

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 CONSTITUTION

The Club

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

3 CONDUCT 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 SUBSCRIPTION TO GOLF ENGLAND AND COUNTY UNION

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

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

6 ELECTION

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 REVOCATION

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

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

9 CATEGORIES OF MEMBERSHIP

- a Annual Membership (Adult), 1st May to 30th April
- b Founder Membership (Adult), 1st May to 30th April
- c Annual Membership (Junior) 10 – 18 yrs (Age 10 to 17 as of 01.05), 1st May to 30th April
- d Owners and Staff Annual Membership (Adult), 1st May to 30th April
- e Owner and Staff Founder Annual Membership (Adult), 1st May to 30th April
- f Redgate Court Annual Membership (Adult), 1st May to 30th April
- g Redgate Court Annual Membership Founder (Adult), 1st May to 30th April
- h Student Annual Membership (Under 25 in full time education), 1st May to 30th April

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 validity of their membership.

All golf members must check with staff at the Golf Reception or Country Club prior to commencing their round.

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

9a TEE TIMES

All golf members must reserve a tee time prior to commencing their round. Tee times for members will be made available on a monthly basis. If members can not use their reserved tee time then they must cancel the reserved tee time within 24 hours otherwise the member will lose their right to reserve tee times for a month. If members tee times are not reserved within 48 hours of play they maybe offered to Hotel guests & Visitors.

10 BYE-LAWS, etc

The Company may make, vary and revoke bye-laws 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 SETTLEMENT OF DISPUTE

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

12 APPLICATION FOR MEMBERSHIPS

An applicant must submit an application form to the Company as it may direct. New members must have an official handicap or have been given a certificate of competence by the club professional prior to acceptance as a member. Members must 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

All Members shall pay a joining fee and an annual subscription to be determined from time to time by the Company. Annual subscriptions shall become due on 1st May and must be paid in full by 15th May. New applications for membership after that date will pay the applicable subscription as deemed by the company. All membership applications if successful require a 48-hour approval period before membership commences.

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

14 MEMBERS DISCIPLINE

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

Members may introduce guests to play the course, and shall be responsible for their conduct and behaviour. The guest will assume the privilege of temporary membership for that period on paying of the introduced Green fee and must have a current official handicap. Admittance to competitions for temporary members shall be subject to individual competition rules. Members may only sign in guests 6 times in a year. A member may only sign in a maximum of 3 guests at any one time.

16 ELECTION OF HANDICAP COMMITTEE MEMBERS

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.

If the number of candidates exceeds the number of vacancies, the election will be decided by confidential ballot at the AGM.

The Handicap Committee shall have authority over handicap issues alone. Competitions and dates will be agreed by the Company.

The handicap committee, working with the clubs appointed officers has responsibility for:

- Allotting and maintaining handicaps.
- Calculating Competition Scratch Scores after qualifying events.
- Ensure that scores are recorded as soon as practicable after each qualifying competition, and all handicaps are calculated.
- Ensure that records of member's handicaps are displayed in a prominent position in the club.
- Conduct an annual review of all members' handicaps once a year before the 1st March.

This is a summary of the roles of the handicap committee. Many tasks are completed by the club officials however the committee members may be called upon to assist in entering data after qualifying competitions. Handicap issues will be dealt with at meetings arranged by the Handicap Committee.

17 CLUB MATCHES

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

Subject to annual confirmation by the company the competitions will include:

12 monthly medals which will alternate between Saturdays and Sundays
12 Monthly stable fords which will alternate between Saturdays and Sundays
6 monthly medals and 6 stable fords for ladies on alternate months of the year
6 monthly stable fords and 6 stable fords for juniors.
Summer single and doubles match plays for men, ladies and juniors.
Club Championship (36 Holes Scratch) for Men
Club Championship (18 strokeplay) for Seniors, Men 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

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.

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.

Nominees should ensure that their agreement to stand has been included on the nomination form.

Should the number of candidates exceed the vacancies then the Golf Manager will conduct a confidential ballot at the AGM.

A junior captain will be selected by the junior organiser 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 non executive.

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

This shall be held in late 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.

The conduct of the AGM will include; reading last year's minutes, 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.

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 ALTERATION OF RULES

These Rules may be added to, repealed or amended, and new Rules may be adopted by the Company.

22 COMPLAINTS

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 CHILD PROTECTION

Heacham Manor Golf Club is committed to work in partnership with the Golf England to ensure that children and young people involved with Heacham Manor Golf Club can thrive and flourish in a safe environment. Heacham Manor is mandated to

- Work together to develop, monitor and review golf's strategy for safeguarding children and young people
- Ensure that all strategic decisions are managed and communicated throughout the partnership.
- Ensure ownership of the safeguarding implementation plan throughout the partnership.
- Ensure an active child protection policy is in place.

To ensure that all children, young people and vulnerable people 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

Heacham Manor Golf Club is committed to ensuring that golf is a drug free sport and therefore competitions may be subject to anti-doping testing by the Golf England in accordance with Golf England policy.

25 EQUAL OPPORTUNITIES POLICY

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 the Golf England policy to; identifying potential barriers to involvement, and implementing best practice policies and procedures to overcome such barriers.