



Men's Section Constitution

Proposed and ratified at the AGM 08/02/22

1. OBJECT:

- a) To uphold and apply the laws of the game for the time being in force i.e. "The Rules of Golf and the Rules and Regulations of the English Golf Union.
- b) To arrange and regulate inter club matches and club competitions.
- c) To apply the funds of the section for the purposes and objects in such manner as shall be deemed to be in the best interests of the men's section.

2. THE COMMITTEE:

- a) The Men's Committee shall be the governing body of the men's section and shall be appointed at the Annual General Meeting in February; and shall consist of the Captain, Vice-Captain, President, Immediate Past Captain, Minutes Secretary, Treasurer, Handicap Secretary. Also, up to five other adult playing members of the section (Members Representatives) to support the Club's succession plans. In addition, Men's Section Sub Team Captains (A's, B's, Birchwood, Phoenix, etc) may be invited or request to attend Committee meetings from time to time but will not have voting rights relating to Committee matters.
- b) Officers of the committee shall be: Captain, President, Vice-Captain, Immediate Past Captain, Minutes Secretary, Treasurer and Handicap Secretary
- c) The Captain will be appointed to serve a one-year term of office, his term of office will begin the day after the AGM and will be automatically succeeded by the Vice-Captain.
- d) Nominations for Vice-Captain from members should be encouraged. The Vice-captain shall be nominated by the Captain designate for ratification by the committee before seeking approval from the General Manager and Matthew Rogerson.
- e) Any member of the men's section can propose a candidate to serve on the committee. The candidate must give his consent. A full list of nominations will be displayed 14 days before the AGM showing the proposer and seconder.
- f) The committee may co-opt other members of the Men's Section to committee. Such co-opted positions shall close at the following AGM. Members can be co-opted onto the Committee in consecutive years.
Members co-opted onto the Committee will have no voting rights relating to Committee matters.
- g) Each member of the Men's Committee excepting the Captain, Vice-Captain & Handicap Secretary will serve a period of one year, although he may seek re-election at the end of this period. The Minutes Secretary, Treasurer and up to five Members representatives will be appointed at the Annual General Meeting by ballot.
- h) The Treasurer may not serve for more than 5 consecutive years.
- i) Four members of this Committee (two of which must be officers) being present at a meeting of which due notice has been given, shall constitute a quorum. The Captain shall have a deliberate and casting vote. In the absence of the Captain, the Vice-Captain shall exercise all the powers and privileges of the Captain. In the absence of both Captain and

Vice-Captain the remaining members of the quorum shall appoint a Chairman who shall exercise the power and privileges of the Captain.

- j) In the event of any member of the Men's Committee being unable to fulfil his term of office, the Committee shall have the power to co-opt a Club member to fill the vacancy until the next Annual General Meeting, which will then appoint a successor.
- k) The Men's Committee shall have power to appoint either from their own number or others any sub-committee or sub-committees and conveners of the same to be responsible for fixing handicaps, arranging matches and competitions, and other similar purposes, and to delegate full powers to such subcommittees for all or any of these purposes.
- l) Any member of the Committee who resigns their position for reasons other than health or family are barred from standing as a Committee Member for the following two golf years.
- m) Any and all changes to the Committee banking arrangements will first be cleared by the Committee.
- n) The Committee may convene an Extraordinary General Meeting (EGM) at any time.

3. COMMITTEE ASSETS:

- a) No profits or surpluses will at any time be distributed to Members and if upon the winding up or dissolution of the Club there remains after satisfaction of all its debts and liabilities any property whatsoever the same shall be given or transferred to some other organisation having objects similar to the objects of the Club, such organisation or organisations to be determined by the Members of the Club by resolution passed at a General Meeting at or before the time of the dissolution and insofar as effect cannot be given to such provision then to some charitable object.
- b) All profits or surpluses generated by the Committee's activities shall be devoted to maintenance or improvement of Men's Section products allowing for reasonably required Committee approved expenses.

4. ANNUAL GENERAL MEETING:

- a) The Annual General Meeting of the Men's Section shall be held on the Second Tuesday in February at which an independently reviewed statement of accounts shall be submitted. The financial year shall begin on the first day of January and end on the last day of December.
- b) At least 30 days prior to the date of the Annual General Meeting each member shall receive due notification of this meeting together with a draft copy of the December (Year-end) financial statement.
- c) At least 30 days prior to the date of the Annual General Meeting, Committee positions of Minutes Secretary, Treasurer and members representatives will be posted. Applications for these positions must be received by the Captain, no later than 14 days before the meeting.
- d) Any questions for the AGM should be submitted, to the Captain, no later than 14 days before the meeting.

5. Due Process – How the Committee carries out its function

- a. All observations by Men's section members will be relayed to the Committee through the 'Players' Rep's' on the Committee or by communication to another Committee Member including the Captain
- b. The Committee will not be obliged to table every observation at Committee meeting. Observations will be prioritised based on their merits according to the Committee

- c. The Committee is not limited by way of number of members observing certain issues before putting said issue to vote
 - i. The Committee can, at any time, table motions not previously known to the membership
- d. Due Consideration
 - i. The Committee will draw up an agenda including Any Other Business. Those observations prioritised for review at Committee will be discussed and voted upon
- e. Club Accounts will be distributed to the membership on a quarterly basis as part of the minutes to the Committee meeting in months April, July, October and January

6. COMMITTEE BENEFITS, REMUNERATION & EXPENSES:

- a) Current serving Committee Members are excused from entry fees for all non-charitable competitions other than the monthly weekend/midweek medal/stableford competitions
- b) Past Captains are excused from entry fees for all non-charitable competitions other than the monthly weekend/midweek medal/stableford competitions for a period of 10 years following their Captaincy
- c) The Captain may recover all reasonably incurred expenses in performing his role where the Committee agreed these are in the best interests of the men's section.
- d) The Committee may fund embroidered polo shirts for the Captain and Vice-Captain purchased from the Cottesmore Pro Shop at discount
- e) The Committee may fund a Cottesmore tie, an embroidered golf jumper for the Captain, purchased from the Cottesmore Pro Shop at discount and up to £75 for a blazer
- f) The General Manager separately makes commercial arrangements with the Captain and Handicap Secretary which are not funded from the Competition entry fees.

7. CAPTAIN'S CHARITY & CAPTAIN'S DAY

- a) The Captain shall elect a Charity of his choosing for the year of his Captaincy for the men's section to support.
- b) It will be the Captain's aim to raise as much funding as possible from the membership in support of the Charity, however, this should never unduly interfere with the smooth running of the club competitions
- c) All charitably collected funds, less expenses, shall be paid directly over to the Charity with an audit trail, verified in the independent annual review of the accounts
- d) The Captain shall have full discretion as to how he organises his Captain's day. There is no prescribed format.

8. COMPETITION CALENDAR

- a. The Vice-Captain, supported by the Captain, shall work collaboratively with the Club Head Professional, Vets Captain and Ladies Captain to produce the annual Competition Calendar between September and December, in readiness for their year as Captain.