



Constitution & Competition Rules **(Approved by Annual General Meeting 2014)**

Title and Affiliations

1. The name of the Club will be the Hoylake Golf Club and it will be affiliated to the English and Cheshire Golf Unions.

Management of the Club

2. The management of the Club will be the responsibility of the Club Council, which will consist of: -
 - a) The Captain of the Club, who will be appointed by the Past Captains to serve in that capacity for one year only;
 - b) The Vice-Captain and the immediate Past Captain;
 - c) The Club Secretary, Club Treasurer, Council Secretary, Competitions Secretary, Handicap Secretary and five ordinary members who will be elected at the Annual General Meeting and will be eligible for re-election.
3. The President of the Club, who will be elected at the Annual General Meeting and will be eligible for re-election, will serve as an ex-officio member of the Club Council.
4. The Club Secretary, Club Treasurer, Competitions Secretary, Handicap Secretary and Council Secretary will receive honoraria payments of £100 per season and will not be required to pay an annual subscription, in recognition of their work for the Club throughout the year.
5. The President and the Captain will receive a contribution of £100 each season towards the cost of prizes for their respective competition days and will not be required to pay an annual subscription.
6. The Council may determine if other members should receive payments or concessions in recognition of their significant and on-going contribution to the management of the Club; and shall report any such determinations to the next Annual General Meeting.
7. The Council will nominate the succeeding Council but other members may be nominated for positions on the Council. All such nominations, duly proposed and seconded, must be posted on the notice board at least twenty-one days before the Annual General Meeting.
8. The Council may co-opt additional members and appoint committees as it sees fit and will have the power to deal with any matter not provided for in these rules. The

Council Secretary will summon meetings of the Council and keep minutes of the meetings. At all Council meetings the Captain will have a second or casting vote.

General Club Meetings

9. The Council will summon an Annual General Meeting of the Club in February each year and at least twenty-one days notice of the date and time of the meeting will be given on the Club notice board. An Annual or Extraordinary General Meeting shall have a quorum of forty members.
10. The Council may summon an Extraordinary General Meeting of the Club provided that seven days notice is given on the Club notice board of the date, time and purpose of the meeting. An Extraordinary General Meeting must be called if requested in writing by twenty members and any such request must state the purpose of the meeting.
11. Alterations or additions to rules requiring a determination by the general membership of the Club will only be made at an Annual General Meeting or Extraordinary General Meeting called for the purpose. Alterations or additions will not be valid unless approved by two thirds of the members present. At all General Meetings of the Club the Captain will have a casting vote. The Council Secretary will publish the proceedings of a general meeting on the notice board within two weeks of the meeting.

Club Finances

12. The financial year will be from 1st January to 31st December. The Club Treasurer will be responsible for keeping an account of the financial affairs of the Club and will prepare an Annual Financial Statement for presentation at the Annual General Meeting. The accounts of the Club will be audited by two members of the Club, appointed for that purpose at the Annual General Meeting. The Captain, Club Treasurer and Club Secretary will be authorised to sign cheques.

Club Subscriptions

13. Annual subscriptions of all categories of members will be determined at the Annual General Meeting of the Club or at an Extraordinary General Meeting. Subscriptions will be due and payable on 31st March.
14. If a member fails to pay his subscription by the due date his membership will automatically be suspended and, as a consequence, he will be disqualified from entering any competition. If payment remains outstanding at 30th June membership will lapse automatically.
15. The Council may operate a Junior Section for those under 18 years of age and will determine the level of annual subscription to be paid by its members.

New Members

16. Applications for membership may be made to the Club Secretary on the official application form or via the Club website. Applicants may be proposed by members although this is not essential. All applicants will be interviewed by the Club Secretary and the Captain who will report their recommendations to the next following meeting of the Council.

17. The election of candidates for membership will be made by the Council and a candidate will be elected if he receives the votes of two thirds of the members of Council present. A newly elected member will be notified by the Club Secretary and will at once be liable to pay his annual subscription and any entrance fee that may be determined by the Council. If such payments are not made within one month of notification the election may be declared void by the Council.
18. A new member must have his handicap approved by the Council, or may be given a handicap as a result of three medal rounds played with members of the Club. Confirmation of membership will be subject to a satisfactory probationary period of twelve months.

Conduct and Discipline

19. Club members will at all times conform to the rules of Wirral Borough Council and to the best traditions of golf in terms of dress, behaviour and sportsmanship when playing in Club competitions, when on Club premises or when representing the Club at organised events.
20. The Council will appoint a Disciplinary Committee that will be empowered to take whatever action short of expulsion it considers appropriate in response to a breach of Club or competition rules.
21. A member may be expelled for any reason if decided upon by at least two thirds of the Council members present at a Council meeting. The member concerned must have had the opportunity to state his case to the Council, before a decision to expel may be taken.

Competition Rules

22. Members cannot take part in any Club competition unless they have paid their annual subscription and any local authority charge. For a knockout competition, members who have not paid their annual subscription and any entrance fee required by the closing date for entries, will not be included in the draw.
23. Competitors must sign the entry sheet and post the relevant entrance fee and any optional sweep money in the box provided prior to the commencement of play. Competitors must use official envelopes for this purpose and enter on them their entry sheet numbers, names and total entrance fees submitted. Having done so a member will be deemed to have entered the competition. Competitors are asked to enter their names on scorecards. Failure to comply with these requirements will result in disqualification.
24. All Club competitions will be played in accordance with the R&A Rules of Golf. Any competition in which less than twelve members compete will be declared void.
25. Play in all official competitions will be from the white boxes unless otherwise stated by the Professional. Members should note that outside official competitions the white boxes may only be used if special permission is given by the Professional or when marking handicap cards for new members. Members reported using the white boxes for practice or friendly matches will incur disciplinary action by the Club.
26. Once a round has commenced a player must not re-enter the Club House (excluding public facilities) until the round has been completed. Failure to comply with this requirement will result in disqualification. During competition play members should not approach Council members, seeking to discuss Council business, as this practice disturbs both the Council member and his playing partners.

27. In the event of a tie the winner will be decided in the following order: last nine holes; last six holes; last three holes; 18th hole. For twelve hole competitions the order will be: last six holes; last three holes; 12th hole. In all formats, handicaps will be applied on a fractional basis. If there is still a tie the winner will be decided by match play on the cards. The same system will apply to stableford and other forms of competition. A tie in match play is to be decided by competitors continuing to play, hole-by-hole and starting from the 1st hole, until a decision is reached. Stroke allowances should be applied as normal and agreement should be made beforehand as to what to do should the match still be undecided after a number of holes played, eg, due to fading light. Failing agreement, the match must be replayed within the specified dates.
28. Only members of the Men's Section of the Club may play together in club competitions and may mark a card, except in twelve hole competitions open to members of West Hoyle and Irby Golf Clubs when a card may be marked by a member from one of those clubs. Failure to comply with either requirement will result in disqualification.
29. A card marked by more than one marker must be signed by each marker. The score must be entered by the marker immediately after play is completed at each hole. Any alteration in the score recorded for any hole must be initialed by the marker before the card is returned. Failure to comply with this requirement will result in disqualification.
30. A member disqualified in a competition for whatever reason will not be refunded his entrance fee and any sweep money.
31. All cards taken out in competition must be returned whether completed or not. For 18 hole competitions competitors are required to enter their scores into the Club computer. The Handicap Secretary will be empowered to suspend a member's handicap for a period not in excess of six weeks for a breach of this rule.
32. Where forty or more competitors enter the sweep this will be divided equally into two divisions. Where twelve to thirty-nine competitors enter the sweep there will be one sweep only. Where fewer than twelve competitors enter the sweep the total sweep money will be paid to the competitor returning the best completed card. Two-thirds of sweep money will be paid to the winner and one-third to the runner-up. In the event of two or more competitors tying for first place the total sweep money will be divided equally between them.

Comments or Complaints by Members

33. Members may bring any matter of concern to the attention of the Council by writing to the Club Secretary who will arrange for such correspondence to be shared at the Council meeting following its receipt.