



COUNTY LONGFORD GOLF CLUB CONSTITUTION AND RULES

(Revised January 2023)

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1 PRELIMINARY, DEFINITIONS AND INTERPRETATION

1. Rules herein contained are indicated by consecutive numbers.
2. Clauses are indicated by consecutive numbers preceded by Rule number
3. Sub-Clauses are indicated by consecutive letters preceded by Rule and Clause numbers.
4. Sub-Sub-Clauses are indicated by consecutive numbers preceded by Rule, Clause and Sub-Clause numbers/letters.
5. The "Men's Club" shall mean the group of male amateur golfers operating under a Constitution acceptable to the Golf Ireland and to which such club is affiliated.
6. The "Ladies' Club" shall mean the group of female amateur golfers operating under a Constitution acceptable to the Golf Ireland and to which such club is affiliate
7. The "Joint Club" shall mean the Club formed through the amalgamation of the two groups of amateur golfers defined in Clauses 1.5 and 1.6 above 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 Joint Club holds the property and assets of the Club in trust on behalf of the Full Members of the Club. The Joint Club is affiliated to Golf Ireland.
8. The name or title "Club", without qualification, shall mean either the Men's Club, the Ladies' Club or the Joint Club where the context so admits or requires.
9. The name or title "Committee" and the Officers and Members thereof, without qualification, shall mean either the Men's Committee, the Ladies' Committee or the Committee of Management or each of their Officers and Members where the context so admits or requires.

2 TITLE AND OWNERSHIP

1. The name of the Club shall be County Longford Golf Club and this name shall be the common name by which the Men's Club, the Ladies' Club and the Joint Club shall be individually and collectively known.
2. The Official address of the Club is Glack, Dublin Road, Longford in the County of Longford.
3. The ownership of the Club property shall be vested in the Trustees for the time being of the Club on behalf of the Full Members as defined by Sub-Clause 11.3 (a). The Full Members only shall have control of the affairs of the Club.

3 GOVERNANCE¹

1. The Club has adopted the Nine Governance Principles as defined in the GOLF IRELAND GOVERNANCE GUIDE 2020 – adopted by The Management Committee 7th Nov'22.

Principle 1. GOOD GOVERNANCE - Govern your club well by adopting a robust constitution and set of policies to enable adherence to standards, best practice and legislation.

Principle 2. CONTROLS - Ensure appropriate internal financial and management controls are in place.

¹ This Section was added by the AGM of 11th December 2022, and replaces the old SECTION 29 - CLUB SAFEGUARDING POLICY – POLICY STATEMENT OF CO. LONGFORD GOLF CLUB.

- Principle 3. ACCOUNTABILITY & TRANSPARENCY** - Be open about the process of decision making, ensure elections are democratic and account to membership regularly.
- Principle 4. GENDER EQUALITY** - Take positive action to increase and encourage the number of women and girls playing, leading, and working at the club.
- Principle 5. SAFEGUARDING** - Adopt and implement the Code of Ethics and Good Practice for Children's Sport and Golf Ireland's Safeguarding Policy.
- Principle 6. INCLUSIVITY** - Develop an inclusive environment and welcome diversity at all levels of the game.
- Principle 7. COMPLIANCE** - Comply with The R&A Rules of Golf and Amateur Status, the affiliation rules of Golf Ireland and the Rules of Handicapping.
- Principle 8. ENGAGEMENT** - Commit to active involvement and communication with volunteers and stakeholders
- Principle 9. INTEGRITY** - Be honest, fair and impartial. Acknowledge and manage conflicts of interest and loyalties appropriately.
2. The Club has adopted the principle of gender equality across Club activities and in how the Club operates. The Club shall promote gender equality and the 30:30:40 gender principle as advocated by Golf Ireland in its Committee of Management and subcommittees.
 - a. **Definition 30:30:40 Gender Balance:** 30% Male representation, 30% Female representation, 40% Representation from either gender.
 3. The Club is committed to anti-discrimination and equality and has policies in place dealing with equality, anti-discrimination, harassment and bullying. The Club shall not tolerate discriminatory behaviour or harassment of any kind.
 4. The Club takes safeguarding children and vulnerable adults very seriously and has appointed a Club Children's Officer and Designated Liaison Person with the required training and Garda vetting. The Club has a welfare and safeguarding statement and policy in place which it follows and requires its members to follow without exception

4 MEMBERSHIP

1. The Membership of the Men's Club shall consist of the following categories:-
 - a. Full Members
 - b. Five-Day Members
 - c. Clerical Members
 - d. Country Members
 - e. Juvenile Members
 - f. National School Members
 - g. Secondary School Members
 - h. Student Members
 - i. Overseas Members
 - j. Honorary Members
 - k. Term Members
 - l. New Member

- m. *Beginner Member*
 - n. *Distance Member*
 - o. *Corporate Member*
 - p. *Development Member*
 - q. *Member Aged 30 -35.*
2. *The Membership of the Ladies' Club shall consist of the following categories:-*
- a. *Full Members*
 - b. *Five-Day Members*
 - c. *Lady Associate Life Members*
 - d. *Lady Associate Term Members*
 - e. *Clerical Members*
 - f. *Country Members*
 - g. *Juvenile Members*
 - h. *National School Members*
 - i. *Secondary School Members*
 - j. *Student Members*
 - k. *Overseas Members*
 - l. *Honorary Members*
 - m. *Term Members*
 - n. *Beginner Member*
 - o. *New Member*
 - p. *Distance Member*
 - q. *Corporate Member*
 - r. *Development Member*
 - s. *Member Aged 30 -35.*
3. *The Membership of the Club shall consist of all categories of Male and Female Members each of whom has been elected to membership of the Club in accordance with this Constitution or the provisions of the immediate preceding or an earlier Constitution of the Club*
4. *Only Male Full Members shall be entitled to attend and vote at all Annual or Extraordinary General Meetings, and entitled to nomination for and election to Office and General Committee of the Men's Club.*
5. *Only Female Full Members shall be entitled to attend and vote at all Annual or Extraordinary General Meetings and entitled to nomination for and election to Office and General Committee of the Ladies' Club.*
6. *Only Full Members shall be entitled to attend and vote at Annual or Extraordinary General Meetings and entitled to nomination for and election to Office and General Committee of the Joint Club.*

5 OBJECTS

5.1 The object of the Men's Club shall be:-

- a) *The Promotion of the amateur game of golf amongst its members.*

- b) *Accept and abide by the Constitution and Bye- Laws of the Golf Ireland to which the Club is affiliated and Bye-Laws of the Leinster Branch of such Union in whose Province the Course is situated.*
- c) *In compliance with Union Bye-Laws to pay on each 1st January*
- d) *A per capita subscription to the Union and*
- e) *A per capita Levy to its Provincial Committee on every male playing member of the Club at the end of its last financial year in the categories prescribed by such Bye-Law.*
- f) *Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the Committee of the National Golf Unions and such rules there-under as may required to be implemented from time to time by the Golf Ireland.*
- g) *Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.*
- h) *Authorise the Joint Club to manage such matters of common interest (other than the game of golf and its related activities) which the Men's Club has with the Lades' Club subject to and as provided in these rules.*

5.2 The object of the Ladies' Club shall be:-

- a) *The promotion of the amateur game of golf amongst its members.*
- b) *Accept and abide by the Constitution and Bye-Laws of the Irish Ladies' Golf Union and the Bye-Laws of the District in which the Course is situate and in compliance with the Constitution to pay a per capita subscription and District Levy on every Female playing member of the Club, with the exception of junior members under 18 years of age, at the end of its financial year in the categories prescribed by such Constitution.*
- c) *Accept and apply the Handicapping Scheme as prescribed by the Irish Ladies' Golf Union and such rules thereunder as may require to be implemented from time to time by such Union.*
- d) *Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.*
- e) *Authorise the Joint Club to manage such matters of common interest (other than the game of golf and its related activities) which the Ladies' Club has with the Men's Club subject to and as provided in these rules.*

5.3 The object of the Joint Club shall be:-

- a) *Provide facilities for the playing and promoting of the Amateur Game of Golf by Men, Women and Juniors and generally promote amateur games and other social activities amongst its members.*
- b) *Manage matters of common interest of both the Men's Club and Ladies' Club which shall include:-*
- c) *Provision of and responsibility for the maintenance and upkeep of the course and club house and their environs to the standard required by members.*
- d) *Provision of bar and catering facilities and all these entail.*
- e) *Collection of annual club subscription and other club levies payable by members.*
- f) *Adhere to the existing rate of club entrance fee, annual subscription, Union levy, capital levy (if any) and compulsory spending (if any) being paid by members of different categories of member in each of the Men's and Ladies' Club.*

- g) *Any alteration in any of the rates aforesaid shall be decided at an Annual General or Extraordinary General Meeting of the Joint Club.*
- h) *In consultation with the Committees of both the Men's and Ladies' Clubs to decide on the rate of green fees payable by visitors to the Club.*
- i) *Generally to act in the promotion and advancement of the interests of the Club and the improvement of the facilities available to members.*

6 TRUSTEES

- 1. *The Trustees shall be not more than five (5) and not less than three (3) full members or honorary members of the Joint Club. Such Trustees shall be appointed by the members at a General Meeting of the Joint Club.*
- 2. *Each Trustee shall be a Full Member of at least five years standing and shall have served as a Committee Member or Officer of the Club for one full term and shall hold office for life or hold office until he or she resigns or ceases to be a Full Member of the Club or is removed from office by a resolution carried by at least two-thirds of the Full Members present and voting at a General Meeting of the Club. Whenever the number shall fall below five the resulting vacancy shall be filled as soon as practicable. Pending the filling of a vacancy the remaining Trustees shall have vested in them the Powers and Duties applicable to the Full Body of Trustees. The remaining Trustees may also continue to act in the event that a Trustee or Trustees shall be suffering from a disability which prevents him or her acting as Trustee.*
- 3. *The Club Premises and other property of the Club 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 a General Meeting of the Joint Club.*
- 4. *The Trustees shall have the power to call an Extraordinary General Meeting of the Joint Club on the unanimous resolution of all the Trustees to do so.*
- 5. *The Trustees shall be entitled to attend and vote at meetings of the Committee of Management, in their capacity as Trustees. Nothing herein shall render it obligatory on any Trustee to attend any meeting and absence therefore shall not be constructed as a violation of Rule 7.2 (k).*
- 6. *The Trustees, and each of them, shall be indemnified by the entire assets of the Club and by members against all liability and expense incurred by them as Trustees insofar as the assets of the Club shall be deficient and such indemnity shall be a condition of membership of the Club.*

7 OFFICERS

- 1. *The Officers of the Men's Club shall be a Captain, a Vice-Captain, an Honorary Secretary and a Honorary Treasurer.*
- 2. *The Officers of the Ladies' Club shall be a Captain, a Vice-Captain, an Honorary Secretary, an Honorary Treasurer and a Honorary Handicapping Secretary.*
- 3. *The Officers of the Joint Club shall be the President, The Captains and Vice-Captains of the Men's Club and the Ladies' Club, an Honorary Secretary and an Honorary Treasurer.*
- 4. *The immediate Past Captains of the Men's and Ladies Club shall be Ex Officio members of the Committee of Management of the joint club and of the Committee of Management of their own club in the year following their Captaincy.*

5. *The President shall be a member of the Ladies' Club not less than once every three years.*
6. *The President and Captains must have been a Full Member or former Lady Associate Member for at least seven consecutive years prior to his or her election.*

8 MANAGEMENT

8.1 Allocation of Functions

- a) *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 five other voting members of the Men's Club. It shall be empowered to co-opt as many members (to a maximum) of five) as shall be deemed necessary for the effective running of competitions.*
- b) *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 seven other voting members of the Ladies' Club elected under Sub-Clause 7.2(c).*
- c) *The business and affairs of the Joint Club shall be under the jurisdiction and control of a Committee of Management consisting of the Officers of the Joint Club, the Honorary Secretary and Honorary Treasurer of both the Men's Club and the Ladies' Club, the immediate Past Captains of the Men's Club and Ladies' Club and seven other members of the Club, **two of whom must be ladies and two must be men**, elected at the Annual General Meeting of the Joint Club.*
- d) *Each of the aforementioned Committees may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.*
- e) *Nothing in this rule shall preclude a member of either the Men's or Ladies' Committees from being also a member of the Committee of Management or vice versa.*
- f) *At meetings of any of the above Committees 50% members of those entitled to attend and vote shall form a quorum except a meeting of the Management Committee (Council) – the quorum of which shall be 10 persons who are entitled to attend.*
- g) *At meetings of the Men's or the Ladies' Committees the Chair shall be taken by the Captain or, if absent by the Vice-Captain of the Club concerned. The Chairperson of the Committee of Management shall be elected at the first Meeting of the Year. In the absence of the Chairperson, a member of the Committee of Management shall be moved to the Chair.*
- h) *The Chairperson at a meeting shall, in addition to a deliberate vote, have and shall exercise, a casting vote.*

8.2 Elections – Officers & Committees

- a) *(i) The Captain of each of the Men's Club and Ladies' Club shall retire after one year's service, and shall be succeeded by the Vice-Captain.*
 - a. *(ii) The President shall retire after one year's service.*
- b) *The other Honorary Officers and Ordinary Members of Committee shall retire annually and shall be eligible for re-election provided always that the same Office or Committee ranking shall not be held by such Officer or Committee Member for more than five consecutive years.*

- c) *The election of Honorary Officers and Members of Committee shall be made at the respective Annual General Meetings.*
- d) *The Captains/ Vice-Captains shall be nominated by their respective Committees on the proposal of their respective serving Vice-Captains.*
- e) *The President shall be nominated by the Committee of Management of the Joint Club on the proposal of the serving President.*
- f) *Before each serving President or Vice-Captain proposes his or her successor he or she shall consult with a Sub-Committee of four of his or her predecessors selected by the Committee or Committee of Management of the relevant Club.*
- g) *Nominations (each with the written consent of the Nominee) for election to any Honorary Officer or as an Ordinary Member of Committee shall be made, except as provided herein before by the General Committee of the particular Club, by any two Full Members of the particular Club. Such candidate must be a Full Member of the particular Club for at least two years prior to the date of the Annual General Meeting at which he or she is proposed as a candidate.*
- h) *All nominations shall be given to the Club Secretary of the particular Club at least two days prior to the Annual General Meeting of that Club.*
- i) *A complete list of Nominees (Officers and Committee) together with the names of their proposers and seconders must be posted on the Club Notice Board for at least two days prior to the date of the particular Annual General Meeting.*
- j) *In the election of Ordinary Members of the Committee, Members must vote for a number of candidates equal to at least half the number of vacancies. The first four vacancies will be filled by the two ladies & the two men who receive the most votes. The next three places will be filled by the candidates of either gender who receive the most votes. In the event of a tie the result shall be determined by lot.*
- k) *The respective Committees shall have power to fill vacancies in any of the Offices in Clause 7.2 (b).*
- l) *Any Officer or Member of the Committee shall automatically cease to hold office on resignation from the Committee or on ceasing to be a Full Member of the Club or on being requested to resign by letter or other instrument in writing signed by all the other Officers and Members of the Committee or on being removed from office by resolution carried by at least two-thirds of the Full Members present and voting at a General Meeting of the Club.*
- m) *The position of Officer or Member of the Committee shall be vacated if the Officer or Member shall be four consecutive meetings absent without permission of the Committee from meetings of the Committee held during that period.*
- n) *All Officers and Committee Members shall hold office for a period commencing at the conclusion of the Annual General Meeting of the Joint Club and ending at the conclusion of the annual General Meeting of the Joint Club in the following year.*

8.3 Committee Meetings

- a) *Stated Meetings of the Men's and the Ladies' Committee shall be held not less than once each calendar month.*

- b) *Stated Meetings of the Committee of Management shall be held not less than once each calendar month and Special Meetings on such dates as may be found convenient for the transaction of business on at least two days' notice being given by the Chairperson or Honorary Secretary of the Joint Club.*
- c) *Upon a requisition signed by not less than five Members of a Committee stating the nature of the Business to be transacted the Captain, Chair-person or Secretary of the particular Club shall call a Special Meeting of such Committee for the consideration thereof, and if the Officers designed above neglect or refuse to call such Meeting within seven days the same shall be convened by notice signed by five Members of such Committee.*

8.4 Employment of Staff

- a) *The post of Secretary/ Manager must be approved at an A.G.M. or an E.G.M. of the Club. The Committee of Management shall have power to appoint a paid Secretary/Manager and other employees upon such terms and conditions as such Committee may determine; to terminate such appointments and also to appoint substitutes from time to time.*
- b) *The Secretary/Manager may, in addition to carrying out the duties required by the Joint Club, act as Secretary/Manager to both the Men's and the Ladies' Clubs if requested by the Committee of either or both Clubs.*

8.5 Management Regulations

- a) *The Committee of Management is empowered to make, and from time to time, alter such Bye-Laws and regulations for the management of the Joint Club as it may consider necessary.*
- b) *In consultation with both the Men's and the Ladies' Committees the Committee of Management is also empowered to make such 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.*
- c) *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.*

8.6 Appointment of Sub-Committee

- a) *The Men's and the Ladies' Committee and the Committee of Management 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-Committee are formed. Each sub-Committee shall include at least two members of the appointing Committee. No Sub-Committee may be appointed to elect members.*
- b) *(b) Each Sub-Committee shall retire annually at the conclusion of the Annual General Meeting of the Joint Club.*
- c) *(c) The quorum for each Sub-Committee meeting shall be defined at the time of appointment.*
- d) *(d) The Chairperson of each Sub-Committee shall, in addition to a deliberative vote, have and shall exercise a casting vote*
- e) *(e) That a separate Finance and Management Committee be created to act in an advisory and supervisory role for a period of 3 years from 1st January 2007. The function of the committee shall be to examine the current financial*

and management positions of the Club and to put in place whatever measures they consider appropriate to improve those positions. The Committee shall report to the Committee of Management on a quarterly basis.

9 ADMINISTRATION

1. *The three sections of the Club shall be administered as follows:-*
 - a. *The Honorary Secretary of the Men's Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned by the Committee to another Officer of the Men's Club or to the Secretary/Manager.*
 - b. *The Honorary Secretary of the Ladies' Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned by the Committee to another Officer of the Ladies' Club or to the Secretary/Manager.*
 - c. *The Honorary Secretary of the Joint Club shall be responsible for the every-day affairs of that Club except such duties which are specifically assigned by the Committee to another Officer of the Joint Club or to the Secretary/Manager.*
 - d. *All written complaints concerning matters under the jurisdiction and control of the Committee of the particular Club shall be referred primarily to the Honorary Secretary of that Club, who, if unable to resolve same, shall place the complain on the agenda for the next meeting of the Committee of such Club for investigation and decision.*
 - e. *The Honorary Secretary of the Joint Club shall also act as Liaison Officer between the Committee of Management and each of the Men's and the Ladies' Committees.*

10 CAPITAL EXPENDITURE²

1. *The Committee of Management may resolve to expend by way of capital expenditure a sum not exceeding €15,000.00*
2. *No Committee of Management resolution to expend by way of capital expenditure a sum in excess of €15,000.00 but not exceeding €25,000.00 shall be valid unless at least seven days notice shall have been given in writing to each Trustee and to the Finance and Management Committee in respect of which resolution a majority of Trustee shall have absolute powers of veto.*
3. *Nothing herein shall entitle the Committee of Management to expend by way of capital expenditure a total sum in excess of €50,000.00 in any one year.*
4. *The approval of a General Meeting shall be required for any resolution to expend by way of capital expenditure a sum in excess of €25,000.00, which resolution must be approved by at least two-thirds of members present and voting.*
5. *Notices of Motion for a General Meeting proposing capital expenditure by the Club must be received by the Honorary Secretary of the Joint Club in writing at least ten days before the time fixed for a General Meeting of the Club. Such Notice of Motion must set out in the detail how the proposed capital expenditure is to be funded. A copy*

² Spending levels increased by AGM of 11th December 2022.

of the Notice of Motion shall be sent to all Full Members at least five days before the time fixed for the Meeting. No amendment shall be taken to such Notices of Motion, for the particular project proposed.

- 6. If at any time, the Club in General Meeting, shall pass a resolution authorising the Committee to borrow money, other than money borrowed for the purchase of machinery necessary for the maintenance of the Course, the Committee shall there-upon be empowered to borrow for the purpose of the Club such amount of money, either at one time or from time to time, in such form and manner and upon such security as shall be specified in such resolution and thereupon the Trustees shall, at the direction of the Committee, make all such dispositions of the Club or any part thereof, and enter into such agreement in relation thereto as the Committee shall deem proper for its purpose of giving security for such loans and interest. All members of the Club, whether voting on such resolution or not, and all persons becoming members of the Club after the passing of such resolution shall be deemed to have assented to the same as if they had voted in favour of such resolution.
 - a. No additions or extensions to the security currently in place can be approved by The Club in General Meeting until arrangements have been put in place to repay all outstanding Development Support Subscriptions..³**
- 7. Subject to the limits as herein before provided by Clauses 9.1 to 9.3 the Committee, without authorisation of a General Meeting, may borrow such monies as are necessary for the purpose and maintenance of machinery in connection with the keeping of the Course, the purchase and maintenance of equipment and fittings in connection with the running of the Clubhouse and for the general day to day running of the Club.*

11 FINANCE

11.1 The financial affairs of the Joint Club shall be administered as follows:-

- a) The Honorary Treasurer of the Joint Club shall keep full and detailed accounts, books and records showing the financial affairs, receipts and disbursements of the Joint Club.*
- b) The Banking Account shall be kept in the name of the Joint Club (and shall be clearly identified as such) in such Bank as the Committee of Management shall from time to time determine. All cheques shall be signed as authorised by resolution of the Committee of Management.*
- c) The Honorary Treasurer of the Joint Club shall issue an audited statement of the affairs of the Joint Club for the financial year ending 31st October for consideration by the Committee and for presentation and approval by the members at the Annual General Meeting of the Joint Club.*
- d) The Committee of Management shall make grants including Union Subscriptions and Levies to each of the Men's and the Ladies' Clubs from time to time on request being made for the general conduct of that Club and to defray the expenses incurred by the particular Committee when entertaining visiting teams and Officials in Home Matches and expenses incurred in the 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.*

³ This addition was approved by the AGM of 16th January 2022.

11.2 The financial affairs of the Men's Club shall be administered as follows:-

- a) *The Honorary Treasurer of the Men's Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Men's Club.*
- b) *The Banking Account shall be kept in the name of the Men's Club (and shall be clearly identified as such) in such Bank as the Men's Committee may, in consultation with the Committee of Management, from time to time determine. All cheques shall be signed as authorised by a minimum of two signatories by resolution of the Committee.*
- c) *The Men's Committee shall be responsible for the payment to the Golf Ireland of the annual per capita subscription and provincial levy on members as required by the Bye-Laws of that Union.*
- d) *The Men's Committee shall be entitled to charge and retain all entry fees in the Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.*
- e) *The Honorary Treasurer of the Men's Club shall issue a statement of the affairs of the Men's Club for the financial year ending 31st October for consideration by the Men's committee and for presentation and approval by the Members of the Annual General Meeting of the Men's Club.*
- f) *Following the meeting of the Men's committee at which the accounts are considered, the Honorary Treasurer shall immediately forward a copy of the accounts to the Honorary Treasurer of the Committee of Management for information and shall forward surplus funds to the Hon. Treasurer at the end of the financial year.*

11.3 The financial affairs of the Ladies' Club shall be administered as follows:

- a) *The Honorary Treasurer of the Ladies' Club shall keep full and detailed accounts, books and records, showing the financial affairs, receipts and disbursements of the Ladies' Club.*
- b) *The Banking Account shall be kept in the name of the Ladies' Club (and shall be clearly identified as such) in such Bank as the Ladies' Committee may, in consultation with the Committee of Management, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.*
- c) *The Ladies' Committee shall be responsible for the payment to the Irish Ladies' Golf Club Union of the annual per capita subscription and district levies on members as required by the Constitution of that Union.*
- d) *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.*
- e) *The Honorary Treasurer of the Ladies' Club shall issue a statement of the affairs of the Ladies' Club for the financial year ending 31st October for consideration by the Ladies' Committee and for presentation and approval by the Members of the Annual General Meeting of the Ladies' Club.*
- f) *Following the meeting of the Ladies' Committee at which the accounts are considered the Honorary Treasurer shall immediately forward a copy of the accounts to the Honorary Treasurer of the Committee of Management for information.*

12 ELECTION OF MEMBERS

1. *The Committee of Management shall determine from time to time the number of vacancies in each category of membership.*

2. *Subject to the agreed limitation as to the number of members electable to the different categories of membership, the election of all Male Members shall be in the hands of the Men's Committee, the election of all Female Members shall be in the hands of the Ladies' Committee and the election of members to the combined Club shall be in the hands of the Committee of Management; provided that a person shall not be eligible for election to the Men's Club or the Ladies' Club until he or she has been elected a member of the Joint Club.*
3. *The procedure for the election of members to each of the Men's Club and the Ladies' Club shall be as follows:-*
 - a) *Each candidate shall be proposed and seconded by two Full Members of the Club and submitted to the Honorary Secretary in writing in such form as the Committee may from time to time prescribe together with the appropriate subscription levy. A candidate may not be proposed or seconded by a Full Member of less than one year standing.*
 - b) *The Committee may, as its discretion, request any candidate for membership and/or his or her proposer and seconder to appear before it or before any Committee formed from the Members of the Committee and appointed by the Committee for that purpose.*
 - c) *The candidate's name and address and names of his or her proposer and seconder shall be posted on the Club's Notice Board for at least fourteen days immediately prior to the date of the election.*
 - d) *The Committee, shall, subject to the foregoing rules, vote on the election of the candidates by way of secret ballot. One out of four adverse votes shall exclude application.*
 - e) *No person shall be admitted to Membership or Associated membership of the Club until the entrance fee (if any) together with his or her annual subscription and any outstanding membership fees or levies due from that person's previous period of membership (if any) of the Club have been fully paid.*
 - f) *A person elected to any category of membership (including beginners) of the Club for the first time shall pay a pro rata subscription and levies for the year in which he or she is elected (provided however, that subsequent subscription shall not be less than 25% of the subscription for the year) but shall be liable for payment of such entrance fee as is payable and levies as may be decided from time to time. This provision shall not apply to persons who were formerly members of the Club and allowed their membership to lapse. Such person must comply with 11.3(e) above,*

13 CATEGORIES OF MEMBER

1. *The Joint Club shall, at Annual General Meeting, decide on the categories of member which shall operate within the Club.*
2. *Voting and Non-Voting Members may be elected to the Men's Club and to the Ladies' Club.*
3. *The following shall be Voting Members:-*
 - a) *Full Members shall comprise Men and Ladies who, having paid the Entrance Fee, Annual Subscription Union Levy and Capital Levy (if any) applicable to this category, shall be entitled to attend and vote at all Annual General and all Extraordinary General Meetings of either the Men's or Ladies' Clubs of which each such member has been elected a voting member and at all Annual General and Extraordinary General Meetings of the Joint Club. This category shall include Full Members elected as such under an earlier Constitution of the Club.*

- b) *Only a member of this category shall have an interest in the Club Property which interest shall cease on such member leaving this category.*
- c) *A Full Member elected as an Honorary Member of his/her Club shall retain all the rights and privileges of membership of this category.*

13.1 The following, of either gender shall be Non-Voting Members:-

- a) *FIVE DAY MEMBER shall comprise persons who are entitled to use the Course or Putting Green from Monday to Friday only of each week and shall not be entitled to use the Course or Putting Green on Saturdays, Sundays or Bank Holidays. They shall, however, be entitled to use the Clubhouse on every day of the week. Five-Day Members may be given permission to use the course on such Saturdays, Sundays and Bank Holidays as may be decided specifically by the Committee of Management from time to time.*
- b) *CLERICAL MEMBERS shall be entitled to use the facilities of the Course from Monday to Friday only each week but shall not be entitled to use the Course or Putting Green on Saturdays, Sundays and Bank Holidays. They shall, however, be entitled to use the Clubhouse on every day of the week. Such members shall be entitled to enter and play in the Winter League.*
- c) *STUDENT MEMBERS- subject to such conditions as may be applicable from time to time by the Committee – a limited number of students, apprentices or trainees, not in receipt of normal annual income or its equivalent up to 25 of years age may if duly elected be admitted as student members. That the Committee may also make transition agreements for student members who have been junior members and who have graduated (Post GRAD) and are between 25 and 30 years of age.*
- d) (i) *NATIONAL SCHOOL MEMBER- There shall be no entrance fee but each national school member shall pay the current annual subscription applicable to national school members and shall continue to be a national school member until the 31st December in the year in which he or she shall enter secondary school and they may at the discretion of the committee be elected to another category of membership .*

 (ii) *SECONDARY SCHOOL MEMBER- There shall be no entrance fee but each secondary school member shall pay the current subscription applicable to secondary school members until the 31st December in the year in which he or she shall have finished secondary school and they may at the discretion of the committee be elected to another category of membership.*
- e) *COUNTRY MEMBER- this category shall comprise persons who are already full members with full voting rights of another golf club which is affiliated to either union. Such membership shall cease when the member ceases to be full member with full voting rights of another affiliated golf club. The country member shall produce on applying to Co. Longford Golf Club for membership in that category a letter from the club of which they are a full member confirming same and in each year on renewal of their membership. Country membership shall only be available to people permanently living more than 60 km from the club.*
- f) *OVERSEAS MEMBERS shall comprise persons who are ordinarily resident outside Ireland. Such membership shall terminate as and when the member comes to take up or resume residence ordinarily in Ireland.*
- g) *PAVILION MEMBERS shall comprise persons who wish to enjoy the facilities of the Clubhouse. Such person shall not be entitled to use the Course without payment of the appropriate green fee.*

- h) *LADY ASSOCIATE LIFE MEMBERS AND LADY ASSOCIATE TERM MEMBERS shall be bound by the rules and bye-laws of the Club as laid down from time to time. No lady shall be eligible for election as a Lady Associate Term Member unless she has purchased a Term Membership from a Lady Associate Life Member in accordance with the scheme of Life Membership.*
- i) *HONORARY MEMBERS shall comprise persons who either the Men's or the Ladies' Committee 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. An Honorary Member shall be elected by the Joint Club on the unanimous nomination of the Men's Club or Ladies' Club subject to the unanimous ratification by the Management Committee of the Joint Club.*
- j) *BEGINNER MEMBER- shall not be or have been a full member of a golf club and must not hold or have held a golf union handicap. A beginner member shall be a non-voting member of the club. A person may remain a beginner member for two years from the date of his or her election as a beginner member. After the expiry of the two-years period such person must apply for membership as a full member of the club and shall be subject to such entrance fees as apply at that time. Otherwise he or she shall cease to be a member of the club. Beginner members shall be subject to such conditions as may be determined by the Committee of Management from time to time following consultation with the Men's Club the Ladies' Club. The annual subscription of Beginner Members shall be determined by a General Meeting of the Joint Club.*
- k) *NEW MEMBER shall be (a) non-voting member of the club (b) non share holding member. A person may remain a new member for two years from the date of his or her election as a new member. After the expiry of the two year period such person must apply for membership as a full member of the club and shall be subject to such entrance fees as apply at that time. Otherwise he or she shall cease to be a member of the club. New members shall be subject to such conditions as may be determined by the Committee of Management from time to time following consultation with the Men's Club and the Ladies' club. The annual subscription for new members shall be determined by a General Meeting of the Joint Club.*
- l) *CORPORATE MEMBER. A limited liability company shall be eligible to seek election as a Corporate Member. The power to elect a corporate member shall be vested in the committee of management of the Joint Club and such election shall be in accordance with the procedures for election of members prescribed in the rules of the club. A corporate member shall be a non-voting member of the club and shall have no rights save the right to nominate a minimum of four employees to be eligible to become full members of the club on payment of such fee as shall be determined by a General Meeting of the Joint Club. A nominated employee shall cease to be a full member of the club, unless otherwise elected in accordance with the Rules of the Club, on ceasing to be an employee of the corporate member or on ceasing to be a nominated employee following due notice in writing to the Club by the corporate member. Nominated employees may only become full members following compliance with the procedures for election of members contained in the Constitution and Rules of the Club and the Club reserves the right to refuse to elect a nominated employee as a full member of the Club. Corporate members shall nominate in writing their nominated employees on an annual basis on or before such date as shall be determined by the Committee of Management. Corporate Membership fees shall be as follows: Corporate €15,000.00 for a five year period for four members and €3,750 for each additional member.*

- m) *DISTANCE MEMBERSHIP. Distance membership shall be subject to such conditions upon election as may be determined by the committee of management from time to time following consultation with the men's and the ladies club. The annual subscription of distance members shall be set at and altered by General Meeting of the joint club. Distance members shall be exempt from competition compulsory spend.*
- n) *DEVELOPMENT MEMBERSHIP. This category of membership shall be (a) non-voting and (b) non- shareholding. A person may remain a development member for three years from the date of his or her election as a development member. After the expiry of the three years period, such person must apply for membership as a full member of the club and shall be subject to such entrance fees as apply at that time.. Otherwise he or she shall cease to be a member of the club. The power to elect a development member shall be vested in the Committee of Management of the joint club and such election shall be in accordance with the procedures for election of members prescribed in the rules of the club and shall be subject to such conditions as may be determined by the Committee of Management from time to time following consultation with the Men's Club and the Ladies' Club. The annual subscription of Development Members shall be determined by a General Meeting of the Joint Club.*
- o) *MEMBER AGED 30-35 (Male or Female) shall be (a) non-voting member of the club (b) non shareholding member. He or she shall be subject to such conditions as may be determined by the Committee of Management from time to time following consultation with the Men's Club and the Ladies' club. The annual subscription for Members aged 30 – 35 shall be determined by a General Meeting of the Joint Club. On reaching 35 years of age, the member will be required to pay the Full membership fee.⁴*

14 ENTRANCE FEE⁵

1. *The following categories of members shall be required to pay an Entrance Fee:- Full, Five day, Country and Clerical.*
2. *Student/Juvenile Members shall be required to pay an Entrance Fee when transferring to another category provided that the amount of entrance fee shall be reduced by 20% for each year in which the said Student/Juvenile Member has been a Member of the Club.*
3. *Should a Five Day, Country and Clerical Member apply to become a member of another category the amount of the Entry Fee payable shall be the appropriate amount payable at the date of election as a member of the other category less the amount entrance fee paid by such member on election to the previous category.*
4. *The amount of the entrance fee payable by the different categories of member shall be fixed by an Annual or Extraordinary General Meeting of the Joint Club on the proposal of the Committee of Management.*
5. *The Management Committee of the Joint Club shall have power to reduce or suspend entrance fees and/or levies in the interest of the Club to any member and to make special concessions (to any member).*

15 ANNUAL CLUB SUBSCRIPTION

1. *All categories of member, except Honorary and Life Members shall be required to pay an Annual Club Subscription.*

⁴ *This Category of Membership was introduced, at an initial fee of €500, by the AGM of December 2019*

⁵ *The 2017 AGM approved the suspension of Entrance Fees until Club Membership recovers or until they are reinstated by a future General Meeting of the Club.*

2. *The amount payable by the different categories shall be decided at an Annual General Meeting or Extraordinary General Meeting of the Joint Club.*
3. *All subscriptions shall be payable on the 31st January in any year.*
4. *Any member whose subscriptions shall be unpaid on the 31st March in any year shall cease to be a member of the Club, but the Committee concerned may re-elect such member without entrance fee, re-nomination or re-posting, within six months from the date when the subscription became due, on payment of all subscription and other monies due to the Club.*
5. *The Honorary Secretary of the Joint Club shall notify the Secretary of the Men's Club or the 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 Competitions under its control or represent the Club in Team Matches, Union, Branch or District Events.*
6. *When a husband and wife are both full members there shall be a 10% reduction to an annual subscription payable by them on the basis that the required payment/method of payment is made by the 31st January each year.*
7. *There shall be a 50% reduction in the Juvenile subscription payable for a child of a full member when the required payment is paid by the 31st January in each year.*
8. *Members of at least 20 years standing who are over the age of 70 years shall be entitled to a 50% reduction in the annual subscription for the membership category, on the basis that the required payment is paid by the 31st January in each year. Once a member becomes eligible he/she should apply in writing to the management committee of the club to be granted this concession.*
9. *A member shall only avail of one reduction in respect of the annual subscription payable by them in the event of a member being entitled to a reduction in more than one category.*
10. *In the event of members seeking deferral of subscription fees due to illness the said illness must be medically certified and the member must be unable to play for at least 6 consecutive months. The said application for such deferral will have to be put before the management committee of the Golf Club and ratified by the said Body. On acceptance the allowance will be 50% of annual subscription but no reduction in the levy.*

16 CAPITAL LEVY

1. *A general meeting of the joint club may vote to introduce a Capital Levy to fund any additional acquisition of land or buildings, construction work or improvement to the course, club house, or environs or for whatever reason may be deemed by a general meeting to be for the benefit of the club to include dealing with clubs finances.*
2. *The amount of such levy shall be payable at the same time as the Annual subscription and the same penalties shall apply.*
3. *The Joint Club may vote to introduce a compulsory spending charge for food and beverages within the Clubhouse on such categories of member as it considers appropriate.*
4. *The Club shall introduce the following competition fees, compulsory spend of €100 for all categories of member excluding juvenile and junior members. The Men's Club and the Ladies' Club Committee shall determine the 12 competitions, which shall be covered by this payment. This payment must be paid at the same time as the payment of Annual Subscription Capital Levies, Union levies and entrance fees due to the Club and the same penalties shall apply under the rules as for payment of Annual Subscription or levies.*

17 VISITORS AND TEMPORARY MEMBERS

- 1. Any member may introduce visitors.*
- 2. It shall be condition precedent that the member effecting the introduction shall enter each visitors name, address and date of the visit immediately on entering the Clubhouse in a book to be kept for the purpose called a "Visitors' Book" and such entry must be attested by the signature of the introducing member.*
- 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.*
- 4. The charge for visitors shall be fixed from time to time by the Committee of Management under Sub-Clause 4.3(e) who are also empowered to make regulations for non-playing visitors.*
- 5. Every playing visitor must procure a Green Fee Voucher.*
- 6. On the issue of each Green Fee Voucher the name of the Visitor, the number and amount of the green fee and the name of the introducing member must be immediately entered in the "Green Fee Book".*
- 7. In addition the Secretary/Manager or his representative, having made and attested the necessary entry in the Visitors' Book, may permit a person or group not having an introduction from a member, to play on the Course and use the Clubhouse as a visitor on payment of the current Green Fee.*
- 8. The payment of the Green Fee shall entitle the visitor to temporary membership of the Club for the day.*
- 9. The Committee of Management 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 Course or Clubhouse.*
- 10. Competitors in Club Open Competitions held on the Course and extending for more than one day shall, on payment of the entry fee and green fee (if chargeable) for the competition and on such fee(s) being accepted by the Committee in charge of the competition, be eligible to use the Course and Clubhouse, without further payment or nomination for election, as temporary members for a period not exceeding one day prior to the date fixed for such competition, and for every day during the continuance of such competition.*
- 11. Competitors in Open Competitions limited to one day shall likewise be eligible for Temporary Membership status on the day of the competitions only.*
- 12. Temporary Membership shall also extend to cover and include members of Inter-Club teams visiting for practice rounds as may be arranged from time to time in advance of Inter-Club and Regional events.*
- 13. The Committee of Management may (and without assigning any reason if they so think right) cancel the admission of any Day Visitor or Temporary Member whose admission may be irregular or whose presence or conduct they deem objectionable, or who deliberately breaks any of the Rules, Bye-Laws or Regulations of the Club.*
- 14. The fee paid by any such Visitor or Temporary member may, at the discretion of the Committee of Management, be either forfeited or refunded.*

18 FINES/PENALTIES

- 1. The Committee of Management is empowered to impose fines and/or penalties for breaches of the Rules, Bye-Laws and Regulations of the Joint 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 additions to, fines) temporarily withdraw the use of the Clubhouse and Course*

from any member whose conduct or breach of the Rules, Bye-Laws and Regulations may, in the opinion of the Committee of Management, justify this course.

- 2. Any member refusing or failing to pay a fine so imposed within one month after notification thereof, shall not be permitted to use the Clubhouse or Council until such fine has been paid.*
- 3. Each of the Men's and the Ladies' Committees shall report any member of their Club to the Committee of Management for investigation and penalty under this rule if they, in their absolute discretion, consider the breach warrants it.*
- 4. An appeal against any decision of the Management Committee under this rule may be taken by the member concerned, such appeal to be heard and determined by the members at an Extraordinary General Meeting of the Joint Club to be convened in accordance with these rules on the request of at least 100 of the Full Members of the Joint Club.*
 - a. For the purpose of this Rule (a) the quorum of the Committee shall be five and a majority shall be three-fourths of those present and voting. Voting shall be by secret ballot.*
 - b. The majority at an Extraordinary and General Meeting shall be simple majority of the Full Members present and voting. Voting shall be by secret ballot.*
 - c. The provisions of any other rule shall not preclude the Member or Associate involved from attending and being heard at an Extraordinary General Meeting under this rule.*

19 EXPULSION/SUSPENSION OF MEMBERS

- 1. Any member whose conduct in or out of the Club is, in the opinion of the Committee of Management injurious to the interest of the Club, may be suspended, asked to resign or be expelled in accordance with the following procedures:-*
 - a. The Committee of Management shall, at one of its meetings, consider whether or not the conduct in question is injurious to the interest of the Club.*
 - b. The Member concerned shall be invited to attend a Meeting of the Committee of Management so that he or she may offer an explanation of the conduct in issue. He or she shall be given at least three clear days notice of the Meeting to which he or she is invited.*
 - c. If the Member offers no explanation or if the explanation is, in the opinion of the Committee of Management, unsatisfactory, the Committee of Management shall be empowered to do all or any of the following:-*
 - i. Suspend the Member for such period, as it shall in its discretion think fit*
 - ii. Request the Member to resign immediately.*
 - iii. Remove the said Member's name from the list of Members of the Club and he or she shall forthwith cease to be a Member and shall be notified in writing accordingly.*
 - iv. In the event of leave of absence, resignation, suspension or expulsion of any lady, handicap certificates must be returned to the Honorary Secretary of the ladies club.*
 - d. The Member concerned shall be entitled, within seven days of the Committee of Management's decision being notified to him or her, to appeal against it by requesting the Committee in writing in accordance with the Rules herein contained to call an Extraordinary General Meeting to consider and to confirm,*

rescind or vary the Committee of Management's decision and the Committee shall call such a Meeting to be held within three weeks of the receipt of such a request.

2. For the purpose of this Rule:-

- a. *The quorum of the Committee of Management shall be five and a majority shall be three-fourths of those present and voting. Voting shall be by ballot.*
- b. *The majority at an Extraordinary General Meeting shall be a simple majority of those Members present and voting. Voting shall be by ballot.*
- c. *Notice to the Member concerned shall suffice if given to him verbally by two Members of the Committee of Management jointly or sent to him by registered letter.*
- d. *The provisions of any other Rule shall not preclude the Member involved from attending at and being heard at an Extraordinary General Meeting under this Rule.*
- e. *This Rule shall apply equally to Associates and all other categories.*

20 GENERAL MEETINGS

20.1 The Men's Club

- a) *The Annual General Meeting of the Men's Club shall, save in exceptional circumstances, be held in the month of November for receiving the Men's Club Committee's Annual Report and the Financial Statement for the year ending the previous 31st October, for electing Office Bearers, Members of the Committee, revising its rules and transacting such other business of the Men's Club as may be on the Agenda.*
- b) *Ten days' notice at least, of such Annual General Meeting shall be given to the Male Full Members of the Club who are the only persons entitled to attend and vote at a General Meeting of the Men's Club.*
- c) *Notices of Motion must be made to the Secretary of the Club, in writing, at least 72 hours before the commencement time for such meeting.*
- d) *Such notices of Motion shall be promptly posted on the Club Notice Board.*
- e) *Notices of Motion not made as required cannot be considered at the Annual General Meeting.*
- f) *Nomination of Officers and Members of the Committee shall be in accordance with Clause 7.*

20.2 The Ladies Club

- a) *The Annual General Meeting of the Ladies' Club shall, save in exceptional circumstances, be held in the month of November for receiving the Ladies' Club Committee's Annual Report and the Financial Statement for the year ending the previous 31st October; for electing Office Bearers, Members of the Committee, revising its rules and transacting such other business of the Ladies' Club as may be on the Agenda.*
- b) *Ten days' notice at least, of such Annual General Meeting shall be given to the Female Full Members of the Club who are the only persons entitled to attend and vote at a General Meeting of the Ladies' Club.*
- c) *Notices of Motion must be made to the Honorary Secretary of the Club, in writing at least 72 hours before the commencement time for such meeting.*
- d) *Such notices and nominations shall be promptly posted on the Club Notice Board.*
- e) *Notices of Motion and nominations not made as required cannot be considered at the Annual General Meeting.*

- f) *Nomination of Officers and Members of the Committee shall be in accordance with Clause 7.*

20.3 The Joint Club

- a) *The Annual General Meeting of the Joint Club, shall, save in exceptional circumstances, be held on or before 21st December for receiving the Committee of Management's Annual Report and Financial Statement for the year ending the previous 31st October; for electing Office Bearers, Members of the Committee of Management and Auditors, revising its rules and transacting such other business of the Club as may be on the Agenda.*
- b) *Seven days' notice, at least, of such Annual General Meeting shall be given to the Full Members who are the only persons entitled to attend and vote at a General Meeting of the Joint Club.*
- c) *Notices of Motion must be made to the Honorary Secretary of the Club, in writing, at least 72 hours before the commencement time for such meeting.*
- d) *Such Notices of Motion shall be promptly posted on the Club Notice Board.*
- e) *Notices of Motion and nominations not made as required cannot be considered at the Annual General Meeting except as provided in Clause 19.4 hereof.*

20.4 Notification to Joint Club

- a) *Immediately following the Annual General Meeting of each of the Men's and Ladies' Clubs the respective Secretaries shall notify the Honorary Secretary of the Joint Club of the names of the persons of their Club who shall represent that Club on the Committee of Management for the ensuing year.*
- b) *Each Secretary shall also forward to the Honorary Secretary of the Joint Club for submission such Notice of Motion or recommendations as such Club wishes to submit for consideration at the Annual General Meeting of the Joint Club.*

20.5 Extraordinary General Meetings

- a) *In addition to the Statutory Annual General Meeting the Committee of any of the Clubs may, at its discretion, convene an Extraordinary General Meeting of the voting Members of such Club to consider and decide any matter which he Committee considers is of such urgency that it cannot be held over until the Statutory Annual General Meeting. The requisition shall state the business to be brought forward and this matter will be the only business to be considered at such Meeting.*
- b) *The Men's or Ladies' Committee on a decision by a majority of at least two-thirds of those present and voting may submit a requisition to the Honorary Secretary of the Joint Club requesting that an Extraordinary General Meeting of the Joint Club be convened. The requisition shall state the business to be brought forward and this will be the only business to be considered at such Meeting.*
- c) *A group of not less than 50 Voting Members in the case of the Men's or Ladies' Club and 100 Voting Members in the case of the Joint Club may submit a requisition to the Secretary of such Club requesting that an Extraordinary General Meeting of the Voting Members of such Club be convened. The requisition shall state the business to be brought forward and this matter will be the only business to be considered at such Meeting.*

- d) *On receipt of such requisition it shall be the duty of the Committee of the particular Club to have an Extraordinary General Meeting convened without delay and notice of such meeting shall be issued by direction of the Committee within fourteen days after receiving such notice by the Honorary Secretary.*

20.6 Chairperson at General Meetings

- a) *The Captain, or if absent, the Vice-Captain shall preside at all General Meetings of the Men's Club and the Ladies' Club respectively.*
- b) *(b) The Chairperson, or if absent, the Vice-Chairperson of the Committee of Management shall preside at all General Meetings of the Joint Club.*
- c) *(c) In the event of any of the foregoing Officers being absent or declining to preside any other Chairperson may be appointed by the Meeting.*
- d) *(d) Each Chairperson in addition to a deliberative vote, shall have and shall exercise a casting vote.*

21 NOTICE OF GENERAL MEETING AND QUORUM

- Seven days' notice of every General Meeting shall be given to the members entitled to attend and vote at such meetings by a circular specifying the time and the place of such meeting and the business to be transacted. Notice of General Meetings of the Club may be circulated by e-mail to members who have given the Club their e-mail addresses.*
- No business shall commence or continue unless there is a quorum (as defined) of members entitled to attend and vote in attendance at a General Meeting of the Men's Club, Ladies' Club or the Joint Club. A quorum in the case of the Men's Club shall be 30 members, in the case of the Ladies' Club shall be 25 members and in the case of the Joint Club shall be 60 members.*

22 MODE OF VOTING AT GENERAL MEETINGS

- No proxies shall be allowed.*
- Voting shall be either by a show of hands or by secret ballot. Secret ballot shall mean a vote on voting paper.*
- A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by some other Club rule.*
- In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in these rules.*
- If any member at a General Meeting proposes that the mode of voting on any particular matter should be by secret ballot and this is seconded by another member, then if twenty-five members support this proposition voting shall be by Secret Ballot.*

23 MINUTES BOOKS

- The Men's Club, the Ladies' Club and the Joint Club shall keep:-*
 - A Minute Book in which shall be recorded the Minutes of the Annual General Meeting and Extraordinary General Meetings and also*

- b. *A Minute Book in which shall be recorded the Minutes of all Committee Meetings held in compliance with Clause 7.3*
- c. *The Men's Committee and the Ladies' Committee shall each submit their Club Minute Books to the Committee of Management when required.*

24 PLAYING FACILITIES

1. *The Committee of Management, in consultation with the Men's and the Ladies' Committees shall prescribe the days and times when members of the Men's Club or the Ladies' Club shall have the use of the Course for competition or when the Course is reserved for team matches, Union, Branch or District events.*
2. *It shall also decide on the facilities to be offered to Societies subject to the proviso that the 1st Tee shall be reserved for Club Members between 1.00 p.m. and 2.30 p.m. on any day a Society Outing is permitted or such other time more convenient to members.*
3. *The Committee of Management shall also be empowered to direct the days and times when fourballs or singles shall have priority commencing playing on the 1st or 10th tees and generally regulate the use of the Course for the benefit of members.*

25 PERSONAL PROPERTY

1. *Any personal belongings of members, visitors and others, brought to, kept at, or left on the premises of the Club (either in the Clubhouse or outside in the car park or the Course) shall be at the sole risk of the Owners thereof, and neither the Club nor any Committee shall be responsible for any loss or damage thereto however arising; but this rule shall not prejudice any claim by the Club or the Owners of the property, against Insurance Companies in case of fire, or when otherwise covered by insurance.*

26 REGISTRATION OF CLUBS ACTS 1904/1999 INTOXICATING LIQUOR ACT 2000

1. *No person other than a member (as defined in Clause 3.3. hereof) shall order or pay for refreshments in the Clubhouse. Cash must be paid for every expense incurred in the Clubhouse before the person ordering leaves the premises.*
2. *No visitors shall be supplied with excisable liquor on the Club premises unless on the invitation and in the company of a member, and that member shall, upon the admission of such 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.*
3. *The Committee of Management 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.*
4. *No excisable liquor may be sold or supplied for consumption outside the premises of the Club, except to members of the Club, between the hours of eight o'clock in the morning and ten o'clock at night.*
5. *No excisable liquor shall be sold or supplied in the Club premises to any person under the age of eighteen years.*
6. *No Officer or Member of the Committee of Management, 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 the profits arising from such sale.*

7. *Subject to the exception specified in Clause 26.8 of these rules 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).*
 - a. *at any time on Christmas Day or Good Friday;*
 - b. *on any other day, specified hereunder, outside the times so specified in respect of it-*
 - i. *Saint Patrick's Day: between 12.30 p.m. and 12.30 a.m. on the following day*
 - ii. *The 23rd December: if it falls on a Sunday, between 10.30 a.m. and 11.30 p.m.*
 - iii. *Christmas Eve and the Eve of Good Friday: between 10.30 a.m. and 11.30 p.m.*
 - iv. *the Eve of any public holiday (other than Christmas Eve):*
 1. *if the eve falls on a weekday, between 10.30 a.m. and 12.30 a.m. on the following day or*
 2. *if it falls on Sunday, between 12.30 p.m. and 12.30 a.m. on the following day*
 - v. *any other Sunday (except a Saint Patrick's Day which falls on Sunday):*
 - vi. *any other Monday, Tuesday or Wednesday between 10.30 a.m. and 11.30 p.m.*
 - vii. *any other Thursday, Friday or Saturday: between 10.30 a.m. and 12.30 a.m. on the following day.*
8. *Nothing contained in the Registration of Clubs Acts, 1904-1999, or contained by virtue only of the operation on Clause 25.7 of these Rules shall operate to prohibit the supplying for consumption on the Club premises of excisable liquor to any person or the consumption of excisable liquor on those premises by any person:*
 - a. *on Christmas Day, between 12.00 midday and 10.00 p.m. or*
 - b. *on any other day, for one hour after the expiration of any period in respect of that day during which it is lawful, for the Club by virtue of Clause 25.7 to supply any excisable liquor for consumption on the Club premises If in each case the excisable liquor is –*
 - i. *Ordered by or on behalf of that person at the same time as a substantial meal is so ordered, and*
 - ii. *Consumed by that person during the meal or after the meal has ended*
9. *In Clause 25.7 and 25.8 hereof "week-day" and "Sunday" have the meanings assigned to them by the Intoxicating Liquor Act 1927 as amended and "public holiday" has the meaning given to it by the Organisation of Working Time Act 1997.*

27 CHANGE OF CONSTITUTION AND RULES

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 consent of at least 75% of the members present and entitled to vote at such meeting and written notice of the proposed changes must be sent to the Secretary of the particular Club with the names of the proposer and seconder attached at least 72 hours previous to the commencement time for the meeting at which same is to be considered.*
2. *No rule of the Joint Club shall be repealed or altered or new rule made except at a General Meeting of such Club and by consent of at least 75% of the members present and entitled to vote at such meeting and written notice of the proposed changes must be sent to the Honorary Secretary of the Joint Club with the names of the proposer and seconder attached at least 72 hours previous to the meeting at which same is to be considered.*
3. *The Secretary shall place the proposal on the Club Notice Board and put the item on the agenda for the next General Meeting of the Club concerned.*

4. *Voting at General Meeting to change or alter the Constitution or Rules of the Club shall be by secret ballot.*
5. *Any changes in the Constitution of the Club, which affects Rule 10 of the Constitution of the Golf Ireland, must be submitted to the Union for approval prior to adoption.*
6. *No change in the Rules of the Men's Club or of the Ladies' Club shall be in conflict with the Constitution of the Golf Ireland or the Golf Ireland.*

28 RULES OF GOLF AND LOCAL RULES

1. *The Rules of the Game of Golf for the Men's and the Ladies' Clubs shall be the Rules of Golf and the rules of Amateur Status as approved by the Royal and Ancient Golf Club of St. Andrews.*
2. *In addition the Committee of Management, in consultation with the Men's and the Ladies' Committee, 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 Club or the Ladies' Club is affiliated.*

29 BYE-LAWS

1. *The Committee of Management shall have power from time to time in compliance with these rules to make such Byelaws, as it consider necessary and to alter and repeal same.*
2. *Each of the Men's and the Ladies' Committees shall have power from time to time to make such Bye-Laws as it considers necessary for matters under their respective jurisdiction.*