

HEACHAM MANOR GOLF CLUB

MEMBERSHIP RULES

Definitions

In these Rules:

- ‘The Company’** Means Searles Leisure Group
- ‘Member or Members’** Refers to a person who is a paid up member within the Rules
- ‘Committee’** Refers to a Committee of Captains, Handicap Committee, Head of golf and Golf Manager

1 NAME OF CLUB

The name of the Club shall be Heacham Manor Golf Club

2 CONSTITUTIONS

The Club

The Club is a proprietary club, the proprietor and sole manager of which is the Company.

3 CONDUCTS OF THE GAME

- a) The Club agrees to recognise the Royal and Ancient Golf Club of St Andrews as the ruling body of amateur golf, and shall abide by the Rules of Golf and Amateur status as laid down from time to time by the R & A.
- b) The Club agrees to comply with the Rules and Regulations of the Council of National Golf Unions regarding the Standard Scratch Score and Handicapping Scheme 1983, latest revision, and any conditions imposed within the scheme by the Golf England.
- c) The Club agrees to comply with the Constitution and Rules of Golf England and the Norfolk County Union as laid down from time to time.

4 SUBSCRIPTIONS TO GOLF ENGLAND AND COUNTY UNION

- a) The Club shall pay all subscriptions due to the Golf England and Norfolk County Golf Union in respect of every male playing member, and Golf England and Norfolk Ladies Golf Association for every lady member.

5 DISCIPLINARY POWERS

- a) The Club shall duly exercise the disciplinary powers delegated to them under the Constitution of Golf England.

6 ELECTIONS

- a) At the Annual General Meeting, the members shall appoint two male members and a lady member to the Handicapping Committee who, together with the Director of Golf and Golf Manager, shall have responsibility for the handicapping matters at the Club.

7 REVOCATIONS

- a) Rules 3 to 6 and this Rule shall not be amended or revoked without prior written consent of Golf England.

8 BINDING FORCE OF RULES AND BYE-LAWS

- a) By accepting membership, Members automatically agree to abide by Rules and Byelaws of the Club for the time being in force.

9 CATEGORIES OF MEMBERSHIP

Membership Period is 1st May to 30th April

- a) Annual Membership (Adult)
- b) Founder Membership (Adult)
- c) Annual Membership (Junior) 10 – 18 yrs (Age 10 to 17 as of 01.05)
- d) Owners and Staff Annual Membership (Adult)
- e) Owner and Staff Founder Annual Membership (Adult)
- f) Redgate Court Annual Membership (Adult)
- g) Redgate Court Annual Membership Founder (Adult)
- h) Student Annual Membership (Under 25 yrs. in full time education)
- i) Youth Membership (18 - 35 yrs.)
- j) Platinum Corporate Membership (Adult)
- k) Corporate Memberships
- l) Honorary Membership (granted solely at the discretion of The Company)

All categories of membership are entitled to play the course subject to the course condition and availability. Entitlements to play the course are restricted to the terms of their membership.

All golf members must report to the Golf Shop prior to commencing their round.

The Company reserve the right to update or add new membership categories it sees fit.

9a TEE TIMES

- a) All golf members must reserve a tee time prior to commencing their round. Tee times for members will be made in advance, normally 2 weeks, which can change subject to demand conditions.
- b) If members can not use their reserved tee time, then they must remove the booking from the Tee Sheet at the earliest possible time to allow other Golfers to book the available time slot. If it is found that the member continues to not show for a tee time The Company reserves the right to suspend access to online booking.
- c) Member priority Tee Times will be made available each day from the first tee time until 09:00.
- d) If Member Priority tee times are not reserved within 48 hours of play, they may be offered to Hotel guests & Visitors.

10 BYE-LAWS

- a) The Company may make, vary and revoke byelaws for the regulation of the internal affairs of the Club and the conduct of its members. All members, temporary and visitors must comply with the Course rules, etiquette of the game and dress code.

11 SETTLEMENTS OF DISPUTE

- a) Any dispute or difference of opinion which may arise as to the meaning or interpretation of these Rules or Byelaws, or Local Rules shall be determined in the first instance by the committee. The Company will act as the appeal body.

12 APPLICATIONS FOR MEMBERSHIPS

- a) An applicant must submit an application form to the Company as it may direct. The Company encourages Members to achieve a handicap within 6 months of joining. The company may accept or refuse membership in its absolute discretion. No reason for refusal will be given.

13 JOINING FEE AND ANNUAL SUBSCRIPTION

- a) All Members shall pay a joining fee, on joining/re-joining the club, as set by the management, and an annual subscription to be determined from time to time by the Company.
- b) Annual subscriptions shall become due on 1st May and must be paid in full by 15th May, otherwise the membership would be terminated and a new joining fee would be required.
- c) Subscriptions are due on the 1st day of the Annual renewal date and are set as a 12 month period.
- d) Payments types/schemes acceptable for payments due will be communicated to the membership and prospective new members.
- e) New applications for membership received after the annual renewal date will pay the applicable subscription as deemed by the company.
- f) All membership applications if successful require a 48-hour approval period before membership commences.

Memberships shall automatically terminate if a member fails to pay their subscription in accordance with the Rules.

14 MEMBERS DISCIPLINE

- a) Any Members breaking the Rules or generally accepted standards of behaviour may be disciplined, suspended, or expelled from the Club at the sole discretion of the Company. No member shall have the right to financial recompense under such circumstances.

15 TEMPORARY MEMBERS

- a) Members may introduce guests to play the course and shall be responsible for their conduct and behaviour.
- b) The guest will assume the privilege of temporary guest membership for that period on paying of the introduced green fee.
- c) The member is responsible for paying the guests green fee at the time of booking.

- d) Admittance to competitions for temporary members shall be subject to individual competition rules.
- e) Members may only sign in an individual guest 10 times in a year.
- f) A member may only sign in a maximum of 3 guests at any one time.
- g) Members must not reserve tee times in another members name for Guest players.

16 ELECTION OF HANDICAP COMMITTEE MEMBERS

- a) Election will be at the Annual General Meeting each year. Candidates for election need to be proposed and seconded by current members. Nomination forms will be available from the Golf Manager to whom they should be returned at least one week prior to the AGM.
- b) If the number of candidates exceeds the number of vacancies, the election will be decided by confidential ballot at the AGM.
- c) The Handicap Committee shall have authority over handicap issues alone. Competitions and dates will be agreed by the Company.
- d) Ensure the club maintain an in-date course measurement certificate from the fixed point on each set of tees
- e) Ensure that tees are formally rated using the USGA system, by their County Rating team, and display the Course Rating certificate in a prominent place
- f) Determine the par and stroke index allocations and communicate those to players
- g) Ensure the mandatory Handicap Allowances are used for all competitions
- h) Ensure conversion tables for Handicap Index to Course Handicap are displayed in a prominent position
- i) Communicate procedures for handicap purposes when playing in an authorised format of play
- j) Keep up to date with rules changes and undertake relevant training
- k) Ensure players fulfil their responsibilities under the Rules of Handicapping

This is a summary of the roles of the handicap & competitions committee. Many tasks are completed by the club officials however the committee members may be called upon to assist in enter data after qualifying competitions.

Handicap issues will be dealt with at meetings arranged by the committee.

17 CLUB MATCHES

- a) Subject to agreement by the company the Club may arrange matches against local clubs. The Match dates will be published by the company in advance and The Company will agree a match manager to organise the teams. Match Managers will organise meals to be taken with each home match.

18 COMPETITIONS

- a) Subject to annual confirmation by the company the competitions will include:

12 monthly medals which will alternate between Saturdays and Sundays

12 monthly stablefords which will alternate between Saturdays and Sundays

6 monthly medals and 6 stablefords for ladies on alternate months of the year

Summer single and doubles match plays for men, ladies and juniors.
Club Championship (36 Holes Scratch) for Men
Club Championship (18 strokeplay) for Seniors and ladies separately
Club Championship (18 hole strokeplay) for Ladies
Summer Singles Matchplay (Men and ladies separately)
Summer Fourball Matchplay (Men and ladies separately)
Winter Foursome Matchplay (Men and ladies separately)

19 CAPTAINS

- a) The club may annually elect:
 - A men's captain
 - A ladies captain
 - A seniors captain
 - A junior captain
 - Vice captains for all sections of the membership as above.
- b) All nominees for the men's, ladies & seniors sections should be proposed and seconded by current members. Nomination forms will be available from the Golf Manager to whom they should be returned at least one week prior to the AGM.
- c) Nominees should ensure that their agreement to stand has been included on the nomination form.
- d) Should the number of candidates exceed the vacancies then the Golf Manager will conduct a confidential ballot at the AGM.
- e) A junior captain will be selected by the Golf Manager who has been so authorized by the company. Junior members are defined as those members under 18 years of age on 1st May.

In all cases the company reserves the right to approve candidates.

Officers will serve for one year but may stand in future years if duly nominated and seconded.
All roles are nonexecutive.

Captains Purpose:

- To liaise between members and the Head of Golf, the Golf Manager and the Company.
- To promote the club and represent its members.
- To assist in the organisation of matches both home and away with neighbouring clubs.
- To encourage and promote internal club competitions and social events.
- To put teams together to represent the club in Norfolk County Golf Union Competitions.

Vice Captain: The role of the vice captain will be to assist the captains with their role as detailed above.

20 ANNUAL GENERAL MEETING

- a) This shall be held in March every year for the purpose of electing a Handicap Committee and announcing Captains. 28 clear days notice of AGM shall be posted on the Club Notice Board.
- b) The conduct of the AGM will include Approval of pre circulated minutes of the last meeting, the appointment of the Captains and Handicap Committee. All members have the opportunity to include other items they wish to raise under Any Other Business.
- c) So that all matters arising can be fully investigated and appropriate responses prepared, members wishing to include agenda items under the Any Other Business section are to do so in writing to the Golf Manager, stating fully the matter to be included. All items to be included under this section

must be received in writing one clear week prior to the AGM. Members are to be aware that any new item raised at the AGM will not be addressed.

21 **ALTERATIONS OF RULES**

- a) These Rules may be added to, repealed, or amended, and new Rules may be adopted by The Company.

22 **HANDICAPPING COMPLAINTS**

- a) All complaints must be made in writing to the committee who will make a decision. Members will have the right of appeal to the company.

23 **SAFEGUARDING**

- a) Heacham Manor Golf Club is committed to work in partnership with England Golf and has adopted both England Golf Safeguarding Adults Policy & England Golf Safeguarding Children and Young People Policy.
- b) To ensure that all Golfers have a fun, safe and positive experience whilst playing golf, the Heacham Manor Golf Club recognizes its responsibility to safeguard their welfare and protect them from poor practice, abuse and bullying.

24 **ANTI DOPING POLICY**

- a) Heacham Manor Golf Club is committed to ensuring that golf is a drug free sport and therefore The Company, in accordance with England Golf has directly adopted the UK Anti-Doping Rules.

25 **EQUAL OPPORTUNITIES POLICY**

- a) Heacham Manor Golf Club working through the England Golf Partnership is committed to promoting equal access to golf and its facilities for all potential participants. Heacham Manor Golf Club has adopted England Golf' Equality & Diversity Policy 2020