



THE RULES AND REGULATIONS  
OF THE  
DORSET COUNTY GOLF UNION

As approved by the council at the 1997 Annual General Meeting and including Amendments up to 29 March 2008

## **THE RULES AND REGULATIONS OF THE DORSET COUNTY GOLF UNION**

### **1. NAME**

- (i) The Union shall be called "The Dorset County Golf Union" (The Union).
- (ii) The Union is a non-profit making organisation and shall not make a distribution of any profits or surpluses save to another non-profit making body. In the event of the dissolution of the Union the assets and property of the union shall be distributed only to non profit making bodies as shall be directed by the Council of the Union.

### **2. CONSTITUTION AND MEMBERSHIP**

The Union shall consist of all Golf Clubs ("Member Clubs") in the County which:

- (i) recognise the Rules of Golf as authorised by the Royal and Ancient Golf Club of St Andrews, and
- (ii) give control to its members or a committee thereof of the handicapping of its members in accordance with the National Handicapping Scheme for the time being in force, and
- (iii) undertake to conform with the Rules and Regulations of the Union, and
- (iv) agree to comply with the rules of the English Golf Union.

### **3. OBJECTS**

The objects of the Union shall be:

- (i) to further the interests of Amateur Golf
- (ii) to assist in maintaining a uniform system of handicapping
- (iii) to arrange a County Amateur Championship and such other Championships and Golf Meetings as the Executive Committee may from time to time decide
- (iv) to arrange and manage Matches with other Counties
- (v) to co-operate with the Royal and Ancient Golf Club of St Andrews, the English Golf Union and other Golf Unions in all matters relating to amateur golf
- (vi) to receive Entrance Fees, Subscriptions, Donations or Contributions in furtherance of all or any of these objects or to provide the expenses of the Union.

### **4. GOVERNING BODY**

The Governing body shall be called "The Council" and the management of the affairs of the Union shall be vested in it.

### **5. "THE COUNCIL"**

- (a) The Council shall consist of the Officers hereinafter mentioned and up to two representatives of each Member club (for which Club subscriptions have been paid to the Union).
- (b) The Council shall appoint an Executive Committee to conduct the affairs of the Union between the meetings of the Council, and such powers shall be vested in it as the Council may from time to time decide.

### **6. ANNUAL MEETING**

(a) The Annual Meeting of the Council shall be held each calendar year at some suitable venue within the County for the purpose of:-

- (i) receiving the report of the Executive Committee on the affairs of the Union during the preceding year and the financial statement (duly audited) for the year ending on the preceding 31 December
- (ii) electing the Officers of the Union and Members of the Executive Committee as required
- (iii) appointing an Auditor
- (iv) transacting the general business of the Union and such other special business of which proper notice shall have been given.

(b) The election of Officers shall be by vote of those representatives present at the Annual Meeting. Each representative has one vote.

Amended up to and including the AGM 29 Mar 08

- (c) Not less than 14 days notice of the Annual Meeting shall be given by the Secretary to the Secretary of each Club in the Union.
- (d) At least one representative of each of seven Member Clubs shall form a quorum at all meetings of the Council.
- (e) All past Presidents of the Union are entitled to attend and address the Annual Meeting of the Council but they shall have no voting right.

#### 7. **SPECIAL MEETING**

A special meeting of the Council must be called at the request, in writing served on the Secretary, of five clubs in the Union or four members of the Executive Committee. 28 days notice in writing of the meeting shall be given to each member of the Council and at any such meeting eight members of the Council shall form a quorum.

#### 8. **ALTERATIONS TO RULES AND REGULATIONS**

No Rule or Regulation of the Union shall be made, repealed or altered save by a majority of two thirds of the representatives present at the meeting of the Council. A clear 28 days notice of such proposed addition, repeal or alteration, shall be given in writing to the Secretary of each Member Club and upon consideration of such proposals it shall be competent of the Meeting of the Council to pass them but without modification or amendment.

#### 9. **OFFICERS**

(a) The Officers of the Union shall be the President, who ever is Vice President or Immediate Past President, Captain, Vice Captain, Secretary (who may act as Treasurer) the Juniors Secretary, Seniors Captain, Colts Manager and two added representatives from the Council. The Secretary shall not have the right to vote.

NB<sup>1</sup>. The County's EGU representative to attend the EGU Council / Executive Committee which is now only one member from each County Union will be the Secretary. The Executive Committee will also elect, or make provision for representation on the South West and the South East Executive Committees. Two representatives are nominated to serve on the SWCGA Executive Committee; they shall be the Secretary and the President. Representation on the South East Executive as required.

NB<sup>2</sup>. The Vice President will serve one year and the Past President will serve one year and therefore only one of them will be in office at any one time.

(b) **Nomination for the Office of President** The nomination of President shall be made by the Executive Committee and shall be submitted to the Council for election at the appropriate Annual Meeting of the Council and the President shall hold office for up to two years until the election of his successor. The President will act as Chairman at all meetings of the Executive Committee, any Special Meeting and the Annual Meeting of the Council. Should the president resign or be unavailable to continue with his term of office then the Immediate Past President or Vice President (who ever is an Officer at the time) will assume the Presidency with immediate effect.

(c) **Nomination for the Office of Captain** The nomination to the council for election of Captain shall only be made by the Executive Committee and shall be submitted to the Council for election at the appropriate Annual Meeting of the Council. The Captain shall hold office for up to two years until the election of his successor.

(d) **Nomination for the Office of Vice President** The nomination to the council for election of the Vice President shall only be made by the Executive Committee having consulted with the President and having consulted with the Member Clubs as to any nominations that they wish to have considered and shall be submitted to the Council for election at the appropriate Annual Meeting of the Council. The Vice President shall hold office for up to one year during the last year of the then existing President. In the absence of the President he will act as Chairman at such meetings of the Executive Committee, any Special Meeting and the Annual Meeting of the Council.

(e) **Nomination for the Office of Vice Captain** The nomination to the council for election of the Vice Captain shall only be made by the Executive Committee having consulted with the Captain and having

consulted with the Member Clubs as to any nominations that they wish to have considered and shall be submitted to the Council for election at the appropriate Annual Meeting of the Council. The Vice Captain shall hold office for up to two years.

(f) **The Immediate Past President** shall be a member of the Executive Committee for one year following his term of office as President and in the absence of the President he will act as Chairman at such meetings of the Executive Committee, any Special Meeting and the Annual Meeting of the Council.

(g) **The Secretary and Honorary Treasurer** shall be appointed by the Executive Committee on terms as agreed by the Executive Committee. The position of Secretary, when vacant, will be advertised within all Dorset Golf Clubs, it may also be advertised nationally if the Executive see fit. The Honorary Treasurer is not a member of the Executive Committee.

(h) **The Juniors Secretary** The nomination to the council for election of the Junior Secretary shall only be made by the Executive Committee having consulted with the Junior Secretary and having consulted with the Member Clubs as to any nominations that they wish to have considered and shall be submitted to the Council biennially for election at the appropriate Annual Meeting of the Council.

(i) **Seniors Captain** The nomination to the council for election of the Seniors Captain shall only be made by the Executive Committee having consulted with the Seniors Captain and having consulted with the Member Clubs as to any nominations that they wish to have considered and shall be submitted to the Council biennially for election at the appropriate Annual Meeting of the Council.

(j) **Colts Manager** The nomination to the council for election of the Colts Manager shall only be made by the Executive Committee having consulted with the Colts Manager and having consulted with the Member Clubs as to any nominations that they wish to have considered and shall be submitted to the Council biennially for election at the appropriate Annual Meeting of the Council.

(k) Should any office of the Union fall vacant more than 28 days from the next Annual Meeting the Executive Committee are empowered to fill that vacancy until the next Annual Meeting of the Council.

NB. Member Clubs are invited to submit nominations for consideration for the offices becoming vacant within paragraphs 9(d), 9(e), 9(h) 9(i) and 9(j) only. Nominations are to be served in writing to the Secretary before 30th October each year.

## 10. EXECUTIVE COMMITTEE

The Executive Committee shall consist of the Officers of the Union as described in paragraph 9 with the addition of two representatives elected by the Council from two separate Union Affiliated Clubs; the two representatives shall serve for up to two years with the right to vote. They should be serving members of a Club's Executive Committee, and have held no former position within the Executive Committee. They will not be eligible for re-election. A ballot of those attending and voting at the Council Meeting between the recommended nominations shall be taken. In the event of equality of votes the Chairman shall have a second or casting vote to decide the issue.

The attendance of at least three Members shall constitute a quorum. The President, or in his absence the Vice President, shall be the Chairman of the Executive Committee and shall require the Secretary to summon meetings as he deems necessary or at the request in writing of not less than four Members of the Executive Committee.

All powers and duties relating to disciplinary matters delegated by the English Golf Union to Members Counties shall be exercised by the appropriate Sub-Committee appointed by the President to comply with the instruction for the Procedure and Conduct of the Disciplinary Committees as may be prescribed by the English Golf Union from time to time.

The procedure and conduct of such Sub-Committees including those dealing with any right of appeal shall follow precisely that prescribed by the English Golf Union.

The Executive Committee shall be indemnified by the Council in respect of all acts matters and action committed by them in the name of the Union and duly authorised by the Council.

The Executive Committee shall have the power to co-opt such persons as they shall consider fit and who may be invited by the Executive Committee to attend all or any meetings but who shall not have any power to vote.

The Executive Committee shall have the power to appoint such sub-committees made up of such members (subject to the following sub-paragraph) as the Executive Committee shall consider fit in order to advise the Executive Committee on any matter and/or carry out such of the duties and responsibilities of the Executive Committee as the Executive Committee shall consider fit. All Sub Committees shall refer recommendations to the Executive Committee for decision making.

The composition of any sub-committee must include at least one member of the Executive Committee and a member of the Executive Committee must sit as Chairman who shall have the right to vote and have a second or casting vote in the event of equality of votes.

#### 11. **SUBSCRIPTIONS**

(a) Subscriptions shall consist of:

- (i) the annual subscription fixed by the English Golf Union
- (ii) such subscription to the Union as the Council shall fix at each Annual Meeting.

(b) Subscriptions of the Members clubs shall be raised in such a manner as the Council shall decide.

(c) All subscriptions shall become due on the 1st January in each year. No Club whose subscription is not paid by the 31st March following or the members of such Club shall be entitled to take part in any English Golf Union event, County or other Golf Meetings of the Union until the subscription is paid and any entry made by the Secretary of such club or its Members shall be void.

#### 12. **SECRETARY**

The Secretary shall:

- keep correct Minutes of the Council and Executive Committee and produce such book at all meetings thereof
- give notice of all meetings of the Council and Executive Committee
- ensure a record is kept of all financial transactions and shall prepare an annual Financial Statement as at 31st December previous, which will be presented to the Hon Auditor
- generally receive, and with the assistance and guidance of the Hon Treasurer, dispose of according to the instructions of the Council all monies received and paid by the Union and act in accordance with the instructions of the Council or Executive Committee
- when the annual financial statement has been audited and signed by the Hon Auditor, the Secretary shall send a copy of the financial statement to each Member Club with the notice convening the Annual Meeting of the Council
- keep a roll of Member Clubs and give all notices required by the Rules for the time being
- be responsible for writing to the Member Clubs to request any nominations for Executive posts prior to the deadline set so they may be considered by the Executive Committee

#### 13. **HONORARY TREASURER**

The Honorary Treasurer shall assist and give guidance to the Secretary on all matters of finance. They should meet on a regular basis, or as directed by the Executive Committee. They should discuss matters that affect the running of the County's finances such as Annual income, budget proposals and reserve funds/savings.

#### 14. **RESIGNATIONS**

Any Member Club wishing to resign its Membership must give notice thereof in writing to the Secretary on or before the 1<sup>st</sup> December on any year otherwise the Club shall be liable to pay its subscriptions for the ensuing year.

15. **VOTING**

At Meetings of the Council and the Executive Committee decisions shall be taken by a show of hands and, in case of equality of votes, the Chairman of the Meeting shall have a casting vote in addition to his original vote.

16. **GOLF MEETINGS. MATCHES AND COMPETITIONS**

(a) Golf Meetings shall be held each year at which there shall be competitions to decide such County Championships as may be sanctioned by the Council. Member Clubs other than those on municipal courses shall make or arrange to make their courses available without charge as reasonably required by the Executive for meetings, matches and competitions.

The Executive Committee shall be responsible for all Championships, Competitions and Golf Meetings organised on behalf of the Dorset County Golf Union, and to determine the amount of the Entrance Fee.

A Sub-Committee appointed by the President shall ensure that the Rules of Golf are observed and impose the penalties prescribed therein for any breach thereof and to disqualify or impose any lesser penalty for a breach of the competition or match regulations.

The Secretary of the Union shall be responsible for making all necessary arrangements for Golf Meetings, Matches and Competitions with the Committees of the Member Clubs on whose courses these are to be held.

(b) All Competitions and Matches shall be played in accordance with the Rules of Golf as approved by the Royal and Ancient Golf Club of St Andrews and Bye-Laws and Local Rules of the Host Club where the event is played so far as they are approved by the Executive Committee

(c) To be eligible to compete in the Union County championship or Matches a player:

- (i) must be of Amateur Status as defined by the Royal and Ancient Golf Club of St Andrews, and
- (ii) must not have taken part in a County Championship of another County Union (this being the Championship in which the winner qualifies to play in the English Golf Union County Champions Tournament) or have represented another County Union at golf in the 12 months previous to the starting date of the event in question, and
- (iii) must conform to the age and handicap limits which are included in the regulations of the event, and
- (iv) must be a member of a Member Club or must be born in Dorset and be a member of a Club affiliated to another County Union.

(d) In Union Competitions all disputes shall be referred to the Executive Committee of the Union whose decision shall be final.

(e) In all Union Stroke Play and Match Play events, a player arriving late on the first tee shall be disqualified. The time for starting shall be shown on the official draw or when the player's name is called by the starter, whichever is the later. No exception can be made to this rule and the penalty will be imposed automatically.

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