

# CONSTITUTION

## 1. NAME

- 1.1 The name of the Club shall be Bonnybridge Golf Club, hereafter referred to as 'the Club'.
- 1.2 The Club shall be a non profit making body dedicated to the supply of sporting services.
- 1.3 The Club shall affiliate to Scottish Golf Ltd and Stirlingshire Golf Union.

## 2. OBJECTIVES

- 2.1 The Club shall hold the following as its aims and objectives and shall strive to fulfil these aims and objectives at all times:
  - 2.1.1 To fulfil the general objectives and functions of a golf Club and sports Club and by undertaking such activities as may be reasonably necessary and/or incidental to such objectives;
  - 2.1.2 To generally promote the game of golf for the benefit of members;
  - 2.1.3 To promote and abide by the Rules of Golf as they are fixed from time to time by The R&A;
  - 2.1.4 To provide access to golf for players of all standards in a friendly and welcoming atmosphere;
  - 2.1.5 To arrange competitions and matches for members;
  - 2.1.6 To sell and deal in alcohol, mineral/aerated water and other related products in accordance with the provisions of any licensing laws and by obtaining the necessary statutory consents and licences for this.

## 3. MEMBERSHIP

- 3.1 The membership of the Club shall consist of Full, Youth, Junior, Juvenile, Country, Over 80, House and Honorary members.
- 3.2 Due to course capacity, the numbers of Full members shall not exceed 570, restricted to 50% Gents and 50% Ladies. Youth Junior and Juvenile – 70, Country - 85. Retired members numbers shall not exceed 50% of the total membership.
- 3.3 Honorary Membership of the Club may be conferred by  $\frac{2}{3}$  of the members present and voting at the General Meeting, on the recommendation of the Committee and in recognition of renown as a golfer, or of service rendered to the Club or in promotion of the game of golf.
- 3.4 Juvenile members are aged less than 16 years prior to 1<sup>st</sup> March. Junior members are defined as members who are aged between 16 and 18 years prior to 1<sup>st</sup> March. Retired members are full members who have been a member for at least 10 continuous years immediately prior to reaching the state pension age at 1<sup>st</sup> March. Over 80's are Retired members who have reached the age of 80 at 1<sup>st</sup> March

## **4. MANAGEMENT**

- 4.1** The Office Bearers of the Club shall be Captain, Vice Captain, Secretary and Treasurer.
- 4.2** The Club business shall be conducted by a Committee consisting of the Office Bearers and nine other adult members.
- 4.3** The Captain, Vice Captain, Secretary and Treasurer shall be elected annually at an A.G.M. The posts of Captain, Secretary, Treasurer and Match Secretary may be Honorary or otherwise, as the Committee may determine. The remaining members of the Committee shall be elected for a term of three years, one third to retire annually and be eligible for re-election.
- 4.4** The Committee shall hold meetings from time to time as may be required for the despatch of all competent business. Seven shall form a quorum.
- 4.5** The Committee shall have the authority to co-opt adult members to fill any vacancies in their number during the year. Members so elected may retain office until the next A.G.M. where they shall be eligible for re-election.
- 4.6** There shall, as required and when feasible, be the following sub-committees of the Club, which shall incur no abnormal expenditure:
- 4.6.1** Match & Handicap – with authority to regulate handicaps, order of play, matches and competitions
  - 4.6.2** Greens – to supervise greenkeeping staff duties and to carry through construction and alteration to the course
  - 4.6.3** Finance – to look after the finances and accounts of the Club
  - 4.6.4** House – general maintenance and order of the Clubhouse
  - 4.6.5** Social – to organise all social activities of the Club
- The Committee may appoint other sub-committees and Conveners from their members, with or without powers. These sub-committees may request the assistance of adult members of the Club. The Office Bearers shall be ex officio members of all sub-committees.
- 4.7** The Captain or, in his absence, the Vice Captain, or, in the absence of both, a member chosen by the members present shall be Chairman of all General and Committee meetings. At any sub-committee meeting, the Convener shall take the chair, failing which the Committee shall elect a Chairman. The Chairman shall have a casting vote.
- 4.8** The Secretary shall keep a record of all proceedings of the Club at their General and Special meetings and call the meetings of the Club. The Secretary has responsibility for keeping records of all members and all other paperwork as required by the Club.
- 4.9** The Treasurer shall receive and disburse all monies due to and by the Club and keep accounts showing the financial affairs of the Club. The examined annual accounts shall be sent to each member by email along with the notice calling the A.G.M.
- 4.10** The Club's accounts shall be independently examined by a company of professional accountants, to be appointed annually at the A.G.M.
- 4.11** The Club's financial year shall run from 1<sup>st</sup> March to 28<sup>th</sup> February

- 4.12** The Treasurer shall ensure that all monies are banked in the name of the Club and make all payments due by the Club. All payments shall be authorised by the Committee or Convener. All cheques or BACS payments shall require two signatures/authorisers. Signatories shall be the Treasurer, Captain and Secretary. Other Committee members may also be appointed signatories by the Committee.
- 4.13** The Committee shall have the power to spend up to £12,000 on any one item of extraordinary expenditure, provided this expenditure does not require the raising of a levy.
- 4.14** The Office Bearers, as Trustees for the Club, with the approval of an 80% majority of the members present at a General Meeting shall have the power to:
- Purchase, sell, mortgage, rent, lease or sub-lease lands of any tenure
  - Borrow for the purpose of the Club and to grant Bonds and Dispositions in security for such borrowings.
  - To erect, lease, sub-lease, pull down, repair, alter, rebuild or otherwise deal with any building belonging to or leased by the Club.
- 4.15** The Committee may not accept or consider offers for the sale or exchange of land belonging to the Club for a period of ten years from the date forward (28/2/2018 to 28/02/2028)

## **5. MEETINGS OF THE CLUB**

- 5.1** The Annual General Meeting of the Club shall be held on or before 31<sup>st</sup> October, the date to be fixed by the Committee. Seven days notice shall be given to the members.
- 5.2** A special General Meeting may be convened on seven days notice whenever the Committee considers it necessary, or on a requisition signed by twenty adult members stating the purpose of the Meeting and also the exact motion to be placed before the Special General Meeting.
- 5.3** Twenty eight days written notice must be given to the Secretary of any resolution or instruction to be proposed at any Special or General Meeting.

## **6. ALTERATIONS TO THE CONSTITUTION**

- 6.1** Alterations to the Constitution shall be made by resolution at the A.G.M. or at a Special General Meeting convened for that purpose. The resolution shall be carried by two thirds of the members present.
- 6.2** Except when submitted by the Committee, notice of a resolution to alter the Constitution shall be given to the Secretary at least 28 days prior to the date of the A.G.M.

## **7. BYELAWS**

- 7.1** The Committee shall have power to make Byelaws which shall be binding on every Member. A copy of all the byelaws of the Club shall be permanently shown on the website.
- 7.2** The Committee may alter and add Byelaws as circumstances require. Byelaws so altered and any additional Byelaws shall be intimated to the members by email. These Byelaws will remain binding upon the members until rescinded by the Committee or until the first Meeting, Special or General of the Club when any alteration or addition shall be ratified by the Members.

**7.3** The members at any meeting may, by a resolution carried by a majority of the voting members present, alter any of the byelaws.

## **8. ADMISSION OF MEMBERS**

**8.1** Applicants for membership shall complete an application form. Applicants shall not be eligible for election as adult members until they attain eighteen years of age.

**8.2** The Committee shall have the power to refuse membership to any person it thinks unfit to be a member of the Club. The Committee shall not be required to give reasons for its decision.

**8.3** On receipt of an application form, the Secretary shall confirm admission to the Club and request payment of the entry money and annual subscription.

## **9. RESIGNATIONS**

**9.1** Any member not wishing to renew their membership shall notify the Secretary in writing/email prior to 31<sup>st</sup> January.

## **10. ENTRY MONEY AND SUBSCRIPTIONS**

**10.1** The Annual Subscriptions shall be fixed at the Annual General Meeting. The Entry Fee shall be fixed by the Committee. The Committee may, at their discretion, choose to permit deferred payment of the Entrance Fee provided an appropriate payment plan is agreed.

**10.2** Annual Subscriptions, Locker Rents and Trolley Store Rents require to be paid by 31<sup>st</sup> March.

**10.3** The Committee may allow visitors to use the course and determine any conditions.

**10.4** Annual Subscriptions may be suspended for 12 months only at the discretion of the Committee. Suspended Subscriptions shall be fixed by the Committee.

## **11. REFRESHMENTS**

**11.1** No Office Bearer, member of the Committee or employee shall have any personal interest in the sale of alcohol or the profits arising therein.

**11.2** The hours during which alcohol may be sold or supplied shall be fixed by the Committee and subject to the provisions of the Falkirk Council Licensing Board, Licencing Scotland Act (2005)

## **12. RESTRICTIONS**

**12.1** Privileges of the Club shall not be permitted until members have paid their Annual Subscriptions.

**12.2** Members may have their privileges limited or wholly suspended at such times and for such periods as the committee consider expedient.

**12.3** No Office Bearer shall rent or lease land to the Club.

**12.4** No Office Bearer shall be a relative, business partner or person acting under the direction of any person leasing or renting land to the Club.

**12.5** No Office Bearer shall be a relative, business partner or person acting under the direction of any person associated with the Club who receives remunerations based on the turnover of any aspect of Club activity.

### **13. DISCIPLINE AND COMPLAINTS**

**13.1** Complaints must be submitted in writing/email to the Secretary. The Committee shall review and respond appropriately.

**13.2** The Committee shall have the power to deal with any member whose conduct is deemed to be, in its opinion, injurious to the character or good order of the Club, or the interests of its members.

**13.3** In dealing with any such member the Committee may terminate his or her membership or suspend his or her membership for such period of time as they think fit or give him or her a reprimand or warning.

### **14. DISSOLUTION OR WINDING UP OF THE CLUB**

**14.1** The Club is non-profit making and all profits and surpluses will be used to maintain and or improve the Club facilities or to carry out the objectives of the Club.

**14.2** Except as forementioned, the property, effects and monies of the Club belong to the members equally during their membership. The rights and interests of every member shall be personal and limited to himself and shall expire with this membership and shall not be assignable or arrestable or pass to heirs or executors. No profits or surpluses will, at any time, be distributed to members and if upon winding up or dissolution of the Club there remains, after the satisfaction of all debts and liability, any property whatsoever this shall be transferred either to another association to which the Club is affiliated or, to some other organisation or organisations having objectives similar to the Club. This organisation shall be determined by the members of the Club by resolution passed at a General Meeting.

### **15. COMPLIANCE WITH CONSTITUTION AND BYELAWS**

**15.1** Members paying their entrance fees and subscriptions thereby submit themselves to the Constitution and Byelaws and on these conditions alone are entitled to the advantages and privileges of the Club.