



Strabane
Golf Club

Constitution



Contents

1. NAME AND OWNERSHIP.....	2
2. OBJECTIVES OF THE CLUB	Error! Bookmark not defined.
3. MANAGEMENT OF THE CLUB.....	3
4. TRUSTEES.....	4
5. COMMITTEES.....	4
6. MEMBERSHIP CATEGORIES	5
7. ADMISSION OF MEMBERS	7
8. ENTRANCE FEE AND SUBSCRIPTIONS	8
9. GENERAL MEETINGS	9
10. RESIGNATIONS.....	9
11. REMOVAL OF MEMBER	9
12. COMPLAINTS	10
13. PLAY ON THE COURSE	10
14. INTOXICATING LIQUOR.....	11
15. VISITORS.....	11
16. DRESS CODE	12
17. GENERAL	12
18. ALTERATIONS TO CONSTITUTION	13
19. APPENDICES	13

Constitution Draft

1. NAME AND OWNERSHIP

1a. The Club shall be called 'STRABANE GOLF CLUB'. The property of the club shall be vested in the Trustees as hereinafter defined.

2. OBJECTIVES OF THE CLUB

The Club shall

2a. Promote the amateur game of golf amongst its members.

2b. Provide course and clubhouse facilities for the playing of golf and any additional facilities deemed to be appropriate or desirable for the use of members.

2c. 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.

2d. Generally promote and advance the affairs of the Club and seek to improve the facilities for the convenience and comfort of members.

2e Make the facilities of the course and part of the clubhouse available to the GUI and ILGU on request, in accordance with normal practice.

2f. Be fully committed to safeguarding the well-being of its members and to promote among those members an awareness that they should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the Club. It should also ensure adherence to the guidelines contained in the "Code of Ethics and Good Practice for Children's Sport."

2g. Adhere to all relevant aspects of the Data Protection Act 1998 (soon to be replaced by General Data Protection Regulation (GDPR) May 2018), Equality Act 2010, The Northern Ireland Health and Safety at Work Act 1978 and The Registration of Clubs in Northern Ireland Act 1996 (see appendices: 1,2,3,4)

2h. Will implement a Harassment Policy, a Workplace Bullying Policy and a Child Protection Policy (see appendices 5, 6, 7)

3. MANAGEMENT OF THE CLUB

- 3a. The affairs of the Club shall be managed by a Council consisting of the President, Captain, Vice-Captain, Vice-President, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Competition Secretary and six members of Council.
The President and Vice Captain shall be elected by Council and shall be ratified at the AGM of the Club and their tenure shall be for one year only. The Captain and President must be members of at least ten years(unbroken) standing and have served the Club loyally. **The Honorary Secretary, Honorary Assistant Secretary and Honorary Treasurer and the three members of Council whose names appear last on the list of Members of Council, will retire but shall be eligible for re-election.** Should a Council member have been co-opted during the year, his name will also be added to the list of those retiring. The immediate Past Captain will remain on Council for a further year as Vice-President.
- 3b. Three full members shall be elected to Council at the Annual General Meeting for a period of two years by a simple majority.
- 3c. The attendance of five members at a Council meeting will form a quorum. At least ten Council meetings shall be held in every year.
- 3d At council meetings the Captain or the President or, in their absence, a Chairman elected by the councillors present shall preside.
The Chairman shall have a second or casting vote at all meetings.
- 3e. The Council shall be empowered to manage all business of the Club. It will ensure that the Club Constitution is adhered to in respect of all Club matters. Council will also have the power to receive money; engage in fund raising projects; make borrowings when appropriate; ensure repayment of any accrued debts; and instigate legal action to recover outstanding sums due to the Club, when necessary. The Council will have the authority to spend club funds responsibly up to an amount of £100,000 (money spent in excess of £100, 000 can only be authorised at an AGM/EGM where agreed by two-thirds of the members present).
- 3f. The Club financial year shall take effect from 1st of October to 30th of September.
(Changed at an EGM on 26th October 2018)
- 3g. Accurate accounts and books shall be kept showing all the financial transactions of the Club. The accounts shall be audited in accordance with the “Registration of Clubs Act Northern Ireland 1996,” or any subsequent enactment, before being presented to the members at the Annual General Meeting. No such auditors shall be members of Council.
- 3h. Council may, at its discretion, fill any vacancy in Council or committee.
- 3i. Council will have the power to appoint sub-committees to deal with any specific items or projects which may arise.
- 3j. Council will have the power to set and adjust staffing levels and wage structures as appropriate, Council shall negotiate and implement formal contracts of employment.
- 3k. Council shall have the power to fix, at its discretion, all fees and charges connected with the running of the Club. This will include annual subscriptions as well as charges for golf equipment, refreshments and any other items sold by the Club.

3l. Immediately prior to each Annual General Meeting of the Club, any members of Council who have not attended one half the number of Council meetings held during the year shall be retired from Council (unless, in the opinion of the Council, they were prevented by illness or other approved cause from attending such meetings) and shall not be eligible for re-election for the ensuing year.

3m. **All decisions of Council shall be by simple majority.**

4. TRUSTEES

- 4a. The property of the Club shall be vested in and placed in control of the trustees. They shall have the power (by a simple majority) to invest money and adopt such measures deemed to be beneficial to the interests of the Club, subject to the approval of Council.
- 4b. Council shall appoint at least five full members of the Club to be trustees for a term of five years. They shall be eligible for re-appointment at the end of that period.
- 4c. Any vacancy occurring in the number of trustees shall be filled at the discretion of Council.
- 4d. Any trustee may be removed from office by a two-thirds majority vote cast by the members present at a Special General Meeting convened specifically for that purpose.
- 4e. Trustees shall be indemnified by the Club against all liabilities, costs and expenses incurred by them, by reason of their trusteeship save and except where such are incurred where the exercise of the function is not carried out in good faith or the best interests of the club.
- 4f. In the event of winding up of the Club, the assets will be vested by the existing trustees, who shall meet annually. These assets will be held in trust until **Strabane Golf Club** is re-formed.
- 4g. The trustees shall be entitled to nominate one of their members to attend (without voting rights) Council meetings if one is not already a member of the said Council, and receive minutes of each council meeting.

5. COMMITTEES

5a. The convenors decided upon by Council plus their committees will be elected at the Annual General Meeting of the Club. These convenors may co-opt additional members to their committees at their discretion.

The convenors will be required to submit a report to each Council meeting. If required, they will remain at the meeting pending clarification or to respond to points (queries) raised. On completion, they will withdraw from the meeting if not Council members.

5b. **COMPETITION/HANDICAP COMMITTEE**

This committee shall fix, monitor and adjust members' handicaps in accordance with the guidelines set out by the GUI. It shall have power to determine the postponement of any competition or match when, in its judgement, it is proper to do so. The declaration of winners and matches and competitions and all related matters, shall be within its jurisdiction and determination. The convenor shall also submit a budget to Council in relation to

estimated income from competitions, expenditures on prizes and other related expenses. Accurate accounts of all transactions must be recorded.

5c. GREENS COMMITTEE

The committee will have responsibility for the development and maintenance of the golf course. It will meet regularly with the Head Greenkeeper in relation to these matters. The greens convenor will also submit an annual budget to Council in relation to estimated expenditure on the course for the incoming year.

5d. HOUSE/ENTERTAINMENT COMMITTEE

This committee shall be responsible for monitoring the upkeep of the clubhouse and for the provision of entertainment on appropriate occasions. The convenor shall submit an annual budget to Council estimating the projected costs of entertainment for the incoming year. All applications by individuals or societies for the use of the clubhouse must be approved by Council.

5e. SNOOKER COMMITTEE

This committee shall have responsibility for all matters relating to the playing of snooker and for the upkeep and replacement of equipment. Accurate accounts must be kept of all income and expenditure.

6. MEMBERSHIP CATEGORIES

The Club shall consist of the following classes of membership:

FULL SINGLE MEMBERSHIP, FAMILY MEMBERSHIP, HOUSE MEMBERSHIP, LADY ASSOCIATE PLAYING MEMBERSHIP, COUNTRY MEMBERSHIP, SENIOR MEMBERSHIP, JUNIOR MEMBERSHIP, YOUTH MEMBERSHIP, HONORARY MEMBERSHIP, FAMILY HOUSE MEMBERSHIP, ASSOCIATE HOUSE MEMBERSHIP, TEMPORARY MEMBERSHIP.

6a. FULL SINGLE MEMBERSHIP

This is available to both males and females over the age of 18 years. Such members will have full playing rights. They will retain the right to vote at the Annual General Meeting or any special meetings called.

6a (i) Male playing members of the Club shall be affiliated to the Golfing Union of Ireland (GUI). They shall conform and abide by the Constitution and Bye-Laws of the GUI and of the Ulster Branch, and shall accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by CONGU and subsequently any adjustment or addition to such rules as may be implemented by the G.U.I.

Lady playing members at the Club shall be affiliated to the Irish Ladies Golfing Union. They shall conform and abide by the Constitution and Bye-Laws of the ILGU. and shall accept and apply the Standard Scratch Score and Handicapping

Scheme as prescribed by the ILGU. and subsequently any adjustment or addition to such rules as may be implemented by the ILGU.

6b. FAMILY MEMBERSHIP

This is available to males and females over the age of 18 years.

Two types of membership will be available

Type A A male full member whose wife/partner wishes to become a Lady Associate playing member and will include any children not aged more than 18 years. Only the male full member will have full voting rights.

Type B A man and his wife/partner who both want to become full members and includes their children aged no more than 18 years. Both the man and his wife/partner will have full voting rights.

A different rate of subscription fee may be in place for each type of family membership.

6c. LADY ASSOCIATE PLAYING MEMBERSHIP

This is available to females over the age of 18 years who do not wish to become full members. To accommodate this membership category a Ladies' Branch will be set up within the Club, under the control of Council. The Ladies' Branch will also be available to ladies who are full members. The Ladies' Branch will set up their own officers and committees and will be responsible for organising club competitions; setting and adjusting handicaps in accordance with ILGU guidance and producing teams to compete in their inter-club competitions. Lady Associate playing members will not have the right to attend General Meetings of the Club and will not have full voting rights.

6d. COUNTRY MEMBERSHIP

Persons who satisfy the following conditions:

- (i) must be a full member of a recognised Club;
 - (ii) have a permanent residence situated more than ten miles from the clubhouse;
- Country members are ineligible to compete in Captain's or President's Prize.
Country members are not permitted to attend AGM/EGM.

6e. SENIOR MEMBERSHIP

This will available to the following categories:

Full Single Membership

Family Membership

Lady Associate Playing Membership

for members (both male and female) who are currently in receipt of state pension or who will receive it during the calendar year that their membership fee is due.

Council at their discretion may set variable fees for senior membership.

6f. JUNIOR MEMBERSHIP

This will be available to young persons aged between 10 and 18 years on the 1st January of the subscription year. Juniors showing exceptional ability may be permitted to play in senior club competitions (*other than those sponsored by manufacturers or suppliers of alcoholic beverages*) at the discretion of Council.

6g. YOUTH MEMBERSHIP

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STRABANE GOLF CLUB

This is available to persons over 18 years and under 25 years on 1st January of the subscription year. Youth members are ineligible to compete in Captain's or President's Prize.

Type 1: A member aged between 18-22.

Type 2: A member aged between 23-25.

6h. HONORARY MEMBERSHIP

The Captain, President, Secretary, Assistant Secretary, Treasurer and Competition Secretary shall be Honorary Members of the Club for the year(s) they hold office. Honorary Life Membership shall be granted at the Annual General Meeting of the Club to a member who has rendered exceptional service to the Club or game of golf.

Any golfer, male or female, of 40 years (aggregate) standing who is 80 years of age on or before the 1st of January of the subscription year shall be entitled to free membership.

6i. HOUSE MEMBERSHIP

House members shall have full use of the clubhouse facilities but will be non-playing members.

6j. FAMILY HOUSE MEMBERSHIP

This category will be available to males or females and their spouse/partner. They shall have full use of clubhouse facilities but will be non-playing members.

6k. ASSOCIATE HOUSE MEMBERSHIP

This is available to the spouse/partner of full members who do not hold family membership, so that they can avail of clubhouse facilities any time when accompanied by their spouse/partner.

House members, Family House Members or Associate House Members will not be permitted to attend nor vote at Annual or Special General Meetings.

6l. TEMPORARY MEMBERS

Persons who are members of recognised golf clubs and/or recognised golf societies, who request the use of golfing facilities at the club, may be accepted as a temporary member subject to the payment of green fees. Council shall, when necessary, fix the rate of fees payable by temporary members who use the course and clubhouse facilities. Green fees must be paid in advance of playing. Temporary members may not introduce visitors. Any unauthorised person(s) on the course will be regarded as a trespasser.

Temporary members will not be permitted to attend and vote at Annual or Special Meetings. A person, on payment of a fee to Strabane Golf Club in respect of any day may use, on that day, such facilities as the Council of the Club may determine.

At its discretion, Council may introduce new categories of membership, or cancel existing ones.

7. ADMISSION OF MEMBERS

7a. Full Membership is available to males and females over the age of 18 years.

7b. Each candidate for admission shall be proposed by one full member and seconded by another full member. Such proposer and seconder must have a minimum of three years

membership of the Club. The candidate shall complete an application form, and have it signed by the proposer and seconder and a current member of Council. The form, together with the current annual subscription fee and (if applicable) entrance fee, should be passed to the Honorary Secretary or a member of the office staff. It shall then be displayed on the main notice board for a period of at least a week before the application is presented to Council for ratification.

No member shall be elected before the expiration of at least two weeks from the date they are nominated.

- 7c. Council shall have the power to accept or reject any proposal for application by a simple majority. A secret ballot may be called for at the request of any Council member.
- 7d. Candidates for admission, whose names have been rejected, shall not be proposed again within twelve months from the date of rejection. On rejection of a candidate, his/her subscription fee and (if applicable) entrance fee shall be refunded.
- 7e. The office secretary will inform successful candidates and provide them with a copy of the Club Constitution, Rules of Etiquette and a copy of the Club dress code.
- 7f. **An alphabetical list of the names and addresses of every official and member of the Club shall be kept on the premises of the Club.**

8. ENTRANCE FEE AND SUBSCRIPTIONS

- 8a. Council shall make an annual review of entrance fee and subscription rates. Any adjustments shall be passed by a simple majority of those present.
- 8b. If a new member is elected after 1st October, his/her subscription shall be considered as paid to the 31st December of the following year.
- 8c. Annual subscriptions of all categories of members, who are liable for payment of same, shall be due no later than 31st March each year. Members whose subscriptions are unpaid by this date are ineligible to enter any Club competitions, represent the Club in any way, or vote at any meeting of the Club, until their subscriptions are paid.

Playing members who have agreed to a standing order payment schedule are deemed to have paid their subscription (*resolution passed at the AGM 2015*).

- 8d. A notice reminding the members of Rule 8 (c), issued by the Honorary Secretary, Assistant Secretary or Honorary Treasurer, shall be sent by post or electronically after 15th March to the last known address of any member whose subscription is unpaid. In the event of such subscription not being paid by 1st April, he/she shall cease to be a member.
- 8e. Council shall have the power to declare a resolution passed by a simple majority at a Council meeting, that some or all membership categories shall be closed. Such a declaration will be binding until it is withdrawn by Council.
A current list of subscriptions will be displayed in the clubhouse.

9. GENERAL MEETINGS

- 9a. At every AGM or EGM of the Club, the President or the Captain or, in their absence, a Chairman elected by the members present shall preside.
- 9b. The Annual General Meeting of the Club for the reading of minutes, Council's report, auditor's report and balance sheet, treasurer's financial statement, the election of office bearers and sub committees, and other business, shall be held not later than 31st December of each year.
- 9c. One week's notice of every general/extraordinary/special meeting shall be given to full members by post or electronically, specifying the time and place of the meeting and the business to be transacted.
- 9d. Any member may put forward a motion to be included in the agenda for the AGM, provided it is submitted to the Honorary Secretary before the 1st of December. This motion will then be included in the AGM notification sent to each member. To be adopted, such a motion must then gain a two-thirds majority of those voting at the meeting.
- 9e. Any full member of three years standing shall be entitled to nominate any other full members of three years standing for election to Council. Nominations, together with the names of the proposer and seconder shall be posted on the Club notice board before 1st December.
- 9f. No member who is absent from the AGM may be put forward for election to any office unless the Honorary Secretary has received written consent to his/her nomination.
- 9g. Voting by proxy shall not be permitted. If a majority of the members present wish any vote to be a secret ballot, that method shall be adopted. Where voting is tied, the Chairman will have the casting vote.
- 9h. Special/Extraordinary meetings of the Club may be called at the request of Council, or on a requisition to the Honorary Secretary signed by at least thirty members and stating the business to be brought forward.

10. RESIGNATIONS

- 10a. Any member wishing to resign from the Club shall notify his/her intentions to the Honorary Secretary before 1st March in any year, in default of which he/she shall be liable to pay the subscription for the year commencing on that date.

11. REMOVAL OF MEMBER

- 11a. A member who wilfully acts contrary to the Constitution or bye-laws of the Club, or who conducts him/herself in the clubhouse area, on the course, or elsewhere, in a manner likely

to discredit the character of the Club, may be called upon to resign, or be subjected to other such disciplinary action as the Council deems appropriate. **The disciplinary committee of the club will be the council.**

11b. Where an offence against any member is alleged, that member shall have the right to defend his/her good name and if he/she so desires, shall have the opportunity to personally present his/her case to Council and that the Council shall set up provision for the hearing of such cases either directly to Council itself or to a specially appointed committee to deal with such cases.

11c. Any member asked to resign may not reapply for membership for a period of three years, nor will he/she be eligible to hold office in the Club.

11d.

- A member who is dissatisfied with the decision to deprive him or her of membership or to suspend him or her may appeal by notice in writing to the Honorary Secretary within 14 days of being notified of such decision.
- The Honorary Secretary shall, within seven days of the receipt of the Notice of Appeal, summon a meeting of the trustees (Appeals Committee) to hear same and shall send to the member appealing, at least three days before the holding of such a meeting, a notice in writing setting forth the place, date and hour of the meeting.
- A member under investigation has the right to attend the appeals meeting.
- The decision of the trustees (Appeals Committee) shall be final.

11e. In the event of any misbehaviour on the premises by a member or member's guest, the offending person(s) may be requested to leave immediately by the bar stewards or any Council member.

11f. Any member whose name has been forwarded to Council in regard to disciplinary matters, shall be suspended from both clubhouse and course until the issue is resolved.

12. COMPLAINTS

12a. All complaints shall be made in writing to the Honorary Secretary who, if unable to resolve the matter shall submit them to Council. Council shall then decide on the matter/issue.

13. PLAY ON THE COURSE

13a. The Council shall have the right of reserving the course and Club premises for competitions when appropriate and to impose any restrictions on play which it may consider necessary.

13b. The Greens Convenor, Honorary Secretary or Head Greenkeeper shall have the power to restrict play, or to close the course, when it is considered necessary.

13c. Any dispute regarding competitions, handicapping matters, Rules of Golf or Local Rules shall be decided by the Competition/Handicapping Committee. Should an appeal be lodged on any of these matters, the decision of Council shall be final.

14. INTOXICATING LIQUOR

- 14a. The hours in which intoxicating liquor may be sold on the premises shall be in compliance with the requirements laid down in the “Registration of Clubs (Northern Ireland) Order 1996” (*and amendments*). A notice clearly detailing these hours will be exhibited in a conspicuous area of the Club premises.
- 14b. The Council may, at its discretion, shorten such hours if it deems appropriate to do so.
- 14c. For special occasions, Council may wish to apply for additional permitted hours for the sale of intoxicating liquor.
- 14d. In compliance with the “Registration of Clubs (Northern Ireland) Order 1996” (*and amendments*), application shall be made to the local Sub-Divisional Commander of the PSNI not later than seven days before the event.
- 14e. Intoxicating liquor shall not be sold or supplied to any person under the age of 18 years.
- 14f. No member of the Club, nor any employee, shall have any personal interest in the supply of intoxicating liquor to the Club or make profit from such supply.
No person shall be paid, at the expense of the Club, a commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club.
No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by, or on behalf of, the Club or members or guests, apart from any benefit accruing to the Club as a whole.
- 14g. Intoxicating liquor shall not be sold to members for consumption outside the Club premises.
- 14h. No-one shall bring intoxicating liquor in for consumption on the premises.
- 14i. Underage children shall not be admitted to any part of the premises where intoxicating liquor is sold, unless in compliance with the “Registration of Clubs (Northern Ireland) Order 1996” (*and amendments*).
- 14j. To allow someone who is in a drunk or disorderly state to remain on the premises could subject the Club to a penalty under the “Registration of Clubs (Northern Ireland) Order 1996” (*and amendments*). The bar steward may ask such person to leave immediately.

15. VISITORS

- 15a. Members may invite visitors to the clubhouse. No person shall be admitted as a visitor to the Club more than twenty days in any period of twelve months.
Council shall have the right to:
- limit the number of visitors to the clubhouse on any occasion;
 - put restrictions on the times which visitors may be introduced;
 - limit the number of visitors any one member can introduce at any one time.

Constitution Draft
STRABANE GOLF CLUB

15b. Members shall not, in any circumstances, invite to the Club as a visitor, anyone who has been an unsuccessful candidate for membership or whose membership has been terminated or suspended, or anyone whose previous conduct on Club premises has been, in the opinion of Council, objectionable.

15c. Visitors shall not be supplied with intoxicating liquor on the Club premises unless at the invitation and in the company of the member introducing them.

Such visitors shall immediately on their admission to the Club, enter their own names and addresses in the Visitor's Book together with the date and name of the introducing member. Members who have introduced visitors are then responsible for their conduct and shall not depart the Club premises leaving visitors behind.

15d. However, in the case of a visiting team, other body or persons who are visiting the Club for the purpose of taking part in any of the activities at the Club it shall suffice for the purpose of this rule for the Secretary or bar steward to enter in the book required by this rule, the name of the club, society or organisation visiting the Club and the number of such visitors without specifying their names and addresses

Thereafter, on the occasion of that visit, intoxicating liquor may be supplied to such visitors at the request and of any officer of the Club.

15e. A person, on payment of a fee to the Club in respect of any day may use, on that day, such facilities as the General Council may determine and the bye-laws relating to visitors shall not apply to that person for that day.

16. DRESS CODE

16a. **As decided upon by Council and displayed on the club dress code notice.**

17. GENERAL

17a. **Notices** – The exhibition of any kind of notices or documents in the clubhouse, other than official Club notices, is prohibited unless authorised by the Honorary Secretary.

17b. **Animals** – Members may not bring dogs or any other animals into the Club premises except for guide dogs for blind people or hearing dogs for deaf people.

17c. **Misuse of Club Name** – No person shall use the Club name or address on any correspondence for business purposes without the consent of the Honorary Secretary.

17d. **Lost/Damaged Property** – The Club accepts no responsibility for articles left behind, lost or damaged in any part of the Club premises. Any goods or property found or deposited in the Club and remaining unclaimed after six months shall be disposed of at the discretion of Council.

17e **Strabane Golf Club is a non profit making organisation. All profits or surpluses will be used to maintain or improve the club's facilities.**

18. ALTERATIONS TO CONSTITUTION

- 18a. The Constitution of the Club shall not be repealed or altered except by two-thirds majority of members voting at the Annual General Meeting, or a Special Meeting summoned to consider a proposed amendment. The particular clause or clauses of the Constitution which it is proposed to change must be clearly specified in the notice for the said meeting.
[A special meeting for the purpose of altering the Constitution shall only be convened upon the direction of the Council.]
- 18b. Council may, on occasion, have cause to make modification to the Constitution for the purposes of complying with amendments to the provisions of the “Registration of Clubs (Northern Ireland) Order 1996.”
- 18c. The decision of Council shall be final as to interpretation of the written Constitution. Council shall also have power to give directions with regard to matters not provided for in the Constitution and to make Orders, bye-laws or regulations governing such matters. These shall be binding on every member until set aside at the Annual or a Special Meeting, or any changes to current legislation or policies.

19. APPENDICES

- 19a. These documents will be available at the office and on the club website www.strabanegolfclub.co.uk
1. The Data Protection Act 1998 (soon to be replaced by The General Data Protection Regulation (GDPR) May 2018).
 2. Equality Act 2010.
 3. Northern Ireland Health and Safety Act 1978.
 4. Northern Ireland Registration of Clubs Act 1996.
 5. Harassment Policy.
 6. Bullying Policy.
 7. Child Protection Policy.

Constitution Draft
STRABANE GOLF CLUB