



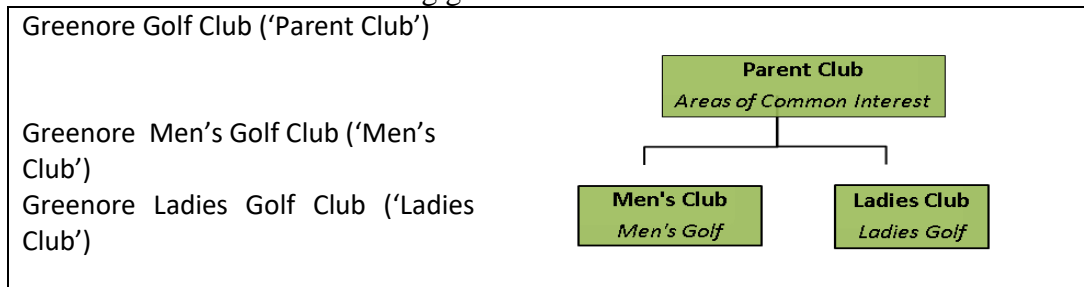
GREENORE GOLF CLUB

CONSTITUTION AS PASSED ON 10th DECEMBER, 2019
(replacing the previous Constitution as passed on 10th December 1978 and amended)
as amended on 7th March 2022

incorporating the provisions necessitated by the Registration of Clubs Acts, 1904 to 2008, and insofar as they are applicable The Licensing Acts 1833 to 2018, and the Taxes Consolidation Act, 1997 s. 235.

1. PRELIMINARY

- 1.1 Rules (interchangeable with the term ‘Article’) herein contained are indicated by consecutive numbers. Clauses are indicated by consecutive numbers, preceded by Rule numbers. Sub-clauses are indicated by consecutive numbers, preceded by Rule numbers.
- 1.2 Cross references of Rules, Clauses and Sub-clauses herein referred to mean the Rules, Clauses and Sub-Clauses of these Rules.
- 1.3 The Rules set out in the Schedule hereto shall apply to the Club and shall be unalterable, save as provided by law. Where any Rule herein conflicts with any provision in the Schedule hereto the latter shall prevail.
- 1.5 In the interpretation of this Constitution the provisions of the Interpretation Act, 2005 shall apply, save where the context otherwise admits or requires.
- 1.6 This Constitution generally follows (but with certain adaptations and variations) a general template of Confederation of Golf in Ireland ‘CGI’) and reference for general assistance is made to their website www.cgigolf.org.
- 1.7 The Club shall have the following general structure



- 1.7.1 The Parent Club shall mean the Club formed for the purpose of managing matters of common interest (other than the game of golf and its related activities) of both the ‘Men's Club’ and the ‘Ladies Club’ including the provision and maintenance of

the facilities owned by, or available for use by, the members. The Parent Club shall be managed by a Management Board (MB).

- 1.7.2 The 'Men's Club' shall mean the group of male amateur golfers operating under a constitution acceptable to the Golfing Union of Ireland (GUI) to whom it shall be affiliated or its successor body and to which such Club is affiliated.
- 1.7.3 The 'Ladies Club' shall mean the group of female amateur golfers operating under a constitution acceptable to the Irish Ladies Golf Union (ILGU) to whom it shall be affiliated or its successor body and to which such Club is affiliated.

2. TITLE AND OWNERSHIP

- 2.1 The name of the Club shall be GREENORE GOLF CLUB ('the Club') and this name shall be the common name by which the Men's Club, the Ladies' Club and the Parent Club shall be individually and collectively be known. The address of the Club is Greenore, County Louth, A91 RY10. The website of the Club is www.greenoregolfclub.com
- 2.2 The legal ownership of the Club property shall be vested in the Trustees for the time being of the Club in trust for and on behalf of the Voting Members as defined in Rules 11.1.1 and 11.1.2. The Voting Members only shall have control of the affairs of the Club. The Club shall be an unincorporated association.
- 2.3 The Club shall ensure that from time to time its Rules comply with the requirements of the Revenue Commissioners to enable it to obtain games/sports exemption (currently under Section 235 of the Taxes Consolidation Act, 1997 and related reliefs) and for this purpose the following Rules shall currently apply:
- i) Any income of the Club will be applied for the sole purpose of promoting the amateur game or sport of golf;
 - ii) Any profits must be solely applied for the objects of the Club;
 - iii) The centre of management and control of the Club must be within the Republic of Ireland;
 - iv) The majority of the Trustees/Officers must be resident within the Republic of Ireland;
 - v) Proper Financial records and accounts must be kept and made available to the Revenue Commissioners for inspection on request together with details of the activities being conducted by the Club;
 - vi) If the Club proposes to make any changes to this Constitution relating to its main objects and/or the application of its income or property Rules, then same shall not be made until they have been previously submitted to and approved in writing by the Revenue Commissioners;
 - vii) Annual Accounts of the Club shall be kept and made available to the Revenue Commissioners on request;
 - viii) In the event of the winding-up of the Club if there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the Members of the Club but such property shall be given or transferred to some other Institution or Institutions having main objects similar to the main objects of the Club.

3. MEMBERSHIP

- 3.1 The categories of Membership are summarised in Appendix 2 attached hereto.
- 3.2 The membership of the Men's Club shall consist of all Male Members save that only those who are Ordinary Full Members or Honorary Members with voting rights, shall be entitled to notices of and to attend meetings and have voting rights.
- 3.3 The membership of the Ladies' Club shall consist of all Female Members save that only those who are Ordinary Full Members or Honorary Members with voting rights, shall be entitled to notices of and to attend meetings and have voting rights.
- 3.4 The Membership of the Parent Club shall consist of all members of each of the Men's and Ladies Clubs save that only those who are Ordinary Full Members or Honorary Members with voting rights, shall be entitled to notices of and to attend meetings and have voting rights.

4. OBJECTS

4.1 THE MEN'S CLUB shall

- 4.1.1 Promote the Amateur game of golf amongst its Members.
- 4.1.2 Apply for Affiliation of the Golfing Union of Ireland and undertake, in writing to accept and abide by the Constitution and Bye-Laws of such Union and the Bye-Laws of the Branch in whose Province the club is situate.
- 4.1.3 Accept and apply the Standard Scratch Score and handicapping scheme as prescribed by the Council of National Golf Unions and such rules thereunder as may require to be implemented from time to time by the Golfing Union of Ireland.
- 4.1.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrew's, Scotland, as the sole authority for prescribing and implementing the Rules of Golf and Rules of Amateur Status.
- 4.1.5 Accept that the Parent Club is the overall authority for administering the affairs of both the Men's and Ladies' Clubs subject as provided in these Rules.

4.2 THE LADIES' CLUB shall

- 4.2.1 Promote the Amateur game of golf amongst its Members.
- 4.2.2 Apply for Affiliation of the Irish Ladies Golf Union and undertake, in writing to accept and abide by the Memos and Article of Association of the Irish Ladies Golf Union and Bye-Laws of such Union and the Bye-Laws of the Branch in whose Province the club is situate.
- 4.2.3 Accept and apply the Standard Scratch Score and handicapping scheme as prescribed by the Irish Ladies Golf Union and such rules there under as may require to be implemented from time to time by such Union.
- 4.2.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrew's, Scotland as the sole authority for prescribing and implementing the Rules of Golf and Rules of Amateur Status.
- 4.2.5 Accept that the Parent Club is the overall authority for administering the affairs of both the Men's and Ladies' Clubs subject as provided in these Rules.

4.3 THE PARENT CLUB shall

- 4.3.1. Provide facilities for the playing and promotion of the amateur game of golf by all persons and generally promote games and other social activities amongst its members.
- 4.3.2 Act as administrator of the affairs (other than golf competitions) of both the Men's and Ladies' Clubs
- 4.3.3 Initially in consultation with the Committees of both the Men's and the Ladies' Clubs decide the maximum number of adult members (excluding house members) which can be elected to the Parent Club. Thereafter, any alteration in the number permitted shall be decided at the Annual General Meeting (AGM) or Extraordinary General Meeting (EGM) of the Parent Club.
- 4.3.4 Initially, in consultation with the Committees of both the Men's and Ladies' Clubs decide the rate of;
 1. Entry fee, if any and
 2. Annual Subscription to be paid by members of different categories of member in each Club. Thereafter, any alteration in the rate of Entry Fee or Subscription shall be decided at the AGM or an EGM of the Parent Club.
- 4.3.5 In consultation with the Committees of both the Men's and Ladies' Clubs decide the rates of Green Fees to be payable by Visitors to the Club.
- 4.3.6 Generally, to act in the promotion and advancement of the affairs of the Club and the improvement of the facilities available to Members including a Golf Course, Clubhouse, and other means of recreation associated therewith, and to supply to them refreshments and other amenities ancillary to the amateur playing of golf and other amateur games in keeping with the nature of a golf club.

5. TRUSTEES

- 5.1 The Trustees shall not be more than 5 and not less than 3 individual members of the Parent Club who shall be Ordinary or Honorary Members. The Trustees shall be appointed by members at a General Meeting of the Parent Club.
- 5.2 Each Trustee shall hold Office until resignation, ceases to be an Ordinary or Honorary Member, or removal from office by resolution by a two thirds majority of the members at a General Meeting of the Parent Club.
- 5.3 The Club premises and such other property of the Club as the Management Board shall determine, shall be vested in and under the legal control of the Trustees and such Trustees shall deal with the property of the Club as directed by a resolution of the Management Board of which an entry in the Minute Book signed by the Chairperson of the Meeting shall be conclusive evidence. All acts and deeds shall be executed by all the Trustees jointly, so however that one or two surviving Trustees shall have full power to act alone or jointly as the case may be.
- 5.4 If the Trustees, when directed by a resolution of the Management to perform a certain act consider that the performance of such act is one of such importance that they consider that the members of the Parent Club should be consulted, then the Trustees may refuse to perform such act until members of the Parent Club

- have been consulted at an AGM or EGM and a resolution by simple majority is passed at such a meeting authorising or refusing to authorise Trustees to perform such act as was originally directed by the Management Board .
- 5.5 The Trustees shall be entitled to attend meetings of the Management Board without voting power in their capacity as Trustees.
- 5.6 The Trustees shall be fully and absolutely indemnified out of the Parent Club property and assets in respect of all transactions, directed by resolution of the Management Board and against all liabilities and expenses necessarily incurred as a result of their trusteeship, and in the event of the Parent Club property and assets being deficient, the deficiency shall be made up by the members of the Parent Club who have full voting rights, personally.
- 5.7 The Trustees shall have full power to borrow such sums of money in such manner and on such terms and conditions subject to the following procedures:
- i) amounts of up to €100,000.00 may be authorised by a two-thirds majority of the full Management Board of which an entry in the Minute Book signed by the Chairperson of the Meeting, the Honorary Secretary and one Member of the Management Board shall be conclusive evidence;
 - ii) amounts over €100,000.00 may be authorised by a majority decision at an AGM or EGM of which an entry in the Minute Book signed by the Chairperson of the Meeting, the Honorary Secretary, and the Honorary Treasurer shall be conclusive evidence;

6. OFFICERS

- 6.1 The Officers of the Men's Club shall be a Captain, a President (until December 2021), a Vice Captain, a Secretary, and a Competition/Handicapping Secretary.
- 6.2 The Officers of the Ladies Club shall be a Captain, a President (until December 2021), a Vice Captain, a Secretary, and a Competition/Handicapping Secretary.
- 6.3 The Officers of the Parent Club shall be a Chairperson of the Management Board, an Honorary Secretary, and Honorary Treasurer.
- 6.4 The President of the Men's Club, Captain of the Men's Club, the President of the Ladies Club, Captain of the Ladies Club, The Chairperson, Hon. Secretary, Hon. Treasurer of the Parent Club shall be Honorary members during their term of office.
- 6.5 As from the 2021 AGM there will be 1 President of the Parent Club who shall be an Honorary Member. The role will be ambassadorial in nature. The President's term shall be limited to 2 years and the position of President shall not be held by the same gender for more than 2 consecutive terms: except in very exceptional circumstances where a member of the required gender is not available. To be eligible to be elected as President they must have been a member of the Club for 5 years, with 2 of these years being as a full member. They must also have served on the MB or Men's or Ladies Committee for at least 1 year. The incoming President shall be nominated by a panel made up of the current President and current Captains of the Men's and Ladies' Clubs.

7. MANAGEMENT

7.1 ALLOCATION OF FUNCTIONS:

- 7.1.1 The business and affairs of the Men’s Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as the Men’s Committee) consisting of the Officers of the Men’s Club and such other members of the Men’s Club being not more than 3 elected under Rules 7 and 20 as the AGM of the Men’s Club shall determine.
- 7.1.2 The business and affairs of the Ladies Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as “The Ladies Committee”) consisting of the Officers of the Ladies Club and such other members of the Ladies Club being not more than 3 elected under Rules 7 and 20 as the AGM of the Ladies shall determine.
- 7.1.3 The business of the Parent Club shall be under the jurisdiction and control of a Management Board (MB), consisting of 11 Persons:
 - 7.1.3.1 a Chairperson elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.2 Honorary Secretary elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.3 Honorary Treasurer elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.4 Captain of the Men’s Club who will serve for a term of 1 year whose main focus will be on promoting golf and public relations on behalf of the Club;
 - 7.1.3.5 Captain of the Ladies Club who will serve for a term of 1 year whose main focus will be on promoting golf and public relations on behalf of the Club;
 - 7.1.3.6 Vice-Captain of the Men’s Club who will serve for a term of 1 year whose main focus will be on assisting the Captain of the Men’s Club;
 - 7.1.3.7 Vice-Captain of the Ladies Club who will serve for a term of 1 year whose main focus will be on assisting the Captain of the Ladies Club
 - 7.1.3.8 Greens Convenor elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.9 House Convenor elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.10 Membership Convenor elected at an AGM who will serve for a term of 3 years subject to annual re-election;
 - 7.1.3.11 Sales & Marketing/Sponsorship Convenor elected at an AGM who will serve for a term of 3 years subject to annual re-election;
- 7.1.4 The Board and each of the Committees may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.
- 7.1.5 Nothing in this rule shall preclude a member of either the Men’s or the Ladies Committee being also a member of the Management Board or vice versa.
- 7.1.6 At a meeting of any of the foregoing Board or Committees fifty per cent plus one of those entitled to attend and vote shall form a quorum.
- 7.1.7 The Chairperson at a meeting shall, in addition to a deliberate vote have and shall exercise a casting vote.

- 7.1.8 No Member of the Management Board and no Manager, or servant employed in the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sale.
- 7.1.9 Any sub-committees of the MB must have a gender balance with a recommended practice of at least 30% for each gender.
- 7.1.10 An Emergency Committee to deal with emergencies arising between Management Board Meetings shall comprise of the 3 Officers of the Parent Club. All decisions of this Committee shall be brought up for ratification or otherwise at the next Management Board meeting.

7.2 ELECTION OF OFFICERS, COMMITTEES AND BOARD

- 7.2.1 The Captain of the Men’s and Captain of the Ladies Clubs shall retire after one years’ service and be succeeded by the Vice-Captain always provided that the members at Annual Meetings may vote that the outgoing Captain should serve in that capacity for a second term of one year.
- 7.2.2 No member shall serve on a Board or Committee for more than 5 consecutive years or for more than 3 consecutive years in any one Office.
- 7.2.3 The election of Office Bearers, Auditors and Members of the Board and Committees shall be made at the respective Annual General Meetings.
- 7.2.4 The Parent Club AGM shall nominate for election the chairperson of the Management Board .
- 7.2.5 Nominations (with the consent of the Nominees) for election to the Committee of each of the Men’s Committee, the Ladies Committee and Management Board shall be given to the Secretary of the Club concerned at least 7 days prior to the date of the particular Annual General Meeting of that Club. All nominees must be properly proposed and seconded by ordinary members of the Club concerned.
- 7.2.6 A complete list of nominees (Officers Board and Committee) together with their proposers and seconders must be posted on the Club Notice Board for at least 7 Days prior to the date of the particular AGM.
- 7.2.7 The respective Board and Committees shall have power to fill vacancies in any of these offices (including membership of its Board and Committee) during any year. The person so appointed shall hold office until the next AGM of the particular Club.
- 7.2.8 Save as otherwise provided each member of each Board and Committee (other than the Office Bearers) shall hold office for a period of one year from the time of the election and shall then retire and shall be eligible for re-election in that capacity on the same Board and Committee until the following year, subject to Rule 7.
- 7.2.9 The office of any Office Bearer shall be vacated by such Office Bearer resigning therefrom, or on ceasing to be a member of the Parent Club or being removed by a resolution at the AGM or an EGM.

7.3 MEETINGS

- 7.3.1 Stated meetings of the Men's and Ladies' Committees shall be held once in every month between February and September and not less than once in every two months between October and January.
- 7.3.2 Stated Meetings of the Management Board shall be held once in every month and Special Meetings on such dates as may be found convenient for the transaction of business on at least 7 days' notice being given by the Chairperson or Honorary Secretary of the Parent Club.
- 7.3.3 Upon a requisition signed by not less than 50% of the members of a Board or Committee, stating the nature of the business to be transacted, the Captain, the Chairperson or Secretary of the Board or Committee concerned shall call a Special Meeting of such Board or Committee for the consideration thereof, and if the designated above neglect or refuse to call such Meeting within 7 days the same may be convened by notice signed by 50% plus one of the members of such Board or Committee.
- 7.3.4 The Management Board shall be responsible for keeping Minutes of all proceedings at Management Board and Parent Club General Meetings.

7.4 EMPLOYMENT OF STAFF

- 7.4.1 The Management Board shall have power to appoint employees upon such terms and conditions as the Board may determine; to terminate such appointments and also to appoint substitutes from time to time.

7.5 MANAGEMENT REGULATIONS

- 7.5.1 The Management Board is empowered to make, and from time to time alter, such Bye-Laws and regulations for the management of the Parent Club as it may consider necessary. All Local Rules and/or Bye-Laws made by the Management Board shall be posted on the Club Notice Board.
- 7.5.2 In consultation with both Men's and Ladies' Committees the Management Board is also empowered to make Local Rules (provided same are not at variance with the Rules of Golf) and regulations for the use of the course as are required in the interest of all members.
- 7.5.3 Every member of every category and every visitor or other person using the Clubhouse or Course shall be subject to and must comply with, all Rules, Bye-Laws and regulations in force.

7.6 APPOINTMENT OF SUB-COMMITTEES

- 7.6.1 The Men's and Ladies' Committees and the Management Board shall each have power to appoint Sub Committees and to appoint members of their respective Clubs to act on such Sub-Committees and to define the scope of their authority and to delegate and confer upon such Sub-Committees the powers necessary for the discharge of the function or functions for which such Sub-Committees were formed.

- 7.6.2 Each Sub-Committee shall retire annually on the date of the AGM of its respective Club or when the function for which it was appointed is completed.
- 7.6.3 The quorum of each Sub-Committee shall be defined at the time of appointment.
- 7.6.4 The Chairperson of each Sub-Committee shall, in addition to a deliberate vote, have, and shall exercise a casting vote.
- 7.6.5 Any sub-committees of the MB must have a gender balance with a recommended practice of at least 30% for each gender.
- 7.6.6 An Emergency Committee to deal with emergencies arising between Committee Meetings shall comprise of any 2 officers and 1 Committee member of the Committee concerned. All decisions of this Committee shall be brought up for ratification or otherwise at the next Committee or Management Board meeting.

8 ADMINISTRATION

8.1 The three sections of the Club shall be administered as follows:

- 8.1.1 The Captain of the Men's Club shall be responsible for the every-day affairs of the Club except such duties which are specifically assigned to another Officer of the Men's Club.
- 8.1.2 The Captain of the Ladies' Club shall be responsible for the every-day affairs of the Club except such duties which are specifically assigned to another Officer of the Ladies' Club.
- 8.1.3 The Honorary Secretary of the Parent Club shall be responsible for the every-day affairs of the Club except such duties which are specifically assigned to another Officer of the Parent Club.
- 8.1.4 Members requiring any matters or complaints to be considered by the Board or Committee must send their request or complaint in writing to the Hon. Secretary who shall place it on the agenda for the next meeting of Board or Committee of such Club for investigation and decision.
- 8.1.5 The Hon. Secretary of the Parent Club shall act as liaison Officer between the Management Board and each of the Men's' and Ladies' Committees.

9. FINANCE

9.1. The financial affairs of the Parent Club shall be operated as follows:

- 9.1.1 The Hon Treasurer of the Parent Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Parent Club.
- 9.1.2 The Banking account shall be kept in the name of the Parent Club (and shall be clearly identified as such) in such Bank as the Management Board may from time to time determine. All cheques or other payments including electronic payments shall be signed or authorised by the Hon. Treasurer and by one other authorised Officer or authorised member of the Management Board .
- 9.1.3 The Honorary Treasurer of the Parent Club shall issue an audited statement of the affairs of the Parent Club for the financial year ended 31st December for

consideration by the Management Board and for presentation and approval by the members at the AGM of the Parent Club which shall be held not later than 14th March following. The financial statement shall be audited by a firm of qualified Accountants, who shall be appointed at the Annual General Meeting.

- 9.1.4 The Management Board shall make grants to each of the Men's and Ladies' Clubs from time to time, on request being made to defray the expenses incurred by the Committee concerned when entertaining visiting teams and officials in home matches and expenses incurred in away matches by team members and officials when representing the Club and for such other events or occasions when it is considered to be in the interest of the Club to do so.
- 9.1.5 The Management Board shall be responsible for the payment of the Annual Subscription and the Provincial Levy payable to the Golfing Union of Ireland in respect of the members of the Men's Club and Annual Subscription payable to the Irish Ladies Golf Union in respect of the members of the Ladies' Club.
- 9.1.6 The term "subscription" includes "levy (including insurance levy if compulsory)", "fee (including entrance fee and capitation fee payable to any relevant sporting body)" "annual bar payment" and any other payment decided upon in General Meeting or by the Management Board to be due from time to time and the provisions for default of payment of subscription shall similarly apply to any "levies" "fees" or other such payments as aforesaid.

9.2 The financial affairs of the Men's Club shall operate as follows:

- 9.2.1 The Men's Club shall keep full and detailed accounts, books and records, showing any financial affairs, receipts and disbursements of the Men's Club (if any).
- 9.2.2 A Banking account may be kept in the name of the Men's Club (and if so shall be clearly identified as such) in such Bank as the Men's Committee may, with the authority of the Management Board from time to time determine. All cheques and other payments including electronic payments shall be signed or authorised by any two of the following: The Secretary and one other authorised member of the Men's Committee.
- 9.2.3 The Men's Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.
- 9.2.4 The Secretary of the Men's Club shall issue a statement of the affairs of the Men's Club for the financial year ended 31st December for consideration by the Men's Committee and for presentation and approval by the members at the AGM of the Men's Club which shall be held not later than the Parent Club AGM following.
- 9.2.5 Following the meeting of the Men's Committee at which at which any accounts are considered the Secretary shall immediately forward a copy of the accounts to the Hon. Treasurer of the Management Board for information.

9.3 The financial affairs of the Ladies' Club shall operate as follows:

- 9.3.1 The Ladies' Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Ladies' Club.
- 9.3.2 A Banking account may be kept in the name of the Ladies' Club (and if so shall be clearly identified as such) in such Bank as the Ladies Committee may, with the authority of the Management Board from time to time determine. All cheques or other payments including electronic payments shall be signed or authorised by any two of the following: The Secretary and one other authorised member of the Ladies' Committee.
- 9.3.3 The Ladies' Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.
- 9.3.4 The Secretary of the Ladies' Club shall issue a statement of the affairs of the Ladies' Club for the financial year ended 31st December for consideration by the Ladies' Committee and for presentation and approval by the members at the AGM of the Ladies' Club which shall be held not later than not later than the Parent Club AGM following.
- 9.3.5 Following the meeting of the Ladies' Committee at which the accounts are considered the Secretary shall immediately forward a copy of the accounts to the Hon. Treasurer of the Management Board for information.

10. ADMISSION OF MEMBERS AND RESIGNATION

10.1 Subject to the agreed limitations as to the number of members as defined at 4.3.3.

- 10.1.1 The election of all Male Members shall be in hands of the Management Board .
- 10.1.2 The election of all Female Members shall be in the hands of the Management Board .
- 10.2 The procedure for the election of members (subject to any data protection requirements) shall be as follows:
 - 10.2.1 Each candidate for admission (except in the case of Honorary or Temporary Members) must be proposed by one voting member of the appropriate Club and seconded by another.
 - 10.2.2 A voting member wishing to propose the candidate for election shall obtain an Application for Membership Form and shall in due course return to the Hon. Secretary (of the Management Board) such form duly completed and signed by the proposer and seconder and shall, in addition, forward to the Management Board such additional information as might be required.
 - 10.2.3 The name and address of the candidate shall be posted on the Clubhouse Notice Board for at least 7 days before the Meeting to consider the application.
 - 10.2.4 Any omission from or inaccuracy in the particulars relating to any candidate shall render election void at the discretion of the

Management Board. An interval of not less than 2 weeks shall elapse between nomination and election of a new member.

- 10.2.5 Upon election of a candidate to membership and payment to the Club or its Bankers within once calendar month, the amount of the appropriate subscription (which may include entrance fee (if any), Capital levy (if any) and first subscription) payable by the category of member to which the candidate has been elected and on payment thereof, the candidate shall become a member of the Club in that category and be entitled to the benefits and privileges of the membership and be bound by the rules.
- 10.2.6 Should the requested payment not be made within one calendar month of the date of such request as aforesaid, the election shall be void unless the candidate shall satisfy the Management Board that the delay in payment was due to some unavoidable cause.
- 10.2.7 If a candidate is not elected to membership and at a later date wishes to make a further application for membership, the same procedure as set out above must be followed on any subsequent application.
- 10.2.8 A refusal to admit to membership shall not have to show cause or provide any explanation.
- 10.3 Any Member wishing to resign from the Club shall notify the Honorary Secretary in writing, of his intention to do so, previous to 1st January.

11. MEMBERSHIP

11.1 The following shall be the categories of MEMBERSHIP which may be elected to the Club – summarised and expanded in Appendix 2 attached:

- 11.1.1 ORDINARY MEMBERS : persons who, having paid the appropriate subscription applicable to this category, shall be entitled to attend and vote at all Annual General (AGM) or all Extraordinary (or Special) General Meetings (EGM) of the Parent Club and enjoy all outdoor and indoor facilities prescribed by Sub-Clauses 4.3.1 hereof. Only a member in this category shall have an interest in the Club property which interest will cease on such member leaving this category unless such member has been elected an Honorary Member of the Club (referred to as ‘Voting Honorary Members’). Ordinary members and Honorary Members who were previously Ordinary Members are often known and referred to as Full Members.
- 11.1.2 HONORARY/HONORARY LIFE MEMBERS shall comprise persons whom the Management Board wish to acknowledge as having rendered exceptional service to the Club or to the game of golf or whose distinguished position or public service would render their membership of special advantage to the Club. No one

shall be appointed as an Honorary member or be removed as an Honorary Member unless:

i) Firstly, recommended by at least two thirds of the entire Management Board voting in secret ballot; and

ii) Subsequently ratified by a simple majority at the AGM or EGM of the Parent Club voting by secret ballot.

Honorary Life Members have all the entitlements of an ordinary member save that they shall not have any voting rights unless they were previously an ordinary member of the Club.

Officials of the Golfing Union of Ireland and Irish Ladies Golf Union and Confederation of Golf in Ireland shall be Honorary Members for so long as they are officials of the said bodies.

11.1.3 **5 DAY MEMBERS:** are members who from Monday to Friday have playing rights and use of Club facilities only. They shall not have voting rights and shall not be entitled to notices of or to attend general meetings unless invited to do so. A 5-Day Member before upgrade to full membership must have been a 5-Day Member for at least 2 years or alternatively have paid any entrance fee.

11.1.4 **INTERMEDIATE MEMBERS:** are persons in the age bracket 23 – 29 years up to 1st January in any year. These Members have the opportunity of applying to remain as a competitive junior on a year on year basis if they fulfil the requirement of still being in full time education and approved by the Management Board . When existing members reach 23 years, they can apply to remain in their existing category. Intermediates have no voting rights and are not entitled to notices of or to attend general meetings unless invited to do so.

11.1.5 **COMPETITIVE JUNIOR:** shall be those under the age of 18 by 1st January in any year, or subject to the discretion of the MB having been such Members have attained the age of 18 and are engaged in a full-time course of education or training, and are under the age of 23 by 1st January in any year; such Members on receiving an official Club Handicap and on paying a subscription laid down by the MB, shall be entitled, subject to any particular requirements, to play in Club competitions save those which may be excluded by the Council.

11.1.6 **JUNIOR:** shall be those under 18 years of age. Such Members under the age of 12 years must be accompanied by an Adult Member who shall be responsible for their behaviour.

11.1.7 **PAVILION/HOUSE** shall comprise persons who wish to enjoy the facilities of the Clubhouse but who are not entitled to play over the Course.

11.1.8 **OVERSEAS MEMBERS** shall comprise persons whose permanent residence is outside Ireland. Such Membership shall terminate as and when the member comes to reside permanently in Ireland.

11.1.9 COUNTRY/LONG DISTANCE MEMBERS: shall comprise persons who are ordinary members of Clubs affiliated to the GUI or ILGU and are resident outside a 60 kms. radius by nearest public road of the Club or have particular overseas employment including Missionary Clergy. They shall enjoy reduced Membership fees, applicable to this category but who shall not be entitled to attend and vote at AGMs or EGMs of the Parent Club but shall enjoy all outdoor and indoor facilities prescribed by Sub-Clause 4.3.1 hereof.

11.1.10 VISITORS AND TEMPORARY MEMBERS: dealt with at Rule 16 below.

11.1.11 ADDITIONAL CATEGORIES OF MEMBERSHIP: the Management Board may in any year create additional categories of membership such as Family Membership which shall be brought up for ratification and approval for continuation at the next EGM or AGM in that year.

11.2 CHILDREN

11.2.1 The Club shall be fully committed to safeguarding the well-being of its Members. Every individual in the Club shall at all times show respect and understanding for their rights safety and welfare, and conduct themselves in a way that reflects the principles of the Club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport – please refer to:

http://www.sportireland.ie/Participation/Code_of_Ethics/Code_of_Ethics_Manual/
and

<http://www.cgigolf.org/safeguarding>

11.2.2 Reference is made to the Child Protection Guidelines set out in the Appendix 1 hereto.

12. ENTRANCE FEE (IF ANY)

12.1 On election the following category of members shall be required to pay an entrance fee: Ordinary or 5 Day Membership.

12.2 Intermediates, Youths with Rights, and Junior Members shall not be required to pay an entrance fee.

12.3 When a Youth with Rights is obliged to relinquish his/her category within the Club an entrance fee shall not be payable on election.

12.4 Should a Country, Overseas or House Member apply to become an ordinary member the amount of the entrance fee payable shall be the appropriate amount payable at the date of election as an Ordinary Member less the amount of entrance fee paid by such member on election to the other category.

12.5 The amount of entrance fee payable by the different categories of member shall initially be fixed by the Management Board under Rule 4.3.4 and ratified or altered at the next AGM or EGM of the Parent Club. Thereafter

such entrance fee shall remain in operation until altered at an AGM or EGM.

13. ANNUAL SUBSCRIPTION

- 13.1 All categories of member, except an Honorary Member, shall be required to pay an Annual Subscription as defined in Article 9.1.6.
- 13.2 The amount payable by the different categories shall initially be fixed by the Management Board under Rules 4.3.3 and ratified or altered at the next AGM or an EGM of the Parent Club. Thereafter such subscription shall remain in operation until altered at an AGM or EGM of the Parent Club.
- 13.3 Annual defined subscriptions and capital levies (if any) shall be notified in writing (which includes electronic form) to the Members and shall be payable in advance at the beginning of the Club year on the 1st January.
- 13.4 In case any subscription is unpaid by 31st March, in any year, the Member concerned shall be notified in writing by the Honorary Secretary that in the event of non-payment in full by 31st March the Member shall be suspended as a member of the Club. No prize or voucher shall be given until the subscription has been paid. If unpaid after 31st March, the golf card shall be de-activated or frozen until payment. If such subscription is not paid by 30th April in the same year the person concerned shall cease to be a Member of the Club and shall be notified accordingly by the Honorary Secretary.
- 13.5 The Hon. Secretary shall notify the Secretary of the Men's Club and Ladies' Club of the name of any such member and the Committee concerned shall not be entitled to allow such member to compete in any Club or Open Competition under its control.
- 13.6 Any member whose subscription shall be unpaid after 31st March in any year shall not be entitled to use the facilities of the Club until such time as their subscription is paid.

14. CAPITAL LEVY

- 14.1 A Capital levy shall only be imposed by resolution at an AGM or EGM of the Parent Club.
- 14.2 The amount of such levy shall be payable at such time or times and in such manner as the General Meeting of the Parent Club shall resolve.

15. REDUCTION OF ANNUAL SUBSCRIPTION

- 15.1 On reaching the age of 80 having had at least 25 years previously of continuous membership as an ordinary member, any subscribing member shall be entitled to notify the Management Board of such facts providing proof of age by production of Birth Certificate.
- 15.2 Thereafter the annual subscription payable by such member shall be annually set by Management Board .

- 15.3 The Management Board may at their discretion, reduce the fee for any member.

16. VISITORS AND TEMPORARY MEMBERS

- 16.1 Any ordinary member may introduce visitors.
- 16.2 It shall be a condition precedent that the member effecting the introduction shall enter each visitors name, address, and date of visit immediately on entering the clubhouse in a book to be kept for the purpose called a "Visitor's Book". The name of any Member introducing a Visitor shall be also entered in the Visitors Book. Any Member introducing a Visitor shall be responsible for payment of Green Fees.
- 16.3 No visitor shall be supplied with excisable liquor in the Club premises unless on the invitation of and in the company of the introducing member.
- 16.4 The charge for visitors shall be fixed from time to time by the Management Board under 4.3.5 who are also empowered to make regulations for the admission of non-playing visitors.
- 16.5 Every playing visitor must pay required green fee for the day and must enter their name on green fee book and date on which they are using Course and Club facilities.
- 16.6 The payment of the Green Fee shall entitle the visitor temporary membership of the club for that day.
- 16.7 A person paying Green Fees should be a member of another Golf Club.
- 16.8 The Management Board shall have power to suspend the rules permitting the introduction of visitors or temporary members at any time and refuse permission for any particular visitor or temporary member to use the Clubhouse or Course.
- 16.9 Competitors in Open Club Competitions limited to one day shall be eligible for Temporary Membership status on the day of the Competition only.
- 16.10 Any office bearer or any two Members of the Management Board may (and without assigning any cause if they so think right) cancel the admission of any Day Visitor or Temporary Member whose admission may be deem objectionable, or who deliberately breaks any of the Rules, Bye-Laws or regulations of the Club.
- 16.11 The fee paid by any such Visitor or Temporary Member may at the discretion of the Management Board , be either forfeited or refunded.
- 16.12 A Visitor duly complying with this Rule shall be deemed to be a temporary member for the period for which he is introduced, but he shall not be entitled to play in any Club Competition (unless an Open competition) or introduce other Visitors.

17. TERMINATION OF MEMBERSHIP

- 17.1 Upon the Management Board receiving any written complaint that any Member has failed or is persisting in willfully neglecting or refusing to abide by the Articles/Rules and Bye-Laws of the Club, or in any way

misconducting himself and is considered likely to endanger the welfare or good order of the Club (including Breaches in the Rules of Golf including Etiquette indicated in the Rules of Golf), the Management Board , if satisfied by a simple majority of those present and voting, that there is a case to answer, shall adopt the following procedure:-

- 17.2 The Management Board shall notify in writing such member of the complaint against him and shall offer such Member the opportunity of replying in writing within 10 days of receiving such complaint and additionally or alternatively of requesting in writing within the said 10 days an opportunity to appear before Management Board .
- 17.3 The Management Board , on being satisfied after investigation into the matter, and having considered the representations made by the member complained against and any other relevant evidence adduced, and having fully considered the matter, may, if at least 9 Management Board Members are present and a decision in favour is made by at least two thirds of them, impose such sanction or penalty as they consider just which may include a request to such Member to resign from the Club and in the event of failure or refusal to comply with the Management Board decision may expel or suspend him from membership of the Club. Voting on any sanction or penalty may be by secret ballot but it shall be in the case of expulsion.
- 17.4 Any member expelled under this rule shall immediately cease to be a member and his subscription shall be liable to forfeiture.

18. MEETINGS

18.1 THE MEN'S CLUB

- 18.1.1 The AGM of the Men's Club shall, save in exceptional circumstances, be held on the same night and before the Parent Club AGM, for receiving the Men's Club Committee Annual Report and Financial Statement for the year ended the previous 31st December, and for electing Office Bearers, Members of Committee, revision (subject to approval of the Management Board) of its rules and transacting such other business of the Men's Club as may be on the Agenda.
- 18.1.2 14 days' notice, at least, of such AGM shall be given to the Men Ordinary and Men Voting Honorary Members of the Club who are the only persons entitled to attend and vote at the AGM of the Men's Club.
- 18.1.3 the Financial Report shall be posted in the Clubhouse at least 7 days prior to the AGM.
- 18.1.4 Notices of Motion and nominations of Officers and members of the Committee of the Men's Club shall be made to the Secretary in writing at least 7 days before the date of such Meeting.
- 18.1.5 Such notices and nomination shall be promptly posted in the main entrance hall of the Clubhouse.
- 18.1.6 In the event of failure to nominate sufficient Officers or Committee members as per 18.1.4 those nominated prior to the AGM are deemed

elected and nominations may be taken from the floor of the AGM for the unfilled posts.

18.2 THE LADIES' CLUB

- 18.2.1 The AGM of the Ladies' Club shall, save in exceptional circumstances, be held prior to the Parent Club AGM for receiving the Ladies' Club Committee Annual Report and Financial Statement for the year ended the previous 31st December, and for electing Office Bearers, Members of Committee, revision (subject to approval of the Management Board) of its rules and transacting such other business of the Ladies' Club as may be on the Agenda.
- 18.2.2 14 days' notice, at least, of such AGM shall be given to the Lady Ordinary Members and Lady Voting Honorary Members of the Club who are the only persons entitled to attend and vote at an Annual General Meeting of the Ladies' Club.
- 18.2.3 the Financial Report shall be posted in Clubhouse at least 7 days prior to AGM.
- 18.2.4 Notices of Motion and nominations of Officers and members of the Committee of the Ladies' Club shall be made to the Secretary in writing at least 7 days before the date of such Meeting.
- 18.2.5 Such notices and nomination shall be promptly posted in the main entrance hall of the Club House.
- 18.2.6 In the event of failure to nominate sufficient Officers or Committee members as per 18.2.4 those nominated prior to the AGM are deemed elected and nominations may be taken from the floor of the AGM for the unfilled posts

18.3 THE PARENT CLUB

- 18.3.1 The AGM of the Parent Club shall, save in exceptional circumstances by held not later than 14th March for receiving the Management Board's Annual Report and the Financial Statement for the year ended the 31st December previously, and for electing Officer Bearers, Auditors, Members of Board, and for revising rules and transacting such business of the Club as may be on the Agenda.
- 18.3.2 14 days' notice at least of such AGM shall be given to the members of the Club entitled to attend and vote. A copy of the Audited Financial Statement shall be posted in the Clubhouse at least 7 days prior to the AGM.
- 18.3.3 Notice of Motion and nominations of Officers, except Chairperson, and members of the Management Board must be made to the Secretary in writing at least 7 days before the date of such Meeting. Separate nominations are required for Office bearing positions and/or Board .
- 18.3.4 Such notices and nominations shall be promptly posted in the main entrance hall of the Club House.
- 18.3.5 Notices of Motion and nominations not made as required cannot be considered at the AGM except as provided in Rule 18.4.3 hereof.

- 18.3.6 A quorum for an AGM shall be 60 Ordinary or Honorary Members and such Meeting adjourned due to lack of quorum may be re-convened on 10 days' notice and a quorum of 30 Members shall suffice.
- 18.3.7 In election of persons, where there is no greater number of candidates than positions to be filled, any such candidates shall be deemed to be elected without ballot. Persons may be nominated for election in their absence so long as they have signified their consent (the adequacy of which shall be decided upon by the Chairman of the Meeting) to stand for election.

18.4 NOTIFICATION TO PARENT CLUB

- 18.4.1 Immediately following the AGM of each of the Men's and Ladies' Clubs the respective the Secretaries shall notify the Secretary of the names of the Captain, Vice-Captain, President of the Men's Club, the Captain, Vice-Captain and President of the Ladies Club who shall represent that Club on the Management Board for the ensuing year.
- 18.4.2 Each Officer shall also forward to the Secretary for submission to the Management Board a copy of the Annual Report and Financial Statement and such Notices of Motion or Recommendations as such Club wishes to submit for consideration at the AGM of the Parent Club.
- 18.4.3 Any such Notices of Motion or Recommendation shall be discussed, if necessary, under the heading "Any Other Business" at such Meeting if it is not received in time for inclusion on the Agenda for the meeting.

18.5 EXTRAORDINARY GENERAL MEETINGS

- 18.5.1 Extraordinary General Meetings of any of the Clubs may be called at any time by direction of the Board or Committee of the Club concerned or on requisition to the Secretary signed by at least 15 ordinary and/or voting honorary members entitled to vote at such Meeting, clearly stating the business to be brought forward.
- 18.5.2 On receipt of such requisition it shall be the duty of the Board or Committee of such Club to have a General Meeting called without delay, and failing notice calling such Meeting being issued by direction of the Board or Committee concerned within 14 days after receipt of the requisition by the Secretary, all of the members who have signed the requisition may issue notice of a General Meeting, which notice shall be sufficient if posted on the notice Board in the Club House at least 10 days before the date fixed for such meeting.
- 18.5.3 No business other than that stated on the Notice shall be transacted at an EGM and no Motion for such meeting can be amended.
- 18.5.4 So far as it is not inconsistent, the procedure set out for an AGM shall apply to an EGM save that a quorum shall consist of at least 30 Members.

18.6 CHAIRPERSON AT GENERAL MEETINGS

- 18.6.1 The Captain or if absent, the Vice-Captain shall preside at all General Meetings of the Men's Club and the Ladies' Club respectively.
- 18.6.2 The Chairperson of the Management Board shall preside at all General Meetings of the Parent Club.
- 18.6.3 If any of the foregoing Officers are absent or decline to preside any other Chairperson may be appointed by the meeting.
- 18.6.4 The Chairperson in addition to a deliberate vote shall have and shall exercise a casting vote.

19. NOTICES OF MEETINGS

- 19.1 At least 14 days' notice of every EGM convened by order of a Board or Committee (except Meeting called under Rule 18.5 when at least 10 days' notice is required) shall be given to the members entitled to vote by a circular specifying the time and place of Meeting and the business to be transacted.
- 19.2 All Notices calling Meetings and communications generally may be sent by electronic mail and addressed to members at such e-mail addresses as may be recorded in the Club records and if no e-mail is recorded then by post.

20. MODE OF VOTING AT GENERAL MEETINGS

- 20.1 No proxies shall be allowed.
- 20.2 Voting, other than for election of persons which shall be by secret ballot, shall be either by a show of hands or by ballot.
- 20.3 Ballot shall mean a vote on voting paper
- 20.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by other club rule.
- 20.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in Rules 18.6.4
- 20.6 If any member at a General Meeting proposes that the mode of voting on any particular matter should be by ballot and this is seconded by another member and supported by at least 3 other members (making a total of 5), then the question of whether voting should be by show of hands or by ballot shall be decided by ballot.
- 20.7 An election of candidates for membership of the Committee of either the Men's Club or Ladies' Club or for membership of the Management Board shall be by secret ballot and all members voting must vote for not more (and may vote for less) than the full number of candidates for whom there are vacancies, otherwise such voting paper is invalid.

21. MINUTE BOOK

- 21.1 The Men's Club, the Ladies' Club and the Parent Club shall each keep:
 - 21.1.1 A Minute Book in which shall be recorded the Minutes of the AGM and any EGM and also

- 21.1.2 A Minute Book in which shall be recorded the Minutes of all Board or Committee Meetings held in compliance with Rules 7.3.
- 21.1.3 The Respective Minutes shall be read at the next General or relevant Board or Committee Meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson.
- 21.1.4 The Men's Club and the Ladies' Club shall each submit its Minute Books to the Management Board when required.

22. RULES OF GOLF AND LOCAL RULES

- 22.1 The Rules of the game of golf for the Men's and Ladies' Club shall be the Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrew's, Scotland.
- 22.2 In addition the Management Board , in consultation with the Men's and Ladies' Committee in compliance with Rule 7.5.2 shall from time to time, prescribe such Local Rules as it considers necessary having regard to the nature of the Course or otherwise, provided such Local Rules are not contrary to or at variance with the Rules of Golf or directives issued by the respective Union to which the Men's or Ladies' Club is affiliated.

23. PLAYING FACILITES

- 23.1 The Management Board , in consultation with the Men's and the Ladies' Committee, shall prescribe the days and times when the members of the Men's Club and Ladies' Club have the use of the Course for competitions or when the Course is reserved for team matches or Union, Branch or District events.
- 23.2 It shall also decide on the facilities to be afforded to Societies subject to the provision that the 1st tee shall be reserved for Club members on any day a Society Outing is permitted for such periods as are considered necessary for the convenience of the members.
- 23.3 The Board in consultation with the Men's Committee and Ladies Committee shall also be empowered to direct the days and times when Juniors shall have the use of the Course and generally regulate the use of the Course for the benefit of members.

24. FINES AND SUSPENSIONS

- 24.1 The Management Board is empowered to impose fines for breaches of the Rules, Bye-Laws and Regulations of the Parent Club in force for the time being or for breaches of the etiquette of golf, and may also at any time (either instead of, or in addition to fines) temporarily withdraw the use of the Club House and Course from any member whose conduct or breaches of the Rules, Bye-laws or Regulations may, in the opinion of the Management Board justify this course.

- 24.2 Any member refusing or failing to pay a fine so imposed within 1 month after notification thereof, shall be suspended from the use of the Club House and Course until such fines shall be paid.
- 24.3 Each of the Men's and Ladies' Committee shall report any member of their Club to the Management Board for investigation and penalty under this Rule if they, in their absolute discretion, consider the breach warrants it.

25. PERSONAL PROPERTY

- 25.1 Any personal belongings of members, visitors and others, brought to or kept at, or left on the premises of the Club (either in the Club House, in the Car Park or on the Course) shall be at the sole risk of the owners, and neither the Club nor any Board or Committee shall be responsible for any loss or damage thereto arising; but this rule shall not prejudice any claims by the Club or the owners against Insurance Companies in case of fire, or when otherwise covered by Insurance.

**26. REGISTRATION OF CLUBS ACTS 1904 to 2008
And the Licensing Acts 1833 to 2018**

- 26.1 The club shall continue to be registered under the REGISTRATION OF CLUBS ACTS 1904 to 2008.
- 26.2 No person other than a Member over the age of 18 years shall order or pay for excisable liquor in the Clubhouse. Cash must be paid, or card used for every expense incurred in the Clubhouse before the person ordering leaves the premises.
- 26.3 No visitor shall be supplied with excisable liquor on the Club premises unless on the invitation of and in the company of a Member, and that Member shall, upon admission of visitor to the Club premises or immediately upon his being supplied with such liquor, enter his or her own name and the name and address of the visitor in a book which shall be kept for the purpose and which shall show the date of such visit.
- 26.4 The Management Board may prohibit the admission of any visitor to the Club premises and no member shall bring any person whose admission is prohibited into the Club premises.
- 26.5 No excisable liquor shall be sold or supplied in the Club premises to any person under the age of 18 years.
- 26.6 No member of the Management Board, or Officer, and no Manager or Servant employed by the Club, shall have any personal interest in the sale to the club of supplies of excisable liquor, or in the profits arising from such sale.
- 26.7 For general guidance on the current position a guide on the prohibited hours for the supply of excisable liquor is set out in the Schedule Part 1 hereto.

27. CHANGE OF RULES

- 27.1 No rule of either the Men’s Club or the Ladies’ Club shall be repealed or altered or new rule made except at a General Meeting of such Club and by a vote of the simple majority of those present and voting at such Meeting, and written notice of the proposed change must be sent to the Secretary of the Club concerned with the names of the proposer and seconder attached, at least 7 days previous to the Meeting at which same is to be considered.
- 27.2 The Secretary shall place the notice on the Agenda of the Club concerned, acquaint the Management Board of same, and post notice in the Club House.
- 27.3 Any repeal, alteration or new rule so passed is subject to approval of the Management Board of the Parent Club.
- 27.4 Any proposal for the repeal amendment addition to or revision of this Constitution or the Rules of the Parent Club shall be submitted in writing, duly proposed and seconded with the names of the proposer and seconder attached, to the Honorary Secretary, at least 20 clear days before a General Meeting. The Honorary Secretary shall include proposals in the Agenda for the General Meeting. For any change a majority vote of at least two thirds of those present and voting at such Meeting shall be required.
- 27.5 The Secretary shall place the notice on the Agenda and post same in the Clubhouse with name of the proposer and seconder attached giving at least the required notice whether for an AGM or an EGM.

28. TRANSITIONAL PROVISIONS

- 28.1 Due to number of significant changes to the existing Constitution passed at the Extraordinary General Meeting on 10th December, 2019 (‘the Changes’) the following transitional provisions shall apply with the new changes modified accordingly for the Club Year 2019-2020.
- 28.2 The Changes shall not interfere with any existing appointments, nomination, elections, privileges or benefits, or positions until they have expired.
- 28.3 The existing 3 Trustees shall continue in office.
- 28.4 The current position in relation to Presidents shall continue until the AGM in December 2021 when thereafter it will be proposed that there be one President only who will be President of the Parent Club.
- 28.5 Where possible during the year 2019-2020 the Management Board shall endeavour to give effect to the Changes to try and ensure a smooth transition.
- 28.6 It is the intention to change the Club financial year to correspond with the calendar year..
- 28.7 Otherwise this reviewed Constitution as passed shall cancel all previous Rules or Articles.

SCHEDULE
RULES WHICH MUST BE INCORPORATED BY STATUTE
 (summarised – to be updated)

PART 1

Registration of Clubs Acts, 1904 to 2008 and the Licensing Acts 1833 to 2018

[NOTE :

There can be no amendment to the Rules in this Schedule other than as provided by Law. Such amendments in the law as there may be from time to time shall be automatically incorporated into this Schedule.

References to statutory provisions hereunder are to the Registration of Clubs Acts, 1904 to 2008 and to the Licensing Acts 1833 to 2018 e.g. I.L.A. 00 = Intoxicating Liquor Act, 2000.

The following is a summary only of the legal provisions and is not a statement of the law or a legal interpretation. For a precise statement of the law please refer to the statutory provisions noting that same are periodically amended. There is some repetition of what is already set out in Rule 26]

1. Subject to specified exceptions, no excisable liquor shall be supplied for consumption on the Club premises to any person (other than a Member of the Club lodging in the Club premises) or be consumed on those premises by any person (other than such a Member) the times currently set out in Article 26.

[I.L.A. 00 s. 7 – as amended]

REGISTRATION OF CLUBS ACTS 1904 to 2008

And the Licensing Acts 1833 to 2018

[see also Civil Law (Miscellaneous Provisions) Act, 2011 (updated to 7 April 2017) – Part 5 relating to Intoxicating Liquor]

Section 7 of the INTOXICATING LIQUOR ACT, 2000 (amended by s.2 (e) of the 2018 Act) (substituting s.56 of the 1927 Act) currently, with related legislation, provides in summary, but may be amended by law:

- 1.1 No excisable liquor shall be sold or supplied for consumption outside the Club, except to Members of the Club, between the hours of 8.00 a.m. in the morning and 10.00 p.m. at night.
- 1.2 Subject to the exceptions contained in Clause 26.8 no excisable liquor shall be supplied for consumption on the Club premises to any other person (other than a member of the Club lodging in the Club premises) or be consumed on the Club premises by any person (other than a member of the Club lodging on the Club premises):
 - (a) On weekdays, Monday, Tuesday and Wednesday before 10:30 a.m. in the morning and after 11.30 p.m. in the evening.
 - (b) On Thursday, Friday and Saturday before 10:30 a.m. in the morning and 12:30 a.m. of the morning following.
 - (c) On any Sunday, before 12:30 p.m. in the afternoon and after 11:00 p.m. in the evening.
 - (d) On St. Patrick's Day, where that falls on a weekday, before 12:30 p.m. in the afternoon or after 12.30 a.m. on the morning following.
 - (e) At any time on Christmas Day.
 - (f) On Christmas Eve between 10:30 a.m. in the morning and 11:30 p.m. in the evening.

- 1.3 Nothing contained in the Registration of Clubs Acts 1904 to 2008, or contained by virtue only of the operation of Clause 26.7 hereof, shall operate to prohibit the supplying for consumption of excisable liquor to any person or the consumption of excisable liquor on the club premises by any person:
- (a) On Christmas Day, between 12:00 midday and 10:00 p.m. in the evening;
 - (b) On any other day, for one hour after the expiration of any period in respect of that during which it is lawful for the club to supply any excisable liquor for consumption on the club premises; if in each case the excisable liquor is-
 - (i) Ordered by the person at the same time as a substantial meal is ordered by him or her; and,
 - (ii) Consumed at the same time as and with the meal; and
 - (iii) Supplied and consumed in the portion of the club premises usually set apart for the supply of meals, and
 - (iv) Paid for at the same time as the meal is paid for.
- 1.4 “Weekdays” and “Sundays” have the meanings assigned to them by section 1 of the Intoxicating Liquor Act 2000.

2. Sections 31, 32, 33, 34, 35 and 36A (inserted by I.L.A. 00) of the Intoxicating Liquor Act, 1988 (as amended by the Intoxicating Liquor Act, 2000) shall apply in relation to a Club registered under the Registration of Clubs Acts, 1904 to 2008 as if any references in those provisions to the Holder of a Licence and to Licensed Premises were references to the Secretary of such a Club and to that Club’s premises and with any other necessary modifications: [I.L.A.00 s. 16]

3. The holder of any Licence shall not permit sales, deliveries, permit consumption, to persons under the age of 18 years or sales to other persons for supply to persons under the age of 18 years-
I.L.A. 88 ss. 31, 32, 33, & 35 as amended]

4. The Holder of a Licence of any Licensed Premises shall not allow a child (which means a person under 15 - I.L.A.88 s.30) to be at any time in the Bar of his Licensed Premises.

It shall not be unlawful for the Holder of a Licence of any Licensed Premises to allow a child to be in the Bar of his Licensed Premises at any time (other than a time during which the sale of intoxicating liquor is prohibited under the Acts) if such child is accompanied by his parent or guardian.

A child may be in the Bar of the Licensed Premises solely for the purpose of passing through in order to gain access to, or egress from, some other part of the premises.

If a child is found in the Bar of a Licensed Premises unaccompanied by his parent or guardian, the parent or, as the case may be, the guardian, of the child shall unless he establishes that the child was so present -

- (a) Without his knowledge or consent, or
- (b) In accordance with specified circumstances,

be guilty of an offence.

In any proceedings against a person for a contravention of this Section it shall be a defence for such person to prove that he used all due diligence to prevent the child from being admitted to the Bar or that he had reasonable grounds for believing that the person in respect of whom he is alleged to have committed the offence was not a child. [I.L.A. 88 s. 34 as amended]

8. For conviction in Court of various offences the Court shall, in addition to any penalty imposed make a Temporary Closure Order

[I.L.A. 88 s. 36A as inserted by I.L.A.00 s.13]

9. The Secretary of the Club shall display in a conspicuous place in the licensed premises, a Notice containing a Statement of the Offences provided for in I.L.A. 00 Part III (Notice to be in a form prescribed by Regulations to be made by the Minister). [I.L.A. 00 s. 15]

10. A registered club shall not hold any function in its premises unless-

a) the function is:-

(i) for the benefit of the club as a whole;

(ii) related to the club's objects, and

(iii)organised by the club

and

b) only members of the Club and their guests are present at it.

A function may be held in Club premises -

a) where the whole proceeds, after deducting the expenses of the function, are devoted to community, charitable or benevolent purposes, or

b) which is organised by a registered club for a member (or a member of his or her family), and at which only the member and his or her guests are present

Where there is a contravention of the forgoing -

a) the registered club, and

b) every person entered in the register of clubs as a official or member of the Management Committee or governing body of the club at the time of the contravention, is guilty of an offence.

In any proceedings against a person for an offence under this section it shall be a defence for the person to prove that he or she exercised all due diligence to avoid the commission of the offence. [I.L.A. 00 s. 29]

11. A person shall not publish or cause to be published, any advertisement drawing attention to any function to be held on the premises of a registered Club.

The forgoing shall not apply to:

a) the publication of a notice inside the premises of the registered club in which the function is to be held, or

b) any advertisement in so far as it relates to a function involving any sport, game or physical recreation which does not take place outside the hours which excisable liquor may be supplied or consumed on the club premises in accordance with the

- club rules, or
- c) any circular issued by a registered club to its club members, or
 - d) any advertisement in so far as it relates to a function at which intoxicating liquor will not be served or a function to which section 29(2)(a) of the Intoxicating Liquor Act, 2000 applies (i.e. community charitable or benevolent function)".
- [I.L.A. 88 s. 45 as amended]

12. Where members of a group are visiting a registered club for the purpose of:-
- a) taking part in any pastime, sport, game or recreation there, or
 - b) organising or taking part in the organisation of, or arrangements for, any such activity, intoxicating liquor may be supplied to them at the request and in the presence of an official of the registered club on the occasion of the visit.
- An official of the registered club being visited shall enter the name of the group concerned, and the number of persons in it, in the book required to be kept by paragraph (g) of section 4 of the Act of 1904.
- This section shall have effect notwithstanding anything in the said paragraph (g) or any rule required to be made by a registered club under it.
- In this section "group" means a club (whether registered or unregistered), society or organisation.
- [I.L.A. 00 s. 30]

13. The Club shall keep the names and addresses of the Officials and the Committee of Management or Governing Body of the Club and the names of the members
- [1904 Act s.2]

14. The Club shall either be a tenant or proprietor and occupier of the Club premises.
- [1904 Act s. 1]

15. The business and affairs of the Club shall be under the management of a Committee or Governing Body elected for not less than a year by the general body of members and subject in whole or in a specified proportion to annual re- election, and no member of the Committee or Governing Body, and no Manager or servant employed in the Club, shall have any personal interest in the sale of excisable liquors therein, or in the profits arising from such sale.
- [1904 Act s.4 (a)]

16. The Committee or Governing Body shall hold periodical meetings.
- [1904 Act s. 4 (b)]

17. The names and addresses of persons proposed as ordinary members of the Club shall be displayed in a conspicuous place in the Club premises for at least a week before their election, and an interval of not less than two weeks shall elapse between nomination and election of ordinary members.
- [1904 Act s.4 (c)]

18. All members shall be elected by the whole body of members or by the Committee or Governing Body with or without specially added members.
- [1904 Act s.4 (d)]

19. There shall be a defined subscription payable by members in advance.
[1904 Act s.4 (e)]
20. Correct Accounts and Books shall be kept showing the financial affairs and receipts and disbursements of the Club.
[1904 Act s.4(f)]
21. A visitor shall not be supplied with excisable liquor in the Club premises unless on the invitation and in the company of a member, and the member shall, upon the admission of such visitor to the Club premises, or immediately upon his being supplied with such liquor, enter his own name and the name and address of the visitor in a book which shall be kept for the purpose, and which shall show the date of each visit.
[1904 Act s.4 (g)]
22. No excisable liquor shall be sold or supplied for consumption outside the premises of the Club, except to members of the Club, between the hours of 8.00 a.m. and 10.00 p.m. or as provided by law from time to time.
[1904 Act s.4 (h)]
23. No person shall be allowed to become honorary or temporary members of the Club, or be relieved of the payment of the regular entrance fee or subscription, except those possessing certain qualifications defined in the Rules, and subject to conditions and regulations prescribed therein
[1904 Act s. 4 (i)]
24. No excisable liquor shall be sold or supplied in the Club premises to any person under the age of 18 years.
[1988 Act s.42 (1)]
25. No person under the age of 18 years shall be admitted as a member of the club unless the Club is one primarily devoted to some athletic purpose.
[1988 Act s.42 (1)]
26. It shall be noted and it is the intention of the Club that the number of members of the Club should not be less than 150.
[1988 Act s.46]
27. The supply of excisable liquor to the Club shall be under the control of the members or the committee appointed by the members.
[1904 Act s. 5 (j)]

PART 2 – Miscellaneous Acts

- I The Equal Status Acts 2000 to 2015 – see also. Civil Law (Miscellaneous Provisions) Act, 2011 (updated to 7 April 2017) – Part 6 relating to Equality.
- II Data Protection Act, 2018 giving effect to GDPR.

APPENDIX 1 - Protection of Children

Child Protection Guidelines:

1. "Children have the right to be protected from all forms of violence; they must be kept safe from harm, and they must be given proper care by those looking after them" (Article 19; UN Convention on the Rights of the Child).
2. All children's sport should be conducted in an atmosphere of fair play. Ireland and the UK have adopted and are committed to the European Code of Sports Ethics, which defines fair play as:
"much more than playing within the rules. It incorporates the concepts of friendship, respect for others and always playing within the right spirit. Fair play is defined as a way of thinking, not just a way of behaving. It incorporates issues concerned with the elimination of cheating, gamesmanship, doping, violence (both physical and verbal), exploitation, unequal opportunities, excessive commercialism and corruption."
(European Sports Charter and Code of Ethics, Council of Europe, 1993).
3. The Childcare Act 1991 (ROI) and The Children's (NI) Order (1995) are based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children.
4. Children have the right to be safe. All coaches should ensure that this fundamental principle takes precedence over all other considerations.
5. Standards set by the Club will be achieved through ensuring the Club: -
Adopt and implement the Code of Ethics and Good Practice for Children's Sport as an integral part of its policy on children in the Club
Have its constitution approved and adopted by clubs' members at an AGM or EGM
Permit all members over 16 years of age to vote, where possible, in the running of their junior section. One parent / guardian should have one vote for all their children under 16 years of age, where relevant
Ensure that the Executive Committee is elected or endorsed by registered club members at each AGM
Adopt and consistently apply a safe and clearly defined method of recruiting and selecting Sports Leaders
Clearly define the role of the committee members, all Sports Leaders and parents/guardians
Appoint/ Reappoint at least one children's officer at the AGM as outlined in the CoE. In the event that a club caters for both boys and girls, one children's officer of each gender should ideally be appointed
Appoint one of the Children's Officers to act as Designated Officer to liaise with the Statutory Authorities in relation to the reporting of allegations or suspicions of child abuse. Any such reports should be made according to the procedures outlined in this Code/ Children First/ Our Duty to Care
Ensure best practice throughout the club by disseminating its code of conduct, including the disciplinary, complaints and appeals procedures in operation within the club to all its members. The club's code of conduct should also be posted in all facilities used by the club
Have in place procedures for dealing with a concern or complaint made to the Statutory Authorities against a Committee Member or Sports Leader. Regulations should stipulate that a Sports Leader who is the subject of an allegation which has been reported to the Statutory Authorities, should stand aside while the matter is

being examined. S/he should be invited to resume full duties immediately if s/he is vindicated

Ensure that relevant Sports Leaders report to the Club Management Committee on a regular basis.

Encourage regular turnover of committee membership while ensuring continuity and experience.

Develop effective procedures for responding to and recording accidents/ incidents.

Ensure that any unusual activity (high rate of drop-out, transfers, etc.) is checked out and reported by the Designated Officer to

Ensure that all club members are given adequate notice of AGMs and other meetings

Ensure that all minutes of all meetings (AGMs / EGMs / Committees) are recorded and safely filed.

This policy applies to all those involved in the Club, coaches, administrators, officials, volunteer drivers, parents and young people.

Copies of the full policy and detailed guidelines on recruitment, reporting, recording accidents/incidents, bullying, away trips and use of photography are available from the designated person or any club official.

CHILDREN'S OFFICERS

1. Child Protection Officers from time to time shall be displayed on the Club Notice Board:
2. Photographs of the Child Protection Officers are displayed on the club's junior notice board.
3. Names of Child Protection Officers shall be made known to young members, coaches and parents alike as the Designated Persons to whom concerns will be addressed. If the concern is about the Child Protection Officers please report to Club Chairperson.
4. The club has procedures in place for dealing with any concern or allegation of abuse either within the club or externally, but the first point of contact for a child, parent/guardian or coach should be the Child Protection Officers, although any individual has the right to contact the HSE / Social Services or the Police if they have a concern about a child's safety.
5. The "Designated Liaison Person" for child protection in the Club from time to time shall be displayed on the Club Notice Board:

EQUALITY STATEMENT

1. All children should be valued and treated in an equitable and fair manner regardless of ability, age, sex, religion, social and ethnic background or political persuasion. Children, irrespective of ability or disability should be involved in sports activities in an integrated and inclusive way, whenever possible, thus allowing them to participate to their full potential alongside other children (Code of Ethics and Good Practice for Children's Sport 2000)
2. The Club recognises the additional vulnerability of some children and the extra difficulties they may face when seeking help, i.e.
Dependency due to disability may make some children feel powerless
On occasions possible limited ability to communicate their feelings
A negative self-image can make children vulnerable to manipulation by others.

To address this vulnerability coaches will seek guidance on working with children with a disability from external agencies, parents / guardians and the children themselves.

CONFIDENTIALITY STATEMENT

The Club recognises that the legal principle that the welfare of the child is paramount and means that consideration of confidentiality should not be allowed to override the right of children to be protected from harm. Everyone in our organisation, including children, must be aware that they can never promise to keep secrets. However, information of a confidential nature will only be communicated on a 'need to know' basis.

A full Child Protection policy document is available within club premises for all interested parties to read.

The following best practice guidelines are followed by the Club

<https://www.golfnet.ie/sites/ContentControl/About%20Us%20Listing%20Assets/Code%20of%20Ethics%20for%20Golf%20for%20Young%20People.pdf>

CHILD PRIVACY AND PHOTOGRAPHY

1. There have been concerns about the risks posed directly and indirectly to children and young people through the use of photographs on sports websites and other publications. Photographs can be used as a means of identifying children when they are accompanied with personal information – this is X who lives at Y, is a member of the Z club and who likes a certain music group. This information can make a child vulnerable to an individual who may wish to start to “groom” that child for abuse. Secondly the content of the photo can be used or adapted for inappropriate use. There is evidence of this adapted material finding its way onto child pornography sites.
2. Sporting organisations and clubs need to develop a policy in relation to the use of images of athletes on their websites and in other publications. The sport will need to make decisions about the type of images they consider suitable and that appropriately represent the sport, without putting children at increased risk. They will want to ensure that parents support their policy. When assessing the potential risks in the use of images of athletes, the most important factor is the potential of inappropriate use of images of children.
3. If sporting organisations are aware of the potential risks and take appropriate steps, the potential for misuse of images can be reduced.
4. Advise to sporting bodies to:
 - Consider using models or illustrations if you are promoting an activity
 - Avoid the use of the first name and surname of individuals in a photograph. This reduces the risk of inappropriate, unsolicited attention from people within and outside the sport.
 - Easy rules to remember are:
 - If the child is named, avoid using their photograph
 - If a photograph is used, avoid naming the child
 - Ask for the child's permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport. A Child's Permission Form is one way of achieving this

Ask for parental permission to use an image of a young person. This ensures that parents are aware of the way the image of their child is representing the sport. A Parental Permission Form is one way of achieving this

Only use images of children in suitable dress to reduce the risk of inappropriate use. With regard to the actual content it is difficult to specify exactly what is appropriate given the wide diversity of sports. However there are clearly some sports activities - swimming, gymnastics and athletics for example when the risk of potential misuse is much greater than for other sports. With these sports the content of the photograph should focus on the activity not on a particular child and should avoid full face and body shots. So for example shots of children in a pool would be appropriate or if poolside, waist or shoulder up

Create a recognised procedure for reporting the use of inappropriate images to reduce the risks to children. Follow your child protection procedures, ensuring both your sports child protection officer and the Social Services and/or Police are informed.

First steps and things to think about...

Establish the type of images that appropriately represent the sport for the Web and other media

Think about the level of consideration you give to the use of images of children in other publications, for example, the processes involved in choosing appropriate images for the newsletter or magazine. Apply an increased level of consideration to the images of children and young people used in the web site.

Guidelines for Use of Photographic Filming Equipment at Sporting Events

5. Provide a clear brief about what is considered appropriate in terms of content and behaviour, including the displaying of notices at each event.
6. Issue the photographer with identification which must be worn at all times.
7. Inform children and parents that a photographer will be in attendance at an event and ensure they consent to both the taking and publication of films or photographs.
8. Do not allow unsupervised access to children or one to one photo sessions at events.
9. Do not approve/allow photo sessions outside the events or at an child's home.
10. If parents or other spectators are intending to photograph or video at an event they should also be made aware of your expectations.
11. Spectators should be asked to register at an event if they wish to use photographic equipment.
12. Children and parents should be informed that if they have concerns they can report these to the organiser.
13. Concerns regarding inappropriate or intrusive photography should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.

APPENDIX 2 – summary of current categories of Membership

No.	Type	Detail
1.	Ordinary Full Male/Female	Full 7-day Membership with full voting

		rights and are part of the proprietorship of the Club
2.	Ordinary Full Male/Female Special Discount	Discount applied were both partners are full members with same status as full Members
3.	Ordinary Full Male / Female Reduced	25 years a member, having reached the age of 70 years (AGM 2016) – CLOSED by AGM 2018. Step Up Program for next 4 years for existing members. Same status as full Members
4.	Honorary Members	If previously full members of the Club have same status as full Members. If otherwise, full use of the course and facilities but not eligible to win any competition other than an open. No voting rights. Not entitled to notices of or to attend general meetings unless invited to do so.
5.	Five Day Male/Female	Monday to Friday playing rights and use of Club facilities only. No voting rights. Not entitled to notices of or to attend general meetings unless invited to do so. A 5-Day Member before upgrade to full membership must have been a 5-Day Member for at least 2 years or alternatively have paid any entrance fee.
6.	Intermediate	For members who are in the age bracket 23 – 29 years up to 1 st January in any year. These Members have the opportunity of applying to remain as a competitive Junior on a year on year basis if they fulfil the requirement of still being in full time education and approved by the Management Board . When existing members reach 23 years, they but can apply to remain in their existing category. Intermediates have no voting rights and are not entitled to notices of or to attend general meetings unless invited to do so.
7.	Competitive Junior Male / Female	Are qualifying Juniors who on reaching the age of 18 by 1 st January in any year may continue as such until they reach the age of 23 by 1 st January. For further details see 'Junior Section T&C's -16th Nov 2015. Note: if family have more than one Comp. Junior they will be charged at 50% for every additional comp. Junior.
8.	Junior	Generally, means a person under the age of

		<p>18 years by 1st January in any year. Child who reaches age of 9 years on 1st January in that year may apply. Management Board have right to consider applications under this age. Note: if family have more than one Junior they will be charged at 50% for every additional Junior.</p> <p>Juniors under 12 years of age must be accompanied by an adult member of the Club.</p>
9.	Junior 1st Year Male/Female	Reduced fee to encourage Juniors to play golf & join Club. Hours, days & conditions under which Junior members shall be permitted to play on the course is laid down by Management Board from time to time.
10.	Junior Sibling Special Rate Male/Female	Reduced fees for families.
11.	Junior Family Male/Female	Reduced fees for families.
12.	Family	Open for new applications – a family must consist of a family couple and at least one child.
13.	Pavilion	Entitled to use Clubhouse facilities only. Note: Members who wish to take 'year out' for personal reasons and do not want to break membership can apply for Pavilion membership. This is at the discretion of Management Board and each Member must apply for regrade in writing. Any member who breaks membership is liable for joining fee should they re-apply.
14.	Special Honorary over 80	25 years unbroken service as a member and over 80 years of age
15.	Exemption A	For members seeking reduction in membership based on medical grounds only. This is subject to written application & proof. Member would be entitled to 10 x rounds of casual golf which is monitored. For 1 year only & handicap is suspended.
16.	Overseas	Golfers residing outside of Ireland, using the Club for no more than a total of 8 weeks in any calendar year, occasional golf only, not eligible to win the 3 Major prizes (Captains, Presidents or Golfer of the Year). No entry fee as they are member of another club. No

		voting rights. Not entitled to notices of or to attend general meetings unless invited to do so.
17.	Country or Long Distance	Written proof of membership of another club; living more than 60 kms by nearest public road from GGC. Cannot win the 3 Major prizes (Captains, Presidents or Golfer of the Year). No voting rights. Not entitled to notices of or to attend general meetings unless invited to do so.
18.	Temporary Members	As provided for in Rule 16