



# **Thorney Lakes Golf Club**

## **Constitution & Rules**

### **1. Name**

Thorney Lakes Golf Club (hereafter “the Club”).

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### **2. Objectives**

The Club is formed for the purpose of providing an organisation to support playing of competitive and social golf on the Thorney Lakes Golf Course at English Drove, Thorney, Peterborough PE6 0TJ (“the Golf Course”).

The Golf Course and associated facilities are owned by Thorney Lakes Golf Centre Limited, hereafter referred to as “the Owner”.

The Club organisation comprises a Committee who provide the structure and Rules for members' competitions, social events etc.

### **3. Qualification for membership**

Individuals are deemed Members of the Club on payment of subscription fees to “the Owner”. Membership fees and appropriate category of Membership is determined solely by “the Owner”.

### **3. Rights and liabilities of member**

3.1 Rights of a Member are determined by the Owner. Members continue to enjoy those rights by virtue of unbroken payment of Membership/subscription fees to the Owner.

3.2 A member is not under any financial liability by reason of his or her membership except for payment of an annual subscription to the Owner.

### **4. General meetings of the Club**

4.1 An Annual General Meeting (AGM) of the Club must be held once in every year in January to elect members to serve on the Committee and Officers of the Club and to conduct any other business appointed in accordance with the Rules.

4.2 Special General Meetings may be held in accordance with the Rules.

### **5. Voting at general meetings**

Every full member of the Club may be present at General meetings of the Club and may give one vote and no more, upon every question. In the event of equality of votes, the Chairperson of the meeting may have a second or casting vote.

### **6. Committee**

6.1 The Committee may exercise the powers given to it by this Constitution and the Rules and any other powers of management that the Owner shall from time to time delegate to it but no others.

6.2 The Committee shall where possible consist of not less than 8 members elected by the members of “the Club” in General Meeting in accordance with the Rules. If the Committee is unable to appoint 8 members for the Committee a lesser number will be authorised to continue as the Committee.



## **7. Club funds**

- 7.1 Funds generated from competition entry fees and other sources will be accounted for by the Treasurer and an audited Income & Expenditure Account will be presented by the Treasurer at the Annual General Meeting of "the Club".
- 7.2 The Treasurer will maintain a Bank account in the name of the Committee under the joint control of the Treasurer and other authorised signatories that the Committee shall decide from time to time.
- 7.3 The funds will be used to meet the general expenses of the Club and amongst others:
  - 7.3.1 Reimburse out of pocket expenses authorised by the Committee and incurred on behalf of "the Club" by any member of "the Club".
  - 7.3.2 Provide prizes, trophies and/or replicas for competitions.
  - 7.3.3 Club funds may be used as determined by the Committee with a maximum of £2000 for any single purchase. Exceptional purchases exceeding £2000 must first be approved by a general meeting of the members. Donations made to Charities are exempt.
  - 7.3.4 A sum of money will be made available annually to the Captain as a bursary. This money will be used at the Captain's discretion to cover any costs and expenses incurred in carrying out duties as Captain of "the Club". This money will be calculated as 50% of the annual adult single membership rounded to the nearest £25.

## **8. Settlement of disputes**

Any disputes or difference that may arise as to the meaning or interpretation of this Constitution, the Rules of the Club or as to the powers of the Officers or the Committee or the validity of any election or proceeding of the Committee, will be determined by the Club Captain (or an individual the Captain may appoint for the purpose), whose decision will be final and binding on all members of "the Club".

## **9. Amendment of Rules**

The Rules of "the Club" may from time to time be revoked, altered or added to by a resolution passed at a general meeting of the members of "the Club" by a majority of at least two-thirds of the members' present. The purpose of the Rules is to regulate the internal affairs of the Club and the conduct of members. All Rules are binding on the members until revoked by the Members at an Annual General Meeting or Special General Meeting.

## **10. Sections of the Club**

"The Club" will have sections for Seniors, Ladies and Juniors. These three sections will each have a Constitution to govern the Committees, meetings and running of the respective sections. The constitutions of the Seniors, Ladies and Juniors sections cannot supersede or override the Constitution of "the Club".



## **THE RULES**

### **PART 1 - GENERAL MEETINGS**

#### **R1. Annual General Meeting**

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The Annual General Meeting of the Club must be held in every year, on a day in January to be appointed by the Committee.

#### **R2. Notices**

Every member of the Club must be given notice of the Annual General Meeting. Notice shall be deemed to have been given to every member provided that it is clearly indicated in the Club Diary. Further reminder notices should be utilised via the official TLGC Member website, official Facebook Page ("TLGC Members") and displayed on "the Club" notice board in the Club House.

#### **R3. Special General Meetings**

R3.1. Special General Meetings may be called at any time

- a) by the Committee by giving 21 days' notice. This is to be achieved by posting a notice signed by the Secretary of "the Club" on the notice board, together with notices on official TLGC Member website and official Facebook Page ("TLGC Members"); The notice will specify the business to be discussed.
- b) or by any 20 members giving 21 days' notice signed by them on the Club notice board. The notice will specify the business to be discussed.

R3.2 No business may be transacted at a Special General Meeting other than that specified in the notice.

#### **R4. Notices of motions**

R4.1 Notices of motions for the Annual General Meeting must be received by the Committee Secretary by the 31st of December.

R4.2 Any notices of motions for Annual General Meeting must be communicated to members prior to the Annual General Meeting, along with the further reminder notices.

R4.3 Amendment to a notice of motion must be in the hand of the Committee Secretary not less than 3 days before the date fixed for the meeting.

#### **R5. Quorum**

No business other than the election of officers and members to serve on the Committee and the passing of the accounts may be transacted at any general meeting, unless at least 10 members are present.



## **R6. Voting**

Voting at general meetings may be by show of hands or otherwise as the Chairperson may direct (except as to contested elections of officers or members to serve on the Committee which shall be by secret voting paper or ballot).

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## **R7. Chairperson**

R7.1 The Captain of the Club will act as Chairperson for all meetings or may appoint another member of the Committee to act as Chairperson.

R7.2 If the Captain or Appointed Chairperson is not present within five minutes after the time appointed for holding the meeting, the meeting may choose its own chairperson.

## **R8. Minutes**

The Committee Secretary must record the proceedings of Annual General Meetings, Special General Meetings and Committee Meetings in a readily accessible format.

## **R9. Chairperson's decision final**

The Chairperson's decision as to the result of the voting on any question is final.

## **PART 2 - ELECTION OF THE COMMITTEE**

### **R10. Constitution of the Committee**

R10.1 The Committee shall use reasonable endeavours to ensure that there shall always be not less than 8 members on the Committee. If the Committee is unable to appoint 8 members for the Committee, a lesser number will be authorised to continue as the Committee.

R10.2 The following officers of the Club shall be appointed or elected as set out in Rule12:

- Captain of the Club
- Immediate past Captain of the Club
- Vice-Captain of the Club
- Committee Secretary
- Treasurer
- Handicap Secretary
- Ladies Section Representative
- Seniors Section Representative

R10.3 The following positions shall be appointed by the Committee from the Committee members:

- Fixture Secretary
- Rules Secretary



Greens Liaison Representative  
League Representative  
Competition Secretary  
Press/Social Media Representative

## **R11. Annual General Meeting**

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At the Annual General Meeting of the Club members of the Committee shall be elected/appointed for the following year (that being until the following Annual General Meeting) as follows: -

- R11.1 The Captain of the Club shall be elected from the members of the retiring Committee.
- R11.2 The retiring Captain of the Club shall be appointed (ex officio) as Immediate Past Captain of the Club for one year.
- R11.3 The positions of Committee Secretary, Treasurer, Handicap Secretary and 3 Committee members shall be elected.
- R11.4 The Ladies' Section Representative and the Seniors' Section Representative shall be appointed ex-officio in accordance with the recommendations of the appropriate sections.
- R11.5 The Captain selects, approaches and if the individual is agreeable, proposes the Vice-Captain for the coming year, who must be accepted by a majority vote by the members present at the Annual General Meeting. The Vice-Captain then becomes a member of the Committee for the year preceding their Captaincy.  
If a Vice-Captain has not been identified or accepted the post prior to the Annual General Meeting, the Captain may later identify a suitable candidate and the Committee vote their secondment onto the Committee during the year prior to the Annual General Meeting. The Vice-Captain will then be presented to the membership at the next Annual General Meeting for election to role of Captain.

## **R12. Proposal of Candidates**

- R12.1 Candidates for election to the Committee must be proposed and seconded by members of the Club.
- R12.2 The name of every candidate with the names of the proposer and seconder must be sent in writing to the Committee Secretary before 31<sup>st</sup> December; with confirmation that the nominated candidate is willing to stand.
- R12.3 Neither proposer nor seconder need be present at the meeting.
- R12.4 If no names or an insufficient number of names of candidates are received by the Committee Secretary by the 31<sup>st</sup> of December, candidates may be proposed at the meeting and thereafter co-opted to the Committee without notice.



R12.5 Any retiring member of the Committee is eligible for re-election.

### **R13. Casual Vacancies**

If a casual vacancy occurs by the death or resignation of a member of the Committee the remaining members of the Committee may appoint any of their number to take on any position vacated and may appoint any member of the Club to fill the vacancy - to the intent that the Committee shall use reasonable endeavours to ensure that there shall always be not less than 8 members constituting the Committee and the positions of officers are filled. If the Committee is unable to appoint 8 members for the Committee a lesser number will be authorised to continue as the Committee.

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## **PART 3 - THE COMMITTEE**

### **R14. Proceedings of general Committee**

The Committee may choose and regulate its own procedure.

### **R15. Meetings of the Committee**

R15.1 Meetings of the Committee must be called by the Committee Secretary at least six times a year.

R15.2 Additional meetings may be called by the Committee Secretary and must be called by him/her if requested by the Chairperson or any two members of the Committee.

### **R16. Summonses to Committee meetings**

All members of the Committee must be summoned to meetings with minimum 3 days' notice by e-mail or in writing to the last advised address. This notice may be deemed as satisfied if date of next meeting is included in meeting minutes and sent to Committee members minimum of 3 days before the meeting.

### **R17. Quorum**

A quorum is five members.

### **R18. Votes**

Every member of the Committee may have one vote on every question and in case of equality the Chairperson or other member presiding at the meeting may have a second or casting vote.

### **R19. Minutes**

The Committee Secretary must keep minutes of the proceedings of each meeting, which must be read and agreed as a true record at the next meeting.



## **R20. Sub-committees**

The Committee may appoint sub-committees and depute to them any of its powers, except those relating to any recommendation to the Owner for the expulsion of a member.

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## **R21. Duties of the Committee**

Without prejudice to generality the Committee must:

R21.1 Organise Club competitions and matches with other Golf Clubs.

R21.2 Administer and monitor handicaps of all members in accordance with current Handicapping System recognised by England Golf.

R21.3 Set, publish and enforce byelaws and codes of behaviour governing the *conduct* of the members of the Club both on the Golf Course and in the Members Bar of the Club premises.

R21.4 Settle any differences relating to the Rules of Golf arising between members of the Club.

Adopted by the members of the Thorney Lakes Golf Club on  
6<sup>th</sup> January 2023

**For Thorney Lakes Golf Club Committee**  
**Captain and Chairperson**