

RULES AND REGULATIONS 2008

Based on the 1992 Revised version and incorporating amendments passed at Annual General Meetings since that date.

A copy of these rules shall be supplied to every member who shall be deemed to have full knowledge of them.

Name of the Club

The Club shall be called Meltham Golf Club.

Management

The management of the club, and the holding and disposal of all the assets of the club, shall (subject to rule 3), be in the hands of the General Committee consisting of the President, Captain, immediate Past Captain, Honorary Secretary, Honorary Treasurer (who shall be ex-officio members) and nine full playing members of the club (hereinafter called ordinary members). The General Committee shall have power to appoint persons to hold assets upon trust for the club and to remove from their office as trustees persons so appointed.

The club shall not make a distribution of any surpluses, save to another non-profit making body or, in part or in whole to the members on dissolution.

Elective Sub-Committee

The purchase for and the supply by the club, of intoxicating liquor shall be managed by an Elective Sub-Committee, consisting only of members of the Club who are over the age of eighteen and whose office is the subject of an annual election by the members of the club in Annual General Meeting. Four members shall form a quorum for the transaction of business.

Liabilities of Members

In the event of club funds being inadequate to meet liabilities or payments incurred by the General Committee in the conduct of the club, the deficiency shall be made good by those persons (in proportion to their subscription) who have been members of the club at any time since the commencement of the complete financial year preceding the financial year in which the liabilities or payments need to be discharged.

The amount of such liabilities and the contributions to be made by each member in respect thereof shall be ascertained and certified by an auditor or auditors to be nominated for that purpose by the members voting at General Meeting and his or their certificate shall be conclusive.

Election of Officers, Auditors and period of service.

The Captain, Honorary Treasurer, Honorary Secretary and Auditor shall be elected at the Annual General Meeting and shall hold office for one year, subject to Rule 6, but shall be eligible for re-election. The manner of nomination and election of such officers shall be the same as provided in Rule 6 in respect of the nomination and election of ordinary members of the General Committee.

Election of the General Committee

Ordinary members of the General Committee shall be elected for three years. In the case of a casual vacancy, the General Committee may, at their discretion, fill it, and the member so appointed shall take the place of the outgoing member until the next Annual General Meeting, when the vacancy shall be filled by election by the members, and will be for the period then uncompleted by the outgoing member. The three senior ordinary members of the General Committee shall retire every year and shall be eligible for re-election except that no member other than the President, Captain and the immediate Past Captain may serve more than nine consecutive years, after which he will be ineligible for one year. The years of

service as President, Captain and immediate Past Captain may be additional to the nine years limit. The mode of election shall be as follows. Not later than 15th January each year the Hon. Secretary shall post on the notice board a paper inviting Full Playing Members to nominate eligible persons to fill the list of vacancies in the Offices and General Committee occurring at the next Annual General Meeting. All nominees who shall have signified their willingness to stand shall require a Proposer and Seconder. On the 31st January the nominee list shall be closed after which the Hon. Secretary shall send out, with the Annual Balance Sheet, the list of all candidates nominated, with the names of the Proposers and Seconders. In the event of a contest, voting papers with the names of the candidates for the various Offices and the General Committee shall be distributed at the Annual General Meeting and members must place a cross opposite the names of those for whom they wish to vote.

The President

7 The President shall preside at all General Meetings of the Club. The normal term of office shall be two years. Should a vacancy occur in the office it shall be filled by members voting at a General Meeting. The mode of election shall be as described in Rule 6, except that for a General Meeting other than an Annual General Meeting, the Hon Secretary shall, immediately after it has been decided to fill the office, post on the notice board a paper inviting playing members to nominate eligible persons to fill the vacancy. After a period of three weeks the nominee list shall be closed, after which the Hon Secretary shall send to all playing members a notice of the General Meeting, together with the list of candidates.

The Captain

8 The Captain shall be a member of all sub-committees and when present shall preside at all meetings of the General Committee. In the absence of the Captain the General Committee is empowered to elect its own chairman. The Captain shall preside at General Meetings in the absence of the President.

The Honorary Treasurer

9 The Honorary Treasurer shall keep all books of account and shall pay into such bank as the General Committee may direct, to the credit of the Club, all monies received. The Hon. Treasurer shall submit a Profit and Loss Account and Balance Sheet made up to the 1st February in each year to the Annual General Meeting, such Profit and Loss Account and Balance Sheet previously being certified by the Auditor, elected at the previous Annual General Meeting. All payments by the Club are to be made by or through the Hon. Treasurer. A Hon. Purveyor elected by the General Committee shall assist the Hon. Treasurer in matters affecting bar accounting and stocktaking.

The Honorary Secretary

10 The Honorary Secretary shall keep correct records of proceedings of all meetings of the Club and its General Committee, and shall produce such records at all meetings thereof, and shall prepare a list of attendance's at all General Committee Meetings held during the year and submit it at the Annual General Meeting if called for. The Hon. Secretary or if absent the Captain, shall summon all meetings of the Club and the General Committee, and send a copy of the Hon. Treasurers financial statement to every member of the Club at least fourteen days before the Annual General Meeting. The Hon. Secretary shall also enrol members and give all notices required by the Rules. The position may be filled or assisted by a Administrative Assistant who may be paid such remuneration as the General Committee may decide. In this event the Administrative Assistant shall not be an ex-officio member of the General Committee as provided for in Rule 3.

Powers of the General Committee

11 Six members of the General Committee shall form a quorum, except for the election of members. In case of an equality of votes the Chairman shall have a second or casting vote. The General Committee shall have power subject to the subsequent approval of the next General Meeting to make, revoke or alter any bye-laws, so long as such bye-laws are not inconsistent with the Rules. The General Committee shall have power to place on sub-committees, except the Elective Sub Committee, members of the club who are not members of the General Committee. This power shall not

be exercisable to a sub-committee consisting of four or fewer members, nor to an extent where more than one third of the members of a sub-committee are co-opted members. The General Committee shall have the power to co-opt the Captain Elect, as an observer of the General Committee, and shall also have the power to invite the Captains of the various Sections of the Club to attend meetings of the General Committee as observers, and to give advice, but with no voting rights.

The General Committee shall have power from time to time at its discretion to raise or borrow any sum or sums of money for the purpose of the Club and may secure the repayment of such monies in such a manner and on such terms and conditions in all respects as the General Committee may think fit and in particular by the issue of any form of security conferring a charge upon all or any part of the property of the Club both present and future. Provided that the amount for the time being remaining un-discharged of monies borrowed or secured by the General Committee as aforesaid shall not at any time, without the previous sanction of the members in general meeting, exceed £40,000, but nevertheless no lender or other person dealing with the Club or the General Committee shall be concerned to see or inquire whether this limit is observed. No debt incurred, or security given, in excess of such limit shall be invalid, or ineffectual, except in the case of express notice to the lender or the recipient of the security at the time when the debt was incurred, or security given that the limit hereby imposed had been or was thereby exceeded. The expression 'the purposes of the Club' shall include in its meaning the purposes of Meltham Golf Club Limited so long as the membership of that Company is confined to the full playing membership of the Club and during that time the General Committee may finance the activities of the Company whether by means of loans or donations thereto or the expenditure of money upon the land, buildings and other assets of the Company or, without limitation, otherwise howsoever for the purposes of the Company provided that such purposes are within the Company's objects in the Memorandum of the Association.

Meetings

- 12 The ordinary meeting of the General Committee for the election of members and other Business, shall be held monthly as convened by the Captain or the Hon. Secretary. The Annual General Meeting of the Club for passing the Hon. Treasurer's accounts, electing Officers and General Committee members, revising Rules and other business, shall be held in the clubhouse, as early as convenient after 1st February each year, and 15 months shall not elapse without an Annual General Meeting being held. Extraordinary General Meetings can only be called by the General Committee, or at the request, in writing, of not less than 20 Full Playing Members, or should the number of such members be less than 100, then, one fifth of such number. All members except Casual and Social shall be entitled to attend General Meetings but only Full Playing, Honorary, Life and Restricted members present shall be entitled to vote. In the event of equality of votes at any General Meeting, the Chair shall have a second or casting vote.

Election of Members

- 13 Candidates for election to membership, other than Casual members for whom Committee shall give approval, must be proposed by one and seconded by two members who shall themselves have been full playing members of the club for a minimum of two years. and to whom they must be personally known and who shall be responsible for their eligibility. Intended proposers must write to the Hon. Secretary giving brief details of the candidate, his name and those of the two full playing members prepared to second the proposal. On receipt of the proposal form, the proposer will complete all the necessary details, obtain the required signatures and return the form to the Hon. Secretary. Alternatively, candidates for election may support their application by letter and/or references from previous clubs, in which case they will be interviewed by a minimum of three members of the General Committee who, if satisfied as to their suitability for membership, shall act as proposer and seconders. The proposal form must be displayed on the club notice board for at least fourteen days, before the application can be considered by the General Committee. Candidates shall be balloted for by the General Committee and no person shall be elected unless three-quarters of the members present vote in favour of his or her election; not fewer than eight members of the General Committee voting in favour.

When a candidate has been duly elected, his or her name shall be entered by the Hon. Secretary in a register kept for that purpose. The Hon. Secretary shall notify successful applicants, in writing, enclosing a copy of the Rules and Regulations and requesting remittance of the amount of the entrance fee and subscription. Until the initial entrance fee and subscription are paid, or the relevant forms completed for payment by monthly instalment, the candidate shall not use the clubhouse and course as a member and if the entrance fee and subscription remain unpaid for one month after notification of election the General Committee may, at their discretion, declare the election null and void. Honorary and Life members may only be elected at the discretion of the General Committee.

Entrance Fees and Annual Subscriptions

14. The Entrance Fees and Annual Subscriptions shall be as determined by the General Committee and confirmed by the members in General Meeting. The General Committee shall have power to reduce, waive or defer payment of subscriptions of any member. Members elected during the second half of the financial year will be required to pay one half of the annual subscription for that year. All subscriptions are due on 1st February in each year. No members whose subscription is Two months in arrears (i.e. after 31st March) may take part in any club competition, vote at any meeting, or use the clubhouse or course. When a member is three months in arrear the General Committee may terminate the Membership and take action to recover all monies due. Any member transferring to a higher class of membership shall be required to pay the appropriate entrance fee of that class, in force at the time of the transfer, less whatever amount has already been paid as entrance fee to the former class of membership.

Membership

15. The numbers in all categories of membership may be limited, at the discretion of the General Committee. The General Committee shall have power to elect members as follows:-

Full Playing Members

Country Members

Country membership shall only be available to persons who are full playing members of another golf club and who have no residence within 20 miles radius of Meltham Golf Club. Such members will be permitted to enter any club competition.

Restricted Members

When the limit of full playing membership, as decided by the General Committee, has been reached, Restricted membership may be available at the discretion of the General Committee who shall specify the restrictions to be applied.

Junior Members

Junior membership shall be available to persons under 18 years of age. On attaining the age of 18 years a junior member, on transfer to full membership shall pay the entrance fee, less the amount paid in subscriptions as a junior member.

Junior members shall only enter such competitions as may be decided by the General Committee.

Casual Members

Any person may be admitted as a casual member for such period and at such subscription as the General Committee may decide. Casual membership shall not be approved on more than twelve occasions in any one year. The concessionary green fee for a visitor playing with a member, be limited to six occasions, the full green fee being payable for up to six further visits. Casual members are not eligible to enter club competitions.

Honorary and Life Members

Honorary members and Life members shall have all the rights of Full Playing members but shall pay no entrance fee or subscription.

Honorary membership shall require renewal annually.

Social Members

Social members shall have full use of the Club House (subject to the General Committee's powers of management) but shall not, as such, have any right to play the course.

The General Committee may, at its discretion, apply a different rate of annual subscription to social members who are spouses of full playing members.

Resignation & Re-election

16 Any member who resigns and seeks re-election at a later date must do so as a stranger and will be required to pay the full entrance fee and subscription, unless by special permission of the General Committee who shall have power to deal with each case on its merits. Any member not giving notice of resignation, in writing, before 2nd February shall be responsible for the subscription for the year then commencing. This rule may be waived in exceptional circumstances but only at the discretion of the General Committee.

Members Abroad

17 Any members who inform the Hon. Secretary that they propose being absent from the United Kingdom during the entire period covered by the annual subscription shall not in their absence be liable to pay the same. Immediately on their return to the United Kingdom they shall be liable for the current years subscription, on payment of which they shall be admitted to all the privileges of the club, but if they return after 1st August they shall be called upon to pay only half the annual subscription for that year.

Expulsion

18 The General Committee shall have the power to expel any member whose conduct, in their opinion, has been such as to forfeit their right to remain a member, provided:-
The offending member shall be invited to explain their conduct to the General Committee before any steps are taken to expel him or her.
If no explanation is received or the explanation is not acceptable to the General Committee they shall be invited to resign.
If they be invited to resign and the resignation is not received within fourteen days thereafter the following provisions shall apply:-
A meeting of the General Committee shall be specially summoned to consider a resolution for the member's expulsion.
The quorum for the meeting shall be three quarters of those entitled to attend.
The resolution shall be deemed effective and the member's name shall be removed from the Club Roll if not less than three quarters of those present vote in favour of the resolution.
Any disciplinary action taken by the General Committee shall be subject to confirmation at a General Meeting of members, providing the expelled member has given notice of appeal, supported by a minimum of ten members, within fourteen days of notice of expulsion.

Playing Visitors and Non Members

19 The names and addresses of all playing visitors must be entered in the Visitors Book, with the date of admission.
Subject to any restrictions, which the Elective Sub-Committee may from time to time impose the following non-members shall be entitled to admission to the club premises and to purchase intoxicating liquor for consumption on the premises:-
Golfers engaged in Club matches or other events authorised by the General Committee.
Those taking meals in the Club premises.
Those attending, in whatever capacity, any function at the club premises, which is held with the prior approval of the General Committee.
Club employees.
Social visits shall be limited to twelve per year excluding functions authorised by the General Committee.

Alteration of Rules

20 No rule of the club shall be repealed or altered and no new rule shall be made, save by a majority of those members present and voting at a General Meeting. Any proposed change to these rules shall be notified to the Hon. Secretary. Details of any proposal, which shall have the

support of the General Committee or written support of at least 20 members, shall be sent to members by the Hon. Secretary with the notice convening the meeting at least fourteen days before the General Meeting at which such rule change would be considered.

Competitions

21 A limited number of competitions may be held each year, such competitions to be fixed only by the General Committee, and the arrangements to be in their hands.

General

22 The Royal and Ancient Golf Club of St. Andrews' rules of the game shall be the rules of the club, subject to such Local Rules as the General Committee of the club may from time to time decide.