

Rules and Regulations of the Men's Club of The Clontarf Golf and Bowling Club



At a meeting of the Management Committee of The Clontarf Golf and Bowling Club held on the 30th day of October 2018, these revised Rules & Regulations of the Men's Club were approved by the Club's Management Committee under Rule 15.2.23 of the Club Constitution for the purpose of bringing them into line with the provisions of the Club Constitution adopted by the Members of The Clontarf Golf and Bowling Club at a Special General Meeting held on 5th May 2017 and as subsequently amended at the Annual General Meeting held on 26th January 2018.

CONTENTS

Rule No.		Page No.
1	Introduction	1
2	Club Crest	1
3	Objects	1
4	Ethics Standards/ Substance Abuse/ Alcohol Abuse	1
5	Membership	1
6	The Men's Committee	1
7	Men's Committee Members	3
8	Membership Sub-Committee Representatives	6
9	Powers, Functions and Obligations of the Men's Committee	6
10	Proceedings at Meetings of the Men's Committee	7
11	Finance	8
12	Appointment of Sub-Committees	8
13	Suspension of Sub-Committees	9
14	General Meetings of the Men's Club	9
15	The Annual General Meeting of the Men's Club	11
16	Special General Meetings of the Men's Club	12
17	Termination or Suspension of Membership of the Men's Club	13
18	Notices	13
19	Competitions	13
20	Amendments to the Rules and Regulations of the Men's Club	13
21	Interpretation of the Rules and Regulations of the Men's Club	13

1 Introduction

- 1.1 The following are the Rules and Regulations which govern the membership, powers, functions, management and control of the Men's Club. Words and expressions used in these Rules and Regulations shall unless the context otherwise requires have the same meanings as are set forth in Rule 2 of the Constitution of The Clontarf Golf and Bowling Club ('the Club Constitution').
- 1.2 These Rules and Regulations shall come into force on the 30th day of October 2018 and shall operate in substitution for and to the exclusion of all previous Rules and Regulations.
- 1.3 These Rules and Regulations shall be read in conjunction with the Club Constitution and in the event of there being a conflict between these Rules and Regulations and the Club Constitution, the provisions of the Club Constitution shall prevail.
- 1.4 In this document, any reference to Rules shall be interpreted as a reference to Rules in these Rules and Regulations unless otherwise specified.

2 Club Crest

- 2.1 The crest of the Men's Club shall be in the form of a shield containing a bull's head in red on a light blue background and having beneath crossed golf clubs on a black background and the inscription 'Clontarf Golf Club'.



3 Objects

- 3.1 The objects of the Men's Club are to promote, organise and control the Amateur Game of Golf and social events amongst its Members.
- 3.2 In pursuit of these objects, the Men's Club and all its playing members shall:
 - 3.2.1 accept and comply with the Constitution, Bye-Laws and Regulations of the GUI, to which the Men's Club is affiliated, and the Bye-Laws and Regulations of the Leinster Branch of the GUI.
 - 3.2.2 accept and comply with the CONGU Unified Handicapping System as prescribed by the Council of National Golf Unions.
 - 3.2.3 accept and comply with the Rules of Golf and the Rules of Amateur Status as approved by the R&A Rules Limited.
 - 3.2.4 accept and comply with the Club Constitution.
- 3.3 The Men's Club may organise, arrange and run events, whether sporting, social or otherwise, for the Members of the Men's Club. Such events may also be organised, arranged and run in co-operation with the Ladies' Club and/or the Bowling Club and/or other Golf or Bowling Clubs or organisations.

4 Ethics Standards/Substance Abuse/ Alcohol Abuse

- 4.1 Members of the Men's Club shall be bound by the provisions of Rule 9 of the Club Constitution concerning ethical behaviour generally as well as the Club's Code of Ethics relating to Junior Members, its policy on the use of prohibited performance enhancing substances and its policy with regard to the abuse of, or overindulgence in, alcohol or the use of illegal drugs/substances.

They should, in particular, be aware that The Clontarf Golf and Bowling Club is fully committed to safeguarding the well-being and safety of all its Members and to ensuring that they are each valued and treated in an equitable, democratic and fair manner regardless of ability, age, sex, religion, social and ethnic background or political persuasion. The Club does not condone the use of bullying behaviour by Members at any time. In this regard, every Member of the Men's Club should, at all times, show respect and understanding for the rights, safety and welfare of all other Members of the Club and should conduct himself in a way that reflects these principles.

5 Membership

- 5.1 The Men's Club shall comprise all the Male Golfing Members of The Clontarf Golf and Bowling Club.
- 5.2 The Management Committee of The Clontarf Golf and Bowling Club shall have power to elect Honorary Golfing Members, on the recommendation of the Men's Club, for a period not exceeding one year, but a person so elected may, at the discretion of the Management Committee, continue to be eligible for election from year to year.

6 The Men's Committee

- 6.1 The Men's Committee shall comprise:

- 6.1.1 the Captain, Vice-Captain, Men's Secretary, Men's Treasurer, Men's Tournament Secretary, Men's Handicap Secretary, Male Junior Convenor and six other Members as follows:
- 6.1.1.1 two of these six shall be elected as the Men's Club representatives on the Course Sub-Committee.
- 6.1.1.2 another two of these six shall be elected as the Men's Club representatives on the House Sub-Group of the House & Social Sub-Committee. This Sub-Group shall have responsibility for looking after the affairs of House, Bar and Catering.
- 6.1.1.3 another two of these six shall be elected as the Men's Club representatives on the Social Sub-Group of the House & Social Sub-Committee. This Sub-Group shall have responsibility for organising the Social activities of the Club.
- 6.2 Subject to Rule 6.2.1, all Members of the Men's Club other than Junior Members shall be eligible for election to the Men's Committee.
- 6.2.1 A Member of the Men's Club whose annual subscription and/or other monies due or part thereof, is overdue by one calendar month shall, in accordance with Rule 41.2 of the Club Constitution, be ineligible to be elected or co-opted to any position on the Men's Committee or to propose or second any candidate for election to any position on that Committee.
- 6.3 The procedure for the election of the Captain and the Vice-Captain, and the conditions which the candidates for these positions must satisfy are set out in Rule 29 of the Club Constitution.
- 6.4 In addition, any eligible Ordinary Member of the Men's Club may nominate any other eligible Ordinary Member of the Men's Club for the position of Vice-Captain, provided the nominee has an aggregate of at least 10 years membership between Ordinary and Five-Day Membership. No such nomination shall be valid unless it is in writing signed by the proposer and seconder and the person proposed has by his signature indicated his willingness to be a nominee for the position. The proposer and seconder must each have an aggregate of at least 10 years membership between Ordinary and Five-Day Membership (a maximum of 5 years Five-Day Membership may be taken into consideration for the purposes of making up the combined aggregate of 10 years in each of the aforementioned cases).
- 6.5 Subject to Rule 6.2.1, any eligible Member of the Men's Club, other than a Junior Member, may nominate any other eligible Member of the Men's Club to be a member of the Men's Committee. No such nomination shall be valid unless it is in writing signed by an eligible proposer and seconder and the person proposed has by his signature indicated his willingness to be a committee member.
- 6.6 The members of the Men's Committee shall be elected at the Annual General Meeting of the Men's Club and shall hold office until the next Annual General Meeting of the Men's Club. In the event of there not being a sufficient number of nominations to fill all of the vacancies that exist, the remaining vacancies may be filled by nominations from the floor of the Annual General Meeting, subject to the persons being proposed being present and indicating their consent to being so nominated.
- 6.6.1 In the event of there being no nominations from the floor at the Annual General Meeting for a particular vacancy, the Men's Committee shall be empowered to fill that vacancy by co-option subsequent to that Meeting.
- 6.7 Nominations for the election of the Vice-Captain and other members of the Men's Committee must be received at the Clubhouse addressed to the Men's Secretary on or before the 17th day of December in any given year.
- 6.8 If any casual vacancy shall occur on the Men's Committee between one Annual General Meeting and the next, that Committee shall be empowered to fill any vacancy so occurring.
- 6.9 A Member shall not be entitled to be a member of the Men's Committee for more than 5 consecutive years. In calculating the said 5 years, any year spent during the said 5-year period, or to be spent immediately upon the expiration of the said 5 years, as Captain or Vice-Captain shall not be taken into account.
- 6.10 Members of the Men's Committee shall attend meetings of that Committee, save and except with good cause given. They shall exercise discretion and confidentiality in administering the affairs of the Committee in the best interests of the Men's Club and with regard to any matters discussed and disclosed to them in the course of their work on the Committee. The Men's Committee may impose sanctions on any member of the Committee in cases where it is established that indiscretions or breaches of confidentiality have taken place.
- 6.11 Any member of the Men's Committee shall be deemed to have vacated the position which he holds on that Committee upon:
- 6.11.1 ceasing to be a Member of the Club.
- 6.11.2 ceasing to be a Member of the Men's Club.
- 6.11.3 tendering his resignation from the Men's Committee.
- 6.11.4 failing to attend 4 consecutive meetings of the Men's Committee, unless such absence shall have been excused to the satisfaction of that Committee.
- 6.11.5 being convicted of any indictable offence the gravity of which would render his continued occupation of that position untenable.

- 6.11.6 being removed by a Motion carried by a simple majority of the Members of the Men's Club present and voting at a General Meeting.
- 6.11.7 being elected as a member of the Management Committee.
- 6.11.8 being elected as President, Vice-President or as a Trustee.
- 6.11.9 being certified as being of unsound mind.
- 6.11.10 being adjudged bankrupt or making any arrangement or composition with his creditors or upon a restriction/disqualification order being made against him pursuant to the Companies Acts for the time being in force.

7 Men's Committee Members

7.1 The Captain

- 7.1.1 The Captain shall hold Office for one year.
- 7.1.2 The Captain, during his year of Office, shall have the following duties, rights and privileges:
 - 7.1.2.1 be a member of the Management Committee.
 - 7.1.2.2 be a member of and convene meetings of the Men's Committee.
 - 7.1.2.3 attend at meetings of the Men's Committee and, subject to Rule 7.2.2.5, chair meetings of the Men's Committee and General Meetings of the Men's Club and have a deliberative vote and a casting vote at such meetings in the case of equality of votes on any particular issue.
 - 7.1.2.4 nominate one person to Ordinary Membership or to any other category of membership of the Club.
 - 7.1.2.5 appoint team managers and selectors. Such team managers and selectors shall retire annually on the date of the Annual General Meeting of the Men's Club.
 - 7.1.2.6 generally perform such other functions in relation to the affairs of both the Club and the Men's Club as may be required and authorised by these Rules and Regulations and the Club Constitution and any Bye-Laws and/or Local Rules/Regulations made thereunder.

7.2. The Vice-Captain

- 7.2.1 The Vice-Captain shall hold Office for one year and shall succeed the Captain at the following Annual General Meeting of the Men's Club.
- 7.2.2 The Vice-Captain, during his year of Office, shall have the following duties, rights and privileges:
 - 7.2.2.1 attend at meetings of the Management Committee but shall not have a vote.
 - 7.2.2.2 be a member of the Men's Committee.
 - 7.2.2.3 attend at meetings of the Men's Committee
 - 7.2.2.4 nominate any other eligible Ordinary Member of the Men's Club to be his Vice-Captain, subject to Rule 29.14 of the Club Constitution.
 - 7.2.2.5 deputise for the Captain as and when required, and when chairing meetings of the Men's Committee or General Meetings of the Men's Club, have a deliberative vote and a casting vote at such meetings in the case of equality of votes on any particular issue.
 - 7.2.2.6 generally perform such other functions in relation to the affairs of both the Club and the Men's Club as may be required and authorised by these Rules and Regulations and the Club Constitution and any Bye-Laws and/or Local Rules/Regulations made thereunder.

7.3 The Men's Secretary

- 7.3.1 The Men's Secretary shall, inter alia,
 - 7.3.1.1 be a member of the Men's Committee.
 - 7.3.1.2 attend at meetings of the Men's Committee and prepare draft and final minutes of such meetings. Following approval of the minutes, he shall provide for their safekeeping.
 - 7.3.1.3 dispatch the notice and agenda for each Men's Committee meeting to the members of that Committee at least 7 days in advance of such meeting, together with the draft minutes of the previous meeting.
 - 7.3.1.4 dispatch the draft and final minutes of each meeting of the Men's Committee to the Club Secretary, President, Vice-President and Trustees.
 - 7.3.1.5 attend to all correspondence relevant to the Men's Club affairs.
 - 7.3.1.6 maintain a watching brief on the activities of the Men's Club to ensure that the decisions and directions of the Men's Committee and the Management Committee are implemented.
 - 7.3.1.7 bring to the attention of the Men's Committee any breaches or alleged breaches of the Club Constitution, these Rules/Regulations, and the Bye-Laws and Local Rules/Regulations of the Club and of the Men's Club or of the law generally.
 - 7.3.1.8 liaise with the Management Committee, the Men's Committee and in particular with the Club Secretary in all disciplinary matters relating to all Members of the Men's Club, and also with the Male Junior Convenor and the Junior Golf Sub-Committee in all disciplinary matters relating to Male Junior Members.

- 7.3.1.9 liaise, as and when necessary, between the Men's Committee and the Management, Ladies' and Bowling Committees.
- 7.3.1.10 be responsible for the posting on the Notice Board in the Men's Locker Room of a Notice informing Members of the Men's Club of the deadlines for the submission of nominations for the election of persons to the Men's Committee as laid down in Rule 15.3.8 and for the submission of Motions for consideration at the Annual General Meeting of the Men's Club as laid down in Rule 15.5.3.
- 7.3.1.11 prepare a written notice and agenda for each Annual General Meeting of the Men's Club and arrange for their dispatch or notification to Members of that Club in accordance with the procedures outlined in Rule 31.2 of the Club Constitution at least 14 days in advance of such meeting, together with any Motions received, the Financial Statement for the previous Financial year, Financial Estimates for the following year together with any nominations for positions on the Men's Committee duly lodged.
- 7.3.1.12 prepare a written notice of and agenda for each Special General Meeting of the Men's Club that may be convened and arrange for their dispatch or notification to Members of that Club in accordance with the procedures outlined in Rule 31.2 of the Club Constitution at least 14 days (or 7 days as the case may be) in advance of such Meeting.
- 7.3.1.13 arrange for the posting of the documents referred to in Rules 7.3.1.11 and 7.3.1.12 on the Notice Board in the Men's Locker Room and on the Club's website for viewing by all Members of the Men's Club at least 14 days (or 7 days as the case may be) prior to the date of the Annual General Meeting or any Special General Meeting of the Men's Club, as appropriate.
- 7.3.1.14 issue the notice(s) convening the Annual General Meeting and any Special General Meetings of the Men's Club and arrange for the preparation of draft minutes of such meetings and for their posting on the Notice Board in the Men's Locker Room and on the Club's website within one month of such meetings being held. Following approval of the minutes by the next Annual General Meeting, he shall provide for their safekeeping.
- 7.3.1.15 be responsible for the interpretation of the Rules of Golf and all Local Rules affecting the playing of Men's golf competitions. In this regard the decision of the Men's Secretary, in the interpretation or application of any such rule, but subject to an appeal to the GUI, shall be final and binding and in the interpretation of the Rules of Golf the Men's Secretary shall be responsible only to the GUI.
- 7.3.1.16 perform such duties as may be laid to him under the Club's Disciplinary / Complaints Procedures and the Club's Code of Ethics relating to Junior Members.
- 7.3.1.17 generally perform such other functions in relation to the Men's Club's affairs as may be required and authorised under the Club Constitution and the Rules and Regulations governing the Men's Club and any Bye-Laws and Local Rules/ Regulations made thereunder and by the law generally.

7.4 The Men's Treasurer

- 7.4.1 The Men's Treasurer shall, inter alia,
 - 7.4.1.1 be a member of the Men's Committee.
 - 7.4.1.2 attend at meetings of the Men's Committee.
 - 7.4.1.3 be responsible to the Men's Committee and to the Club Treasurer for reporting on, monitoring and controlling the financial affairs of the Men's Club.
 - 7.4.1.4 be responsible for ensuring that full and detailed accounts and records showing the financial affairs, receipts and disbursements of the Men's Club are kept and maintained.
 - 7.4.1.5 prepare monthly, with the assistance of the Club Treasurer, a Financial Statement of the Men's Club as well as a Men's Treasurer's report thereon for submission to the Men's Committee for its information and forward a copy of the said statement and report to the Club Treasurer.
 - 7.4.1.6 maintain a watching brief on the financial affairs of the Men's Club and see that the proper controls are in place and are being applied.
 - 7.4.1.7 at the end of each financial year arrange, in conjunction with the Club Treasurer, for the preparation of a Financial Statement of the financial affairs of the Men's Club in respect of the previous year, for audit by an Honorary Auditor in accordance with Rule 11.1.2.
 - 7.4.1.8 assist the Club Treasurer in his/her task of keeping and maintaining the accounts and records of the Club and of the Men's Club and in his/her task of arranging for the preparation of the Club's Financial Statements for audit each year as laid down in Rule 14.12.1.10 of the Club Constitution.
 - 7.4.1.9 arrange for the audited Financial Statement referred to in Rule 7.4.1.7 to be presented to the Men's Committee for its consideration not later than 17th December each year with a view to its presentation to,

and adoption by, the Annual General Meeting of the Men's Club in accordance with Rule 19.2.2 of the Club Constitution.

- 7.4.1.10 prepare a draft Men's Treasurer's Report in respect of the previous financial year, for approval by the Men's Committee, for presentation to the Annual General Meeting of the Men's Club.
- 7.4.1.11 in September of each year assist the Club Treasurer in the preparation of a draft annual budget of income and expenditure for the Men's Club for the following year for approval by the Management Committee in accordance with Rule 19.1.5 of the Constitution with a view to its presentation to the Annual General Meeting of the Men's Club for its information.
- 7.4.1.12 arrange for the distribution to each eligible Member of the Men's Club prior to its Annual General Meeting of a copy of each of the documents referred to in Rules 7.4.1.9 to 7.4.1.11.
- 7.4.1.13 generally perform such other functions in relation to the Club's affairs as may be required and authorised under the Club Constitution and the Rules and Regulations governing the Men's Club and any Bye-Laws and Local Rules/Regulations made thereunder and by the law generally.

7.5 The Men's Tournament Secretary

- 7.5.1 The Men's Tournament Secretary shall, inter alia,
 - 7.5.1.1 be a member of the Men's Committee.
 - 7.5.1.2 attend at meetings of the Men's Committee.
 - 7.5.1.3 liaise with the Captain, Lady Captain, Ladies' Tournament Secretary and General Manager, as appropriate, in all matters relating to the arranging of Open, Semi-Open and/or Invitation Golf Tournaments in the Club.
 - 7.5.1.4 convene meetings of the Men's Tournament Sub-Committee, record the minutes of such meetings, circulate these minutes to each member of the Sub-Committee and report any decisions arrived at to the Men's Committee.
 - 7.5.1.5 chair meetings of the Men's Tournament Sub-Committee and shall have a deliberative vote and a casting vote at such meetings in the case of equality of votes on any particular issue.
 - 7.5.1.6 organise all Competitions for the Men's Club (other than Junior Competitions) taking account of the procedures laid down in Rules 19.3 and 19.4 regarding competition entry fees, purchase of prizes and level of sponsorship; he shall also procure suitable prizes for same and organise all prize-giving ceremonies related thereto.
 - 7.5.1.7 organise jointly with the Ladies' Tournament Secretary all Mixed Competitions (other than Junior Competitions) taking account of the procedures laid down in Rules 19.3 and 19.4 regarding competition entry fees, purchase of prizes and level of sponsorship; he shall also jointly procure suitable prizes for same and jointly organise all prize-giving ceremonies related thereto.
 - 7.5.1.8 collect and account for all Competition Fees relating to competitions organised by the Men's Club in conjunction with the General Manager/Club Professional, as appropriate.
 - 7.5.1.9 adjudicate on all difficulties relating to the Conditions of Competition governing Men's Club Competitions.
- 7.5.2 The Men's Tournament Secretary shall in performing his duties act impartially at all times.

7.6 The Men's Handicap Secretary

- 7.6.1 The Men's Handicap Secretary shall, inter alia,
 - 7.6.1.1 be a member of the Men's Committee.
 - 7.6.1.2 attend at meetings of the Men's Committee.
 - 7.6.1.3 convene meetings of the Handicap Committee, record in minutes any decisions arrived at and the reasons therefor and report such decisions to the Men's Committee.
 - 7.6.1.4 have responsibility for the allocation, control, adjustment and regulation of the golf handicaps of the Members of the Men's Club. Such handicaps shall be implemented and controlled in accordance with the CONGU Unified Handicapping System, and such other rules and regulations as the Men's Committee shall determine.
 - 7.6.1.5 have responsibility for the revision of all handicaps during the month of November of each year or during such other periods as may from time to time be fixed for the revision of handicaps and for sending details of such revisions to the Executive Officer of the Leinster Branch of the GUI.
- 7.6.2 The Men's Handicap Secretary shall in performing his duties act impartially at all times.

7.7 The Male Junior Convenor

- 7.7.1 The Male Junior Convenor shall, inter alia,
 - 7.7.1.1 be a member of the Men's Committee.
 - 7.7.1.2 attend at meetings of the Men's Committee.

- 7.7.1.3 attend at meetings of the Junior Sub-Committee referred to in Rule 12.1.4.
- 7.7.1.4 organise all aspects of golf for all Male Junior Members under the guidance of the Junior Golf Sub-Committee.
- 7.7.1.5 liaise with the Female Junior Convenor in entering and arranging inter-club Mixed Junior competitions.
- 7.7.1.6 liaise with the Management Committee, the Junior Golf Sub-Committee, the Men's Secretary and Committee, and in particular with the Club Secretary in all disciplinary matters relating to Male Junior Members.
- 7.7.1.7 familiarise himself with the Club's Code of Ethics relating to Junior Members and shall endeavour to safeguard the well-being of all Male Junior Members by ensuring that the aforementioned Code of Ethics, and the Club's policy on Drug Abuse and Alcohol Abuse are upheld.
- 7.7.1.8 in relation to Junior Convenor, act as a Junior Leader for the purposes of the Club's Code of Ethics relating to Junior Members and perform such duties as may be laid to him under this Code and by the law generally. Where the Male Junior Convenor is also appointed to the role of Club Child Officer, he shall, in addition, perform such duties as may be laid to him under the aforementioned Code of Ethics arising from that position.

8 Membership Sub-Committee Representatives

- 8.1 The representatives of the Men's Club on the Membership Sub-Committee shall be the Captain and Vice-Captain.

9 Powers, Functions and Obligations of the Men's Committee

- 9.1 The management and control of the Men's Club shall, subject to the provisions of the Club Constitution and these Rules and Regulations, be vested in and conducted by the Men's Committee.
- 9.2 The responsibility for the running, management and control of Mixed Golf Events shall be vested jointly in the Men's and Ladies' Committees. Golf for or involving Junior Members of the Men's and Ladies' Clubs shall be the responsibility of the Junior Golf Sub-Committee established under Rule 12.1.4 and shall be monitored by the Men's Committee and the Ladies' Committee in consultation with each other.
- 9.3 The Men's Committee:
 - 9.3.1 shall ensure that full and detailed accounts and records of the financial activities of the Men's Club are kept and maintained as outlined in Rule 7.4.1.4, that a Financial Statement of the Men's Club financial affairs as at the end of each financial year is prepared in accordance with Rule 7.4.1.7, that an annual audit is conducted by an Honorary Auditor of the aforementioned Financial Statement in accordance with Rule 11.1.2 and that a draft annual budget of income and expenditure for the Men's Club for the following year is prepared in accordance with Rule 7.4.1.11.
 - 9.3.2 shall consider the audited Financial Statement for each financial year with a view to its presentation to, and adoption by, the Annual General Meeting of the Men's Club.
 - 9.3.3 shall, on request, submit the books and records of the Men's Club to the Management Committee and its advisors and shall answer any queries and provide such explanations as may be required or requested by the Management Committee in relation thereto.
- 9.4 The Men's Committee shall in addition exercise the following powers, functions and obligations:
 - 9.4.1 delegate any of its powers to any sub-committee or sub-committees on such terms as it shall think fit. In this regard, it may form sub-committees to transact business connected with the running of the Men's Club, which is not within the remit of the Management Committee, and may nominate and appoint eligible Members of the Men's Club to those sub-committees in accordance with Rule 12.
 - 9.4.2 organise, participate in, support and arrange all types of golf and social events for the benefit and enjoyment of the Members of the Men's Club and their guests and foster good relations with other Golf Clubs by whatever means the Men's Committee considers appropriate and may organise, support and raise funds for charitable events and causes.
 - 9.4.3 host, arrange and organise golf competitions and ensure that the entry fee or fees therefor are set in accordance with Rules 19.3 and 19.4.
 - 9.4.4 investigate any complaint, verbal or written, by any person or persons concerning the behaviour or misbehaviour in golfing matters only of any Member of the Men's Club while on Club property or concerning the infringement of any Rule of Golf or any Local Rule/Regulation or Bye-Law of the Club or of the Men's Club by any Member of the Men's Club or, where appropriate, by any visitor to the Club and to investigate any complaint made by any other Golf Club, or on its behalf, concerning any Member of the Men's Club.
 - 9.4.5 implement and carry out the wishes of the Members of the Men's Club as decided by them at General Meetings of that Club.

- 9.4.6 uphold the Club Constitution and ensure compliance by the Men's Club with the Constitution, the Rules and Regulations of the Men's Club and the Bye-Laws and Local Rules/Regulations of the Club and of the Men's Club, and be bound by their provisions.
 - 9.4.7 change the indices of any holes played from the Men's tees on the Golf Course.
 - 9.4.8 do all such other things as shall be incidental or conducive to the proper running of the Men's Club.
 - 9.4.9 enter golf teams in inter-club competitions or events and support and/or sponsor any Member of the Men's Club in any golf competition, event or other related activity in the name of the Club, subject to the approval of the Management Committee.
 - 9.4.10 co-operate with the Management Committee, the Ladies' Committee and the Bowling Committee in the smooth running of the Club and in particular liaise and consult with the Ladies' Committee in relation to the organising of mixed golf events for Members of the Men's and Ladies' Clubs, as well as mixed Junior and/or Intermediate golf and social events.
 - 9.4.11 prepare in consultation with the Ladies' and Bowling Clubs and with the approval of the Management Committee the annual programme of events for the Men's Club for inclusion in the Club Diary.
 - 9.4.12 admit, as and when required, to membership of the Men's Club any male elected to membership of the Club by the Management Committee to fill any vacancies that the Management Committee shall previously have deemed to exist among the membership of the Men's Club. The Men's Committee shall have no other right to admit save with the prior consent of the Management Committee any male applicant for membership of the Men's Club.
 - 9.4.13 take such steps, impose such restrictions and penalties and take such disciplinary measures as the Management Committee may have previously approved, requested or decided in relation to any Member of the Men's Club in respect of whom a complaint has been made.
 - 9.4.14 make, amend or revoke Bye-Laws and Local Rules/Regulations of the Men's Club as it considers necessary subject always that in the event of a conflict between the Club Constitution or the Men's Club Rules and Regulations and the said Bye-Laws and/or Local Rules/Regulations, the provisions of the Constitution or of the Men's Club Rules and Regulations, as appropriate, shall prevail.
 - 9.4.14.1 Bye-Laws made by the Men's Committee shall be posted on the Notice Board in the Men's Locker Room and on the Club's website until revoked. In addition, such Bye-Laws shall be published in the Club Diary, where appropriate, when it is being updated annually.
 - 9.4.14.2 Amendments to or revocation of Bye-Laws and Local Rules/Regulations of the Men's Club or any part thereof shall be deemed to have been made by the Men's Committee when a copy thereof signed by the Men's Secretary shall have been exhibited on the Notice Board in the Men's Locker Room and on the Club's website.
 - 9.4.14.3 Bye-Laws and Local Rules/Regulations, or amendments thereto, made by the Men's Committee, as appropriate, shall have effect until amended or revoked by such Committee or by a General Meeting of the Men's Club.
 - 9.4.15 fulfil such obligations as are laid down in Rule 11 in relation to the Men's Club finances and generally perform such other functions in relation to the Men's Club affairs as may be required and authorised under the Club Constitution and the Rules and Regulations governing the Men's Club.
- 9.5 The Men's Committee shall not be entitled to:
- 9.5.1 borrow any monies.
 - 9.5.2 involve the Men's Club in any one item of expenditure exceeding such sum as the Management Committee may determine.
 - 9.5.3 impose any levy on the Members of the Men's Club or vary the annual subscription.
 - 9.5.4 bind the Members of the Club to any transaction or act in any manner which is not authorised by the Club Constitution or these Rules and Regulations.
 - 9.5.5 exercise any power or function in relation to the Club the exercise of which is vested exclusively in the Management Committee.

10 Proceedings at Meetings of the Men's Committee

- 10.1 The Men's Committee shall meet regularly, and at least 10 times a year, to regulate, monitor, control, and dispatch those aspects of the business and affairs of the Men's Club which are entrusted to it by the Club Constitution and these Rules and Regulations and all such meetings shall be convened by the Captain.
- 10.2 The quorum for the holding of a meeting of the Men's Committee shall be at least seven members of that Committee.
- 10.3 Each member of the Men's Committee shall be entitled to receive 7 days' notice of meetings of that Committee. Such notice may be verbal or in writing and should be accompanied by draft minutes of the previous meeting. In the event that there exists any matter requiring urgent attention, a meeting of the Men's Committee may be convened at shorter notice provided two-thirds of the members of the Committee so agree.

- 10.4 The Men's Committee shall cause minutes to be kept and recorded in an appropriate form of its proceedings at meetings. These minutes shall record all decisions made and shall be circulated to the members of the Men's Committee in draft form. A copy of the draft and final minutes shall be circulated to the President, Vice-President, Trustees and Club Secretary.
- 10.5 No member of the Men's Committee shall participate in any discussion, consideration or decision of that Committee in situations where the outcome of such proceedings could directly involve the member concerned personally or his family/relations. A member of the Men's Committee shall not, however, be precluded from participating in such discussions where any potential benefits are universal to all Members of the Men's Club, thus being only of indirect benefit to the Committee member concerned. Any member of the Men's Committee facing a conflict of interest shall declare his interest at the earliest opportunity and withdraw from any meeting(s) while the matter in question is being discussed.
- 10.6 Meetings of the Men's Committee shall be chaired by the Captain, or in his absence by the Vice-Captain. In the absence of both, the meeting shall be reconvened.
- 10.7 The Chairperson of each meeting of the Men's Committee shall have a deliberative vote and a casting vote at such meetings in the case of equality of votes on any particular issue.

11 Finance

- 11.1 The financial affairs of the Men's Club shall be operated as follows:
- 11.1.1 The Treasurer of the Men's Club shall, with the assistance of the Club Treasurer, prepare monthly a Financial Statement showing the financial affairs, receipts and disbursements of the Men's Club and shall present this statement, together with the Men's Treasurer's report thereon, to the next meeting of the Men's Committee for its information.
- 11.1.2 The Treasurer of the Men's Club shall assist the Club Treasurer with the preparation of a Financial Statement of the affairs of the Men's Club for each year to the 31st October. This statement shall be audited by an Honorary Auditor, for consideration by the Men's Committee not later than 17th December and for presentation to, and adoption by, the Annual General Meeting of the Men's Club.
- 11.1.3 In accordance with Rule 19.1.5 of the Club Constitution, the Club Treasurer shall, in consultation with the Treasurer of the Men's Club, commence in September of each year, the preparation of a draft annual budget of income and expenditure for the following year for the Men's Club for approval by the Management Committee and for subsequent presentation to the Annual General Meeting of the Men's Club for its information.
- 11.1.4 In relation to competitions organised by the Men's Club, the Men's Committee shall be responsible for accounting for income and expenditure relating thereto. In the case of such competitions, the entry fees for participants, the percentage of entry fee income that may be expended on prizes and the recommended amount of sponsorship to be paid by sponsors shall be determined in accordance with Rules 19.3 and 19.4.
- 11.1.5 Any surplus funds arising in the Men's Club from competition entry fee income and sponsorship income after competition expenses have been met shall be regarded as part of the finances of the overall Club.
- 11.1.6 The Management Committee may assign resources to the Men's Committee on request being made, to defray specific expenses incurred by that Committee.
- 11.1.7 The Men's Committee shall be accountable to the Club Treasurer for any material variances in actual income and expenditure from the agreed budget for the Men's Club as referred to in Rule 11.1.3.
- 11.1.8 Where the Men's Club is involved in inter-Club golf matches, any team expenses shall be authorised by the Management Committee.
- 11.1.9 Subject to Rule 11.1.3, the Management Committee may lay down Rules and Guidelines governing the receipt and disbursement of monies related to the day-to-day activities of the Men's Club and, in particular, in relation to inter-Club golf matches.

12 Appointment of Sub-Committees

- 12.1 The following sub-committees shall be appointed by and report to the Men's Committee:
- 12.1.1 A Men's Tournament Sub-Committee which shall comprise the Men's Tournament Secretary and at least 4 other Sub-Committee members. A panel of non-Committee members shall also be appointed to assist with the work of that Sub-Committee. Meetings of the Tournament Sub-Committee shall in each case be chaired by the Men's Tournament Secretary. Minutes of each meeting of the Tournament Sub-Committee shall be recorded by the Men's Tournament Secretary and circulated to each member of the Sub-Committee.
- 12.1.2 A Handicap Sub-Committee which shall comprise the Men's Handicap Secretary and at least 2 other Sub-Committee members. Meetings of the Handicap Sub-Committee shall in each case be chaired by the Men's Handicap Secretary. Minutes of each meeting of the Handicap Sub-Committee, listing the changes to handicaps and the reasons therefor, shall be recorded by the Handicap Secretary and circulated to each member of the Sub-Committee.

- 12.1.3 The list of Members nominated to serve on the aforementioned Sub-Committees shall be approved by the Men's Committee.
- 12.1.4 A Junior Golf Sub-Committee which shall comprise the Male Junior Convenor and his assistant, the Female Junior Convenor and her assistant, the Vice-Captain, the Lady Vice-Captain and up to six volunteer Members of the Club. This Sub-Committee and the Chairperson thereof shall be appointed jointly by the Men's and Ladies' Committees who shall consult with each other, prior to agreement, in this regard. The Chairperson of the Junior Golf Sub-Committee shall designate a member of the Sub-Committee to record the minutes of each meeting and shall arrange to have a copy circulated to each member of the Sub-Committee.
- 12.2 The Men's Committee shall have power to appoint other sub-committees to deal with various matters falling within its area of responsibility, determine their composition, set their terms of reference and a timeline for the completion of the work for which the sub-committee was formed. In this latter regard, the Men's Committee may appoint non-Committee members to such sub-committees. The Chairperson of each such sub-committee shall be appointed by and report to the Men's Committee. The Men's Committee shall appoint a member or members of its Committee to serve as members on such sub-committee or as Chairperson thereof.
- 12.3 Nothing in Rules 12.1 or 12.2 shall prevent a member of the Management Committee or of the Men's Committee from being a member of a sub-committee appointed under those Rules.
- 12.4 The Men's Committee shall, as regards its respective sub-committees, define the scope of their authority, and may delegate to them the power necessary for the discharge of their respective functions, including the power to add to their number by co-option, subject to the approval of the Men's Committee.
- 12.5 The Chairperson of each sub-committee shall have a deliberative vote and a casting vote at such sub-committee meetings in the case of equality of votes on any particular issue.
- 12.6 Except where otherwise specified in these Rules, each sub-committee shall cease to exist on the date of the Annual General Meeting of the Men's Club or when the function for which it was appointed is complete, whichever is the earlier.
- 12.7 Except where otherwise specified in these Rules, the quorum for meetings of each sub-committee shall be 50% of the members of that sub-committee plus one (halves to be rounded up to the nearest whole number) at the time of appointment of such sub-committee.

13 Suspension of Sub-Committees

- 13.1 The Men's Committee shall have power to suspend or recall the appointment of any of its sub-committees or the election or appointment of any individual member to such sub-committee, if satisfied that such sub-committee or individual member thereof, as the case may be, has failed in a material respect to fulfil its functions or is in the opinion of the Men's Committee not functioning in the interests of the Club or the Men's Club, and shall have power to carry on or to make such arrangements as they shall deem fit by further election, appointment or otherwise for the carrying out of the functions of such sub-committee.

14 General Meetings of the Men's Club

- 14.1 The Men's Club shall in each year hold a General Meeting as its Annual General Meeting in addition to any other General Meeting of the Men's Club in that year. All General Meetings of the Men's Club other than the Annual General Meeting shall be called Special General Meetings.
- 14.2 Only eligible Male Ordinary Members, Male Five-Day Members and Male Intermediate Members of the Club shall be entitled to receive notice of and to attend and vote at General Meetings of the Men's Club. A Member of the Men's Club whose annual subscription, and/or other monies due or part thereof, is overdue by one calendar month shall be ineligible to attend or vote at any General Meeting of the Men's Club, in accordance with Rule 41.2 of the Club Constitution.
- 14.3 All eligible Members attending General Meetings of the Men's Club shall be required to register their presence by signing the attendance sheet before being granted admission to any such Meeting.
- 14.4 Motions may be put forward for consideration at Annual General Meetings of the Men's Club in accordance with the procedures outlined in Rules 15 and 20 and at Special General Meetings of the Men's Club in accordance with the procedures outlined in Rules 16 and 20.
- 14.5 At least 14 days' notice shall be given for the convening of each General Meeting of the Men's Club. This period of notice shall be exclusive of the day on which it is served or deemed to be served and of the day of the Meeting and shall specify the day, the place and the hour of the Meeting. The Notice of Meeting shall be dispatched or notified to Members

- of the Men's Club, other than Junior Members, in accordance with the procedures outlined in Rule 31.2 of the Club Constitution.
- 14.6 Notices of General Meetings of the Men's Club shall be posted on the Notice Board in the Men's Locker Room and on the Club's website for at least 14 days prior to the date of the Meeting.
- 14.7 Subject to Rule 15.5.4 of the Rules and Regulations of the Men's Club, no part of these Rules and Regulations may be revised at a General Meeting of the Men's Club save on a written Notice of Motion duly proposed and seconded in accordance with the provisions of Rule 15.5.2 and 15.5.3 and passed by a simple majority of the Members of the Men's Club present and entitled to vote in accordance with the provisions of Rule 25.17.1.5 of the Club Constitution.
- 14.8 No business shall be transacted at any General Meeting of the Men's Club unless a quorum is present at the time when the Meeting proceeds to business. Fifty eligible Members of the Men's Club, exclusive of Junior Members, present and entitled to vote, shall constitute a quorum.
- 14.9 The Captain, or in his absence the Vice-Captain, shall act as Chairperson at all General Meetings of the Men's Club. In the absence of both, the Meeting shall elect a Chairperson.
- 14.9.1 The Captain, or in his absence the person acting as Chairperson, shall have a deliberative vote and a casting vote at all General Meetings of the Men's Club in the case of equality of votes on any particular issue.
- 14.10 The accidental omission to dispatch a Notice of a General Meeting of the Men's Club to any individual Male Ordinary Member, Male Five-Day Member and/or Male Intermediate Member of that Club or to notify them of the existence of such a Notice of Meeting in accordance with the procedures outlined in Rule 31.2 of the Club Constitution, shall not invalidate any Motion passed at such Meeting, provided that a Notice of the Meeting has been posted upon the Notice Board in the Men's Locker Room and on the Club's website for at least 14 days prior to the date of the Meeting.
- 14.11 Each General Meeting of the Men's Club shall be conducted in accordance with the agreed Standing Orders adopted by such Meeting. The adoption of Standing Orders shall be the first item of business at the start of each and every such Meeting. The recommended Standing Orders for all such General Meetings of the Men's Club shall be those referred to in Rule 26.1 of the Club Constitution.
- 14.12 Any Motion to suspend Standing Orders shall specify the Standing Order or Orders to be suspended and the period of such suspension. Such a Motion shall not be successful unless supported by a simple majority of the eligible Members of the Men's Club present and voting at the Meeting.
- 14.13 The draft minutes of all General Meetings of the Men's Club shall be posted on the Notice Board in the Men's Locker Room and on the Club's website within one calendar month of the Meeting taking place and shall be left on display for one month. Copies of such draft minutes shall also be made available for collection from the Club Reception desk by any Member of the Men's Club, other than a Junior Member.
- 14.14 Voting Procedures for Elections at General Meetings of the Men's Club
- 14.14.1 Each eligible Member of the Men's Club shall have one vote and all voting shall be done in person. Voting by proxy shall not be allowed. The final vote tally shall not be disclosed in any election.
- 14.14.2 The voting procedures outlined in Rule 25.16 of the Club Constitution for all elections at General Meetings of the Club shall also operate for all elections at General Meetings of the Men's Club.
- 14.15 Procedures for Motions and Amendments thereto at General Meetings of the Men's Club
- 14.15.1 The procedures outlined in Rule 25.17 of the Club Constitution in relation to voting on Motions and Amendments thereto at General Meetings of the Club shall also operate for Motions and Amendments put forward at General Meetings of the Men's Club.
- 14.16 Adjournment of General Meetings of the Men's Club
- 14.16.1 If within half an hour from the time appointed for the commencement of a General Meeting of the Men's Club a quorum is not present, the Meeting shall, if convened upon the requisition of Members of the Men's Club, be dissolved.
- In any other case the Meeting shall be adjourned to the same day in the next week at the same time and place. When the adjourned Meeting is reconvened, if a quorum is not present within half an hour from the time appointed for the commencement of the Meeting, the number of persons present and entitled to vote shall constitute a quorum for the purposes of considering and otherwise dealing with the business which was set out in the Notice convening the original Meeting. In the case of any Meeting that proceeds in this fashion without a quorum, no other business may be transacted other than business which was set out in the Notice convening the original Meeting.

- 14.16.2 The Chairperson of the Meeting may with the consent of, or shall upon a Motion being carried by a simple majority of the Members of the Men's Club present and entitled to vote at any such General Meeting at which a quorum is present, adjourn the Meeting but no business shall be transacted at any adjourned Meeting other than the business left unfinished at the Meeting from which the adjournment took place.
- 14.16.3 Where a General Meeting of the Men's Club is adjourned for 30 days or more a new Notice, of not less than seven days, of the reconvening of the adjourned Meeting shall be dispatched or notified to Members of the Men's Club in like manner as in the case of the original Meeting in accordance with the procedures outlined in Rule 15.2 or 16.6, as appropriate. In such cases a copy of the Notice reconvening the adjourned Meeting shall also be posted on the Notice Board in the Men's Locker Room and on the Club's website for at least 7 days prior to the date of the Meeting. It shall not otherwise be necessary to issue any new Notice of the reconvening of an adjourned Meeting.

15 The Annual General Meeting of the Men's Club

- 15.1 The Annual General Meeting of the Men's Club shall, save in exceptional circumstances, be held on the Wednesday of the second full week in January of each year. The Notice convening an Annual General Meeting shall specify the Meeting as such and shall in addition specify the agenda of items for consideration at the Meeting.
- 15.2 The Notice of Meeting and relevant supporting documentation shall be issued or notified to Members of the Men's Club (other than Junior Members) in accordance with the procedures outlined in Rule 31.2 of the Club Constitution.
- 15.3 The following business shall be transacted at every Annual General Meeting of the Men's Club:
 - 15.3.1 the Notice convening the Meeting shall, subject to Rule 15.3.6 or 15.3.7, be read by the Men's Club Secretary. This shall be followed by the adoption of Standing Orders for the Meeting in accordance with Rule 25.14 of the Club Constitution and Rule 14.11 of these Rules.
 - 15.3.2 the draft minutes of the previous Annual General Meeting of the Men's Club, and the draft minutes of any Special General Meeting held since the previous Annual General Meeting shall, subject to Rule 15.3.6 or 15.3.7, be read by the Men's Secretary and, when the Meeting approves the minutes as read or as amended, they shall be adopted by the Meeting and signed by the Chairperson of the Meeting. Following the adoption of the minutes, the Meeting shall consider any matters arising therefrom.
 - 15.3.3 the audited Financial Statement showing the income and expenditure of the Men's Club for the preceding financial year and the Men's Treasurer's Report thereon shall, subject to Rule 15.3.6 or 15.3.7, be read by the Men's Treasurer. When the Meeting approves the Financial Statement, it shall be considered to be adopted.
 - 15.3.4 the Financial Estimates for the Men's Club for the following year shall, subject to Rule 15.3.6 or 15.3.7, be read to the Meeting by the Men's Treasurer for its information.
 - 15.3.5 the Men's Secretary shall present, for the information of the Meeting, a report on the activities of the Men's Club since the last Annual General Meeting.
 - 15.3.6 in the absence of any of the aforementioned Men's Committee Members, the documents referred to in Rules 15.3.1 to 15.3.5 may be read by any other Member of the Men's Club as may be appointed by the Chairperson of the Meeting.
 - 15.3.7 the Chairperson of the Meeting may, if he so thinks fit, propose to the Meeting that any or all of the aforementioned documents which are required to be read to the Meeting be taken as read, and if the Meeting so agrees, the document or documents in question shall be taken as read.
 - 15.3.8 the election of the Vice-Captain, Men's Secretary, Men's Treasurer, Men's Tournament Secretary, Men's Handicap Secretary, Male Junior Convenor and six other persons as members of the Men's Committee in accordance with Rule 6.1.1. Nominations for the election of such persons must be lodged with the Men's Secretary on or before the 17th day of December in any given year.
 - 15.3.9 the consideration of Motions properly before the Meeting.
 - 15.3.10 where Motions drawn up in accordance with Rule 20, proposing the amendment of the Men's Club Rules and Regulations, are passed by the Meeting, any such amendments shall be conveyed to the Management Committee for information and confirmation.
 - 15.3.11 the appointment of an Honorary Auditor to undertake the annual audit of the Men's Club finances in accordance with Rule 11.1.2.
 - 15.3.12 subject to Rules 15.3.12.1 to 15.3.12.3 below, the discussion of matters raised by eligible Members present at the Meeting under the "Any Other Business" item of the Agenda.
 - 15.3.12.1 Any substantive matter to be raised by an eligible Member of the Men's Club present at the Meeting under the "Any Other Business" item of the Agenda must be addressed in writing to the Men's Secretary and lodged by hand, post or electronic mail at the Clubhouse not less than 6 days prior to the date fixed for the holding of the Meeting.
 - 15.3.12.2 Minor matters may be raised by eligible Members of the Men's Club present at the Meeting under the "Any Other Business" item of the Agenda provided they are notified to the Chairperson of the Meeting at the opening of the Meeting.
 - 15.3.12.3 Notwithstanding the provisions of Rule 15.3.12.2, the Chairperson of the Meeting may, at his discretion, permit minor matters not notified at the opening of the Meeting to be raised

under the “Any Other Business” item of the Agenda provided the winding up of the Meeting is not unduly delayed.

- 15.4 Where the Chairperson of the Meeting rules a question raised by an eligible Member present at the Meeting to be appropriate and where the Men’s Committee is unable to provide a full response at the Meeting, the Chairperson shall direct the Men’s Committee to provide a response to that Member in writing within 4 weeks and the response shall be displayed on the Notice Board in the Men’s Locker Room and on the Club’s website for one month.
- 15.5 Motions for the Annual General Meeting of the Men’s Club
- 15.5.1 Motions concerning the affairs and/or the running of the Men’s Club or the amendment of the Men’s Club Rules and Regulations may be submitted by eligible Members of that Club, or by the Men’s Committee for consideration at the Annual General Meeting. Every such Motion shall be in writing and shall be signed by an eligible proposer and seconder.
- 15.5.2 In the case of Motions submitted by Members of the Men’s Club, the proposer and seconder must each be Members entitled to attend and vote at such Meeting. In the case of Motions submitted in the name of the Men’s Committee, the proposer and seconder must be members of that Committee.
- 15.5.3 No such Motion shall be laid before an Annual General Meeting unless it is addressed to the Men’s Secretary and received at the Clubhouse not less than 28 days prior to the date fixed for the holding of the Meeting. A copy of any such Motion with the names of the proposer and seconder shall be posted on the Notice Board in the Men’s Locker Room and on the Club’s website for at least 14 days prior to the date of the Meeting.
- 15.5.4 No other Motion shall be considered at the Meeting except those in respect of which written Notice of Motion, duly proposed and seconded as per Rule 15.5.1 shall have been lodged in advance with the Men’s Secretary by the due date; nevertheless, the Chairperson of the Meeting, if he so thinks fit, may, at the request of an eligible Member of the Men’s Club present at the Meeting and seconded by another eligible Member in attendance and with the consent of at least two-thirds of those present thereat and entitled to vote, permit a Motion of an urgent and pressing nature to be put forward from the floor of the Meeting. If the Chairperson of the Meeting considers that the subject matter of the Motion in question is of such importance that it should be dealt with at a later date by way of a Special General Meeting, he shall not allow it to be put to a vote at the Meeting. The decision of the Chairperson of the Meeting in relation to whether to allow such a Motion to be put to a vote at the Meeting shall be final and binding.

16 Special General Meetings of the Men’s Club

- 16.1 All General Meetings of the Men’s Club other than the Annual General Meeting shall be called Special General Meetings.
- 16.2 A Special General Meeting of the Men’s Club shall be convened if at least 10% of the Membership of the Men’s Club (other than Junior Members) as at the end of the most recent financial year requisition such a Meeting in writing to the Men’s Secretary. Any Meeting which is so requisitioned shall be called within 14 days of receipt of such requisition and be fixed for a day within 28 days of the date of calling of the Meeting. If the Special General Meeting in question is called with a view to passing a specific Motion proposed by Members of the Men’s Club, such Motion shall be submitted in writing to the Men’s Secretary together with the required number of supporting signatures as indicated above and shall be signed by the proposer and seconder, each of whom must be a Member of the Men’s Club entitled to attend and vote at such Meeting.
- 16.3 The Men’s Committee shall convene Special General Meetings of the Men’s Club as it considers necessary.
- 16.4 At least 14 days’ notice shall be given for the convening of each Special General Meeting of the Men’s Club. The Notice of Meeting for any such Special General Meeting shall specify the Meeting as such and shall specify the exact nature of the business to be transacted, and no other business shall be transacted at such Meeting.
- 16.5 A copy of the Notice of Meeting together with the wording of any Motion to be considered at such meeting shall be posted on the Notice Board in the Men’s Locker Room and on the Club’s website for at least 14 days prior to the date of the Meeting.
- 16.6 The Notice of Meeting and relevant supporting documentation shall be issued or notified to Members of the Men’s Club, other than Junior Members, in accordance with the procedures outlined in Rule 31.2 of the Club Constitution.
- 16.7 If the Men’s Committee considers that there exists a matter requiring an urgent decision of the Members of the Men’s Club, it may convene a Special General Meeting by giving not less than 7 days’ notice to such Members in accordance with the procedures outlined in Rule 16.6. This period of notice shall be exclusive of the day on which it is served or deemed to be served and of the day of the Meeting and shall specify the day, the place and the hour of the Meeting. The Notice of Meeting shall be posted on the Notice Board in the Men’s Locker Room and on the Club’s website at least 7 days prior to the date of the Meeting.

- 16.8 Any Meetings convened in accordance with Rule 16.7 may only proceed if a majority of the Members of the Men's Club present and entitled to vote, consent to the Meeting proceeding, even though short notice may have been given. If a majority of the Members present and voting fail to agree to the Meeting proceeding on the shorter notice, then the Meeting shall be reconvened on a date that would allow sufficient notice to be given.

17 Termination or Suspension of Membership of the Men's Club

- 17.1 Any Member of the Men's Club who is suspended or expelled from the Club shall be automatically deemed to have been expelled or suspended from the Men's Club.
- 17.2 The Men's Committee shall co-operate with the Management Committee in dealing with any of the disciplinary matters referred to in Rules 37 and 38 of the Club Constitution.

18 Notices

- 18.1 Any notice or document which is required to be issued by the Men's Club under these Rules and Regulations shall, unless otherwise expressly provided herein, be issued in writing and dated. Such notices or documents may be delivered personally or sent by electronic mail or by ordinary prepaid post to the last known email or postal address, as appropriate, of the Member to whom it is to be issued, which appears in the Club's records. Any such notice or document shall be deemed to have been served if delivered personally or, if sent by email, if no failed delivery message is received by the Club, or if sent by post, 48 hours after it was posted.

19 Competitions

- 19.1 The Men's Committee shall establish the conditions under which Men's competitions are to be played in accordance with the Rules of Golf.
- 19.2 The Men's Committee has no power to waive a Rule of Golf.
- 19.3 In relation to internal Club competitions organised by the Men's Club, the Men's Committee shall, consistent with the agreed budget referred to in Rule 19.1.5 of the Club Constitution and with the approval of the Management Committee, determine:
- (i) the entry fee to be paid by Members participating in such competitions;
 - (ii) the percentage of entry fee income that may be expended on prizes for such competitions;
 - (iii) the recommended amount of sponsorship to be paid by sponsors of such competitions.
- 19.4 In relation to Invitation, Semi-Open and Open competitions organised by the Men's Club, the Management Committee shall determine:
- (i) the entry fee to be paid by visitors participating in such competitions;
 - (ii) the percentage of entry fee income that may be expended on prizes for such competitions;
 - (iii) the recommended amount of sponsorship to be paid by sponsors of such competitions.

20 Amendments to the Rules and Regulations of the Men's Club

- 20.1 Any proposal to amend or revoke these Rules and Regulations, or any part thereof may be made by an eligible Member of the Men's Club or by the Men's Committee. Prior approval must be sought from the GUI if any such proposal affects Rule 10 of the GUI Constitution.
- 20.2 Motions for the amending or revoking of these Rules and Regulations or any part thereof may be put forward by eligible Members of the Men's Club or by the Men's Committee at an Annual General Meeting of the Men's Club in accordance with the provisions of Rule 15.5 or at a Special General Meeting of the Men's Club in accordance with the provisions of Rule 16.
- 20.3 All proposals for amendments to these Rules and Regulations shall be carried by a simple majority of the Members of the Men's Club present and entitled to vote at General Meetings of that Club.
- 20.4 Any amendment to these Rules and Regulations which, in the opinion of the Management Committee, is in conflict with the Club Constitution shall be invalid.
- 20.5 The Management Committee may, in accordance with the provisions of Rule 15.2.23 of the Club Constitution, amend or revoke the Rules and Regulations of the Men's Club or any part thereof as and when considered necessary.

21 Interpretation of the Rules and Regulations of the Men's Club

- 21.1 The Men's Committee shall be the sole authority for the interpretation of these Rules and Regulations and of any Bye-Laws, Local Rules and/or Regulations made thereunder and their decision in this regard shall be final and binding, except as otherwise determined by the members of the Men's Club at a General Meeting of the Men's Club, or by the Management Committee, or by the Ordinary Members at General Meetings of the Club.