



# HALIFAX, HUDDERSFIELD AND DISTRICT UNION OF GOLF CLUBS

TO FURTHER THE BEST INTERESTS OF AMATEUR GOLF IN HALIFAX, HUDDERSFIELD AND DISTRICT

## Constitution and Rules





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**1. Name:**

The Union shall be called the “Halifax, Huddersfield and District Union of Golf Clubs” hereinafter referred to as “the Union”.

**2. Objects:**

To further the best interests of amateur golf in Halifax, Huddersfield and District.

**3. Governance:**

The governing body of the Union shall be the Executive Committee.

**4. Competitions:**

4.1 All Championships, Competitions and Matches shall be played according to the Rules of Golf approved by the R & A Rules Ltd and Local rules upon whose course the event is played in so far as it does not contravene the Rules of Golf and have the approval of the Competitions Committee.

4.2 All equipment, clubs and balls must conform to the requirements of the R & A Rules Ltd.

4.3 Undertake to conform to the Rules of Amateur Status for the time being in force as laid down by the R & A Rules Ltd.

**5. Membership:**

5.1 Election of clubs to the Union shall be by the Executive Committee on receipt of written application for membership. Every applicant shall be a recognised golf club with an approved handicapping system, with a committee or board, a clubhouse and a course which shall be acceptable to the Executive Committee.

5.2 Undertake to conform to the Constitution and Rules of the Union.

5.3 Undertake to host Union Championships, Competitions, Matches and events.

5.4 Undertake to provide courtesy of two fourballs for members of clubs hosting Union competitions.

5.5 Playing Members – all full, senior, and junior members of a member club, subject only to restrictions or limitations which may be imposed relating solely either to Handicap Index or age of the players who may compete.

**6. Resignation of Membership:**

6.1 Any member club wishing to resign must give notice in writing to the Honorary Secretary of the Union on or before 30<sup>th</sup> November in any year otherwise such member club shall be liable to pay its subscription for the ensuing year.





## 7. Annual Subscriptions:

- 7.1 Each member club shall pay such annual subscription as shall from time to time be determined by the Executive Committee. Any increase in the annual subscription which is greater than 25% of the current annual subscription shall require the prior approval of a majority of member clubs at a general meeting.
- 7.2 Annual subscriptions shall be due no later than the 1<sup>st</sup> of April each year. Entry to all Championships, Competitions and Matches is dependent on subscriptions being up to date.

## 8. Officers:

- 8.1 The officers of the Union shall be the President, Immediate Past President, President Elect, Vice Presidents, Honorary Secretary and Honorary Treasurer.
- 8.2 The officers shall be elected at the Annual General Meeting. The positions of Vice President and Immediate Past President are automatic appointments.
- 8.3 The President, President Elect, Honorary Secretary, and the Honorary Treasurer shall hold office until the next Annual General Meeting when they will retire but shall be eligible for re-election.
- 8.4 Vice Presidents shall not exceed five and shall not be subject to annual retirement, but the Executive Committee shall have the right to remove them at such time as they cease to participate actively in the affairs of the Union.
- 8.5 The President and Past Presidents of the Union shall meet each January to recommend nominations for the offices of President, President Elect and, if necessary, Vice Presidents for approval by the Executive Committee.
- 8.6 Nominations for the officers, Honorary Secretary, Honorary Treasurer and Auditor shall be made by the Executive Committee.

## 9. Trustees:

- 9.1 The property of the Union, other than cash, shall be vested in not less than two nor more than four Trustees and such property shall be dealt with by them as the Executive Committee may from time to time determine by resolution (of which an entry in the minute book shall be conclusive evidence).
- 9.2 The Trustees shall be indemnified against all risk and expense (except in the case of negligence) out of the property of the Union.
- 9.3 The Trustees shall be nominated by the Executive Committee and shall hold office until the next Annual General Meeting when they shall retire but shall be eligible for re-election.





## 10. Funds:

10.1 In the event of dissolution of the Union, the assets and property of the Union shall be distributed between the member clubs in proportion to, or as near as maybe, the current subscriptions paid by the member clubs.

## 11. Executive Committee:

11.1 Except as otherwise provided the affairs of the Union shall be administered by the Executive Committee which is constituted as follows:

11.1.1 The officers of the Union.

11.1.2 Other elected members up to a maximum of fifteen.

11.2 Without prejudice to the generality of these rules the Executive Committee shall in particular have the following powers:

- a) To appoint sub-committees and determine their composition, terms of reference and delegated powers and create and fill non executive roles as necessary.
- b) To control the property and funds of the Union.
- c) To admit member clubs in accordance with the Constitution and Rules.
- d) To organise Championships, Competitions, Matches, and other events and to make regulations and rules as necessary.
- e) To pass resolutions as it considers necessary from time to time for the better management of the affairs of the Union and which are binding on member clubs.
- f) To decide on the interpretation of the Rules.
- g) To expel a member club from membership of the Union or inflict the appropriate punishment on any member club or individual club member for breaches of the Union Rules, Rules of Amateur Status, Rules of Golf or for any conduct which prejudices the interests of the Union or the game.
- h) To delegate disciplinary powers.
- i) To fulfil the requirements of membership and the terms and conditions of the Yorkshire Inter District Union.

11.3 Three officers and four other Executive Committee members shall form a quorum at meetings of the Executive Committee.

11.4 Meetings held to resolve competition, championship and league disputes/queries shall require any three members of the Executive Committee to form a quorum.





## 12. Elected Members:

- 12.1 Playing members (excluding juniors under 18 years of age) are eligible to become elected members as well as existing retiring elected members.
- 12.2 All candidates for election shall be nominated by member clubs and their names must be submitted in writing to the Honorary Secretary at least two weeks prior to the date of the Annual General Meeting at which the election is due to take place.
- 12.3 The candidates to be elected at each Annual General Meeting shall be determined by ballot among the voting representatives of the member clubs who are present in person. Each member club has one voting representative giving one vote per candidate but must vote for as many candidates as there are vacancies. Ballot papers which do not fulfil any conditions for voting laid down at the meeting shall be declared void. Uncontested elections shall be by a show of hands for each candidate.
- 12.4 Elected members shall hold office for a period of three years with five members retiring by rotation each year. Retiring members are eligible for re-election.
- 12.5 In cases where there are more than five vacancies due to a member or members having retired prior to completion of the three year period, any candidate or candidates elected to fill such vacancy or vacancies will retire at the same time as the retiring member(s) would have retired if they had continued in office. The first five candidates in the ballot will be elected for a period of three years with the other candidates being elected for the reduced periods determined according to the number of votes received.
- 12.6 If two or more candidates obtain an equal number of votes another ballot shall if necessary be taken in respect of such candidates. If two or more candidates again obtain an equal number of votes, the Executive Committee shall select by lot from such candidates the candidate or candidates who is or are to be elected.
- 12.7 A vacancy arising during the year through death or resignation of an elected member may be filled by the Executive Committee. Any member so appointed shall hold office only until the next Annual General Meeting and shall then, subject to nomination by a member club, be eligible for re-election.

## 13. General Meetings:

No business shall be transacted at any Annual General Meeting or Extraordinary General Meeting unless a quorum of voting representatives from the member clubs is present. Each member club shall have one voting representative and seven voting representatives present in person shall be a quorum. A resolution put to a vote at any general meeting shall be decided on a show of hands and each voting representative present in person shall have one vote. In the case of an equality of votes the Chairman of the meeting shall be entitled to a casting vote. With the exception of the Chairman's casting vote no other person other than the voting representatives will be entitled to vote at a general meeting.





#### **14. Annual General Meeting:**

14.1 The Annual General Meeting will be held within three months of the previous financial year end at a venue chosen by the Executive Committee.

14.2 Not less than 21 days clear notice of the Annual General Meeting shall be sent by the Honorary Secretary to each member club. The accidental omission to send or non-receipt of such notice shall not invalidate the proceedings of the Annual General Meeting.

14.3 The purpose of the Annual General Meeting is to:

- a) To receive the audited statement of accounts for the preceding year.
- b) To receive reports for the preceding year.
- c) To elect officers and elected members.
- d) To elect Trustees.
- e) To elect an Auditor.
- f) To transact any other general or special business specified in the notice convening the meeting.

#### **15. Extraordinary General Meeting:**

15.1 An Extraordinary General Meeting may be convened by the Executive Committee, and

15.2 Any three member clubs may submit a written request to the Honorary Secretary who must convene an Extraordinary General Meeting within 14 days after receipt of such request.

15.3 The convening of an Extraordinary General Meeting shall be called by at least 21 days clear notice given to all member clubs setting out the venue, date, time and the business to be considered.

#### **16. Halifax, Huddersfield District Golf Alliance:**

The Union will administer the terms of membership and the Rules of the various competitions.

#### **17. Changes to the Constitution and Rules:**

No new rule or regulation shall be made, nor shall any rule be altered or repealed unless approved by a two thirds majority of the votes cast by those voting representatives present in person at an Annual General Meeting or Extraordinary General Meeting convened for that purpose.





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