



Mardyke Valley Golf Club

Constitution & Management



CONSTITUTION & MANAGEMENT

1 NAME

The name of the Club shall be MARDYKE VALLEY GOLF CLUB with the Mardyke Valley “Members Club” referred to as (“the Club”).

[This name shall be distinguished from Mardyke Valley Golf Club Ltd. as owned by the Proprietors (“the Company”)].

2 MANAGEMENT.

(a) The management of the Club and the administration of its financial affairs are vested in the Directors of the Company, and every Member of the Club on his election shall be deemed to submit to the Rules and act in accordance therewith.

(b) The golfing activities of the Members and the Members account shall be controlled by the Club General Committee (“the Committee”). The Committee shall meet at least once a quarter or at such times, as is considered necessary, to transact the business of the Club, any five of whom shall constitute a quorum.

3 CONDUCT OF THE GAME.

(a) The Club shall be affiliated to the England Golf, Essex Golf Union, and Essex Ladies County Golf Association.

(b) The Club agrees to recognise the Royal and Ancient Golf Club of St Andrews (the R and A) as the ruling body of Amateur Golf and shall abide by the Rules of Golf and Amateur Status as laid down from time to time by the R and A.

(c) The Club agrees to comply with the Council of National Golf Unions’ (CONGU) Regulation and Rules of the Standard Scratch Score (SSS) Handicapping Scheme (and any conditions imposed within the scheme by the England Golf.

(d) The Club agrees to comply with the Constitution and Rules of the England Golf and the Essex Golf Union, as laid down from time to time.

(e) The Company agrees to allow golf competitions or matches run by the Essex Golf Union to take place at Mardyke Valley Golf Club subject to sufficient notice being given and the date being available.

(f) The Club agrees to adopt the England Golf Equality and Diversity Policy 2014.

4 SUBSCRIPTIONS

The Company shall pay all relevant subscriptions to the Essex Golf Union, English Golf Union, English Ladies Golf Association and Essex Ladies Golf Association in respect of every male and female playing member whatever category.

5 DISCIPLINARY POWERS

The Club shall duly exercise the disciplinary powers delegated to them under the England Golf Constitution.



6 ELECTIONS

At least one calendar month before the date fixed for the AGM, the Chairman shall display prominently in the clubhouse, a notice of the meeting, stating the place date and time of the meeting and inviting nominations for all seats on the Club General Committee, with the exception of the Past Club Captain.

The notice shall list all seats for which nominations may be made and shall provide spaces for the names of those nominated and for the names of two nominating members. Nominations must be set out in writing on the said notice and be signed by two qualifying members in the spaces provided. The closing date for nominations shall be five clear days prior to the AGM.

A qualifying member is a member, who has been a member of the Club, for at least six months prior to the AGM. If there is more than one nomination for any seat on the Committee, a ballot will be held at the AGM for that seat. The person gaining the most votes will be elected.

Only qualifying members of the Club will be allowed to vote at the AGM or via a postal ballot. The result being declared at the AGM.

Retiring members of the Committee shall be eligible for re-election.

7 REVOCATION

Rules 2 to 6 and this rule shall not be amended or revoked without the prior written consent of the English Golf Union.

8 GENERAL COMMITTEE.

The Club shall be administered by an elected General Committee (“the Committee”) which shall consist of the Club Captain (who shall act as Chairman), the Club Vice Captain, the immediate past Club Captain, the Lady Captain, the Men’s Senior’s Captain, the Treasurer, the Competition / Handicap Secretary, the Rules Secretary, the Juniors Secretary, the Entertainment Secretary, the Club Secretary, and representatives of the Company.

Subject to termination of office by resignation or otherwise the Committee shall continue in office until successors are elected at the Annual General Meeting in each year. The Committee shall have the power to fill any vacancy that may occur but shall first offer the position to candidates for the office who were not successful at elections at the previous Annual General Meeting.

If during his or her term of office, a member of the Committee is found to have been acting, in any way, to the detriment of the Club, or to have brought the Club into disrepute, he or she may be asked to resign from the Committee. If the member concerned is not willing to resign the Committee may take a decision to suspend the member from the Committee.

On being suspended, that member, shall take no further part in the business of the Committee and shall not be entitled to attend any meeting of the Committee, whilst he or she remains suspended. The Committee may appoint a member to undertake the duties of any suspended member of the Committee on a temporary basis during such suspension.

The Committee shall meet a minimum of four times during its tenure or at such times, as they consider necessary, to transact the business of the Club, any five of whom shall constitute a quorum.

In the case of a committee member not being able to attend a committee meeting, and a Vice for that position has been duly voted for by that Sections members, then that Vice may attend the committee meeting in their place.

The Company representative has the power of veto on any proposals or actions decided by the Committee or membership that he/she believes is not in the best interests of the Company. However, if the Committee feel sufficiently aggrieved by the decision aforementioned, a request to escalate the proposal to the proprietor, John Hall, before a final decision may be made.



9 DUTIES OF COMMITTEE MEMBERS.

The duties of the members of “the Committee” shall be as follows:

- i) **Club Secretary**
To preside at all meetings of the Club, and the Committee, to deal with Club correspondence, to have the final word on all matters of procedure and otherwise to act as required by this Constitution or by the Club Rules.
Provide an up-to-date copy of the Constitution and bylaws at all meetings.
- ii) **The Members Club Secretary**
Maintain records of the Committee and ensure effective management of the Club's records
Manage Minutes of Committee meetings, including either recording the Minutes and ensuring minutes are distributed to members shortly after each meeting and no later than 7 days
Development of the agenda in consultation with other Committee members and distribution prior to the meeting
Is sufficiently familiar with all current Club documents to note applicability during meetings
Enable and authorise people to help with the Committee's business.
This includes signing a copy of the final approved Minutes and ensuring that the signed copy is maintained
Ensure that the records of the Club are maintained as required by law and made available when required by authorised persons. These records may include founding documents, lists of Committee members, Committee meeting Minutes, financial reports, and other official records • The Secretary ensures that official records are maintained of members of the Club and Committee. He / she ensures that these records are available when required for reports, elections, referenda, other votes, etc.
- iii) **Treasurer.**
Provide advice to the Committee in their management of the Club finances
Administer all financial affairs of the Club
Lead the annual budget process and ensure an appropriate annual budget is provided to the Committee for approval
Ensure development and Committee review of financial policies and procedures
Support any required auditing processes
Receipt of all incoming monies, bank all monies received, pay all accounts, maintain accurate records of all income and expenditure, ensure that all receipts and payments concur with bank deposits and withdrawals
Financial reports – present at committee meetings
Be a signatory on club account
- iv) **Club Captain / Chairman.**
The Captain of the Club, so appointed, shall hold office until the next Annual General Meeting. The Captain will hold office from the 1st April until 31st March in the following year. The Captains Drive-in will take place on the first Saturday in April of each year.
Maintain the integrity, standards and ethics of the club and of the game of golf
Build positive relationships with club members, understanding their diverse needs and uniting their voices.
Chair Members' Sub-committee to enable playing and membership matters to be raised and addressed.
Assist the Management in understanding the needs of all sections of the membership through representation on the committee.
Be an ambassador for the club and its members at appropriate events and functions
In conjunction with the Club Manager, when appropriate, resolve confidential or sensitive club and membership issues
Handle correspondence and disputes as appropriate
- v) **Club Vice Captain.**
To assist and deputise, when required, for the Club Captain.
- vi) **Past Club Captain.**
To assist and deputise, when required, for the Club Captain.



vii) **Ladies' Captain.**

To organise and administer the Ladies' Section of the Club, to be responsible for organising Ladies' competitions and to have charge of the Ladies' Section trophies and prizes other than Club trophies and prizes, generally to represent the interests of the Lady members of the Club at meetings of the Committee.

Maintain the integrity, standards and ethics of the club and of the game of golf

Build positive relationships with club members, understanding their diverse needs and uniting their voices. Chair lady Members' Sub-committee to enable playing and membership matters to be raised and addressed.

Assist the Management in understanding the needs of the ladies section of the membership through representation on the committee.

Be an ambassador for the club and its members at appropriate events and functions

In conjunction with the Club Manager, when appropriate, resolve confidential or sensitive club and membership issues and handle correspondence and disputes as appropriate

viii) **Seniors' Captain.**

To organise and administer the Seniors' Section of the Club, to be responsible for organising Seniors' competitions and have charge of Seniors' Section trophies and prizes other than Club trophies and prizes, generally to represent the interests of Senior members of the Club at meetings of the Committee.

Maintain the integrity, standards and ethics of the club and of the game of golf

Build positive relationships with club members, understanding their diverse needs and uniting their voices. Chair Members' Sub-committee to enable playing and membership matters to be raised and addressed.

Assist the Management in understanding the needs of all sections of the membership through representation on the committee.

Be an ambassador for the club and its members at appropriate events and functions

In conjunction with the Club Manager, when appropriate, resolve confidential or sensitive club and membership issues and handle correspondence and disputes as appropriate

ix) **Competition Secretary**

To control and administer all the Club competitions and matches; to display all competition and match information including tee times and closing dates for entries; to take charge of draws and publish results of competitions; to have charge of the Club trophies and prizes

It is the duty of the Committee of an affiliated club to organise competitions for all playing members. The Committee must lay down regulations governing their competitions and publish them in advance of the competition (R&A Rule 33-1). The Committee has no power to waive a Rule of Golf. When certain conditions have been agreed by the Committee to cover all competitions these should be displayed on a permanent notice so that there can be no misunderstanding. It is recommended that Conditions of Competition should include the following:

a) Method of Entry: The Committee shall lay down regulations specifying a method of entry (including a closing date if applicable) by either booking a tee time on BRS or signing a book. If a player fails to comply with conditions of entry they will be deemed not to have entered the competition and the player has neither a score for the competition nor for handicap.

b) Entry Fee which must be paid before play commences.

c) Format of competition.

d) Eligibility to play.

e) Handicap stroke allowance.

f) Times of starting and groups.

g) Starting places.

h) Teeing grounds to be used.

i) Number of competitors which shall constitute a competition for prize purposes.

j) Prize structure.

k) Decision of Ties and Halved Matches.

l) Procedure to be adopted if a suspension of play becomes necessary.

m) Transportation policy



- x) **Handicap Secretary.**
To have a minimum of 3 persons on Committee, the majority of whom must be Club members.
Have a good working knowledge of CONGU regulations.
Have contact details for your EGU Advisor.
Use current EGU guidelines only.
Encourage new members to join the Committee and establish a rota for membership.
Meet regularly or as required.
Review all non-qualifying and Society Scores in accordance with the provisions of Clause 23b.
Establish a disciplinary procedure for players who persistently fail to return non-qualifying 'Away' scores.
Establish a disciplinary procedure for players who persistently fail to return their score card in qualifying competitions.
Establish appeals procedures available to members.
Retain all handicap records in accordance with CONGU 6.11.
Carry out handicap responsibilities in accordance with CONGU 7.
Ensure the membership status of all members is current, particularly with regard to 'Away' members.
Ensure that ALL members, including juniors irrespective of handicap status, are registered
Display a full list of current playing and exact handicaps for all members in the locker room.
Display how a handicap may be obtained.
Provide a book for players to record all Away and non-qualifying scores. (including society scores, team events and match play competitions).
Provide a book to record Supplementary Scores.
Provide a handicap certificate on request.
When a player changes her Home Club, send a copy of her current handicap record sheet to her new Club, OR, if transferring to your club, request a copy from her old Club for your records, if not provided.
- xi) **Rules Secretary.**
To promote a good knowledge of the Rules of Golf within the Club; to oversee local rules of the Club liaising and consulting with Club secretary/manager, Course manager and committee as appropriate.
- xii) **Juniors' / Colts Secretary.**
To have responsibility for organising and administering the Juniors' Section of the Club including organising Juniors' competitions and matches; to have charge of Juniors' trophies and prizes other than Club trophies and prizes; to represent the interests of the Juniors' Section at meetings of the Committee.
- xiii) **Entertainments Secretary.**
To have responsibility for organising and administrating the social and entertainment functions associated with the Club for the members.



10 FINANCE.

The Club members shall raise money by way of competition entry fees, donations and other sources. All monies received shall be used for the benefit of the Club members, such as prize money, purchase of trophies, engraving of perpetual trophies, or any other means as agreed by the Committee.

The Club Treasurer shall be responsible for keeping the proper accounts and for all monies received or paid.

A Bank Account shall be maintained in respect of all funds and cheques may be signed by any one of the following members of the current General Committee, the Treasurer, the Club Secretary, the Club Captain or the Lady Captain.

In addition, debit cards may be held by the following serving General Committee members, the Treasurer, the Club Secretary, the Club Entertainments Secretary.

The financial year will run from 1st April to 31st March and at the end of each financial year the current Treasurer will present a fully audited set of accounts at the Annual General Meeting.

All monies within the Club members account are for the sole use of the membership, the Company having no rights or ownership.

Funds for the captains' charities are to held in the members club account, as the funds are raised by the members and should be paid from the members club account by an official Mardyke Valley Cheque to the chosen charities.

11 MEETINGS.

The Annual General Meeting of the Club shall be held within 21 days after the 1st March in each year or as near as practicable to this period and shall be convened by the Secretary by written notice to all Members not later than 21 days before the date named in the notice for holding the meeting in order to transact the following business.

- (a) To receive and if appropriate approve the minutes of the AGM of the previous year or any subsequent meeting.
- (b) To receive and if approved to adopt a statement of the accounts of the Committee to the end of the previous year.
- (c) To receive reports of the members of the Committee relating to their respective duties over the previous year.
- (d) To elect the members of the Committee for the ensuing year.
- (e) To consider any proposal to amend the Constitution or the Club Rules.
- (f) To deal with any matter which the Committee may wish to place before the meeting.
- (g) To consider any motions of which due notice has been given.

A Special Meeting may be convened at any time by the Chairman or by the Committee. A Special Meeting shall be convened within twenty-one days from the receipt by the Chairman of a notice in writing signed by not less than ten members. A notice convening a Special Meeting shall be prominently displayed by the Chairman in the clubhouse not less than fourteen clear days before the date of the meeting and shall specify the business of the meeting which shall be for one or more of the following purposes:-

- (a) To alter the Constitution or the Club Rules.
- (b) To deal with any matter which the Committee may wish to place before the members.
- (c) To receive the resignation of the Committee or to remove any members of the Committee from office and to fill any consequent vacancies.
- (d) To deal with any matter which the members convening the meeting may wish to place before the members of the Club.

The Chairman of the Committee shall take the chair at all meetings of the Club. In the absence of the Chairman of the Committee the chair shall be taken by a member who has been proposed seconded and appointed at the meeting for that purpose. In the event of an equality of votes the person presiding at the meeting shall have a second or casting vote.

Minutes of all meetings shall be taken which shall after provisional approval by the Chairman be published in the clubhouse for the information of members. Such minutes shall be submitted to the next meeting for formal approval.



RULES & REGULATIONS

MEMBERSHIP

12 CONDITIONS OF ADMISSION TO MEMBERSHIP.

No person shall become a member, excepting a Temporary member, unless:

- (a) The Company have approved the person.
- (b) The person has been duly elected according to their class of membership.
- (c) The person has paid the annual subscription appropriate to the class of membership, which they seek.

13 CONDITIONS OF MEMBERSHIP.

Each member, as hereinafter defined, upon the cessation of their membership shall cease to be entitled to the privileges of the Club.

14 CLASSIFICATION OF CLUB MEMBERSHIP.

The term " Member" shall include the following, and be for both male and female:

- (a) 7 -Day (Full) Members.
- (b) 6-day Members.
- (c) Five-day Members.
- (d) Joint Members.
- (e) Veterans.
- (f) Junior Members. (12-17 years old)
- (g) Student Members. (available on presentation of valid student card)
- (h) Colt Members. (18-25 years old)
- (i) Young Adult (26-30 years old)
- (j) Flexible Members (50% off rate at time of play)
- (k) Temporary Members. (Green Fees)

15 DEFINITION OF EACH CLASS OF MEMBER.

- (a) 7-Day (Full) Members shall pay annually such subscriptions as the Company may from time to time determine. They shall be entitled to all the rights and privileges of the Club and its facilities.
- (b) 6-day Members shall pay annually such subscriptions as the Company may from time to time determine. Subject to the provision that, unless specifically exempted by the Company, shall pay such Green Fees as are provided for Temporary Members when playing before pm on Saturdays, Sundays and Bank Holidays.
- (c) Five- Day Members shall pay annually such subscriptions as the Company may from time to time determine. Subject to the provision that, unless specifically exempted by the Company, they shall pay such Green Fees as are provided for Temporary Members when using the Golf Course on Saturdays, Sundays and Bank Holidays. Five-Day Members shall enjoy all other rights and privileges of Full Members.
- (d) Joint Members (Husband and wife) shall pay annually such subscriptions as the Company may from time to time determine. They shall be entitled to all the rights and privileges of the Club and its facilities.
- (e) Veteran's membership will be offered to both Ladies and Men 65 years of age & over, Membership rights will be that of Five-Day but at a reduced annual subscription to be determined by the Company.



- (f) Junior Members shall pay annually such subscriptions and be subject to such restrictions on play, as the Company may from time to time determine. The term Junior is defined as a person who is 12 years of age on joining, but has not reached the age of eighteen years at the 1st August of that year. The Company may, at their discretion, grant the playing privileges of intermediate membership to Junior Members on reaching 18 years of age, whose progress at Golf in their opinion merits such award.
- (g) Student Members. Persons undergoing full time education or professional training at an establishment, may in the discretion of the Company, be admitted as Student Members so long as they have reached the age of 18 years, and are in full time education or are in possession of a current Student Union Card and shall be entitled to the privileges of Full Members and liable for such annual subscriptions as the Company may from time to time determine.
- (h) Colt Members. The Company, at their discretion, will grant 5 or 7-day playing privileges to juniors having reached the age of 18 and no older than 25 at reduced subscriptions. The annual subscription to be determined by the Company.
- (i) Young Adult (26-30 years old), The Company, at their discretion, will grant 5 or 7-day playing privileges to young adults having reached the age of 26 and no older than 30 at reduced subscriptions. The annual subscription to be determined by the Company.
- (j) Flexible Members (50% off rate at time of play) The subscription for Flexible Members shall be such sum as the Company may from time to time determine but with addition of the payment of a green fee at a rate reduced by 50%. Flexible Members shall enjoy the rights and privileges of Full Members, including the right to play in Club Competitions, and shall not be entitled to sign in guests.
- (k) Temporary Members. The Company have the discretion to grant or refuse Temporary Members green fees. The subscription for Temporary Members shall be such sum as the Company may from time to time determine for payment of a green fee or for use of the driving range and shall expire the same day of issue. Temporary Members shall be deemed to be aware of and shall be subject to the Rules of the Club where appropriate. Temporary Members shall enjoy the rights and privileges of Full Members, excepting the right to play in Club Competitions, and shall not be entitled to sign in guests.

16 ELECTION OF MEMBERS.

Unless otherwise decided by the Company, each candidate must be proposed and seconded by two Members of the Club or Company, both of whom shall recommend them in good faith, further more, the said two members should only recommend players who understand the Etiquette & Rules of Golf and accredited playing ability. The Company decision on membership shall be final, and applicants may initially be offered 5-day membership.

17 MEMBERSHIP APPLICATION.

On the acceptance by the Company of a candidate for membership, the Company Manager or his deputy shall so advise the applicant upon payment of the full subscription and furnish them with a copy of this Constitution.

The name of any candidate who has been rejected shall not again be entered in the list of applications for membership until one year has elapsed from the date of their rejection.

18 MEMBERSHIP YEAR.

The Membership Year applies as follows:

All Classes of Membership 12 months from the first date of joining annually.

The Company reserve the right to vary the Membership Year from time to time.



19 SUBSCRIPTIONS.

The annual Playing Subscription shall be as the Company may from time to time determine. All annual subscriptions shall become due and payable on the date you joined/renewed annually.

Members wishing to pay the annual Subscription by instalment must complete the necessary forms online directly to the finance provider. Thereafter all transactions will be between the member and the provider. Membership will be suspended on late payment deemed to be after 21st April and not restored until account has been settled. The cancellation of Direct Debits is not allowed, and any member having a problem with keeping their debits in place, must advise the Company Management accordingly. Ill health or accidents, which preclude a member from playing golf, must be likewise notified to the Company Management for consideration when the renewal is due. Under no circumstances, except genuine hardship as approved by the Company, will fees be refunded. Any member who cancels a Direct Debit without due consultation and approval, will be expelled from the club, forego all rights and privileges associated with the club, and banned from the course, the clubhouse and its surrounds.

Any member who has failed to pay their subscription by the 1st May will be deemed to have terminated their membership. However, at the discretion of the Company, members MAY be reinstated on payment of all arrears, plus a surcharge as deemed fit by the Company.

In the case of persons seeking membership after the first day of April, the Company may and are hereby empowered to grant a rolling membership.

20 TRANSFERS.

Subject always to the approval of the Company, any member may transfer from his existing, to any other class of membership, upon giving notice to the Company, paying any pro-rata increase in subscription, but in no circumstances whatsoever shall a member be entitled to any refund of subscription.

21 REFUND OF SUBSCRIPTION.

A member who withdraws his membership, or is expelled or suspended from membership, shall have no entitlement to any refund of subscription or any claim upon the Club's property.

22 NOTICE TO MEMBERS

All notices shall be deemed to have been duly delivered if posted to the last-known address of the Member concerned. **Members are totally responsible for informing the Company of any change of home or email address.**



COMPANY CODES OF CONDUCT & DISCIPLINARY PROCEDURES

23 CODES OF CONDUCT.

The Company are keen to promote a pleasant and harmonious atmosphere for members and others whilst using the Club's facilities. Unruly, abusive, aggressive or violent behaviour and open use of foul language is not acceptable.

Should any member, guest or visitor violate a Rule or by-law of the Club or conduct himself/herself in such a manner as, in the opinion of the Company, injures or discredits the Club and/or its Members, or interferes with the comforts of other Members, it shall be within the power of the Company to institute Disciplinary Action.

24 DISCIPLINARY ACTION - MEMBERS.

(a) Any member breaking a minor Club rule or not adhering to the codes of conduct, shall, have this pointed out to them. This shall be deemed to constitute a verbal warning.
For any subsequent violation, the member may be asked to leave the premises. A written warning will be issued detailing the incident and giving notice that for any further misdemeanour the disciplinary procedure will be escalated and could lead to expulsion from the Club.

(b) For major proven violations such as drunkenness, malicious damage, fighting, stealing etc. the member will be required to leave the premises. They will be advised in writing of the incident and could result in a temporary ban or expulsion from the club

In all cases where such expulsion is enforced, the member concerned shall have neither right of appeal, nor any remedy whatsoever against the Club or the Directors of Mardyke Valley Golf Club Ltd. No former member whose name shall have been struck off the Register, under the powers vested in the Company, shall be admitted to the Club in any circumstances.

A member appearing before the Company on a routine disciplinary matter will be afforded the normal rights of representation and procedure as laid down by The English Golf Union.

25 DISCIPLINARY ACTION – GUESTS AND VISITORS.

Violations of Rules of the Club or failure to adhere to the Codes of Conduct may lead to the individual being asked to leave the premises, and/or banned from the Club.

REGULATIONS FOR PLAY ON THE COURSE

26 COURSE NOTICE BOARD.

The Course Notice Board should always be consulted before play. The Management of the Company will post notifications of any playing restrictions. These must be strictly adhered to.

27 COURSE OPENING TIME.

The playing of golf is not allowed on the course before 07h30 on any day.

This may be **waived** at any time depending on the discretion of the Company Management.

(Currently we allow play from 07h00 weekdays and from 06h00 at the weekend based on rule 33 being adhered to.)

28 COMMENCEMENT OF PLAY.

All players must report to the Clubhouse prior to commencement of play via the Golf Reception Desk. Members may reserve a tee time fourteen days in advance. Non-Members may reserve a tee time seven days in advance.

29 CANCELLATION OF PLAY.

All players **MUST** advise the Golf Reception Desk of cancellation of tee-time. Repeated non-attendance may result in a temporary ban.



30 COURSE USAGE.

All weekend tee times will be predominantly Four Ball matches. Members will be expected to arrange Four Ball matches to maximise course usage. Visitors will be expected to join other parties, or accept singles to maximise course usage. Societies will not generally be allowed to tee-off before 10.30am on week-ends or bank holidays.

31 TEEING OFF FROM 10th TEE.

Generally teeing-off from the 10th tee will be not be allowed on any day. This rule may be relaxed from time to time at the discretion of the Club Management. This rule is to allow sufficient time for the green staff to tend and cut the greens ahead of players.

Matches starting out at the 10th tee will be expected to alternate with those finishing the 9th hole.

32 GOLFING ETIQUETTE.

The etiquette of the game as set forth in The Rules of Golf must at all times be observed. Particular emphasis is placed on safety, pace of play and care of the course. All members should be aware of our policy on the following:

- (a) Mobile Telephones: Are a distraction on the course. It is requested that they are switched to silent and use is limited to essential need.
- (b) Pace of Play: It is the group's responsibility to keep up with the group in front. The Course Marshall (when on duty) will monitor each group's position on the course and warn of slow play. Any match that has lost a hole to the group in front and is delaying the match behind will be compelled to call them through.
- (c) Dress Code: The dress code, as advertised, must be adhered to while on the Course.

33 CLUB EMPLOYEES SAFETY

Club employees working on the course have priority over approaching players at all times. Players are prohibited from playing a ball in the direction of an employee when that employee is within range of the shot to be played, without firstly being called through and allowing the employee time to retreat from the line of play. FAILURE TO COMPLY WITH THIS REGULATION WILL BE REGARDED AS A SERIOUS OFFENCE.

26 BUGGIES AND TROLLEYS.

Sit-on buggies and golf trolleys, whether powered or hand pulled are permitted only at the discretion of the Course Manager, his deputy or in their absence the Company Manager/Secretary/Pro. Special regulations apply to the use of privately owned sit-on buggies. Permission by the Company will normally only be granted on serious medical grounds.

27 HANDICAPS.

It is the individual member's responsibility to ensure that he/she plays off the correct handicap.

Members on election must furnish the Handicap Secretary, handicap records from previous clubs. Only Members with a bona fide CONGU handicap may enter Club Competitions.

Members without handicaps will need to submit three qualifying cards, signed by existing handicap holders to receive a club handicap.

28 COMPETITIONS.

The Competition / Handicapping secretary shall fix the dates of all competitions, a list of which will be issued annually. The Management may add to or change any of the dates, or conditions, of which intimation shall be given on the BRS booking system and Notice Board in the Clubhouse. This shall be deemed sufficient notice.



29 ORGANISATION OF COMPETITIONS.

There shall be a member of the Competition/Handicap committee or committee member in charge of the Competition on the day and who will normally be on the premises for the first Tee-off time. The name of each Competitor in a Club Competition shall be entered on the appropriate Competition sheet or BRS before he/she commences play. A Member of the Club shall keep the score of each Competitor, or provided that permission has been previously obtained from a member of the Competitions and Handicapping Committee, a Member of any other recognized Golf Club may keep the score provided that person holds a Congu handicap certificate. Immediately on completion of a round, the card must be signed by the Marker and Competitor and placed in the box provided. Markers and Competitors are requested not to divulge the scores. Competitions shall be organized for both Gentlemen and Ladies. The format for these competitions will be the responsibility of the Competitions and Handicap committee.

30 OFFICIAL COMPANY NOTICES.

No notice or document of any kind shall be placed on or removed from the Notice Board or the walls of the Clubhouse, or elsewhere in the Club premises, without the authority of the Company Manager/Secretary. The Company Manager/Secretary must sign of on all official notices and documents.

31 SUGGESTIONS OR COMPLAINTS.

All suggestions or complaints of a serious nature shall be made in writing to the Company Manager/Secretary or Course Manager who, may refer them onto the Company Directors. If they are unable to deal with them, shall report them to the Company Directors, whose decision shall be final. In no instance shall an employee of the Club be reprimanded directly by a Member.

General comments, suggestions and questions may be dealt with by the Company Manager/Secretary verbally.

32 LOCKERS, CADDIE-CART FACILITIES ETC.

The Company has the power to fix and charge such rental or fees as they, in their discretion, may decide, for the use of lockers or for caddie-cart facilities etc.

33 CLUBHOUSE.

The Clubhouse being the property of Mardyke Valley Golf Club Ltd, the Directors of the Company reserve to themselves the right of making such rules and regulations with regard to the use of the same, as they may consider necessary

34 SUPPLY OF INTOXICATING LIQUOR.

Subject to any restrictions, which may from time to time be imposed by the Company Directors, and current licensing laws, the following persons shall be entitled to admission to the Club premises and to purchase intoxicating liquor for consumption on the premises, in accordance with the Licensing Act 2003.

- a) Fully paid up Members as described in Rule 14, with the exception of Junior Members.
- b) Visitors properly introduced as described in Rule 43
- c) Those attending any function at the Club premises in whatever capacity.



Intoxicating liquor may only be ordered for consumption on the Clubhouse premises.

No Member may take liquor from the Clubhouse.

Bar opening and closing times will be decided by the Company management, within the permitted hours and posted on the Club notice board.

35 ADMISSION OF VISITORS.

A visitor is a person not falling within the classifications as described in Rule 14. Any Member, excepting a Temporary Member, may introduce visitors for the purpose of playing golf and upon doing so shall enter the names and addresses of such visitors in a book and BRS booking system provided for that purpose and shall date and sign such entries.

36 PAYMENT OF EXPENSES.

Members are required to pay all expenses they incur on their own behalf, or for guests in the Clubhouse or on the course and range, at the transaction time.

Note. The Club employees have positive orders not to open accounts or to grant credit to or for members.

37 FIRE EXITS.

Notices indicating all fire exits are clearly displayed throughout the Clubhouse. No golf clubs, bags or other equipment is to be left obstructing fire exits or walkways. The Management reserves the right to remove any article obstructing fire exits or walkways.

38 ALTERATIONS TO CLUB RULES.

The Company reserve the right to cancel and amend these Rules from time to time, as they deem appropriate, with due notification.