



COUNTY LOUTH
— GOLF CLUB —

Constitution

Updated 28th June 2021

1. **Introduction and Establishment**

- 1.1. The name of the Club shall be the County Louth Golf Club (**'the Club'**).
- 1.2. The Club is constituted for the purpose of playing and promoting the game of golf and providing such social amenities as are usual, incidental or desirable in a golf club.
- 1.3. These Rules shall apply to the Club from 1st November 2017. For the purposes of these rules, the computation of how many terms an officer has served shall be done prospectively and shall not take account of terms served under any previous rules of the club.
- 1.4. The reference in these Rules to the masculine gender shall in all cases apply equally to the feminine gender.

2. **Men's Club and Ladies' Club**

- 2.1. There shall be a Men's Club (**'the Men's Club'**) established within the Club responsible for the organisation of golf for the male members in accordance with the rules of the Golfing Union of Ireland or its successor.
- 2.2. There shall be a Ladies' Club (**'the Ladies' Club'**) established within the Club responsible for the organisation of golf for the female members in accordance with the rules of the Irish Ladies' Golf Union or its successor.
- 2.3. The organisation and administration of the game of golf in respect of the Men's Club and Ladies' Club shall be the responsibility of committees established for that purpose (**'the Men's Committee'** and **'the Ladies' Committee'** respectively).
- 2.4. Subject to any Rule to the contrary and only insofar as is necessary for the proper operation of the Club, the Rules and procedures applicable to the Club shall apply to the Men's Club and Ladies' Club respectively.

3. **Membership**

- 3.1. The membership of the Club shall consist of a combined total of not more than 620 persons in the categories of Ordinary Members and Lady Associate members. The Management Committee shall have the power to close the membership of the Club from time to time.
- 3.2. The membership of the Men's Club shall consist of all male Ordinary Members.
- 3.3. The membership of the Ladies' Club shall consist of all female Ordinary Members and Lady Associates members.
- 3.4. Except for as is otherwise provided for in these Rules, only fully paid up Ordinary Members shall be entitled to hold office in or take part in the business and affairs of the Club or have any share or ownership in the assets or property of the Club or be present or vote at General Meetings.
- 3.5. In addition to Ordinary Members, the following categories of persons ('**Associate Members**') shall be entitled subject to election and subject to the Rules, Regulations and Bye-Laws of the Club in force to use the Club facilities:

(a) **Veteran Members:**

The Management Committee shall have the power to elect Veteran Members. In order to qualify as Veteran Member, the Ordinary Member in question shall have at least twenty years uninterrupted standing as an Ordinary Member. Veteran Members shall have attained the age of sixty-five on or before the 31st of January in the year in question. Veteran Members shall have all the rights and privileges and remain subject to the obligations of Ordinary Members.

(b) **Life Members:**

The Management Committee shall have the power to elect Life Members up to a maximum of 35 persons. In order to qualify as a Life Member, the Ordinary Member in question must have completed five consecutive years' membership as an Ordinary Member and must have paid any outstanding subscriptions and entrance fees. Any amount payable in order to become a Life Member shall not be less than a figure

equal to fifteen times the annual subscription in the year in which the Ordinary Member becomes a Life Member. Life Members shall have all the rights and privileges and remain subject to the obligations of an Ordinary Member.

(c) Senior Life Members:

The Management Committee shall have the power to elect Senior Life Members who are Ordinary Members or Life Members with at least fifty years' membership as such. Senior Life Members shall have all the rights and privileges and remain subject to the obligations of an Ordinary Member.

(d) Lady Associates:

Lady Associates shall be entitled to hold the office of Lady President, Lady Captain or Lady Vice-Captain and be present and vote at the Ladies' Club's General Meetings. If a Lady Associate is elected Lady President, Lady Captain or Lady Vice-Captain, then the Lady Associate in question shall have all the rights and privileges and remain subject to the obligations of an Ordinary Member.

(e) Veteran Lady Associates:

The Management Committee shall have the power to elect Veteran Lady Associates. In order to qualify as a Veteran Lady Associate, the Lady Associate in question shall have at least twenty years uninterrupted standing as a Lady Associate. Veteran Lady Associates shall have attained the age of sixty five on or before the 31st of January in the year in question. Veteran Lady Associates shall have all the rights and privileges and remain subject to the obligations of Lady Associates.

(f) Five Day Members:

The Management Committee shall have the power to elect Five Day Members up to a maximum of 175 persons with Monday to Friday playing rights or as defined by the Management Committee.

(g) Pavilion Members:

The Management Committee shall have the power to elect Pavilion Members up to a maximum of 100 persons. Each Pavilion Member shall be proposed by at least two Ordinary Members of at least five years' standing, such proposers to be responsible

for their good conduct and behaviour. Pavilion Members shall be allowed to use the facilities of the Clubhouse only.

(h) Pavilion Plus Membership

The Management Committee shall have the power to elect Pavilion Plus Members up to a maximum of 100 persons. Each Pavilion Plus Member shall be proposed by at least two Ordinary Members of at least five years' standing, such proposers to be responsible for their good conduct and behaviour. Pavilion Plus Members shall be allowed to use the facilities of the Clubhouse and are entitled to 10 rounds of 18 holes or 20 rounds of 9 holes golf in any one year. The maximum term of this category of membership is 3 years.

(i) Minor Members:

The Management Committee shall have the power to elect Minor members up to a maximum of 50 persons. Minor Members shall have attained the age of six by the 31st January of the year in question. The parent or proposers, as the case may be, shall be responsible for the good conduct and behaviour of the Minor Member in question. Minor Members are subject to conditions of membership as defined by the Management Committee.

(j) Junior Members:

The Management Committee shall have the power to elect Junior Members up to a maximum of 250 persons. Junior members shall have attained the age of ten and shall not have attained the age of nineteen by the 31st January of the year in question. The parent or proposers, as the case may be, shall be responsible for the good conduct and behaviour of the Junior Member in question.

(k) Student Members:

The Management Committee shall have the power to elect Student Members who are full time students of a University or Kindred Institution. The parent or proposers shall be responsible for the good conduct and behaviour of the Student Member in question.

(l) Intermediate Members:

The Management Committee shall have the power to elect Intermediate members. Intermediate Members shall have attained the age of nineteen years, shall not have attained the age of thirty years by the 31st January of the year in question and shall no longer be in full time education.

(m) Corporate Membership:

The Management Committee shall have the power to introduce a Corporate Membership. There shall be one nominee per Corporate Membership. Corporate Members shall have all the rights and privileges and remain subject to the obligations of an Ordinary Member.

(n) Overseas Membership:

The Management Committee shall have the power to grant Overseas Membership to any individual not domiciled in Ireland. The Management Committee shall have the power to specify the particular basis upon which Overseas Membership shall apply to the individual in question.

(o) Temporary Members:

The Management Committee shall have the power to elect Temporary Members who are members of recognised golf clubs. Temporary Members may use the Club House and Links on such conditions as are prescribed in the Club's Bye-Laws or by the Management Committee's resolutions.

(p) Honorary Members:

The Management Committee shall have the power to confer Honorary Membership on any person who has rendered exceptional services to the Club, or to the game of golf, or whose distinguished and influential position or record of public service would render their membership of special advantage to the Club. Honorary Membership may be conferred for life or for any defined period, but, unless it is otherwise stated in the minutes made at the meeting of the Management Committee at which it is conferred, such membership shall cease at the end of the year in which it was conferred.

3.6 Individuals who have continued to enjoy membership of a category under conditions provided by previous rules but not provided by these rules shall continue to enjoy the rights and privileges afforded under the previous rules as long as they maintain continued membership in the category in question.

4. Election of Members

4.1. Notwithstanding anything in Rule 3 above or these Rules, the Management Committee shall have the exclusive power in its absolute discretion to accept or reject applications for membership of the Club or for applications by existing members for a different category of membership as provided for in Rule 3 above.

4.2. Any person wishing to become an Ordinary Member or Associate Member of the Club (save for Temporary Members) shall submit an application in writing to the Management Committee.

4.3. The application in writing shall include the name, address, profession or occupation, and name of former golf club (if applicable).

4.4. The Management Committee may from time to time and in its absolute discretion prescribe other procedural requirements for the election of members.

4.5. The application shall be signed by two Ordinary Members (not being incumbent members of the Management Committee) who have been Ordinary Members for at least five consecutive years and are prepared in good faith to recommend the nominee for membership.

4.6. If the Management Committee accepts the application for membership, then the application details provided for in section 4.3 above and the signature of the two Ordinary Members provided for in section 4.5 above shall be displayed in a conspicuous place in the Club for at least seven consecutive days.

- 4.7. If the Honorary Secretary does not receive any written objection to the proposal form, then the Management Committee shall consider the application for membership at the next management committee meeting.
- 4.8. The Management Committee shall either accept or reject the application by secret ballot of those present and voting. An application shall be rejected if there are two or more votes rejecting the application.
- 4.9. The Management Committee shall have the power to determine the priority of applications and to determine the right of any category of member whatsoever in their use of the Club and the Course.
- 4.10. If the Management Committee accepts an application, then the nominee shall be notified accordingly and furnished with a copy of the Rules of the Club in force at the material time.
- 4.11. Any Ordinary Member shall not propose or second more than five candidates in any Calendar year, regardless of whether the candidates' applications are successful or not.

5. Subscriptions

- 5.1. The annual subscription to be paid by each category of member provided for in Section 3 shall be determined by simple majority of those present and voting at a General Meeting. In the event that no annual subscription is determined in respect of any category of member, then the preceding year's annual subscription shall apply.
- 5.2. The Management Committee shall determine the entrance fee to be paid by each category of member, or the application fee for applications by existing members for a different category of membership. The Management Committee shall have the power to waive or reduce the entrance fee in any particular case.

- 5.3. The Management Committee may in its absolute discretion grant Leave of absence, subject to the club 'Leave of Absence Policy'
- 5.4. The annual subscription of all members (save for Temporary Members) shall become due and owing seven days after the Annual General Meeting.
- 5.5. If a member fails to pay the annual subscription within two months of the Annual General Meeting, then they shall cease to be a member of the Club. The Management Committee may in its absolute discretion reinstate such a member upon receipt of the outstanding annual subscription and the payment of a fine to be determined from year to year by the Management Committee. Both the outstanding annual subscription and fine must be received prior to the 1st of November immediately following the aforementioned Annual General Meeting.
- 5.6. A member duly elected in accordance with Rule 4 above shall pay the subscription and entrance fee within three months of being notified of their election. In the event that the subscription fee and entrance fee are not paid within three months, then the member's election shall be void.
- 5.7. If a member is elected on or after the 1st of June, then they shall be liable for half the annual subscription fee for that financial year. If a member is elected on or after the 31st of October, then their first annual subscription shall cover the period until the end of the following financial year.
- 5.8. A member shall become bound by the Rules of the Club upon election.
- 5.9. The Honorary Secretary may post a list of any members whose subscriptions for that current year, or any other sum due and owing to the Club, remain unpaid.
- 5.10. Members may, within one month of the Annual General Meeting, opt into a structured payment agreement, terms of which are set out by the Management Committee. Such members shall continue to be members of the Club, subject to adherence to the terms of agreement set out by the Management Committee.

6. Management

- 6.1. The business and affairs of the Club shall be managed by a Management Committee (“**the Management Committee**”) which shall consist of the Officers save for the President and Lady President. The Management Committee shall have such powers and duties as are set out in these Rules. The affairs of the Club, in all matters not in these rules reserved for the Club in General Meeting, the Men’s Club, the Ladies Club or the Committees, shall be managed by the Management Committee.
- 6.2. The Management Committee shall meet not less than ten times each year. Each member of the Management Committee shall be given at least three days’ notice of a meeting of the Management Committee or, in exceptional cases, one days’ notice following consultation with the Chairperson.
- 6.3. The quorum for a meeting of the Management Committee shall be Six.
- 6.4. The Chairperson shall preside over all Management Committee meetings. In the event that the Chairperson is not present, then the Management Committee shall by a ballot of those present and voting appoint another member of the Management Committee to act as Chairperson for the purposes of the particular meeting. In the event that there is a tied vote or that an interim Chairperson cannot be decided upon, then the longest serving member of the management committee present shall act as Chairperson.
- 6.5. All members of the Management Committee present shall have a vote on any matter arising.
- 6.6. Where a vote is required in order to determine or resolve any matter arising, then a simple majority of those present and voting shall suffice. In the event that the votes are tied, then the Chairperson shall cast the deciding vote in addition to his original vote.
- 6.7. The Honorary Secretary shall be responsible for taking the minutes of any meeting of the Management Committee. In the event that the Honorary Secretary is unavailable or is unable to take the minutes, then the Management Committee shall appoint by

ballot of those present, another person present to do so. All minutes signed by the Chairperson, or Chairperson delegate, shall be sufficient evidence of the facts stated therein unless the contrary is proved.

- 6.8 The Management Committee shall have the power to make, amend or repeal from time to time Bye-Laws, Regulations and Local Rules as the Management Committee may deem necessary for the proper management and control of the Club. The Bye-Laws, Regulations and Local Rules shall be exhibited in the clubhouse and all members and visitors shall be deemed to have notice thereof. Bye-Laws may be added to, amended or revoked by a simple majority of those present and voting at a Management Committee Meeting.
- 6.9 The Management Committee shall have the power to create sub-committees to operate under the control and authority of the Management Committee. The Management Committee shall nominate a chairperson for each sub-committee.
- 6.10 The Management Committee shall have the power to open and maintain a bank account in the name of the Trustees in such bank as the Management Committee may from time to time determine. The Management Committee shall have the power to spend the Club's funds in furtherance of the objects of the Club set out in Rule 1.2 above, as well as in furtherance of the Management Committee duties set out in Rule 6.1 above. Notwithstanding anything contained within these rules, the Management Committee shall not be permitted to spend in excess of €100,000 of the club's funds on any single capital project without the prior approval of a simple majority of the ordinary members present and voting obtained at a general meeting, and that all sums received from membership entrance fees must be used for such projects and only with the prior approval of a simple majority of the ordinary members present and voting obtained at a general meeting.
- 6.11 The Management Committee shall have the power to arrange for such facilities in the name of the Trustees as may be necessary to carry on the activities of the Club, including but not limited to a loan or overdraft, whether on any unsecured or secured basis whatsoever, provided that the aggregate value of such facility or facilities shall not exceed the sum of €500,000 without the prior approval of a simple majority of the Ordinary Members present and voting obtained at a General Meeting.

- 6.12 The Management Committee shall have the power to direct the Trustees to enter into any transaction or disposition that is deemed necessary and proper in order to give security as may be required for such facilities.
- 6.13. The Management Committee shall have the power to direct the Trustees to invest the Club's funds in any prudent manner which in the reasonable opinion of the management Committee will benefit the Club.
- 6.14. The Management Committee shall not have the power to pledge the personal liability of any Ordinary Member of the Club for the repayment of any facilities entered into. The Management Committee shall have no power to enter into any contract or transaction whatsoever where the Ordinary Members are personally liable for the performance thereof. The Management Committee shall be indemnified by the Club out of its assets and property against all liabilities, loss or expense incurred by them in the proper performance of their duties as Management Committee of the Club. The Club shall take out reasonable insurance cover to cover such indemnity. In the event such insurance cover does not properly cover the indemnity, then each Ordinary Member shall contribute equally to discharge the balance.

7. Men's Club and Ladies' Club Committees

- 7.1. The organisation and administration of golf in respect of the Men's Club and Ladies' Club shall be the responsibility of committees established for that purpose (**'the Men's Committee'** and **'the Ladies' Committee'** respectively and collectively **'the Committees'**). Except as provided otherwise the Committees shall have such powers as are necessary for the organisation and administration of golf and such powers as are set out in their respective rules and regulations.

8. Trustees

- 8.1. All property and assets of the Club shall be vested in not less than two or more than five Trustees.
- 8.2. The Trustees shall hold all of the property and assets of the Club for the use and benefit of the Club.
- 8.3. The Trustees shall deal with the property and assets of the Club as directed by resolution of the Management Committee of the Club subject to the rules of the Club.
- 8.4. In particular, the Trustees shall have the power to buy, sell, lease, mortgage, charge, invest or otherwise dispose of the Club's property and assets.
- 8.5. The Trustees shall either be Ordinary Members, Honorary Members or Life Members and shall be elected by simple majority of those present and voting at the Annual General Meeting of the Club.
- 8.6. Nominations shall be submitted to the Honorary Secretary in such form as may be prescribed by the Management Committee, and such nominations as the Management Committee deem valid shall be posted on the Club Notice Board.
- 8.7. Nominations for the election of the Trustees shall open on the 1st of December preceding the election.
- 8.8. Nominations for the election of the Trustees shall close on 30th of December preceding the election.
- 8.9. A Trustee shall serve until he or she resigns in writing, he or she ceases to be a member of the Club, he or she is removed by simple majority of those present and voting at a General Meeting of the Club, or he or she become otherwise unable to perform his duties.
- 8.10. A Trustee shall serve a term of Five years subject to the provisions of Rule 8.9.

- 8.11. The Trustees shall be indemnified by the Club out of its assets and property against all Liabilities, loss or expense incurred by them in the proper performance of their duties as Trustees of the Club. The Club shall take out reasonable insurance cover to cover such indemnity. In the event such insurance cover does not properly cover the indemnity, then each Ordinary Member shall contribute equally to discharge the balance.
- 8.12. Notwithstanding anything contained in these Rules, the Trustees shall at all times maintain a sum of €840,000 in specified bank accounts, together with any interest accruing, solely for the purpose of the prospective purchase of lands currently held by way of Sporting Lease.
- 8.13. If the Trustees are directed by the Management Committee to perform a certain act, and any one of the Trustees consider that the performance of such an act is of such importance that it is appropriate that the Ordinary Members of the Club be consulted, then the Trustees may refuse to perform such an act until the Ordinary Members of the Club have passed a resolution at a General Meeting by way of simple majority of those present and voting authorising the performance of the act.

9. Visitors

- 9.1. All categories of members with the exception of Student, Junior or Pavilion may introduce visitors to the Clubhouse and Course.
- 9.2. The name, address and date of visit of each visitor must be immediately entered in a book to be kept for the purpose, called the 'Visitors Book', and be attested by the signature of the introducing member or associate.
- 9.3. No visitor shall be supplied with excisable liquor in the Club premises unless on the invitation of and in the company of an Ordinary Member or Lady Associate of the Club who shall insert his or her name and the name of such visitor in the 'Visitors Book'. Persons under sixteen years of age shall not be introduced as visitors.

- 9.4. The Management Committee shall have the power to fix the charge for paying visitors and to define what the term 'visitor' means. Green Fee receipts will be issued and without one no visitor shall be allowed on the course. The introducing member must complete the entry in the Visitors Book, sign same and play with their visitor.
- 9.5. A visiting professional or assistant if introduced by the Club professional and playing with him may at the absolute discretion of the Management Committee be permitted to play without payment of a Green Fee. Any other person playing with the club professional whether socially or as a pupil on being introduced by the professional may pay the same Green Fee as if playing with a member.
- 9.6. The Management Committee shall have the power to suspend the rule permitting the introduction of visitors or Temporary Members at any time and to refuse permission for any particular visitor or Temporary Member to use the Clubhouse or course.
- 9.7. Competitors in Club Open Competitions held on the Course shall, on payment of the Entrance Fee for the Competition, and on such entry being accepted by the Management Committee, be eligible without further payment or nomination for election as a Temporary Member for a period not exceeding one day prior to the date fixed for such Competition and for every day during the continuance of such Competition.
- 9.8. Either Captain or Honorary Secretary or any two members of the Management Committee may (and without assigning any cause if they think so right) cancel the admission of any day visitor or Temporary Member or Associate Member whose admission may be irregular or whose presence or conduct they may deem objectionable, or who breaks any of the Rules, Bye-Laws or Regulations of the Club. The fee paid by any such visitor may at the absolute discretion of the Management Committee be either wholly forfeited or part returned.

10. Election of Office Bearers and Committee

- 10.1. The officers of the Club shall consist of a President, Lady President, Chairperson, Captain, Lady Captain, Vice-Captain, Lady Vice Captain, Honorary Secretary, Honorary Treasurer, Course Convenor, House Convenor and Junior Convenor (hereinafter collectively referred to as “**the Officers**” and singularly as “**an Officer**”)
- 10.2. The Chairperson, Honorary Secretary, Honorary Treasurer, Course Convenor, House Convenor and Junior Convenor shall be elected at the Club’s Annual General Meeting by ballot of the Ordinary Members present and voting.
- 10.3. The President, Captain and Vice-Captain shall be elected at the Men’s Club’s Annual General Meeting by a ballot of the male Ordinary Members present and voting.
- 10.4. The Lady President, Lady Captain and Lady Vice Captain shall be elected at the Ladies’ Club’s Annual General Meeting by a ballot of the female Ordinary Members and Lady Associate Members present and voting.
- 10.5. The Men’s Club Committee shall be responsible for the administration of the game of golf in accordance with the constitutional requirements of the Golfing Union of Ireland.
- 10.6. The Ladies Club Committee shall be responsible for the administration of the game of golf in accordance with the constitutional requirements of the Irish Ladies Golf Union.
- 10.7. The Honorary Treasurer shall keep correct accounts and books under the direction and control of the Management Committee showing the financial affairs and receipts and disbursements of the club. The Club shall appoint an independent accountant to certify the Club’s financial affairs.
- 10.8. The Honorary Secretary shall oversee the administration of the Club and the implementation of such policies and directions as may be set out at General Meetings or by the Management Committee.

- 10.9. Nominations for the election of the Officers shall open on the 1st of December preceding the election.
- 10.10. Nominations for the election of the Officers shall close on 30th of December preceding the election.
- 10.11. Nominations shall be submitted to the Honorary Secretary in such form as may be prescribed by the Management Committee, and such nominations as the Management Committee deem valid shall be posted on the Club Notice Board.
- 10.12. At the Annual General Meeting adopting these Rules, the House Convenor and Junior Convenor shall be elected for an initial term of one year. For the avoidance of doubt the sole purpose of Rule 10.12 is to ensure that the vacancies on the Management Committee are staggered.
- 10.13. The Chairperson, Honorary Treasurer, Honorary Secretary, Course Convenor, House Convenor and Junior Convenor shall serve a term of two years.
- 10.14. The President, Lady President, Captain, Lady Captain, Vice-Captain and Lady Vice Captain shall serve a term of one year.
- 10.15. In the event that an Officer is elected or serves for two consecutive terms, then that Officer shall not seek re-election or remain as an Officer until a further two-year term has elapsed.
- 10.16. Notwithstanding Rule 10.15, if an Ordinary Member serves for two consecutive terms as an Officer, then that Ordinary Member shall be entitled to seek re-election and serve only as an Officer elected by the Men's Club or Ladies' Club.
- 10.17. Only Ordinary Members of at least three years' standing immediately prior to election may be an Officer.

- 10.18. Only fully paid Ordinary Members shall be eligible to be an Officer of the Club or to be nominated or nominate another, or to receive notice or be present and vote at a General Meeting.
- 10.19. Lady Associates may be elected as Lady President, Lady Captain or Lady Vice Captain. In the event that the office of Lady President, Lady Captain or Lady Vice Captain is held by a person who is not an Ordinary Member, then that person shall have all the rights and privileges and remain subject to the obligations of an Ordinary member.
- 10.20. In the event of the death, resignation, loss of qualification, removal or other such vacancy of an Officer, the vacancy shall be offered to the nominees for that Office at the preceding Annual General Meeting in order of precedence of votes obtained. In the event that any nominees obtained an equal number of votes, then the Chairperson shall cast a deciding vote. In the event that there is no nominee to be offered the Office, then the Management Committee shall co-opt an Ordinary Member of at least five years' standing.
- 10.21. Any co-opted Officer shall serve a term not exceeding the unexpired term of the Officer that they replaced.

11. Suspension, Expulsion and Disciplinary Proceedings

- 11.1. The Management Committee shall have the power to suspend, expel or impose such other punishment upon any member of any category whatsoever subject to the provisions hereunder. The Management Committee shall have the power to impose fines not exceeding €127.00 for any one breach of the Rules, Bye-Laws or Regulations of the Club in force for the time being, or for breaches of the etiquette of golf. In particular, the Management Committee shall have the power to temporarily withdraw the use of the Club House and/or Course from any member whatsoever whose breaches of the Rules, Bye-Laws or Regulations of the Club may, in the opinion of the Management Committee, justify such action.

- 11.2. The Management Committee may suspend, expel or impose such other punishment if, in the Management Committee's opinion, the member commits a breach of any Rule, Regulation or Bye-Law of the Club, or whose conduct whether within the Club premises or elsewhere, is injurious to the good name of the Club or renders him unfit for membership of the Club.
- 11.3. The Management Committee shall provide the member in question with particulars in writing of the allegations being made fourteen days prior to an inquiry being conducted, and whether the member in question is liable to being suspended, expelled or subject to such other punishment.
- 11.4. The Management Committee shall appoint two Ordinary Members of not less than 10 years' standing who shall, in addition to the Honorary Secretary, comprise an investigatory panel. The Honorary Secretary shall chair all meetings and proceedings before an investigatory panel. An investigatory panel shall have all powers as are necessary to conduct a proper investigation into the alleged wrongdoing and such powers as are granted to it from time to time by the Management Committee.
- 11.5. The investigatory panel shall afford the member in question an opportunity to address the investigatory panel and to make any representations and submit any evidence that the member in question deems relevant. In exceptional circumstances, the investigatory panel shall have the power to direct that an oral hearing takes place.
- 11.6. After an inquiry has been conducted, the investigatory panel shall report to the Management Committee and the member in question with its findings and reporting whether or not the member in question has a case to answer.
- 11.7. In the event that the member in question has a case to answer, then the Management Committee shall hold a disciplinary hearing. At the disciplinary hearing, the member in question shall be afforded an opportunity to comment on the findings of the investigatory panel. The Management Committee shall ensure that a note is kept of any disciplinary hearing that occurs.

- 11.8. In the case of suspension or expulsion or the imposition of such other punishment, the Management Committee shall by simple majority of those present and voting determine whether the member in question ought to be suspended, expelled or another punishment imposed. In the event that the Management Committee determines that the member in question ought to be suspended, then the Management Committee may specify conditions of such suspension.
- 11.9 If the Honorary Secretary has sat on the investigatory panel, then the Honorary Secretary shall not cast a vote at a disciplinary hearing but may be present.
- 11.10. Upon expulsion, the member in question shall cease to be a member and he shall forfeit all right or claim to the Club or its property or assets. The member in question shall be entitled to have his annual subscription for the year returned.
- 11.11. The Honorary Secretary shall notify the member in question of his suspension or expulsion or the imposition of such other punishment in writing as soon as is reasonably possible by ordinary post to his address as listed in the member's register.
- 11.12. The member in question shall have fourteen days from date of the notification referred to in section 11.11 above to appeal a disciplinary determination of the Management Committee. The member in question shall notify the Honorary Secretary of his intention to appeal in writing setting out the grounds of his appeal.
- 11.13 An appeal of a disciplinary determination shall take place within one month of the receipt by the Honorary Secretary of the member in question's notification of his intention to appeal in writing. The Management Committee shall have the power to extend the time limit for determination of the member in question's appeal.
- 11.14. The composition of the appellate tribunal shall comprise different members to the investigatory panel and the Management Committee that were involved in the initial disciplinary hearing. The Management Committee shall have the power to appoint an Ordinary Member of not less than 10 years standing to sit on the appellate tribunal.

- 11.15. The appellate tribunal shall allow an appeal if it is satisfied, in its absolute discretion, that the member in question has been significantly prejudiced by the procedure followed at the first instance tribunal. An appeal before an appellate tribunal shall be limited to determining whether or not the member in question was significantly prejudiced by the procedure followed.
- 11.16. A member who is expelled shall have the ultimate right of appeal to the Ordinary Members at a General Meeting convened specifically for such a purpose.
- 11.17. The member in question shall have seven days from the receipt of the decision of the appellate body expelling him to notify the Honorary Secretary of his intention to appeal to the Ordinary Members at a General Meeting.
- 11.18. Upon receiving such notification, the Honorary Secretary or the Management Committee as the case may be shall convene a Special General Meeting pursuant to Rule 11 with the notice of such a meeting to specify '*as to consider the decision to expel from the Club.*'
- 11.19. The member in question and the Honorary Secretary, Management Committee and chairperson of the appellate tribunal shall be entitled to address the Ordinary Members. The Chairperson of the Special General Meeting may permit queries from Ordinary Members in his absolute discretion.
- 11.20. The Ordinary Members (excluding the member in question, the Management Committee members that cast votes during the disciplinary process and the members of the investigatory panel) shall vote whether or not to allow the appeal or not.
- 11.21. An appeal shall be allowed where a two thirds majority of those present and voting elect to allow the appeal.
- 11.22. All votes pertaining to the imposition of a disciplinary sanction of any sort shall be secret.

11.23. Any Ordinary Member or Associate refusing or failing to pay a fine imposed by the Management Committee or appellate tribunal within one month of being notified of same, shall be suspended from the use of the Club House and Course until such fine is paid.

12. Annual General Meeting of County Louth Golf Club

12.1. There shall be an Annual General Meeting of the Club, the Men's Club and the Ladies Club held before the 28th of January in each year.

12.2. At the Club's Annual General Meeting the following business shall be transacted: the Honorary Treasurer shall submit the Management Committee's Annual Report and Financial Statement; the Officers referred to in Rule 10.2 shall be elected; the Auditor shall either be retained or removed in which case a new Auditor is appointed; the alteration or amendment of any Rules; the determination of any Notice of Motion duly submitted in accordance with these Rules.

12.3. At the Men's Club Annual General Meeting the following business shall be transacted: the officers referred to in Rule 10.3 shall be elected; any other matters that the men's club are required to attend to.

12.4. At the Ladies Club Annual General Meeting the following business shall be transacted: the officers referred to in Rule 10.4 shall be elected; any other matters that the Ladies club are required to attend to.

12.5. Each Ordinary Member shall be provided with fourteen days' prior notification of the date of the Annual General Meeting and the business to be transacted thereat by email.

12.6. The contents of Rule 12.2 shall also be posted on the Club's noticeboard and website.

12.7. A Notice of Motion proposed to be moved at any Annual General Meeting shall be given in writing to the Honorary Secretary not less than twenty-eight days before the meeting. A Notice of Motion shall be signed by the proposer and the seconder and, provided the relevant provisions of these Rules are complied with, then the Notice of Motion shall be posted on the Club's noticeboard and website.

13. **Special General Meeting of County Louth Golf Club**

13.1. Special General Meetings may be called at any time and for any purpose connected with the Club, the Men's Club or the Ladies' Club by the Management Committee or the Committees as the case may be, or may be called on requisition to the Honorary Secretary or failing him the Chairman, Captain or Lady Captain as the case may be.

13.2. A request for a Special General Meeting shall be in writing and signed by at least Fifty Ordinary Members. The request shall specify the specific business to be transacted or issue to be determined. No business shall be transacted or issue determined at a Special General Meeting apart from that specified in the written request.

13.3. The quorum for a Special General Meeting shall be Seventy Five Ordinary members

13.4. At least fourteen days' notice shall be provided to the Ordinary Members. Notice of same accompanied with a statement of the business to be transacted or issue determined shall be provided on the Club's website, by email or by notice on the club's notice board.

14. **Procedure at General Meetings of County Louth Golf Club**

14.1. The Chairman, Captain or Lady Captain as the case may be shall preside at General Meetings. In the event that the Chairman, Captain or Lady Captain is unable to preside, then any Ordinary Member nominated by a simple majority of Ordinary Members present and voting shall preside.

- 14.2. The quorum for a General Meeting shall be seventy-five Ordinary Members.
- 14.3. No proxies shall be allowed at any General Meeting.
- 14.4. Standing Orders as drawn up by the Management Committee shall be adopted at all general meetings held in the Club. 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 members present and voting at the meeting.
- 14.5. Except insofar as these Rules provide otherwise, all motions, resolutions and decisions shall be decided by a simple majority of those present and voting. If a majority of Ordinary Members present and voting wish any question under discussion to be a secret vote then that mode of voting shall be adopted, otherwise decisions shall be taken by a show of hands.
- 14.6. In the event of a tie, then the Chairman, or such Ordinary Member presiding, shall have the casting vote in addition to his normal vote.

15. Change of Rules

- 15.1. These Rules may be added to, amended or deleted by the Ordinary Members at a General Meeting. Any addition, amendment or deletion of the Rules shall be by way of Notice of Motion duly completed in accordance with the relevant provisions of these Rules.
- 15.2. Any Notice of Motion to add to, amend or delete the Rules shall be carried if two thirds of the Ordinary Members present and voting approve same.
- 15.3. In the discussion of a Notice of Motion to add to, amend or delete the Rules, any proposed amendment to the Notice of Motion itself may be carried by a simple majority of Ordinary Members present and voting to approve same.

15.4. Provided always that the Management Committee shall have the power to add to, amend or delete any particular Rule in order to ensure compliance with an Act of Oireachtas or any Regulation, Bye-Law, Order or any other legislative provision. In the event that the Management Committee exercises the foregoing power, then notice of such change shall be posted on the Club noticeboard and Club website as soon as is reasonably possible. Upon being so notified, each Ordinary Member shall be deemed to have knowledge of the relevant addition, amendment or deletion.

16. Miscellaneous

16.1. All personal belongings on or in the Club premises shall be at the sole risk of the owner and the Club, Management Committee, Trustees or any Officer or member of the Club shall not be responsible for any loss or damage thereto. This rule shall not prejudice any claim by the Club, Management Committee, Trustees or any Officer or member of the Club against any insurance company for loss or damage sustained.

16.2. Any Ordinary Member or Associate Member wishing to resign shall notify the Honorary Secretary in writing of their intention to do so.

16.3. If any doubt may arise as to the proper construction of any Rule, Regulation or Bye-Law the matter shall be referred to the Management Committee and their decision shall be final and binding.

16.4. Copies of Local Rules and Bye-Laws shall be made available to all members through the members section of the Club's website.

16.5. The duties of the Honorary Secretary shall be carried out personally or, under his supervision and control, by a Secretary appointed by the Management Committee. The duties of the Honorary Treasurer shall be carried out personally or, under his supervision and control, by a Treasurer appointed by the Management Committee

16.6. Any major alterations to the course layout as considered by the Management Committee shall be referred to a General Meeting.

16.7. Every Ordinary Member and Associate Member shall be under a continuing duty to notify the Club of his postal address, telephone number and e-mail address. All notices in writing required to be given by the Club to the members under these rules may be sent by post and/ or by electronic means. All notices sent to a member at his notified address, whichever means of communication is used, shall be deemed to have arrived two days after despatch by the Club, unless the contrary is shown. Neither the non-arrival nor the late arrival of any notice sent by the Club nor the accidental omission to give due notice of any meeting to one or more members shall invalidate any General Meeting convened by the Club.

17. Registration of Clubs Act 1904 to 2004

17.1. No Officer or member of the Management Committee of the Club and no Manager or servant employed by the Club shall have any personal interest in the sale of excisable liquors therein, or in the profits arising from such sale.

17.2. No excisable liquor shall be sold or supplied to any person under eighteen years of age.

17.3. Subject to the exceptions specified in sub Rules (2) and (3) of this Rule, no excisable liquor shall be supplied for consumption on the club premises to any person (other than a member of the club lodging in the club premises) or be consumed on those premises by any person (other than such a member) -

(a) At any time on Christmas Day or Good Friday, or

(b) On any other day outside the following hours

(i) St Patrick's Day: between 12.30pm and 12.30am on the following day;

(ii) The 23rd December: if it falls on a Sunday, between 10.30am and 11.30pm;

(iii) Christmas Eve and the Eve of Good Friday: between 10.30am and 11.30pm

(iv) The Eve of any Public Holiday (other than Christmas Eve)

(1) if the Eve falls on a weekday between 10.30am and 12.30am on the following day or

(2) if it falls on a Sunday between 12.30pm and 12.30am on the following day.

(c) Any other Sunday (except a St Patrick's Day which falls on a Sunday): between 12.30pm and 11.00pm;

(d) Any other Monday, Tuesday, Wednesday or Thursday between 10.30am and 11.30pm;

(e) Any other Friday or Saturday: between 10.30am and 12.30am on the following day.

17.4. Nothing in the Registration of Clubs Acts 1904-2004 to prohibit the supplying for consumption on the club premises of excisable liquor to any person or the consumption of excisable liquor on these premises by any person -

(a) On Christmas Day, between 12.00 midday and 10.00pm or;

(b) On any other day, for one hour after the expiration of any period in respect of that day during which it is lawful for the Club to supply any excisable liquor for consumption on the Club premises. If in each case the excisable liquor -

(i) Ordered by or on behalf of the person at the time as a substantial meal is ordered and

(ii) Consumed by that person during the meal or after the meal has ended.

18. Dissolution

18.1. The Club may be dissolved by a resolution passed a Special General Meeting specifically called for that purpose and carried by three quarters of those present and voting. The quorum for such a Special General Meeting shall be seventy five.

18.2. All assets of the Club, having discharged all outstanding debts and liabilities, shall be divided equally among the Ordinary Members of the Club.

18.3. The Management Committee shall be responsible for the winding up of the assets and Liabilities of the Club.

19. Data Protection

- 19.1. Pursuant to the provisions of the Data Protection Acts 1988-2003, members consent to the Club obtaining, recording, holding and retaining their personal data (including sensitive personal data) solely for the Club purposes, either on its computer or in its manual filing system, and consent to the use of all such data including its disclosure to third parties, for their proper and effective management of the Club.

20. Consequence of Breach

- 20.1. Any breach of these Rules may be retrospectively validated by convening a Special General Meeting specifically called for that purpose and carried by three quarters of those present and voting. In the event that such retrospective validation is approved, then the breach shall be of no legal effect and the Club's business and affairs shall continue as if no breach had occurred.