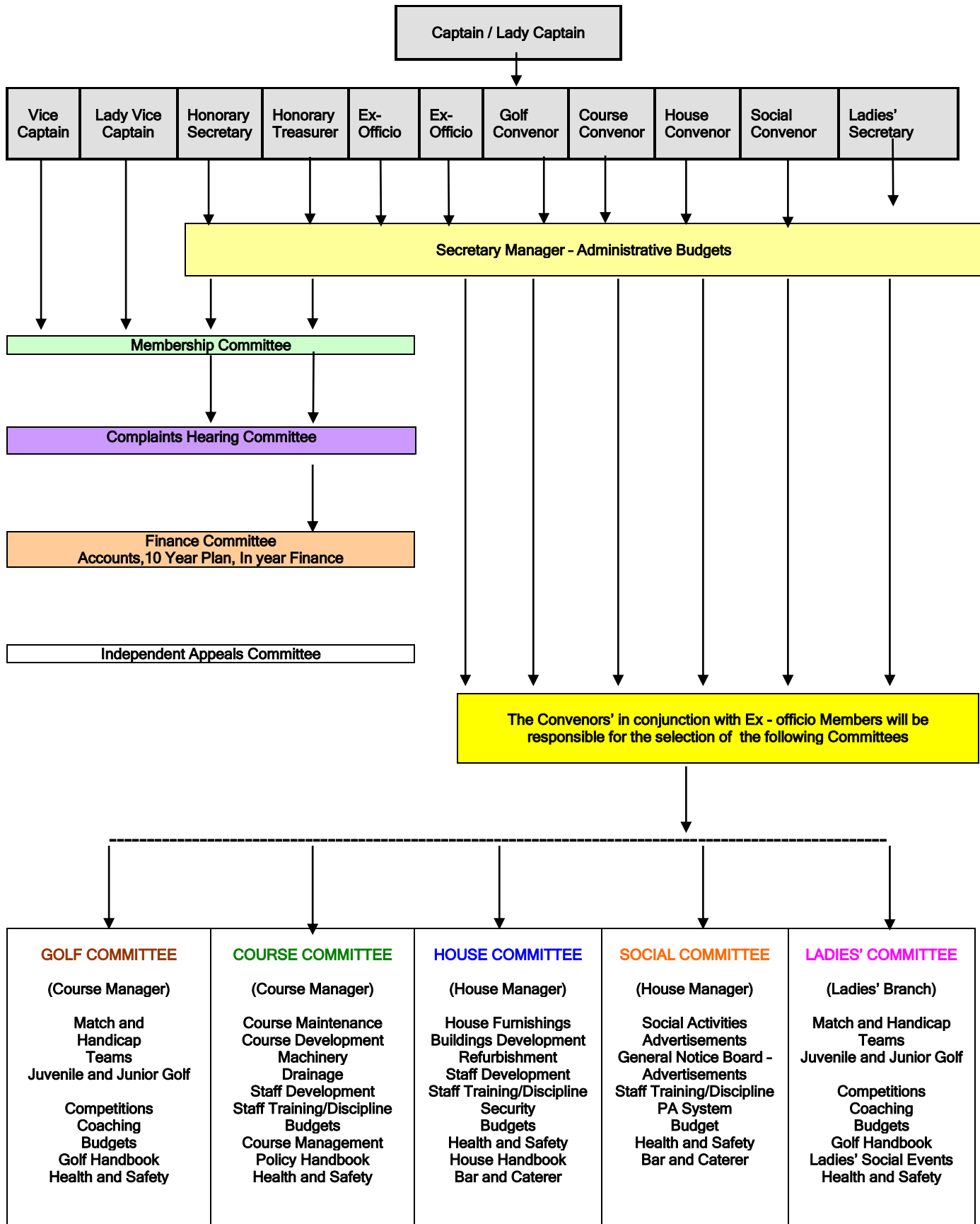
For each hearing, the Honorary Secretary, two members of Council, and two Club members of at least three years standing, all four to be nominated by Council, shall constitute the Complaints Hearing Committee. The Honorary Secretary shall chair all meetings.

Appeals Committee

A Past Captain or Past Lady Captain nominated by Council shall act as Chairperson and shall nominate two other members to hear appeals in relation to disciplinary action proposed or taken against the appellant.

Flowchart for Council Manual Only

Proposed Change - Composition of Council and Committee Structure



Rule 3. Retirement of Officers and Members of Council

The Honorary Secretary, Honorary Treasurer and those Councillors whose period of service has expired, shall retire at the Annual General Meeting, but shall be eligible for re-election. The Captain and Lady Captain, on retiring, shall be ex-officio members of the Council for the year following their retirement.

Rule 4. Election of Officers and Members of Council

The election of Officers and other members of the Council (**Rule 2(a)**) shall take place in the following manner:

- (a) All candidates for election as Honorary Secretary or Honorary Treasurer or other member of the Council and their respective proposers and seconders must be Members of at least three years standing.
- (b) Candidates for the office of Honorary Secretary, Honorary Treasurer, for Golf Convenor, Course Convenor, House Convenor, Social Convenor and Ladies Secretary must be nominated on the approved form containing the nominee's consent to serve if elected and perform the duties as documented in the Council Manual. The completed form shall be lodged with the Honorary Secretary before 31st January. A list of the nominations shall be affixed to the notice board of the Club not less than twenty-one days before the Annual General Meeting and shall remain there until the day of that Meeting.
- (c) Where there is more than one nomination for any vacancy the election shall be by ballot containing the names of the candidates and members may vote for any number of candidates up to the number of vacancies. If the voting for any vacancy results in a tie, a second ballot between the candidates concerned shall decide the outcome. In the event of a further tie the result shall be determined by lot.
- (d) If there is no nomination to fill any vacancy the new Council, at its first meeting, shall co-opt any eligible Member to fill each vacancy.
- (e) **Vice-Captain:** The Honorary Secretary shall, before the 30th November each year, request the Senior Trustee to convene a meeting of the Past Captains to nominate a male Member willing to become Vice-Captain. The Senior Trustee shall submit this nomination to the Council for ratification and appointment as Vice-Captain at the next Annual General Meeting.
- (f) **Lady Vice-Captain:** The Honorary Secretary shall, before the 30th November each year, request the Lady President to convene a meeting of the Past Lady Captains to nominate a female Member willing to become Lady Vice-Captain. The Lady President shall submit this nomination to the Council for ratification and appointment as Lady Vice-Captain at the next Annual General Meeting.
- (g) **Lady President:** Prior to 30th November Past Lady Presidents shall nominate a Member willing to become Lady President for the following three years and will submit the nomination to Council for ratification and appointment as Lady President at the next Annual General Meeting.
- (h) **Captain and Lady Captain:** The Vice-Captain and Lady Vice-Captain will take up their respective offices as Captain/Lady Captain at the Annual General Meeting to serve until the next Annual General Meeting. During their term in office the Captain and Lady Captain shall be Honorary Members of the Club.

Rule 5. Vacancies in Council

The Council may co-opt any eligible Member to fill a vacancy on Council, provided that at no time shall the number of co-opted members exceed four. If for any reason the Captain, Vice-Captain, Lady Captain, Lady Vice-Captain or Lady President are unable to complete their term in office the Honorary Secretary shall convene a meeting of the Past Captains or Past Lady Captains (as appropriate) to advise Council or the Ladies Committee what action they consider appropriate.

Rule 6. Frequency of and Attendance at Council Meetings

- (a) The Council shall meet as often as deemed necessary and in any event not less than twelve times a year.
- (b) Any member of Council who fails to carry out their responsibilities/duties as detailed in the Council Manual without good and sufficient reason acceptable to the Council shall cease to be a member of Council on the passing of a resolution to that effect by a majority of Council members attending and voting at a duly convened meeting.

Rule 7. Powers of Council

The Council shall establish Club policy and shall, in addition to the powers specifically conferred upon it elsewhere in these Rules, have the power to:

- (a) control the finances of the Club subject to the provisions in **Rule 12**;
- (b) borrow money for the purposes of the Club of such amount or amounts, either at one time or from time to time, as the Members may approve at a General Meeting and at such rate of interest, and in such form and manner and upon such security as the Council shall think fit. Thereupon the Trustees of the Club shall at the direction of the Council make such dispositions of property of the Club or any part thereof including a legal or equitable mortgage thereof and enter into such agreements in relation thereto as the Council may deem proper for giving security for such loans and interest;
- (c) employ and dismiss such staff as may in its opinion be necessary for the efficient running of the Club;
- (d) have all necessary administrative powers, including the power to make from time to time Bye-Laws consistent with the Rules, for the management of the Clubhouse and the supply and control therein of intoxicating liquors;
- (e) make from time to time Bye-Laws consistent with the Rules of Golf, for the preservation of the course, the mode of play and the running of competitions;
- (f) appoint ad hoc Committees which may include any member of the Club. The proceedings of all such Committees shall have effect only after approval by the Council;
- (g) pass Bye-Laws for the efficient running of Ladies' activities in the Club (Rule 2(b));
- (h) authorise the Honorary Secretary to take any legal proceedings (whether as plaintiff or defendant) which the Council may consider necessary on behalf of the Club. The minutes of the Council meeting at which such direction has been given shall, when confirmed, be evidence of such authority, and
- (i) instruct the Trustees to comply with the wishes of Members in accordance with the provisions of **Rules 12 (c) and 12(d)**.

Rule 8. Financial Year

The Club's financial year shall run from 1st January to 31st December. Books and accounts, in such form as may be prescribed by the Council and legislation, shall be kept showing the financial position and the receipts and disbursements of the Club, and Council shall submit to the Annual General Meeting the Annual Report, and duly audited Financial Statements for the previous financial year.

Rule 9. Accounts and Auditors

The annual Financial Statements of the Club shall be audited by a duly qualified Auditor, who shall be appointed by the Members at a General Meeting to act as Auditors until the next Annual General Meeting.



CHAPTER 2 Trustees

Rule 10 Election and Removal of Trustees

- (a) Trustees shall be elected at a General Meeting of the Club. To be eligible for election as a Trustee a person shall at the date of nomination have been a Member of at least ten years' standing and shall have been nominated by the Trustees and the nomination ratified by the Council.
- (b) A Trustee shall remain in office until death or resignation, or until removal from office by a majority of the Members present and voting at a General Meeting of the Club.
- (c) There shall be at least two and not more than five Trustees.

Rule 11 Casual Vacancy in Trustees

Any casual vacancy or vacancies occurring among the Trustees shall not prevent the valid exercise of all the powers and duties of the Trustees under these Rules by the remaining Trustees pending the appointment of a new Trustee or Trustees in accordance with **Rule 10**.

Rule 12. Legal Role of Trustees

The property and effects of the Club shall be vested in the Trustees, in trust for the Members for the time being. The signature of any two Trustees shall be sufficient evidence of the agreement of the majority of the Trustees. The Trustees shall have the power, subject to the instructions of the Council, to:

- (a) make or realise such investments of the funds of the Club as they shall deem advantageous to the interests of the Club, subject to the approval of the Council;
- (b) mortgage or charge any property of the Club in favour of any person, persons, company or corporation in such capital amount and at such rate of interest as the Council shall prescribe;
- (c) acquire property or sell, transfer, grant, or demise with or without a fine in fee farm for any term in years, any property of the Club on such terms as shall be approved by not less than two-thirds of the votes of the Members present and voting at a General Meeting, subject to the consent in writing of any mortgagee or chargeant of, or upon the assets of the Club; and
- (d) have the power to dissolve the Club following a resolution to that effect approved by not less than two-thirds of the votes of the Members present and voting at a General Meeting.

Rule 13. Authority and Indemnity of Trustees

- (a) A printed copy of these Rules, signed by the Honorary Secretary for the time being of the Club, and a certificate signed by the Captain and the Honorary Secretary for the time being confirming that the approval required under **Rule 12** has been obtained, shall be sufficient proof of that approval to the purchasers or mortgagees and every assignee of theirs and the receipt of the Trustees shall thereupon be a sufficient discharge.
- (b) The Trustees shall be indemnified from all liability arising out of their carrying out in good faith their duties as Trustees of the Club and such indemnity will be provided by the Members in the event that the assets of the Club are inadequate to provide same. The Club shall maintain an insurance policy to meet its obligations under this Rule.



Rule 14. Annual General Meetings

The Annual General Meeting of the Club shall be held in the last week of February or as soon thereafter as possible in each year. Any Member wishing to bring forward at the Annual General Meeting a motion dealing with the Rules, or with business of a special nature, shall before 31st January preceding the day of the meeting, give to the Honorary Secretary written notice of the proposal. Any such proposals, together with particulars of nominations for vacancies on the Council, the Annual Report of the Council and the Financial Statements, duly audited, shall be communicated to those Members entitled to attend a General Meeting at least seven days before the date of the meeting.

The voting rights of Members at a General Meeting of the Club shall be in accordance with their category of Membership (**Rule 19**).

Rule 15. Special General Meetings

Special General Meetings of the Club may be called at any time by the Council, or on a requisition to the Honorary Secretary, signed by at least seventy five Members, stating the business to be brought forward. At least seven days' notice of such meeting, and of the business to be brought forward, shall be communicated to those Members entitled to attend a Special General Meeting by the Honorary Secretary. No business other than that stated in such notice shall be discussed at the meeting.

Rule 16 Quorum

Seventy five Members of the Club shall form a quorum at a General Meeting, and no business shall be transacted unless such a quorum is present.

Rule 17 Chairperson

At every meeting of the Club the Captain/Lady Captain or a Council member nominated by him/her shall preside. The Chairperson shall have a casting vote at all meetings except as provided under **Rule 4(c)**.

Rule 18. Resolutions and Voting

18.1 Amendments

Except when the motion states "without amendment" the Chairperson at a duly convened General Meeting of the Club shall, in accordance with the Standing Orders for the Conduct of General Meetings, accept amendments to the motion for consideration by those present.

18.2 Voting

Except as provided for in **Rule 4(c)** voting at a General Meeting of the Club shall be by a show of hands or, if a majority of the members present so determine, by ballot. The Chairperson may however order a ballot if s/he considers the result of a vote by show of hands to be indecisive.

18.3 Proxies

Voting by proxy shall not be allowed.



CHAPTER 4 Membership

Rule 19. Membership

19.1 Definitions

(a) Member

A Member is a person elected or transferred to Membership in accordance with the Rules. Members are entitled to use Club facilities under specified terms dependent on their category of Membership and without prejudice to any other provision in these Rules to requisition, attend and vote at General Meetings, and (subject to Rule 4) to offer themselves for election to committees and /or Council and to serve as an Officer of the Club. Members shall share in any surplus or contribute to any deficiency on the dissolution of the Club.

(b) Associate

An Associate is a person elected or transferred to Associate status in accordance with the Rules and is entitled to use Club facilities under specified terms dependent on their category of Association. Subject to Rule 27.2 Associates are not entitled to requisition or attend General Meetings, to offer themselves for election to committees or Council, or serve as an Officer of the Club, and shall not share in any surplus or contribute to any deficiency on the dissolution of the Club.

(c) Interpretation

Within these Rules, where the context so admits, "member" or "membership" shall include Member and/or Associate.

19.2 Subscriptions

The subscriptions payable by members (other than Honorary Members) will be as set out in the schedule attached from time to time to the Rules in accordance with **Rule 24**.

19.3 Categories

The membership categories determine the subscription rates to be charged, the rights of access to the course and Clubhouse facilities, voting rights and the rights or obligations to share in any surplus or contribute to any deficiency on the dissolution of the Club. The right to use the facilities of the Club is subject to the Rules and to any conditions imposed from time to time by the Council.

(a) Full Member

Except where facilities are reserved by order of the Council, Full Members have the right to use the course and Clubhouse seven days a week. On voting at a General Meeting Full Members shall be entitled to seven votes. The number of units attributable to a Full Member for the purpose of calculating the amount that such a Member would share or contribute on dissolution of the Club in accordance with **Rule 20** shall be seven.

(b) Six - Day Member

Except where facilities are reserved by order of the Council, Six-Day Members have the right to use the course six days a week, **Sunday to Friday** inclusive, and at such other times and subject to such conditions as the Council may from time to time determine. Six-Day Members have the right to use the Clubhouse seven days a week.

On voting at a General Meeting Six - Day Members shall be entitled to six votes. The number of units attributable to a Six - Day Member for the purpose of calculating the amount that such a Member would share or contribute on dissolution of the Club in accordance with **Rule 20** shall be six.

(c) Five - Day Member

Except where facilities are reserved by order of the Council, Five-Day Members have the right to use the course five days a week, **Monday to Friday** inclusive, and at such other times and subject to such conditions as the Council may from time to time determine, Five-Day Members have the right to use the Clubhouse seven days a week.

On voting at a General Meeting Five - Day Members shall be entitled to five votes. The number of units attributable to a Five - Day Member for the purpose of calculating the amount that such a Member would share or contribute on dissolution of the Club in accordance with **Rule 20** shall be five.

(d) Honorary Member

Honorary Members elected as such in accordance with **Rule 31** shall not be required to pay a subscription, shall have full use of Club facilities and those who at the time of their election as such were Members will retain all rights to which they were then entitled.

(e) Country Associate

A Member changing permanent residence to an address outside Northern Ireland may apply in writing to the Honorary Secretary to become a Country Associate with effect from **1st April** following the date of their application. Subject to approval of the transfer by Council and payment of the subscription in accordance with **Rule 24**, the Country Associate will be entitled to use the course to the extent allowed by the category of Membership from which they transferred but all other rights will be as defined in **Rule 19.1(b)**. Country Associates who resume permanent residence in Northern Ireland shall be entitled, subject to Council approval, to transfer back to the category of their Membership prior to becoming Country Associates without payment of an entrance fee and with retention of Membership rights accrued up to the date of their previous transfer.

(f) House Associate

A House Associate is entitled to use the Clubhouse seven days a week but shall be entitled to play the Course on 6 occasions per year at "playing with member rate". They shall be entitled to play with up to 3 guests on each occasion who shall also be charged "playing with member" rate.

(g) Social Associate

A Social Associate is the spouse or partner of a Member and is entitled to use the Clubhouse seven days a week. A Social Associate shall not be entitled to play the Course, save on payment of the appropriate green fee.

(h) Temporary Associate

Temporary Associates shall be admitted only at such times and on such terms and conditions as are prescribed from time to time by the Council. Temporary Associates shall, if requested by any Officer, member of Council or employee of the Club, or the Professional or his staff, provide evidence of their entitlement to use the facilities of the Club. Temporary Associates whose conduct is deemed objectionable, or who deliberately break any of the Club Rules or Bye-Laws, will be requested to leave the Club. The fee paid by any such associate may be forfeited.

(i) Juvenile Associate

A Juvenile Associate is a person aged 10 or more years but less than 14 years on **1st April** who has been admitted in accordance with and subject to the Club's Junior and Juvenile Policy Statement and Rule 21. The use of Club facilities by Juvenile Associates shall be as defined from time to time by the Council.

(j) Junior Associate

A Junior Associate is a person aged 14 or more years but less than 18 years on **1st April** who has been admitted as such or has transferred from Juvenile Associate category, in accordance with and subject

to the Club's Junior and Juvenile Policy Statement and **Rule 21**. The use of Club facilities by Junior Associates shall be as defined from time to time by the Council.

(k) Youth Associate

A Youth Associate is a person who is aged 18 or more years but less than 21 years on **1st April** who has been admitted as such in accordance with **Rule 21** or has transferred from Junior Associate category in accordance with the Club's Junior and Juvenile Policy Statement. Youth Associates may use the course and Clubhouse seven days a week except where facilities are reserved by order of the Council.

(l) Semi-Full Associate

A Semi-Full Associate is a person who is aged 21 or more years but less than 30 years on **1st April** and who has been admitted as such in accordance with **Rule 21**, or who has transferred from Youth Associate category. Semi-Full Associates may use the course and Clubhouse seven days a week except where facilities are reserved by order of Council.

(m) Employee Associate

An Employee Associate is a person who is a permanent employee or person retained under contract by the Club who, subject to Council approval, has been admitted as such and who shall have such rights to use the course and Clubhouse as Council shall from time to time define. All such rights shall terminate on the Employee Associate ceasing to be a full time employee or on termination of the contract with the Club.

19.4 Practice Ground and Putting Greens

Notwithstanding restrictions placed on the use of the course by Six - Day Members and Five - Day Members, Council may authorise use of the practice ground and putting greens by such members on Saturdays/ Sundays under such conditions as it may from time to time consider appropriate. The Club Professional has priority on the practice ground when coaching.

Rule 20. Dissolution of the Club

Subject to **Rule 53**, on the dissolution of the Club Members shall share in any surplus or contribute to any deficiency on the basis of their Membership category at the date upon which the resolution to dissolve the Club was passed (hereinafter referred to as "the qualifying date"). The share or contribution will be determined in the following manner:

- (1)** The total number of Members of each category entitled to so share or contribute at the qualifying date shall be multiplied by the number of units to which each Member in that category is entitled so as to ascertain the aggregate total of units.
- (2)** The total surplus or deficiency shall be divided by the aggregate total of units as determined at (1) to arrive at an amount per unit.
- (3)** Each Member shall share or contribute on the basis of the per unit amount calculated at (2) multiplied by the number of units attaching to their category of Membership.

Rule 21. Election to membership

From time to time the Council may invite applications for any or all categories of membership.

- (a)** Each application for membership shall be on the approved form, duly completed and signed by the applicant, the proposer and seconder, and lodged with the Honorary Secretary during the period specified for receipt of such applications.
- (b)** The proposer and seconder of an application for membership shall be a Member or House Associate of at least three years standing. A Member or House Associate may propose one candidate only, and may second one other, in any Calendar year. Applications for membership shall be considered in accordance with procedures documented in the Council Manual. The names and addresses of those applicants selected by the Membership Committee for consideration by the Council for admission as members together with the names of their proposers and seconds shall be displayed on the notice board for a period of at least 14

days during which any member may submit to the Honorary Secretary in writing any reason(s) why they consider a candidate for membership should not be admitted.

- (c) Except as otherwise herein provided, election of members shall be by ballot of the Council and a majority of at least 75% of those present and voting in favour of each candidate shall be required.
- (d) Any candidate for membership obtaining less than the required majority under **Rule 21(c)** shall not be eligible to re-apply for membership in the twelve months after the date of the relevant Council meeting.
- (e) The Honorary Secretary shall notify each candidate in writing of the result of their application and in the case of successful applicants shall enclose a copy of the Club Rules and request payment of the subscription and any other amounts falling due to the Club as a result of their admission to membership.
- (f) Until payment of the amount due under **Rule 21(e)** has been received or arrangements made for payment of such amount by instalments (**Rule 26(c)**) a newly elected member shall have no rights to use Club facilities and if payment of amounts due is not received (or arrangements made as above) within one month after the date of the notification from the Honorary Secretary their election shall be void unless the period for payment is extended by Council on receiving a satisfactory explanation for the delay.

Rule 22. Membership Details

- (a) An alphabetical list of the names and addresses of every member of the Club shall be kept on the premises of the Club.
- (b) The names of the current Officers, other members of Council and Honorary Members shall be prominently displayed in the Club's premises.
- (c) All members are required to notify the Honorary Secretary in writing of changes in their address. All correspondence posted to the last known address of a member shall be deemed to have been duly delivered within two days following the date of posting.
- (d) All members shall carry proof of their membership, as provided by the Club, while on Club premises.



CHAPTER 5 Entrance Fees, Subscriptions, Levies, Social Supplement and Discounts

Rule 23. Entrance fees

Entrance fees shall be such as the Council may from time to time determine. Particulars of current Entrance fees payable shall be posted on the Club notice board. Council may at its discretion accept payment of an Entrance fee by instalments over a period not exceeding two years.

Rule 24. Subscriptions

24.1 Definitions

“Levy” shall be any amount payable in addition to their Annual Subscription by members of any or all categories in accordance with a resolution duly adopted at a General Meeting of the Club.

“Annual Subscription” shall be the amount payable annually by members as determined in accordance with **Rule 24.2**

“Subscription” shall, where the context so admits, include Annual Subscription together with any Levy and/or other amounts payable by a member but excluding the Social Supplement.

“Social Supplement” shall be the amount payable by members of any or all categories in accordance with a resolution duly adopted at a General Meeting of the Club.

“Age Discounts” to annual subscriptions are only available to full, 6 - day and 5 - day Members who are **70** years of age and who have completed twenty years continuous membership. On and from the 1st January 2006 the discount scheme will not apply to new Members.

24.2 Schedule of subscriptions etc.

The rates of Annual Subscription, Levies and the Social Supplement shall be determined by a resolution in that behalf adopted by Members at a General Meeting of the Club except that the Council shall have authority, without reference to a General Meeting, to increase Annual Subscriptions by a percentage rate not exceeding the Retail Price Index (as current on 30th September previous) or 5% whichever is the greater. A Schedule of the current rates (determined as aforesaid) shall form an Appendix to the Rules and shall be included in the Annual Report and displayed in the Clubhouse.

Rule 25. Payment of subscriptions.

Subscriptions and Social Supplements shall be payable on **1st April** each year, except that any member elected as such after **1st April** shall pay for that year such proportion of the year's fees as Council may determine in accordance with **Rule 21(f)**.

Rule 26. Non-payment of subscriptions

Subject to **Rule 21(f)**:

- (a) any member whose subscription is not paid by **1st May** shall incur an automatic surcharge of 10% of the amount due;
- (b) any member whose subscription or Social Supplement remains unpaid two months after the date upon which it was due for payment as defined in **Rule 25** shall, until such arrears (including any surcharge imposed under **Rule 26(a)**) have been paid in full, be ineligible to take part in any competition promoted by the Club, to attend any General Meeting and shall if the Council so decides cease to be a member of the Club on being so notified by the Honorary Secretary. The Council may re-admit such a member on payment of all arrears including any such surcharge;

- (c) in the case of any member entering into an arrangement approved by the Council for payment of subscriptions by instalments, **Rules 26(a) and 26(b)** shall apply only if any such instalment remains unpaid for a period exceeding one month after the date upon which it became due.

Rule 27. Change of Category

27.1 Procedure

Any members wishing to change their category of membership must apply in writing to the Honorary Secretary before **1st January** and if the application is approved by Membership Committee and ratified by Council, the altered subscription and entrance fee (if applicable) shall be payable as from **1st April** following.

27.2 Retention of Rights/Obligations

Notwithstanding anything to the contrary in the Rules, any member who has transferred to a different category of membership but who has previously been a Member for ten consecutive years shall retain rights/obligations, other than the right to use the course, no less favourable/onerous than would have attached to their previous category of Membership.

Rule 28. Spare

Rule 29. Concession

The Council may at its discretion and subject to application for the concession being made before election, admit into an appropriate category of membership without entrance fee, or reduced entrance fee, members of recognised Golf Clubs located outside Ireland who are permanently resident outside Ireland and who by the nature of their employment or business will be temporarily resident for only a limited period in Bangor or district. Persons admitted under this Rule shall not be entitled to attend General Meetings, or participate as a Member on the dissolution of the Club.

Rule 30. Limitation on Membership Numbers

The Council shall have power to determine the number of members in each category of membership, provided that persons shall not be admitted in such numbers to categories of membership not carrying voting rights 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



CHAPTER 6 Honorary and Temporary Members

Rule 31. Honorary Members

- (a) Subject to clause (b) the Club may elect as Honorary Members persons who have rendered special services to the Club or who have attained special eminence as golfers or in public life.
- (b) A nomination for election as an Honorary Member shall in the first instance be considered at a meeting of Past Captains or Past Lady Captains (depending on the gender of the nominee). If the nomination is approved, and then ratified by the Council, a Notice of Motion that the nominee be elected an Honorary Member shall be submitted to a General Meeting of the Club and if elected the Honorary Member shall have the rights conferred by **Rule 19.3(d)** for life or for such other period as the General Meeting shall decide.

Rule 32. Visiting Captains and Honorary Secretaries

The Captains/Lady Captains and Honorary Secretaries of other recognised Golf Clubs as approved by the Council shall be honorary Temporary Associates of the Club with full rights to use Club facilities.

Rule 33. Term Associates - Not exceeding one month

Any member or former member of a recognised Golf Club may, on being introduced by a Member of the Club, be admitted as a Temporary Associate for a period not exceeding one month on payment of the current fees as fixed by the Council. The name of a Temporary Associate must be entered in the Temporary Associates' Register and an official receipt for the appropriate fee issued. Such Temporary Associates shall observe the Club Rules and Bye-Laws, be entitled to use the course on the same basis as Full Members, but may not introduce visitors or play in Club Competitions except with the express approval of the Council.

The Council shall have the right to object to any Temporary Associate so introduced or to withdraw the privilege in any particular case at any time, in which case the fees paid under this Rule or a proportionate part thereof may be returned to the person concerned.

The Council may at its discretion, in special circumstances, vary the conditions governing the admission of Temporary Associates.

**Rule 34. Resignation and Reinstatement of Membership**

Any person wishing to resign from membership of the Club must notify the Honorary Secretary before **1st April**, but the Council at its discretion may accept the resignation at any date after **1st April** in any year, and may waive or refund the subscription or any part of it. Any such person, having discharged all liabilities to the Club and wishing to rejoin, shall make application for membership in accordance with **Rule 21**. Council may at its discretion waive the payment of an entrance fee, or admit such person at a reduced entrance fee.



CHAPTER 8 Suspension or Expulsion of Members

Rule 35. Suspension pending Inquiry

The Council shall have the power to suspend any member from all or any of the rights and privileges of membership pending the hearing and determination of any alleged disciplinary matter (**Rule 36**) or complaint (**Rule 38**).

Rule 36. Procedure

- (a) Any member infringing any of the Rules or Bye-Laws of the Club, conducting themselves (either on or away from the Club's premises) in an unseemly or unbecoming manner that becomes the subject of a complaint (Rule 38), or whose conduct is deemed injurious to the welfare and interest of the Club or likely to bring the Club into disrepute, may be required by Council to appear before a Complaints Hearing Committee (Rule 2(b)) to respond to the complaint.
- (b) Any member required to attend such a hearing, shall be given by the Honorary Secretary at least seven days notice of the date, time and venue of the hearing, together with a copy of all relevant documentary evidence. The member may submit his/her case in writing in advance of the hearing, in addition to presenting it at the hearing. The member also has the right to bring witnesses as to the facts, to be accompanied by a fellow member of the Club, and/ or be legally represented, in which case the Club reserves the right to have the Club Solicitor present. The member, and those with him/her, will have the right to question any or all of the complainants or witnesses called by the Complaints Hearing Committee. Juvenile or Junior Associates shall be accompanied by one or both of their parents/guardians.
- (c) If the member to be heard fails to attend the interview without reasonable excuse (the burden of establishing which lies on the said member) the Complaints Hearing Committee may proceed to deal with the matter in their absence.
- (d) Having considered the evidence presented, the Complaints Hearing Committee shall decide if the matter referred to it has been proven and will at the earliest opportunity convey its decision to the Council together with any sanction(s) it recommends. Neither the Committee nor the Council will be bound to take account of action taken in any previous case, nor will their decision establish a precedent for subsequent hearings.
- (e) Sanctions may include:
- a written warning confirming that there has been a breach of Club discipline, specifying what future action is required from the member being disciplined and the consequences of failure so to do;
 - written confirmation that there has been a breach of Club discipline and requiring the member being disciplined to apologise verbally or in writing to the person(s) affected by the offending behaviour;
 - withdrawal of specified rights of membership for a specified period;
 - suspension from the Club for a specified period;
 - resignation from the Club;
 - expulsion from the Club; and
 - such other penalty as the Council may consider appropriate.

- (f) Within seven days from the date of the hearing, Council shall meet to ratify the findings of the Complaints Hearing Committee. Council reserve the right in exceptional circumstances to amend any sanction imposed, whereupon the Honorary Secretary will forthwith inform the member, in writing, of the decision of Council.
- (g) Within seven days from the date upon which the Honorary Secretary sends notification of the decision as required by Clause (f) above, the member who has been disciplined may lodge with the Honorary Secretary notice of an appeal against the decision, whereupon the Council will nominate a Past Captain or Past Lady Captain to convene as soon as possible an Appeal Hearing before an Appeals Committee as defined in Rule 2 (b). The appellant may make written or oral submissions to the Appeals Committee and may be accompanied at the hearing by a fellow member of the Club. Juvenile or Junior Associates shall be required to be accompanied by one or both of their parents/guardians.

The Appeals Committee shall be entitled to call witnesses and/or obtain such information as it considers necessary and may vary the decision of Council. The Appeals Committee's decision shall be final and shall be confirmed in writing within seven days from the conclusion of the hearing by the Chairperson of the Committee to the appellant, and to the Honorary Secretary who will inform the Council and the members of the Complaints Hearing Committee.

- (h) The Council shall take such action as it considers necessary to enforce disciplinary decisions and may notify the membership of any such decisions by posting details thereof on the main Club notice board. Suspension or expulsion from the Club of any playing member will be notified in writing to the Golfing Union of Ireland or the Irish Ladies Golfing Union, as appropriate.
- (i) Any member suspended or expelled under this Rule shall have no right to a refund of all or any part of any entrance fee, subscription, social supplement or competition fee and shall continue to be liable for payment of any debt they owe to the Club. From the date of their expulsion and/or during the period of their suspension they shall be deemed to be persona non grata and may not visit the Club or use its facilities as a guest or otherwise without the express permission of the Council.
- (j) Any member expelled under this Rule shall not be considered for re-admission as a member within a period of ten years from the date of their expulsion.



Rule 37. Regulations for Visitors

“Visitors” shall include persons invited by members to use the Clubhouse and/or course facilities as their guests.

- (a) The same person, except where that person is a parent, spouse or child of a member shall not be admitted as a visitor to the Club premises on more than 20 days in any period of 12 months.
- (b) A visitor shall not be admitted to the Club premises except in the company of a member who shall immediately upon admission of the visitor enter their own name and the name and address of the visitor together with the date of the visit in the Visitors’ Book which shall be kept for that purpose.
- (c) The member introducing a visitor shall be responsible for strict observance by that visitor of the Club Rules and Bye-Laws, and shall not leave the Club premises before their visitor. The visitor shall not be supplied with intoxicating liquor on the Club premises except upon the invitation and in the company of that member.
- (d) Notwithstanding clauses (a), (b), and (c) of this Rule if a group of persons are, with the approval of the Council, visitors to the Club then the requirements of this Rule shall be satisfied if an Officer of the Club or a member specifically authorised by the Council so to act, shall enter in the Visitors’ Book the collective name of that group, the date of the visit and the number of visitors, without specifying individual names and addresses.
- (e) The Council may decide that a person(s) may not to be admitted as a visitor to the Club without attributing any reason for such decision, which shall remain in force until revoked by the Council.



CHAPTER 10 Complaints

Rule 38. Written Complaints

Complaints shall be made in writing to the Honorary Secretary who, if unable to resolve them, shall refer them to the Council or appropriate committee (**Rule 2 (b)**) for whatever action they consider appropriate.



CHAPTER 11 Handicaps and Rules of Golf

Rule 39. Handicaps

There shall be exhibited in the Clubhouse lists of members with their handicaps.

Rule 40. Rules of Golf

The game shall be played according to the Rules of the Royal and Ancient Golf Club of St. Andrews, as adopted or approved from time to time by the Golfing Union of Ireland or the Irish Ladies Golfing Union (as appropriate) and subject to such local rules as may be from time to time determined by the Council of the Club.



Rule 41. Clubhouse opening hours

The Clubhouse shall be open for such hours as may be fixed by the Council.

Rule 42. Licensing hours

Subject to the Registration of Clubs (Northern Ireland) Order and any other legislative requirements the Council shall have the power to supply refreshment and exercise all other such administrative powers as may be necessary for properly carrying out the Objectives of the Club in accordance with these Rules and Bye-Laws. There shall be exhibited in a conspicuous part of the Club premises a statement printed in plain type of the hours during which intoxicating liquor may be supplied on the premises.

Rule 43. Young Persons

Intoxicating liquor shall not be supplied to or consumed by any person less than 18 years of age on the Club premises.

Rule 44 Supply of Intoxicating Liquor

- (a) A member of the Council or an employee of the Club shall not have any personal interest in the supply of intoxicating liquors therein, or in the profits arising from such supply.
- (b) No payment shall be made by the Club of any fee, commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club, to any person other than the supplier thereof.
- (c) No person other than the membership as a whole shall directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or visitors to the Club.
- (d) Intoxicating liquors other than those supplied by the Club shall not, except with the express approval of the Council, be brought into the Club premises.

Rule 45. Consumption of Intoxicating Liquor

The Club shall not supply Intoxicating liquor to persons who are not members of the Club for consumption outside the premises of the Club.

Rule 46. Extended Licensing Hours

After authorisation has been obtained from the Chief Officer of the Police Service of Northern Ireland (PSNI) acting for the district in which the Club premises are situated, the Council shall have power to extend the hours during which intoxicating liquor may be supplied on the Club premises and shall have power to supply intoxicating liquor to members for consumption within the boundaries of the Club in such quantities and during such hours as are so authorised.



Rule 47. Damage to Property

Loss or damage to property of the Club or any person, caused while they are on Club property, by a member or a visitor introduced by a member, shall be immediately reported to an Officer or employee of the Club and any such loss or damage shall be made good by the person causing it.

Rule 48. Expenses

Visitors and members shall pay every expense they incur in the Clubhouse before leaving it.

Rule 49. Notices

Notices shall not be exhibited in the Clubhouse or on the Course unless they have been approved by the Council, Honorary Secretary.

Rule 50. Animals

Neither members nor visitors are permitted to bring dogs on to the course, except on a lead, and never during a Club or Open Competition. With the exception of Guide dogs for the blind, dogs may not be brought into the Clubhouse on any occasion.

Rule 51. Compliance with Rules

Every member of the Club, visitor or other person using the Clubhouse or course shall be bound by and must observe and submit to the Rules, Bye-Laws, Protocol and Regulations of the Club.

Rule 52. Interpretation of Rules

The Council's interpretation of the Rules shall be binding until or unless set aside at a General Meeting.

Rule 53. Surplus of Income

The Club shall not be conducted for profit. Any profit or surplus accruing to the Club shall be applied for the benefit of the Members as a whole, and shall not be distributed other than on the winding-up or dissolution of the Club. Such distribution shall be on terms approved by a majority of not less than two-thirds of the Members entitled to vote and voting at a duly convened Special Meeting of the Club.

Rule 54. Alteration of Rules

No Rule shall be revoked, added to or amended except by the Members at a General Meeting duly convened in accordance with the Rules. A simple majority in the voting shall carry, except in the case of any amendment to **Rule 12 (c), 12(d) and Rule 53** which shall require the approval of not less than two-thirds of the votes of the Members present and voting.

Rule 55. Notice of General Meetings

Notwithstanding **Rules 14 and 15**, in the event of communication difficulties in the delivery of postal and electronic mail, the Council may decide to post a notice of any General Meeting or any other meeting of Members upon the Club notice board, web-site and by Press advertisement. Such notices shall be deemed to be proper in accordance with any Rule relating to notice of meetings.

Rule 56. Registration of Clubs (Northern Ireland) Order

Notwithstanding the provisions of **Rule 54** the Council shall have power to revoke, add or amend any Rule to comply with legislative requirements and in particular with any alteration in the Registration of Clubs (Northern Ireland) Order (or any statutory modification or re-enactment thereof). Any change to the Rules made by Council in accordance with this Rule shall be submitted as a Notice of Motion for consideration at the next available General Meeting of the Club.

Rule 57. Interpretation

The Index and headings are inserted for convenience of reference and shall not be deemed to form part of these Rules nor shall they affect the construction thereof. Where the context so admits words imparting the singular number shall include the plural number and vice versa and words imparting the masculine gender shall include the feminine gender and vice versa.



CHAPTER 14 Bye-Laws

Part I - Course and Golf

The Council has the power to make from time to time Bye-Laws consistent with the Rules of Golf, for the preservation of the course, the mode of play and the running of competitions (**Rule 7(e)**).

1. Players must comply with the conditions regarding play which have been decided by the Council.
2. Players must not practise approach shots to or putting on any green. The Council has the right to prohibit practice on any part of the course at any time.
3. Any members wishing to obtain a handicap must submit to the Golf Convenor/ Ladies Handicap Secretary three cards duly marked and signed by a Member.
4. Players starting from any tee other than the first must give way to players playing a full round.
5. Any dispute arising from play shall be decided by the Golf Convenor/Ladies Handicap Secretary or in his/her absence two other members of the appropriate Golf Committee, but an appeal may be made to the Council.
6. The Course Convenor or a duly - appointed representative of the Course Committee, following consultation with the Course Manager or his representative, may at any time close the course or part of it during maintenance work or adverse weather conditions.
7. The Council shall determine when and under what conditions members and visitors are allowed to play on the course. Details of these times and conditions are to be prominently displayed on the Club's notice boards.
8. Before using a motorised buggy on the golf course, members/visitors must make themselves aware of the **Risk Profile for Buggy Users**, copies of which are available from the Club office and the Professional's shop.

Part II - Clubhouse

The Council has all necessary administrative powers, including the power to make from time to time Bye-Laws consistent with the Rules, for the management of the Clubhouse and the supply and control therein of intoxicating liquors (**Rules 7d, 44, 45, and 46**).

1. A member must not reprimand any employee of the Club. All complaints (including those regarding employees) must be made in writing to the Honorary Secretary (**Rule 38**) who shall either take such action as he/she feels to be appropriate, or refer the matter to the Council.
2. The Council from time to time shall amend and update the sale price of intoxicating liquors.

The Council from time to time shall agree with the caterer the prices to be charged for meals and catering services.
3. The charge for the use of lockers, buggy shed and trolley store shall be at such rate as the Council may decide. Applications should be made to the Honorary Secretary.
4. The charges for snooker and cards and any other indoor games shall be fixed from time to time by the Council.

5. Young people under the age of 18 years are not permitted in any of the bar areas after 10.00 pm, unless present by virtue of representing the Club in an event specifically authorised by the Council. Such events will include inter-Club golf, snooker, bowling matches, or other activities.
Young people under the age of 10 years must be clear of all bar areas by 8.30 pm.
6. Visitors are not allowed to play cards or snooker in the Clubhouse except when accompanied by a Member or adult Associate.
7. Young persons who have not reached their 21st birthday may not play (or loiter in the vicinity of) the gaming machines under any circumstances.
8. Snooker facilities are provided for Members and adult Associates and their guests only. Persons aged less than 18 years are allowed to use such facilities only with the express permission of the Council.
9. Meals other than those supplied by the Club Caterer shall not be brought into the Club premises. No food is to be consumed in the Snooker Room.
10. Neither the Club Professional nor the Club Caterer nor their employees nor employees of the Club are permitted to use the facilities of the Snooker Room or play the gaming machines or play cards in the Clubhouse unless specifically authorised by Council.
11. Mobile and Video telephones are not permitted in certain designated areas of the Clubhouse as determined by the Council.
12. The Council may from time to time restrict access to any area of the Clubhouse for such periods and under such conditions as it shall consider appropriate.

Part III - Competitions

1. The Council shall have the power to designate from time to time the days and times for playing competitions and the conditions under which those not participating in the competitions shall be entitled to use the course during such days/times.
2. A member playing in a Club medal or par points competition must play with a fellow member or other approved marker, and must return his/her score card, whether complete or incomplete, signed by both the player and the marker. Players failing to return a scorecard and/or input their score into the computer (if available) may be disqualified from playing in competitions for such period as the Council may decide.
3. Competition fees whether paid in advance of the competition day or otherwise are not refundable unless the Council accepts there to be good and valid reasons for a refund.

Part IV - Ladies' Committee

Definition:

The Ladies' Branch is the term used to include those ladies entitled to play golf, under the auspices of the Irish Ladies Golfing Union and subject to **Rule 19**, either as Members in the Full, Six-Day or Five-Day categories or as Associates in the Country, Juvenile, Junior, Youth and Semi-full categories.

Bye - Laws for the efficient running of the Ladies' Committee - **Rule 2(b) and Rule (7g)**.

1. Composition of Ladies' Committee:

The business and affairs of the Ladies' Branch shall be overseen and managed by a Ladies' Committee, consisting of the Lady Captain, Lady Vice-Captain, Ladies Secretary, Finance Administrator, Handicap Secretary, the Lady President and ten committee members. The Ladies Secretary shall be elected to the Council as per Rule 4 (b).

2. Tenure

- (a) The Lady President shall hold office for three years;
- (b) Finance Administrator and Handicap Secretary shall, if re-elected annually, serve a minimum of three years and a maximum of five years. The Ladies Secretary shall serve for two years from the date of her election to Council as per Rule 2 (a). The post of Assistant Secretary has been created as a training opportunity prior to being nominated for office
- (c) Committee members shall serve a minimum of two years and, if re-elected, a maximum of four years; and
- (d) The Lady Captain, on retiring, shall be ex-officio member of the Ladies' Committee and the Council for the year following her retirement.

3. Quorum - Ladies' Committee

At any meeting of the Ladies' Committee eight Members thereof shall form a quorum.

4. Election of Members to Ladies' Committee

The election of Members to the Ladies' Committee shall take place in the following manner:

- (a) all candidates for election as Finance Administrator and Handicap Secretary or other members of the Ladies Committee and their respective proposers and seconders must be Members of at least three years standing;
- (b) all candidates for election as Finance Administrator, Handicap Secretary and Committee Member must be nominated on the approved form containing the nominee's consent to serve if elected. The completed form shall be lodged with the Secretary of the Ladies' Committee before 31st January. A list of the nominations shall be affixed to the Ladies' notice board not less than twenty-one days before the Annual Meeting of the Ladies' Branch and shall remain there until the day of that Meeting;
- (c) where there are more nominations than vacancies, the election shall be by ballot.

Ballot papers shall be prepared containing the names of the candidates, and Members may vote for any number of candidates up to the number of vacancies. If the voting for any vacancy results in a tie, a second ballot between the candidates concerned shall decide the outcome. In the event of a further tie the result shall be determined by lot; and

- (d) If there are insufficient nominations to fill all the vacancies, the new Ladies' Committee, at its first meeting, shall co-opt any eligible Member to fill each vacancy.

5. Responsibilities

5.1 The Ladies Secretary: Shall, subject to such directions as the Ladies' Committee may from time to time issue:

- (a) conduct the correspondence of the Ladies' Committee;
- (b) liaise with the Club office to control the custody of all documentation belonging to the Ladies' Committee; and
- (c) keep records of all Ladies' competitions.
- (d) liaise between Council and Ladies Committee.

5.2 The Finance Administrator: Shall, subject to such directions as the Ladies' Committee may from time to time issue, control the budget of the Ladies' Committee and work in conjunction with the Honorary Treasurer.

5.3 The Handicap Secretary: Shall, subject to such directions as the Ladies' Committee may from time to time issue:

- (a) have custody of and be responsible for handicap records of the Ladies' Branch;
- (b) make all necessary alterations to handicaps from scores submitted by playing Members in accordance with the Rules and Regulations of the Irish Ladies Golfing Union;
- (c) keep the Handicap Board and List of Members up to date by displaying the current list of handicaps; and.
- (d) issue on application from playing Members

Handicap Certificates
Handicap Register Forms.

6. Annual Meeting of the Ladies' Branch

The Annual Meeting of the Ladies' Branch shall be held soon after the date of the Club Annual General Meeting. Any Member wishing to bring forward at the Annual Meeting of the Ladies' Branch a motion dealing with business of a special nature, shall 21 days before the date of the Annual Meeting, give to the Ladies Secretary written notice of the proposal. Any such proposals, together with particulars of nominations for vacancies on the Ladies' Committee, the Annual Report of the Ladies' Committee and the Financial Statements, duly audited, shall be communicated to those Members entitled to attend an Annual Meeting at least seven days before the date of the meeting.

The voting rights of Members at an Annual Meeting of the Ladies' Branch shall be in accordance with their category of Membership (Rule 19).

(a) Chairperson Annual and Special Meetings

The Lady President shall chair the Annual and Special Meetings of the Ladies' Branch, or in her absence a chairperson elected by the Members present and entitled to vote, shall preside.

(b) Chairperson Ladies' Committee

The Lady Captain shall chair the monthly meetings of the Ladies' Committee or, in her absence, a chairperson elected by the Members present shall preside.

7. Special Meeting of the Ladies Branch

A Special Meeting of the Ladies' Branch may be called at any time by the Ladies' Committee or on a requisition to the Ladies Secretary signed by at least forty Members, stating the business to be brought forward. Seven days' notice of such meeting and the business to be brought forward shall be communicated to those Members entitled to attend a Special Meeting by the Ladies Secretary.

No business other than that stated in such notice shall be discussed at the meeting.

8. Quorum - Annual or Special Meeting

Forty Five Members of the Ladies' Branch shall form a quorum at an Annual or Special Meeting, and no business shall be transacted unless such a quorum is present.

9. General

- (a) The Ladies' Committee shall be responsible for all golf and social functions of the Ladies' Branch.
- (b) The Ladies' Committee shall, in respect of the members of the Ladies' Branch, subject to the approval of the Club Council and in accordance with the Rules of the Club, exercise authority in the Office, Locker Room, and Powder Room and on the course.
- (c) Complaints appropriate to the Ladies' Branch shall be made in writing to the Ladies' Secretary who, if unable to resolve them, shall refer them to the Ladies' Committee for whatever action they consider appropriate. Complaints outside the remit of the Ladies' Branch should be dealt with as defined in (Rule 38) of the Club.

10. Election of Officers to the Club Council - Rule 2(a) and Rule 4

Lady Captain, Lady Vice-Captain - Shall serve as Officers and Members of Council Rule 2(a).

- (a) **Lady Vice-Captain:** The Honorary Secretary of the Club shall, before the 30th November each year, request the Lady President to convene a meeting of the Past Lady Captains to nominate a female Member willing to become Lady Vice-Captain. The Lady President shall inform the Ladies' Committee and the Honorary Secretary of their nomination. The Honorary Secretary shall submit the name of the person nominated to Council for ratification and appointment as Lady Vice-Captain at the next Annual General Meeting of the Club - **Rule 4 (f)**.
- (b) **Lady President:** Prior to 30th November the Past Lady Presidents shall nominate a Member willing to become Lady President for the following three years. The Lady President shall inform the Ladies' Committee and the Honorary Secretary of their nomination. The Honorary Secretary shall submit the name of the person nominated to Council for ratification and appointment as Lady President at the next Annual General Meeting of the Club- **Rule 4 (g)**.
- (c) **The Lady Captain:** The Lady Captain and Lady Vice-Captain will take up their respective offices as Lady Captain and Lady Vice-Captain at the Annual General Meeting of the Club to serve until the next Annual General Meeting of the Club. During her term in office the Lady Captain shall be an Honorary Member of the Club- **Rule 4 (h)**.



CHAPTER 15 Policy Statements

Policy statements are required by legislation on the following topics:

- (a) Junior and Juvenile Policy
- (b) Child Protection Policy;
- (c) Code of ethics and good practice in children's sport;
- (d) Accessibility - Course and Clubhouse;
- (e) Junior Charter and
- (f) Buggy Policy - Procedures & Risk Profile
- (g) Social Media Policy

These documents are available for consultation in the Club office.



CHAPTER 16 Standing Orders for the Conduct of General Meetings

- (a) All Members speaking on a motion should be succinct, but no specific time limitation is to be imposed, all decisions thereon being left to the discretion of the Chair.
- (b) When an amendment to a motion is proposed and seconded, no second amendment shall be considered until the first amendment is voted upon. If that amendment is carried, it shall then be put as a substantive motion on which a further amendment may be moved, but only one amendment shall be accepted for further discussion at one time.
- (c) The decision of the Chair on any point of order shall be final.
- (d) No Member shall be permitted - except with the express permission of the Chair - to speak more than once on the same proposition, except:
 - (i) the proposer, who shall have the right of a brief reply; or
 - (ii) on a point of order or information.
- (e) Any discussion may be closed by a proposal 'that the question be now put' being moved, seconded and carried, such a proposal being put to the meeting without debate.
- (f) Voting shall take place according to Club **Rules 17 and 18**. In the event of a poll, tellers shall be appointed by the chair.

SOCIAL MEDIA POLICY

Bangor Golf Club has embraced Social media to enable its members to be kept better informed and it is hoped that members will find it beneficial.

Experience from other clubs and organizations strongly support the need for a social media policy so that members are able to use it positively and avoid some of the pitfalls the Council has therefore approved the following Social media Policy.

Despite the existence of privacy options, many items published in social media are publicly accessible and it can be difficult to guarantee that sites are fully private. As such always start with the assumption that anything you say can be read by anyone, anywhere, at any time and remember that the Internet has a long memory.

Always exercise good judgement when posting and be aware that inappropriate conduct can negatively affect the Club, its members, staff and yourself.

Be professional

Always act in a professional and constructive manner and use sound judgement before posting. Always be polite and respectful of others' opinions.

Show proper consideration for other people's privacy.

Be fair and respectful

Never post malicious, misleading or unfair content about the Club, its members, staff and competitors;

Do not post content that is obscene, defamatory, threatening or discriminatory to any individual whether member, visitor or member of staff.

Do not post comments that you would not say directly to another person and consider how other people might react before you post.

Published comments should always be fair and accurate.

Remember – If you have a suggestion, complaint or observation about anything relating to the Club, the proper channel remains directly through a member of the Council.

David Drury
Honorary Secretary