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VERSION HISTORY

VERSION	UPDATE DESCRIPTION
v1.0	New constitution carried at EGM – 9 th April 2025
v1.1	Updated based on amendments carried at AGM 2025 – 9 th December 2025

DEFINITIONS

PHRASE	DEFINITION
AGM	Annual General Meeting
Club Subscription	Annual Fee payable by members for membership of the Club
EGM	Extraordinary General Meeting
Golf Ireland	The governing body for golf in Ireland
Levies	Additional fee which may be paid by members
General Meeting	An Annual or Extraordinary General Meeting
R&A	The Royal and Ancient Golf Club of St Andrews, responsible for governing the Rules of Golf and developing participation
The Club	Nenagh Golf Club
The Constitution	The constitution of Nenagh Golf Club (i.e. this document)
Officer in Charge	Person nominated at the first Management Committee meeting to look after the day to day issues of the club

1. INTRODUCTION

- 1.1. This Constitution of Nenagh Golf Club (hereinafter called the Constitution) is presented so that the Club structure and rules are reflective of good governance and best practice as promoted by Golf Ireland and are consistent with the current requirements of the Club and its members.
- 1.2. This Constitution will come into force on the 09/04/2025 and will operate in substitution for and to the exclusion of all previous Rules and Constitutions of Nenagh Golf Club (hereinafter called the Club), with the exception of all personnel who have been nominated to date who will remain in office until the next AGM.

2. AMENDING THE CONSTITUTION

- 2.1. No article of the Constitution shall be repealed, altered or a new article introduced, except at a General Meeting of the Club and by two-thirds of the majority of those present and voting at such a meeting, as specified in Section 10 of this Constitution.

3. TITLE, PURPOSE AND OWNERSHIP

- 3.1. The name of the Club is Nenagh Golf Club, and this is the common name by which the Club shall be individually and collectively known. The official address of the Club is Beechwood, Graigue, Nenagh in the County of Tipperary, Eircode E45HY39.
- 3.2. The purpose of the Club is the provision of facilities for the playing and promotion of the amateur game of golf by all members and generally promote the amateur game of golf and other social activities amongst its members.
- 3.3. The Club consists of all members in good standing as referenced in Article 5.2, who have been accepted by the Management Committee in accordance with the provisions of the Club Constitution.
- 3.4. The Club is a members' Club. On joining the Club, all members are deemed by, entering into membership, to have agreed to be bound by the rules of this Constitution and all Policies and Procedures of the Club.
- 3.5. The Ordinary Members only, shall have control of the affairs of the Club. The ownership of all Club property shall be vested in the Trustees of the Club, who hold such property for and on behalf of the Ordinary Members.
- 3.6. The Club shall be affiliated to Golf Ireland and will observe the rules and regulations as set down by this body and the byelaws of the Munster Branch of Golf Ireland. The Rules of Golf, as set out from time to time by the Royal & Ancient Golf Club of St. Andrews (R&A) shall be the rules of golf of the Club. The Club accepts and recognises the Rules of Amateur Status as approved by the R&A.

4. CLUB GOVERNANCE STRUCTURE

The Governance of the club rests with the following:

4.1. Trustees

- 4.1.1. The property of the club shall be vested in not more than three (3) and less than two (2) Trustees to be appointed by the Ordinary Members at a General Meeting.
- 4.1.2. Trustees must be Ordinary Members of the Club in good standing for not less than ten (10) years.
- 4.1.3. The composition of the Trustees shall comply with the 30:30:40 gender rule, which means it shall consist of at least 30% women, 30% men and 40% either gender.
- 4.1.4. Trustees shall be nominated by the Management Committee and ratified by vote at the AGM of the Club initially for a ten (10) year term. They may be re-appointed for one further ten (5) year term.
- 4.1.5. A General Meeting shall have the power to remove any of the trustees. All vacancies occurring by removal, resignation, or death may be filled at the same or the next General Meeting of the Club.
- 4.1.6. The Trustees shall have the power to deal with the property of the Club in accordance with clauses 4.1.7 of the Constitution.
- 4.1.7. Club lands and premises shall not be sold, exchanged, mortgaged, charged, encumbered, let or disposed of without the approval of a 75% majority of the Ordinary Members present at a General Meeting of the Club.
- 4.1.8. The Trustees, at any time, can request a meeting with the Management Committee.
- 4.1.9. Each Trustee and his/her estate shall be fully indemnified against losses and expenses which he/she may incur or for which he/she may become liable by reason of acting as a Trustee. If a Trustee dies in Office, any additional costs borne by their estate as a result of being the legal owner of the lands of the Club, will be paid by the Club.
- 4.1.10. If the Trustees, when directed by a resolution of the Management Committee to perform a specific act, consider that the performance of such an act is one of such importance that they consider that the Members of the Club should be consulted, then the Trustees may refuse to perform such act until the Members of the Club have been consulted at a General or an Extraordinary General Meeting. A resolution is passed at such meeting authorising or refusing to authorise the Trustees to perform such an act as was originally directed by the Committee of Management.
- 4.1.11. At the outset of the meetings of Trustees, based on the proposed agenda, any conflicts of interest must be declared and recorded in the Minutes of the meeting. Once declared, the person(s) concerned must withdraw from the meeting while the matter in question is under discussion.

4.2. The Management Committee

The Management Committee shall:

- 4.2.1. conduct the business and affairs of the Club.
- 4.2.2. ensure the provision of facilities for the playing and promotion of the amateur game of golf by all members and generally promote amateur golf games and other activities amongst its members.

- 4.2.3. manage the business, governance and financial affairs of the Club to an appropriate level, always ensuring that the Club is in compliance with regulatory and Legislative requirements.
- 4.2.4. have responsibility for ensuring the Club complies with Child Safeguarding legislation.
- 4.2.5. have responsibility for ensuring the Club complies with, and abides by, licensing laws.
- 4.2.6. have responsibility for the maintenance and upkeep of the course and clubhouse and their environs.
- 4.2.7. propose the level of the annual Club Subscriptions to the AGM and collect the annual Club subscriptions and other Club levies as agreed by members.
- 4.2.8. determine the days and times when the Men's and Women's Golf Committees shall have the use of the course and when the course is to be reserved for team matches or Golf Ireland events and shall decide if the facilities are to be afforded to golfing societies and for fundraising events.
- 4.2.9. be the overall authority for administering the affairs of both the Men's and Women's sections of the club. Men's and Women's Golf Committees shall oversee and control the business affairs of their respective sections of the club.
- 4.2.10. record minutes of all Management Committee meetings, sign off and store electronically

4.3. The Men's and Women's Golf Committees

The Men's and Women's golf committees shall:

- 4.3.1. promote the amateur game of golf amongst its members.
- 4.3.2. accept and apply the World Handicap System as prescribed by the Council of National Golf Unions and such rules thereunder as may require to be implemented from time to time by Golf Ireland.
- 4.3.3. organise regular Club competitions for members and visitors.
- 4.3.4. organise teams to participate in inter-club competitions.
- 4.3.5. administer the rules and regulations of the game of golf, including local rules. Any member in breach of these rules may be subject to disciplinary action in accordance with the Club's Grievance and Discipline Procedures.
- 4.3.6. promote the game of golf among Junior members in compliance with all safeguarding legislation.
- 4.3.7. appoint Junior Captains each year, subject to a maximum term of office of one (1) year where numbers allow.
- 4.3.8. record minutes of all Men's and Women's Committee meetings, sign off and store electronically

5. MEMBERSHIP

- 5.1. The Management Committee shall determine the maximum number of all Members of the Club from time to time.
- 5.2. all members of the Club must be in good standing. A Member in good standing is a Member who has discharged all fees and levies attendant upon his/her membership within the required timeframes and who is not subject to or serving any disciplinary sanction imposed pursuant to the Club's disciplinary procedures.
- 5.3. it is each member's responsibility to ensure that their contact details submitted to the Club are correct and kept updated.
- 5.4. The membership of the Club shall consist of the following categories:
 - 5.4.1. Ordinary Members shall comprise Men and Women who, having paid the Annual Subscription, Golf Ireland levy applicable to this category, shall be entitled to attend and vote at all Annual General and all Extraordinary General Meetings of the Club and all such Meetings of the Men's Club and the Women's Club as the case may be and enjoy all outdoor and indoor facilities prescribed by Sub-Clause 4.2.2 hereof. Only a Member in this category shall have an interest in the Club property and their interest will cease on such a Member leaving this category unless the Member has been elected an Honorary Member of the Club.
 - 5.4.2. Family Members shall comprise of spouses or civil partners who are Ordinary Members together with all dependent children up to the age of 25 if engaged in full-time education.
 - 5.4.3. Honorary Members shall comprise persons whom the Committee of Management wishes to acknowledge as having rendered exceptional service to the Club or to the game of Golf or whose distinguished position or public service would render their Membership of special advantage to the Club. No one shall be appointed an Honorary Member unless they are firstly recommended by at least two-thirds of the entire Management Committee voting in a secret ballot. Honorary Members who have been Ordinary Members shall have all the entitlements of an Ordinary Member. Honorary Members who have not been Ordinary Members shall have all the entitlements of an Ordinary Member save that they shall not have voting rights and shall not be entitled to an interest in the Club Property.
 - 5.4.4. The President and Captain of the Men's Club, the Women's Club, the Honorary Secretary and Honorary Treasurer of the Club shall be regarded as Honorary Members for the duration of their Office.
 - 5.4.5. Student Members shall comprise persons ten years of age and upwards in full time education. Such Membership shall cease on 1st October following graduation or qualification or 25th Birthday, whichever is earlier. All student members over the age of 18 years must submit evidence of registration in a course of full-time education duly stamped and verified by the educational establishment concerned.
 - 5.4.6. Country Membership shall comprise persons who are Ordinary Members of another affiliated Golf Club and who are not residing within 30 kilometres of Nenagh Golf Club.
 - 5.4.7. Clubhouse Members shall comprise persons who wish to enjoy the facilities of the Clubhouse

- 5.4.8. Any Member falling under the following categories: Student (as outlined under section 5.4.5), Country (as outlined under section 5.4.6), or Clubhouse (as outlined under section 5.4.7) who wish to avail of Ordinary or Family Membership for either the current year or the next calendar year will have to apply through the process outlined under Section 6: Application for Membership, namely sub-section 6.1 to 6.6
- 5.4.9. Any member may introduce visitors, who must sign the visitor's book or must be entered into the green fee book.
- 5.4.10. Junior Cadet members shall comprise of persons under 10 years of age. These children can only use the course facilities while accompanied by an adult member.
- 5.4.11. The Membership year is from the 1st January to the 31st of December with subscriptions to be paid as required under paragraph 7.2
- 5.4.12. Subscription rate policy is described in Section 7 of the Policies and Procedures.

6. APPLICATION FOR MEMBERSHIP

The Election of Members shall be the sole responsibility of the Management Committee, who shall have absolute discretion in this regard.

- 6.1. Applicants seeking Membership must be proposed by two members who are acquainted with the applicant. If the applicant is unknown to Nenagh Golf Club Members, two references must be provided.
- 6.2. Applicants' names will be posted on the Men's and Women's notice boards once received at least two weeks prior to the Management Committee meeting
- 6.3. Completed application forms will be submitted to Management Committee for approval.
- 6.4. Management will approve applications for membership each month until the 31 August each year.
- 6.5. The mode of election will be by secret ballot. A four/fifths majority vote of all members of the Management Committee present, being required for election.
- 6.6. All increases in membership will be subject to the agreed limitations as to the number of members electable to the different categories.
- 6.7. Immediately upon election of an applicant to Membership, a notice in writing/email shall be dispatched to such applicant by the Subscription Secretary together with a copy of the Club Rules and a request for immediate payment of the appropriate Subscription.
- 6.8. The Subscription Secretary shall pass on all relevant applicant information to the Secretary of the Men's and Women's section of the club as the case may be.

7. ANNUAL SUBSCRIPTIONS

- 7.1. The annual subscriptions shall be determined by the members at the Clubs AGM on the recommendation of the Management Committee.

- 7.2. All subscriptions are to be paid before the 28th February each year unless the member has entered into a direct debit agreement in line with the Subscriptions Secretary.
- 7.3. The annual Nenagh Golf Club subscription payment includes the Golf Ireland affiliation fee, which shall be itemised separately but billed and paid simultaneously.
- 7.4. The annual social subscription (if any) should be used within the calendar year, and any sum not used by 31st December each year shall be forfeited to the Golf Club.
- 7.5. Where a members subscription remains unpaid on the 28th of February membership shall be deemed to have lapsed and the name of such member shall be removed from the Register of Member, Administration systems, Golf Ireland system and Timesheet system except in exceptional circumstances where the Committee of Management, at its absolute discretion, decides to extend the period of payment. They shall no longer have access to or use, any of the club's facilities and shall not be eligible for selection to represent the club on any team or play in any open competitions as members of Nenagh Golf Club. The Subscription Secretary shall inform the Men's and Women's Secretaries of the name of any such member and the committee concerned shall not allow that member to compete in any Club or Open competitions under its control. The Management Committee may re-elect members on payment of all subscriptions, arrears, and other penalties decided upon from time to time.
- 7.6. An Ordinary Member, within the year of reaching the age of 70, or at any time thereafter and having completed 20 continuous years of membership of Nenagh Golf Club shall be entitled to notify the Committee of Management of such fact and shall be accorded a reduction of 25% of the Ordinary membership subscription.
- 7.7. All Ordinary and Family Members, who had reached the age of 70 and who had qualified for a reduction of 85% of their annual subscription in or prior to the 2011 Subscription Year will benefit from a 75% reduction in their subscription for 2012 and future years. This reduction will not be extended to other Members meeting this criterion after that date.
- 7.8. A New Ordinary member shall be accorded a reduction of 25% of the Ordinary membership subscription for their first year or part thereof.

8. FINANCE

- 8.1. All funds accruing from whatever source are the responsibility of the Management Committee to be administered for the sole benefit of the Club. All bank and investment accounts shall be maintained in the name of Nenagh Golf Club. The Honorary Treasurer shall document the financial affairs of the Club in a manner which allows satisfactory validation by the appointed auditors.
- 8.2. The Honorary Treasurer shall keep correct accounts and books of the Club and shall make up the annual statement of accounts and balance sheet of the Club to the 30th day of September in each year, which shall, after audit, be published and made available to Ordinary Members of the Club seven (7) days in advance of the AGM. Audited accounts from the Men's and Women's section of the club will be provided to the Hon Treasurer of the Management Committee following their respective AGMs.
- 8.3. All payments shall be authorised by the Hon Treasurer and one other signatory in accordance with the Finance Policy. For amounts over €1000, approval from Management Committee is required.

- 8.4. Funding for the Club's activities shall be based on annual budgets submitted to and approved by the Management Committee. Separate bank accounts shall be kept in the name of the Management Committee and Men's and Women's Golf Committees.
- 8.5. The Honorary Treasurer shall have the authority to apply for loans for the purpose of club improvements within the terms laid down by the lending institutions and approved by the Management Committee and the Trustees. The Trustees may decide to seek approval for a loan application from Ordinary Members by resolution at a General Meeting.

9. MEETINGS OF THE MANAGEMENT COMMITTEE AND MEN'S AND WOMEN'S GOLF COMMITTEES

- 9.1. The Management Committee, the Men's Golf Committee and the Women's Golf Committee shall each meet at least ten (10) times a year.
- 9.2. At the outset of these meetings, the Chairpersons shall request, based on the proposed agenda, that all conflicts of interest be declared and recorded in the minutes of the meeting. Once declared, the person(s) concerned must withdraw from the meeting while the matter in question is under discussion.
- 9.3. At each meeting, draft minutes shall be reviewed, amended as necessary and archived as a true and fair record of the previous meeting. If requested individual concerns shall be recorded when drafting and reviewing the minutes. The Minutes will be proposed seconded and signed by the Chairperson.
- 9.4. At the first Management Committee meeting of the year, a chairperson, Officer in Charge and their designated alternates shall be nominated. At all meetings of the Management Committee, the Chair shall be taken by the nominated Chairperson, or if absent by his/her designated alternate.
- 9.5. At all meetings of the Men's Golf Committee and the Women's Golf Committee, the Chair shall be taken by the respective President, or if absent by his/her designated alternate.
- 9.6. Fifty per cent plus one of those entitled to attend and vote shall form a quorum on Management Committee, the Men's and the Women's Golf Committees. For matters which require a vote, a simple majority of those in attendance shall be required. In the case of a tied vote the Chairperson has a casting vote.

10. ANNUAL GENERAL MEETINGS (AGM) OF THE CLUB

- 10.1. The AGM of the Club shall, save in exceptional circumstances, be held in the month of December. The outgoing Chairperson of the Management Committee or designated alternate shall chair the meeting.
- 10.2. The purpose of the meeting shall be to:
 - Review and amend (if required) the draft minutes of the previous AGM and EGM (if held).
 - Adopt the minutes as a true record of the proceedings of the previous AGM and EGM (if held).
 - Review the Audited Financial Statement of the Club for the year ended the previous 30th September (Honorary Treasurer's and Auditor's Reports).
 - Ratify by vote the appointment of the Officers of the Management Committee (as required).

- Elect ordinary members to the Management Committee (as required).
 - Appoint Auditors.
 - Address other items on the agenda of the AGM.
- 10.3. At least twenty-one (21) days' preliminary notice of the AGM shall be given to Ordinary Members of the Club. This notice shall be posted on the Club website, on the Club notice boards located in the clubhouse and emailed to Ordinary Members at such email addresses as recorded for them in the Register of Members.
- 10.4. Motions must be submitted to the Honorary Secretary of the Management Committee in writing not later than fourteen (14) days before such a meeting. Any two (2) Ordinary members of the Club may propose and second a motion for the AGM.
- 10.5. The Management Committee shall have the power to review and exclude any motion it considers frivolous, vexatious or ultra vires the powers, function and/or interests of the Club.
- 10.6. At least seven (7) days before the meeting a Final Notice of the AGM shall be posted on the Club notice board, Club website and emailed to Ordinary Members at such email addresses recorded for them in the Register of Members. The Nominations to the Management Committee and all Motions submitted must accompany this notice.
- 10.7. The Draft Audited Accounts will be emailed to the Ordinary Members prior to the AGM.
- 10.8. The Management Committee report shall be presented at the AGM.
- 10.9. At AGMs of the Club, Forty (40) Ordinary members shall form a quorum.

11. EXTRAORDINARY GENERAL MEETINGS (EGM) OF THE CLUB

- 11.1. The Management Committee may call an EGM at its discretion and shall be required to do so on receiving a request signed by twenty (20) Ordinary members.
- 11.2. A notice of at least seven (7) days shall be posted on the Club website, on the Club notice board located in the clubhouse, and emailed to members at such addresses recorded for them in the Register of Members. The posted notice shall specify the business to be transacted. No other business save that specified in such notice shall be transacted at an EGM.
- 11.3. Forty (40) Ordinary members shall form a quorum at the meeting.

12. ANNUAL GENERAL MEETINGS OF THE MEN'S AND WOMEN'S GOLF COMMITTEES

- 12.1. The AGMs of the Men's and Women's Golf Sections of the Club shall, save in exceptional circumstances, be held in November. Ordinary Members (male) only shall be entitled to participate in the Men's AGM. Ordinary Members (female) only shall be entitled to participate in the Women's AGM.

- 12.2. The President or Captain or designated alternate(s) shall chair the AGMs of the Men's and Women's Golf Sections.
- 12.3. The purpose of the meetings shall be to:
 - Receive, review and make amendments (if required) to the draft minutes of the previous AGM.
 - Adopt the minutes as a true record of proceedings of the previous AGM. - Present the Annual Report of the Committees (Hon. Sec. Report).
 - Present the Audited Financial Statement of the Committees for the year ended the previous 30th September (Hon. Treasurer's Report).
 - Ratify by vote or elect the incoming President, Captain and Vice-Captain.
 - Elect the members of the Committees.
 - Address all other items on the agenda of the Committees.
- 12.4. At least twenty-one (21) days preliminary notice of such AGMs shall be posted on the Club website, on the Club notice board located in the clubhouse and e-mailed to the relevant Ordinary members at such addresses recorded for them in the Register of Members.
- 12.5. Motions must be submitted the Honorary Secretary of the relevant committee in writing not later than fourteen (14) days before such a meeting. Any two (2) Ordinary members of the relevant Club may propose and second a motion or submit a nomination for the relevant Committee AGM.
- 12.6. At least seven (7) days Final Notice of the AGMs shall be posted on the Club notice board located in the clubhouse, on the Club website and emailed to the relevant members at such addresses recorded in the Register of Members.
- 12.7. At General Meetings of the Men's Golf Committees, Thirty (30) Ordinary members shall form a quorum.
- 12.8. At General Meetings of the Women's Golf Committees, Twenty (20) Ordinary Members shall form a quorum.

13. MODE OF VOTING ON MOTIONS AT GENERAL MEETINGS

- 13.1. No business shall be transacted at any General Meeting unless a quorum of Members is present.
- 13.2. If within thirty (30) minutes of the time appointed for the meeting, a quorum is not present, the meeting shall stand adjourned for fourteen (14) days. Those members present at the meeting held after 14 days shall constitute a quorum. Every Ordinary member present shall be entitled to one vote on any resolution submitted to a General Meeting.
- 13.3. Except as prescribed herein, each vote at every General Meeting of the Club, the Men's Golf Committee and the Women's Golf Committee shall be taken by a show of hands, unless the Chairperson calls for a written ballot or a poll is demanded by 60% of Ordinary members present and voting. Then the voting shall be by secret ballot, and the Chairperson shall appoint two scrutineers or more (a minimum of one male and one female in the case .021

- 13.4. When a vote is held, a simple majority shall, in all cases, decide the vote unless otherwise prescribed in this Constitution. In the case of an equality of votes, the Chairperson shall have a second or casting vote. Proxies shall not be allowed.

14. ELECTION OF THE MANAGEMENT COMMITTEE AND GOLF COMMITTEES

14.1. Election to Management Committee

- 14.1.1. The Management Committee comprising of thirteen (13) members will be elected or ratified by the Ordinary members of the Club.
- 14.1.2. The composition of the Management Committee shall comply with the 30:30:40 gender rule, which means it shall consist of at least 30% women, 30% men and 40% either gender. This will require the appointment of a minimum of five members from either gender.
- 14.1.3. Each officer and ordinary member of the Management Committee shall retire annually and shall be eligible for re-election provided that no officer or ordinary member shall serve for more than five (5) years continuously.
- 14.1.4. The following officers shall be ratified by vote:
- Honorary Secretary
 - Honorary Treasurer
 - Not more than five (5) other non-officer (ordinary) members shall be elected.
- 14.1.5. The Men's and Women's Presidents, Captains and Vice-Captains become members of the Management Committee.
- 14.1.6. All members of the Management Committee must be Ordinary members of the Club in good standing, as specified in Article 5.2 of this Constitution.
- 14.1.7. The Honorary Secretary and Honorary Treasurer of the Management Committee shall be nominated by the outgoing Management Committee and ratified by vote (if required) at the Club AGM.
- 14.1.8. Candidates for positions as non-officer members of the Management Committee shall be nominated by any two (2) Ordinary members of the Club and elected at the Club AGM provided that written notice of nomination is given to the Honorary Secretary of the Management Committee at least 14 days in advance of a Club AGM. Election of non-officer members will be by a majority of members voting at a General Meeting. In the event of two or more Ordinary Members being proposed for election, the election of non-officer members shall be by means of a secret ballot, supervised by two tellers (one male and one female) appointed by the Chairperson at the Club AGM.
- 14.1.9. Members of the Management Committee shall assume their appointments on the first meeting following the AGM.

- 14.1.10. The Management Committee shall fill vacancies, which arise on the Management Committee during the Club year by co-option and the appointees shall serve out the balance of the Club year. If such appointees are subsequently elected to the Management Committee, they shall then be bound by the terms set out in Article 14.1.3 from date of election.
- 14.1.11. The Management Committee shall have the power to suspend any of its Members from the Management Committee pending the calling of an EGM seeking that member's permanent removal. Before any proposal to suspend Member(s) from the Management Committee is tabled before the Management Committee, it will have to be proposed in advance by way of a petition comprising at least 60% of the Management Committee Members, duly served upon the Honorary Secretary or President to the Management Committee. A meeting will then be convened, which requires the attendance of at least 90% of the Committee members, where consideration shall be given to the suspension of the said Committee member from the Management Committee. The decision to suspend requires the support of 90% of the Committee members present at this meeting. The EGM must be called within one month of the Committee vote to suspend that member from the Management Committee.

14.2. Election for Men's and Women's Golf Committees

- 14.2.1. The Men's Golf Committee shall be elected or ratified by the Ordinary male Members of the Club.
- 14.2.2. The Women's Committee shall be elected or ratified by the Ordinary female Members of the Club.
- 14.2.3. Each Committee shall comprise a maximum of twelve (12) members. The following officers shall be elected or ratified to the Men's or Women's Golf Committees, as appropriate:
 - a) Captains
 - b) Vice-Captains
 - c) Presidents
 - d) Honorary Secretaries
 - e) Honorary Treasurers
 - f) Honorary Handicap Secretaries
- 14.2.4. Six (6) Non-Officer members shall be elected to the Men's and Women's Golf Committees.
- 14.2.5. A member of the Men's and Women's Golf Committees shall be designated as Junior golf convenor for their respective club's. If no such member can be designated the committee shall be entitled to co-opt one additional member to fulfil the role and such member shall be entitled to attend committee meetings to discuss matters relating to their role but shall not be entitled to vote.
- 14.2.6. All members of the Golf Committees must be Ordinary Members, in good standing as defined in section 5.2 of this Constitution and must be a member for at least three (3) years.
- 14.2.7. Each officer and member of the Men's and Women's Committee shall retire annually and shall be eligible for re-election provided no member shall serve for more than five (5) years continuously.
- 14.2.8. In the event of either an officer or a non-officer member of the Men's and Women's Golf Committee being unable to continue as a Member, the Committee concerned may co-opt an Ordinary Member to fill the vacancy until their next AGM.

14.3. RATIFICATION OF PRESIDENTS

- 14.3.1. The incoming President is nominated for the position of Men's / Women's President by the outgoing Men's / Women's President and one other Ordinary member and ratified at the Men's/ Women's AGM, respectively. The Incoming President shall assume their office immediately after the Parent AGM.

14.4. RATIFICATION OF CAPTAINS

- 14.4.1. The outgoing Vice-Captain is nominated for the position of Men's/ Women's Captain by the outgoing Men's / Women's Captain and one other Ordinary member and ratified at the Men's / Women's AGM, respectively. The incoming Captain shall assume their office immediately after the Parent Club AGM

14.5. RATIFICATION OF VICE-CAPTAINS

- 14.5.1. The incoming Vice-Captain is nominated for the position of Men's / Women's Vice Captain by the outgoing Men's / Women's Vice Captain and one other Ordinary member and ratified at the Men's/ Women's AGM, respectively. The incoming Vice Captain shall assume their office immediately after the Parent Club AGM.

14.6. ELECTION OF GOLF COMMITTEE HONORARY SECRETARIES, HONORARY TREASURERS AND HONORARY HANDICAP SECRETARIES

- 14.6.1. Nominations for Golf Committee Honorary Secretary, Honorary Treasurer, and Honorary Handicap Secretary on the Men's and Women's Golf Committee may be made by any two (2) male or female Ordinary Members of the Club.
- 14.6.2. If more than one candidate is proposed for any position, an election to these positions shall proceed by secret ballot supervised by tellers appointed by the Chairperson of the AGM.
- 14.6.3. Where one nominee only is proposed for any of these positions, that person is deemed elected to that position.

14.7. ELECTION OF NON-OFFICERS

- 14.7.1. Any two (2) male Ordinary Members may make nominations for non-officer Members of the Men's Golf Committee.
- 14.7.2. Any two (2) female Ordinary Members may make nominations for non-officer Members of the Women's Golf Committee.
- 14.7.3. When there are more nominations than positions available, the election shall proceed by secret ballot, supervised by tellers appointed by the Chairperson of the AGM.
- 14.7.4. The Chairperson shall declare those with the highest number of votes elected.
- 14.7.5. In the event of a tie for election, the matter shall be decided by lot without disclosing the names of those involved. Ordinary Members of the Golf Committees shall retire annually and be eligible for re-election subject to the terms set out in section 14.2.6.

14.8. TERMS OF OFFICE

14.8.1. Maximum continuous periods of office, which are subject to annual ratification as set out in section 14.2.3, are as follows:

- a) Captain – 1 Year
- b) Vice-Captain – 1 Year
- c) President – 1 Year
- d) Honorary Secretary – 5 Years
- e) Honorary Treasurer – 5 Years
- f) Honorary Handicap Secretary - 5 Years
- g) Ordinary Members – 5 Years

14.8.2. The Captains, Vice-Captains, Presidents and all other committee members will assume their positions immediately following election or ratification at the Men's and Women's Golf Committee AGMs. The first committee meeting following the AGM will be a hand-over meeting attended by officers of the previous committee and all members of the new committees

15. APPOINTMENT OF SUB-COMMITTEES

- 15.1. The Management Committee and the Men's and Women's Golf Committees shall have the power to appoint sub-committees and set the terms of reference for these committees as they see fit and may delegate to them powers and duties. Sub-committees shall retire annually on the date of the respective AGMs or when its function is completed, whichever is the sooner.
- 15.2. The membership of such sub-committees shall be published on the Members' section of the Club website and on the Club notice board.
- 15.3. All sub-committees of the Management Committee and any joint Golf Committees shall respect the 30:30:40 gender balance rule.

16. DISCIPLINARY PROCEDURES

- 16.1. The Management Committee shall adopt and implement a written Complaint and Disciplinary Policy. The exercising of the powers and/or the making of decisions, shall comply with the said Policy as provided for in Articles 16.2 to 16.4
- 16.2. The Management Committee shall be empowered to withdraw the use of club and/or course from any member for any specified period, up to but not exceeding twelve (12) months. Such sanctions shall be applied to members who infringe any of the rules of the Club or whose behaviour or action are not compliant with the good order and welfare of the Club in the opinion of the Management Committee
- 16.3. The Management Committee shall be empowered to expel any member who shall wilfully refuse or neglect to comply with the rules of the Club or whose behaviour is likely to endanger its welfare or good order.
- 16.4. Any member expelled shall forfeit all such rights to, or claim upon, the Club or its property or funds as he or she would have by right of membership.

17. POLICIES AND PROCEDURES

- 17.1. The Management Committee shall have the power to formulate Policies and Procedures as necessary, and to alter and repeal them.
- 17.2. Each of the Men's and Women's Golf Committees shall have the power to formulate Policies and Procedures as they may consider necessary for matters under their respective jurisdiction. Such Policies and Procedures shall be subject to ratification by the Management Committee.
- 17.3. A copy of all documents made under this rule and any additions or amendments thereto, shall be displayed on the members section of the Club website. The list of Policies which the Management Committee will maintain in support of this constitution is listed in Appendix A and should be updated and maintained as required. The list shall also be displayed on the Club Notice Boards.

18. INTOXICATING LIQUOR

- 18.1. The club shall, at all times, be bound by the provisions of the Registration of Clubs Act (1904-2008) and any amendments thereto: -
- 18.2. Subject to the exception specified in sub paragraph (3) of this Clause no excisable liquor shall be supplied for consumption on the club premises to any person (other than a member of the club lodging in the club premises) or be consumed on those premises by any person (other than such a member)
- (a) At any time on Christmas Day or,
 - (b) On any other day, outside the following hours
 - (i) St. Patrick's Day: between 12.30 pm and 12.30 am on the following day;
 - (ii) The 23rd of December; if it falls on a Sunday, between 10.30 am and 11.30 pm;
 - (iii) Christmas Eve; between 10.30 am and 11.30 pm;
 - (iv) The Eve of any Public Holiday (other than Christmas Eve); If the Eve falls on a week day, between 10.30 am and 12.30 am on the following day, or if it falls on a Sunday, between 12.30 pm to 12.30 am on the following day;
 - (v) Any other Sunday (except a St. Patrick's Day which falls on a Sunday) between 12.30 pm and 11.00 pm.
 - (vi) Any other Monday, Tuesday, Wednesday, or Thursday between 10.30 am and 11.30 pm and;
 - (vii) Any other Friday or Saturday: between 10.30 am and 12.30 am on the following day.
- 18.3. Nothing in the Registration of Clubs Acts 1904 -2008 or contained, by virtue only of the operation of Clause 18.2 above to prohibit the supplying for consumption on the club premises of excisable liquor to any person or the consumption of excisable liquor on those premises by any person-
- (a) On Christmas Day, between 12.00 midday and 10.00 pm, or
 - (b) On any other day, for one hour after the expiration of any period in respect of that day during which it is lawful for the club, by virtue of Clause 18.2(b) above, to supply any excisable liquor for consumption on the club premises;
- If in each case the excisable liquor is-

- (i) Ordered by or on behalf of that person at the same time as a substantial meal is so ordered and,
- (ii) Consumed by that person during the meal or after the meal has ended. The hours in paragraph 18.2(b) above in respect of any days specified in that paragraph are in addition to the period between midnight and 12.30 am on that day, where that period is included in the hours so specified in respect of the eve of that day.

In paragraph 18.2 “public holiday” has the meaning given to it by the Organization of Working Time Act 1997.

- 18.4. No excisable liquor shall be sold or supplied to any person under the age of eighteen years.
- 18.5. No member of the Management Committee and no Employee of the club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sales.
- 18.6. Except as permitted under section 30 of the Intoxicating Liquor Act 2000, a visitor shall not be supplied with excisable liquor in the club premises unless on the invitation and in the company of a member and that member shall, upon the admission of such a visitor to the club premises, or immediately upon his/her being supplied with such liquor, they enter his/her own name and the address of the visitor in a book which shall be kept for the purpose and which shall show the date of each visit.
- 18.7. No person under the age of 18 years shall be allowed in the licensed area of the Club after 9.00 pm. However, a child who is accompanied by his/her parent or guardian may be allowed in to the licensed area of the club between the hours of 10.30 am (12.30 pm on Sunday) and 9.00 pm.
- 18.8. A child who is aged at least 15 years but under the age of 18 years and who is accompanied by his/her parent or guardian may be allowed into the licensed area of the Club on the occasion of a private function at which a substantial meal is served to persons attending the function.
- 18.9. No excisable liquor shall be sold for consumption outside the premises of the club, except to Club Members, between the hours of 8 o’clock in the morning and 10 o’clock at night.
- 18.10. The Management Committee may alter or add to these rules for the purpose of complying with the Registration of Clubs Act (1904-2008) and any amendments thereto, or for the purpose of satisfying the requirements of the members in accordance with such laws.
- 18.11. In addition to the foregoing Rules, the Rules and Regulations embodied in the Registration of Clubs Acts (1904-2008) and the acts extending and amending the same shall be deemed Rules of the Club.

APPENDIX A: POLICIES

Club/Child Safeguarding Policy	NGC-POL-010
Code of Conduct	NGC-POL-020
Club Communications Policy	NGC-POL-030
Complaints and Disciplinary Policy	NGC-POL-040
Data Privacy Policy	NGC-POL-050
Disability and Inclusion Policy	NGC-POL-060
Dress Code	NGC-POL-070
Document Control Policy	NGC-POL-080
Equality Policy	NGC-POL-090
Finance Policy	NGC-POL-100
Health and Safety Policy / Safety Statement	NGC-POL-110
Information and Confidentiality Policy	NGC-POL-120
IT Acceptable Use Policy	NGC-POL-130
Social Media Policy	NGC-POL-140
Subscriptions Policy	NGC-POL-150
Junior Policy	NGC-POL-160
Volunteer Policy	NGC-POL-170

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, typical of notebook paper. There are no margins, text, or other markings on the page.

NOTES

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