



# Cambridgeshire Area Golf Union

## CONSTITUTION AND RULES

1. Name

The Union shall be called the “Cambridgeshire Area Golf Union”.

2. Object

The object of the Union shall be to encourage the playing of amateur golf by promoting matches at County level, Inter-club level and on an individual basis, and by the staging of championships, competitions and by the giving of prizes, and by any other means which from time to time may be established.

3. Membership

- a. All Golf Clubs in the county of Cambridgeshire and its immediate surrounds recognised by the Union shall be eligible for membership.
- b. Every male playing member of a member Club is a member of the Union and may take part in any championship, competition, or other event which may be promoted by the Union provided that this entry conforms with the rules and regulations relating to any such promotion.

4. Equity

In the activities for which it is constituted, the Cambridgeshire Area Golf Union is fully committed to the accepted principles and practises of equality of opportunity in golf. The Union expects its member clubs, in dealings with employees, members, prospective members, volunteers and visitors to be equally committed to these principles and to conform to the spirit and the legal requirements of all relevant legislation. The Union will support the clubs in actions they might take to eliminate unfair treatment and discrimination of any of their members, employees, volunteers and visitors.

5. Officers

The Officers of the Union shall be:-

- a. The President, the Deputy President, the Immediate Past Captain, the Secretary, the Competitions and Matches Secretary, the Treasurer, the Development Officer, the Immediate Past President, the County Team Manager, the Assistant Competitions Secretary, the Seniors Captain and the Assistant Treasurer.
- b. The selection of teams to represent the Union shall be the responsibility of the County Team Manager and the appointed selectors

6. Management.

- a. The management of the Union shall be vested in the Council consisting of the Officers as ex-officio members, two representatives nominated by and from each member Club of which the first names such Representative shall be called the Executive Member, any elected Delegate to the Council of England Golf or to the Council of the Midland Golf Union who is not a member otherwise. Eight persons present shall be a quorum.
- b. The Council shall have the power to appoint from its own number an Executive Committee comprising the Officers and the Executive Member from each member Club to conduct the affairs of the Union between meetings of the Council. Likewise, it shall have power to appoint such other committees for such special purposes as it deems necessary, and to delegate to them any of its powers including the power to co-opt members for special duties, but not the power to elect or expel members or the making, altering or revoking of any of these Rules or of any Competition Rules.
- c. Before commencing business at the first Council Meeting or General Meeting following an Annual General Meeting, the Council shall appoint from its number a

Chairman who shall retain such appointment until the conclusion of business at the next Annual General Meeting.

- d. A controversial matter of Union policy involving each Member Club may, at the discretion of the Chairman, be determined by each Member Club registering one vote only, with the Chairman having the casting vote.

## 7. Annual Subscription

### 7.1 England Golf

- a. Each Affiliated Club shall pay annual affiliation fees to England Golf as decided by England Golf.
- b. Such annual affiliation fees shall be payable once per calendar year and shall be calculated on a per capita basis for every Playing Member irrespective of membership category as at and paid on a date sixty days after the Affiliated Club's annual membership renewal date or, if an Affiliated Club does not have one fixed date for renewal of membership for all members, on such other date as may be agreed between the Club, the relevant Member County and the Company and, failing agreement, the 1 April in each year.
- c. For the avoidance of doubt, different membership fees and benefits may be payable in respect of different membership categories.
- d. To facilitate the calculation of such annual affiliation fees each Affiliated Club shall complete and submit to England Golf an annual affiliation form (in such form as shall be decided by England Golf) containing the information required to calculate such annual affiliation fees.
- e. England Golf shall be entitled to take reasonable steps to verify the affiliation fee information and each Affiliated Club agrees to comply with such reasonable steps.
- f. If a Playing Member is a member of more than one Affiliated Club the annual affiliation fee will only be payable once and collected by the Home Club for handicap purposes.
- g. Failure by a Playing Member to pay such annual disbursement shall not exonerate his or her Affiliated Club from its obligation to pay the annual affiliation fee for that Playing Member.

### 7.2 County Union

- a. Each Affiliated Club shall pay annual affiliation fees to the County Union as decided by Council.
- b. Such annual affiliation fees shall be payable once per calendar year and shall be calculated on a per capita basis for every Playing Member irrespective of membership category as at and paid on a date sixty days after the Affiliated Club's annual membership renewal date or, if an Affiliated Club does not have one fixed date for renewal of membership for all members, on such other date as may be agreed between the Club, the relevant Member County and the Company and, failing agreement, the 1 April in each year.
- c. For the avoidance of doubt, different membership fees and benefits may be payable in respect of different membership categories.
- d. To facilitate the calculation of such annual affiliation fees each Affiliated Club shall complete and submit to the County Union an annual affiliation form (in such form as shall be decided by England Golf) containing the information required to calculate such annual affiliation fees.
- e. The County Union shall be entitled to take reasonable steps to verify the affiliation fee information and each Affiliated Club agrees to comply with such reasonable steps.

- f. If a Playing Member is a member of more than one Affiliated Club within the County Area the annual affiliation fee will only be payable once and collected by the Home Club for handicap purposes. If a Playing Member is a member of another club outside the County Area the relevant fees are payable to each County.
- g. Failure by a Playing Member to pay such annual disbursement shall not exonerate his or her Affiliated Club from its obligation to pay the annual affiliation fee for that Playing Member.

8. Other Revenue

- a. Additional revenue may be raised by the sale of Vice-Presidents Cards (National County Card Scheme) in accordance with the Rules of the Vice-Presidents membership scheme (National County Card Scheme) as determined by the Council from time to time.
- b. The Council may also raise revenue from other sources as may be determined by the Council from time to time.

7. Financial Year

The Financial Year shall be from 1<sup>st</sup> November in one year to 31<sup>st</sup> October in the following year.

8. Annual General Meeting

A General Meeting of the Union shall be held every year in November or December to transact the following business:-

- a. To receive apologies for absence.
- b. To receive the Minutes of the previous Annual General Meeting and to deal with matters arising there from.
- c. To receive and consider reports from the Officers and Committees.
- d. To receive and, if approved, to adopt the Statement of Accounts for the preceding Financial Year.
- e. To fix the Annual Subscriptions.
- f. To consider and, if approved, to sanction any proposed change in the Rules or in the Competition Rules.
- g. To elect the Officers for the ensuing year.
- h. To confirm appointments of One Delegate to serve on the Council of England Golf and Two Delegates to serve on the Council of the Midland Golf Union one of whom should be the Delegate on the Council of England Golf.
- i. To receive the names of the Two Nominated Representatives from each Member Club.
- j. To deal with business previously specified by the Council.
- k. To deal with any other matters or suggestions previously notified in writing to the Secretary and received by him not less than seven days preceding the date of the Annual General Meeting.
- l. To discuss, but not determine, any other relevant matters which may be voiced by Council Members.
- m. Notice to convene every General Meeting shall be sent not less than twenty-one days before the date of such Meeting to every member of the Council and to the Secretary or Manager of every Member Club for display on the Notice Board of every Member Club.

9. Attendance at General Meetings

- a. In addition to the Officers and Nominated Representatives from each Member Club, any male member of a Member Club may attend at a General Meeting and speak (but not vote) on a particular subject providing that the Union Secretary has received written notice from that member not less than seven days preceding the date of the

General Meeting of his inattention to attend and speak, and that this subject matter carries written approval of his Club.

- b. A Past-President of the Union may attend at any General or Council Meeting of the Union but shall not have the power to vote.

10. Special General Meetings

A Special General Meeting may be convened either by the Executive Committee or on the written request of not fewer than seven Members of the Council addressed to the Union Secretary. At such a meeting, to be held within six weeks of the request, only such matters and suggestions as are specified in the Notice convening the Meeting shall be considered.

11. Discipline

- (a) A Discipline Committee consisting of the Officers of the Union, of whom the quorum shall be three, shall be responsible for the enforcement of the Rules of Golf, the Competition Rules of the Union and the conditions governing and championship, competition or match organised by the Union and for the maintenance of standards of behaviour among playing members where such behaviour is important for the good name of the Union.
- (b) The Discipline Committee shall investigate:-
  - (i) the breach of any rules or conditions referred to in paragraph (a) of the Rule alleged to have occurred in any championship, competition, or match organised by the Union or referred to the Union by a Member Club or any other recognised Golfing Authority.
  - (ii) the behaviour of any playing member alleged to have been detrimental to the good name of the Union.
- (c) The Discipline Committee shall have the power to expel or suspend a Member Club or Playing Member or impose such other penalty on a Member Club or Playing Member as it considers appropriate for any breach proved to the satisfaction of the Discipline Committee to have occurred and shall have the similar power in relation to a Playing Member for any behaviour detrimental to the good name of the Union so proved.
- (d) A Member Club or Playing Member on whom a penalty is imposed by the Discipline Committee shall have the right of appeal to the Council. Any such appeal shall be lodged in writing with the Secretary of the Union within 30 days of the announcement of the Discipline Committee's decision to impose a penalty. On lodging of such appeal the penalty imposed by the Discipline Committee shall be suspended pending the hearing of the appeal.
- (e) A Special General Meeting of the Council shall be held to consider any such appeal, which shall be by way of re-hearing, and the Council shall have the power to increase the penalty imposed by the Discipline Committee. The appellant may appear in person, accompanied if he wishes by an adviser, and may give and call evidence and address argument to the Council's decision on any appeal shall be final, each Member Club having one vote.

Note: Pursuant to the above, the Union adopts the "INSTRUCTIONS FOR PROCEDURE AND CONDUCT OF DISCIPLINARY COMMITTEES IN RELATION TO THE CONDUCT OF PLAYING MEMBERS" as incorporated within the Constitution of England Golf. Copies of the document or procedure may be obtained from the Union Secretary or the Secretary of a Member Club.

12. Competition Rules

The Council shall have the power to make Rules for regulating the entry and conduct of its own championships and competitions in accordance with the Rules of Golf as approved by the Royal and Ancient Golf Club. A copy of such Rules in current operation shall be available for inspection at every Member Club on application to the Secretary or Manager thereof.

13. Alteration of Rules

The Council shall have power to propose alterations to these Rules and to the Competition Rules, but no alteration shall take effect until the same has been sanctioned at the next Annual General Meeting or at a Special General Meeting convened for the purpose.