



CONSTITUTION AND RULES OF ASHBOURNE GOLF CLUB

(Updated October 2022)

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1. Preliminary Definitions and Interpretations

- 1.1 Rules herein contained are indicated by consecutive numbers.
- 1.2 Clauses are indicated by consecutive numbers preceded by Rule numbers.
- 1.3 Sub-clauses are indicated by consecutive numbers preceded by Rule and Clause numbers.
- 1.4 Sub-sub-clauses are indicated by consecutive numbers preceded by Rule, Clause and Sub-clause numbers.
- 1.5 “The Men’s Club” shall mean the group of male amateur playing golfers operating under a constitution acceptable to Golf Ireland and to which such club is affiliated.
- 1.6 The “Ladies’ Club” shall mean the group of female amateur playing golfers operating under a constitution acceptable to Golf Ireland and to which such club is affiliated.
- 1.7 The “Joint Club” shall mean the Club formed through the amalgamation of the two groups of amateur playing golfers defined in clauses 1.5 and 1.6 above for the purpose of administering the affairs (other than the game of golf and its related activities) of both the Men’s and the Ladies’ Clubs including the provision and maintenance of the facilities owned by or available for use by the members. The Joint Club holds the property and assets of the Club in trust on behalf of the Full Ordinary Members of the Club. The Joint Club cannot become affiliated to Golf Ireland.
- 1.8 The name or title “Club” without qualification shall mean the Men’s Club, the Ladies’ Club or the Joint Club where the context so admits or requires.
- 1.9 The name or title “Committee” and the Officers and members thereof without qualification shall mean either the Men’s or Ladies’ Committees or the Committee of Management or their Officers or members where the context so admits or requires.
- 1.10 Facilities of the Clubhouse means access to the Restaurant/Bar facilities.
- 1.11 Facilities of Golf are the facilities associated with the game of golf including the golf course, practice area, driving range, putting green and locker rooms.

2. Title and Ownership

- 2.1 The name of the Club shall be **Ashbourne Golf Club (Cumann Gailf Cill Dhéagláin)** and this name shall be the common name by which the Men's Club, the Ladies' Club and the Joint Club shall be individually and collectively known.
- 2.2 The Club motto is "Spórt agus Ionracas". The Club crest shall be "or, a stag, attired, proper, at gaze, in base or and vert, Est.1991 sable". The full outline of the crest shall be incorporated when used on Club apparel, stationery, pins of office, prizes, etc.
- 2.3 The official address of the Club is Archerstown, Ashbourne in the County of Meath.
- 2.4 The ownership of the Club property shall be vested in the Trustees for the time being of the Club on behalf of the Full Ordinary Members as defined in subclause 11.3. The Full Ordinary Members only shall have control of the affairs of the Club.

3. Membership

- 3.1 Men's Club: The membership of the Men's Club shall consist of Male Members who are Full Ordinary (including Life) Members, Honorary (Life and Annual) Members and other subscribing playing members as may be elected from time to time in accordance with the provisions of this Constitution or who have been elected in accordance with the provisions of an earlier Constitution of the Club.
- 3.2 Ladies' Club: The membership of the Ladies' Club shall consist of Female Members who are Full Ordinary (including Life) Members, Honorary (Life and Annual) Members and other subscribing playing members as may be elected from time to time in accordance with the provisions of this Constitution or who have been elected in accordance with the provisions of an earlier Constitution of the Club.
- 3.3 Joint Club: The membership of the Joint Club shall consist of all categories of Male and Female Members each of whom has been elected to membership of the Club in accordance with the provisions of sub-clause 10.2.5 hereof or in accordance with the provisions of an earlier Constitution of the Club.
- 3.4 The number of members electable shall be decided from time to time at an Annual or Extraordinary General Meeting of the Joint Club. However the number of Full Ordinary Voting Members in Ashbourne Golf Club shall not exceed seven hundred except where occasioned by the return of Club members from leave of absence, as approved by the Committee of Management, in which circumstances no new applicant shall be elected

to membership until such time as the Full Ordinary membership again falls below seven hundred.

3.5 Full Ordinary Members as prescribed by sub-clauses 3.1, 3.2, 11.3.1 and 11.3.2 and all other members, over eighteen years of age, included in the categories of membership defined in clause 11.4 shall be:

3.5.1 entitled to attend and vote at all Annual and Extraordinary General Meetings of the Men's and Ladies' Clubs and

3.5.2 entitled to nomination for and election to General Committee of the Men's Club or Ladies' Club, as appropriate.

3.6 Only Full Ordinary Members as prescribed by sub-clauses 3.1, 3.2, 11.3.1 and 11.3.2 shall be:

3.6.1 entitled to attend and vote at all Annual and Extraordinary General Meetings and

3.6.2 entitled to nomination for and election to office and General Committee of the Joint Club, the Men's and Ladies' Clubs, as appropriate, always subject to the provision of subclauses 7.1.3 and 19.4.1.

4. Objects

4.1 The Men's Club and the Ladies' Club shall:

4.1.1 Promote the Amateur Game of Golf amongst its members.

4.1.2 Accept and abide by the Constitution and Bye-Laws of Golf Ireland

4.1.3 Accept and apply the World Handicapping System as prescribed by Golf Ireland and such rules thereunder as may require to be implemented from time to time.

4.1.4 Accept and recognise the Royal and Ancient Golf Club of St. Andrews as the sole authority for prescribing and implementing the Rules of Golf and the Rules of Amateur Status.

4.1.5 Authorise the Joint Club to administer matters (other than the game of golf and its related activities) which are of interest to the Men's Club or the Ladies' Club subject to and as provided for in these rules

4.2 The Joint Club shall:

4.2.1 Provide facilities for the playing and promotion of the amateur game of golf and generally promote amateur games and other social activities amongst its members.

4.2.2 Act in the administration of the affairs of both the Men's and the Ladies' Clubs, (other than the game of golf and its related activities), which shall include:

4.2.1.1 Collection of the Annual Subscriptions and other Club levies and charges payable by members.

4.2.1.2 Provision of Bar and Catering Facilities and all that these entail.

4.2.1.3 Provision of and responsibility for the maintenance and upkeep of the course and Clubhouse and their environs. to a standard required by Club Members.

4.3.3 Adhere to the maximum number of Full Ordinary Members that can be elected to the Club. Any alteration in that number shall be decided at an Annual General or Extraordinary General Meeting of the Joint Club.

4.3.4 Determine from time to time the maximum number of members of each category of membership other than Full Ordinary members.

4.3.5 Decide the rates of Green Fees payable and the rates to be paid for use of the Driving Bays by the various categories of visitors to the Club and review the rates on an annual basis

4.3.6 Generally act in the promotion and advancement of the interests of the Club and the improvement of the facilities available to members.

5. Trustees

5.1 The Trustees shall be not more than five and not less than three Members of the Joint Club. Such Trustees shall be nominated by the Committee of Management, subject to clause 5.2, and shall be appointed by the Members at a General Meeting of the Joint Club.

5.2 Each Trustee shall hold office until resignation or removal from office by resolution of the members at a General or Extraordinary General Meeting of the Joint Club.

5.3 The Club premises, and such other property of the Club as the Committee of Management of the Joint Club (hereinafter referred to as "Committee of Management") shall determine, shall be vested in and under the legal

control of the Trustees and such Trustees shall deal with the property of the Club as directed by a resolution of the Committee of Management of which an entry in the Minutes shall be sufficient evidence.

- 5.4 If the Trustees, when directed by a resolution of the Committee of Management to perform a certain act, consider that the performance of such act is one of such importance that they consider that the members of the Joint Club should be consulted, then the Trustees may refuse to perform such act until the members of the Joint Club have been consulted at a General or Extraordinary General Meeting and a resolution is passed at such meeting authorising or refusing to authorise the Trustees to perform such act as was originally directed by the Committee of Management.
- 5.5 The Trustees shall be entitled to attend meetings of the Committee of Management without voting power in their capacity as Trustees.
- 5.6 The Trustees shall be indemnified out of the Joint Club property and assets in respect of all transactions directed by a resolution of the Committee of Management and against all liabilities and expenses necessarily incurred as a result of their Trusteeship and in the event of the Joint Club property and assets being deficient, such deficiency shall be made good by the Full Ordinary Members on whose behalf the property and assets of the Club are held.

6. Officers

- 6.1 The Officers of the Men's Club and the Ladies' Club shall be a Captain, a Vice-Captain, an Honorary Secretary, an Honorary Treasurer, an Honorary Competitions Secretary and an Honorary Handicapping Secretary.
- 6.2 The Officers of the Joint Club shall be a President, a Cathaoirleach of the Committee of Management, an Honorary Secretary of the Committee of Management, an Honorary Treasurer of the Committee of Management, and the Captain of each of the Men's and Ladies' Clubs

7. Management

7.1 Allocation of Functions

7.1.1 The business and affairs of the Men's and Ladies' Clubs shall be under the jurisdiction and control of General Committees (hereinafter referred to as the "Men's Committee" and the "Ladies' Committee") consisting of the Officers of the Men's or Ladies' Club as appropriate and three other members of the Men's or Ladies Club as appropriate, elected under subclause 7.2.4 and clause 21.7.

7.1.2 The business and affairs of the Joint Club shall be under the jurisdiction and control of a Committee of Management, subject to sub-clause 7.2.4, consisting of the President, the Cathaoirleach, the Honorary Secretary, the Honorary Treasurer, the Captain and Vice-Captain of each of the Men's and Ladies' Clubs and a maximum of four members elected at the Annual General Meeting.

7.1.3 Each of the aforementioned Committees may exercise its powers notwithstanding that there might be a vacancy or vacancies in its membership.

7.1.4 Nothing in this rule shall preclude a member of either the Men's or the Ladies' Committees being also a member of the Committee of Management, or vice-versa.

7.1.5 No member of the aforementioned Committees shall serve on such Committee for a period of more than six consecutive years and on retirement shall not be eligible for re election for a two year period.

7.1.6 At meetings of any of the above committees over fifty per cent of those entitled to attend and vote shall form a quorum.

7.1.7 At meetings of the Men's and of the Ladies' Committees the Chair shall be taken by the Captain, or, if absent, by the Vice-Captain of the Club concerned.

7.1.8 At meetings of the Committee of Management the Chair shall be taken by the Cathaoirleach. In the absence of the Cathaoirleach at a particular meeting, the Chair shall be taken by the Honorary Secretary. In the absence of both the Cathaoirleach and the Honorary Secretary at a particular meeting, those in attendance having votes shall elect a Chairperson.

7.1.9 The Chairperson at a meeting shall, in addition to a deliberative vote, have and shall exercise a casting vote.

7.2 Elections - Officers and Committees

7.2.1 The Captain of the Men's and the Captain of the Ladies' Clubs shall retire after one year's service and shall be succeeded by the Vice-Captain always provided that the members at Annual Meeting may vote that the out-going Captain should serve in that capacity for a second year, notwithstanding Clause 7.1.6. In such event, the tenure of office of Vice-Captain shall be extended for a second year also.

7.2.2.1 The Officers and all Members of Committee, shall retire annually and shall be eligible for re-election, always provided that the same office shall not be held by the same Officer for more than three consecutive years. However, if the members in General Meeting vote to allow the outgoing Captain and Vice-Captain to extend

their terms of office as provided for in Clause 7.2.1, the same extension shall be enabled in respect of the Officers of the Men's and Ladies' Clubs, notwithstanding Clause 7.1.6 above.

7.2.2.2 The President shall retire annually and shall be eligible for re-election always provided that he/she shall not hold the office of President for more than two consecutive years.

7.2.3 Notwithstanding the foregoing, if in either of the Men's or Ladies' Clubs, the offices of Honorary Secretary and Honorary Treasurer are due to expire at the same Annual General Meeting, or in the case of the Joint Club if the offices of Cathaoirleach, Honorary Secretary and Honorary Treasurer are due to expire at the same Annual General Meeting, the Committee of such Club may in the interest of continuity of administration, notwithstanding Clause 7.1.6 above, extend the term of office of one of these Officers for a further year. In the absence of agreement the decision shall be made by drawing lots.

7.2.4 The election of Officers, Auditors and members of the Committee shall be made at respective Annual General Meetings. Such elections shall take effect immediately following the conclusion of the relevant Annual General Meetings.

7.2.5 The Vice-Captains in office shall each nominate for election the Vice-Captain (who shall be a Voting Member of at least three years standing) for the ensuing year of their respective Clubs, subject to approval of the Men's or Ladies' Committee concerned.

7.2.5.1 In the event that the members fail to elect the Nominee for Vice-Captain, an Extraordinary General Meeting of the relevant Club shall be convened within thirty days for the purpose of electing as Vice-Captain a different qualifying Nominee of the Captain then in office, which Nominee will be subject to approval of the Men's or Ladies' Committee concerned.

7.2.5.2 In the event that a vacancy arises in the office of Vice Captain during his or her term of office, an Extraordinary General Meeting of the relevant Club shall be convened within thirty days for the purpose of electing as Vice-Captain a different qualifying Nominee of the Captain, which Nominee shall be subject to approval of the Men's or Ladies' Committee concerned.

7.2.6 The Committee of Management shall nominate for election the President (who shall be a Voting Member of at least three years standing).

7.2.7 Neither the Captain of the Men's Club nor the Captain of the Ladies' Club nor the President shall be eligible for election to the position of Cathaoirleach.

7.2.8 Nominations (with the consent of the Nominee) for election to any Office or as an Ordinary Member of the Committee of Management shall be made, except as heretofore provided:

7.2.8.1 by the Committee of Management or

7.2.8.2 by any two Full Ordinary Members; provided that only Voting Members of at least three years standing may be nominated for the Office of Cathaoirleach.

7.2.9 Nominations (with the consent of the Nominee) for election to any Office or as an Ordinary Member of the Committee of the Men's or Ladies' Clubs shall be made, except as heretofore provided:

7.2.9.1 by the General Committee of the Men's or Ladies' Club as appropriate or

7.2.9.2 by any two Voting Members of the Men's or Ladies' Club as appropriate.

7.2.10 All nominations shall be given in writing to the Honorary Secretary of the particular Club at least fourteen days prior to the Annual General Meeting of that Club.

7.2.11 Such nominations together with their proposers and seconders shall be posted on the Club Notice Board and on the Club's website for a minimum of ten days prior to the AGM.

7.2.12 The respective Committees shall have power to fill vacancies in any of these offices (including membership of its Committee) during any year. The person so appointed shall hold office until the next Annual General Meeting of the particular Club. Such appointment shall not be construed as forming part of the time limit provided in sub-clauses 7.2.2.1 and 7.2.2.2.

7.2.13 Each Ordinary Member of each Committee shall retire annually and shall be eligible for re-election provided always that no Ordinary Member shall serve for more than three consecutive years. However, if the members in General Meeting vote to allow the outgoing Captain and Vice-Captain to extend their terms of office as provided for in Clause 7.2.1, the same extension shall be enabled in respect of the Ordinary Members of Committee of the Men's and Ladies' Clubs notwithstanding Clause 7.1.6.

7.3 Committee Meetings

7.3.1 Meetings of the Committee of Management and of the Men's and Ladies' Club Committees shall be held not less than once in every month.

- 7.3.2 Upon a requisition signed by not less than fifty per cent of the members of the Committee, stating the nature of the business to be transacted, the Captain, Cathaoirleach or Honorary Secretary of the Committee concerned shall call a special meeting of such Committee for consideration thereof; and if the Officers designated above neglect or refuse to call such meeting within seven days, the same may be convened by notice signed by five members of such Committee.
- 7.3.3 Any member of a Committee who is absent for three consecutive meetings, or five in all, without an acceptable reason shall be deemed to have resigned from that Committee and the vacancy shall be filled under sub-clause 7.2.12.

7.4 Employment of Staff and Contractors

- 7.4.1 The Committee of Management shall have power to appoint employees and contractors upon such terms and conditions as such Committee may determine; to terminate such appointments and also appoint substitutes from time to time.

7.5 Management Regulations

- 7.5.1 The Committee of Management is empowered to make, and from time to time alter, such Bye-Laws and Regulations for the management of the Joint Club as it may consider necessary.
- 7.5.2 The Committee of Management, in consultation with the Committees of both the Men's and Ladies' Clubs, is also empowered to make such Local Rules (provided same are not at variance with the Rules of Golf) and regulations for the use of the course as are required in the interest of all members.
- 7.5.3 Every member of each category and every visitor or other person using the Clubhouse or course shall be subject to and must comply with, all Rules Bye-Laws and Regulations in force.
- 7.5.4 Subject to the rules of Golf Ireland, the Committee of Management shall be the sole authority for the interpretation of this Constitution and Rules and any Bye-Laws made from time to time thereunder, and the decision of the Committee of Management upon the question of interpretation of this Constitution and Rules or any Bye-Laws made thereunder shall be final and binding on members and visitors.

7.6 Appointment of Sub-Committees

7.6.1 The Men's and the Ladies' Committees and the Committee of Management shall each have power to appoint Sub-Committees with specific terms of reference and to appoint members of their respective Clubs to act on such Sub-Committees and to define the scope of their authority. No Sub-Committee can be appointed to elect members.

7.6.2 Each Sub-Committee shall retire annually on the date of the Annual General Meeting of its respective Club. Where the work of the Sub-Committee is not complete it may be reappointed by the incoming committee for a further year provided always that no-subcommittee member shall serve for more than three consecutive years.

7.6.3 The quorum of each Sub-Committee shall be defined at the time of appointment.

7.6.4 The chairperson of each Sub-Committee shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

8. Administration

8.1 The Club shall be administered as follows:

8.1.1 The Cathaoirleach of the Joint Club shall be responsible for the overall management of all matters within the Club excluding those matters relating specifically to the game of golf and its related activities that are administered by the Men's Club and the Ladies' Club.

8.1.2 The Honorary Secretary of the Joint Club shall be responsible for the everyday affairs of that Club except such duties that are specifically assigned to another Officer or employee of the Joint Club. In addition the Honorary Secretary shall act as a Liaison Officer between the Committee of Management and each of the Men's and Ladies' Committees.

8.1.3 The Honorary Secretary of each of the Men's and Ladies' Clubs shall be responsible for the everyday affairs of that Club except such duties that are specifically assigned to another Officer of that Club.

8.1.4 All written complaints concerning matters under the jurisdiction and control of the Committee of the Club concerned shall be referred primarily to the Honorary Secretary who, if unable to resolve same, shall place the complaint on the agenda for the next meeting of the Committee of such Club for investigation and decision.

9. Finance

9.1 The financial affairs of the Joint Club shall be administered as follows:

9.1.1 The Honorary Treasurer of the Joint Club shall keep full and detailed accounts, books and records, which may be in electronic form, showing the financial affairs, receipts and disbursements of the Joint Club.

9.1.2 The Banking Accounts shall be kept in the name of the Joint Club (and shall be identified clearly as such) in such Bank as the Committee of Management may, from time to time, determine. All cheque signing and electronic payment mandates shall be as authorised by resolution of the Committee of Management.

9.1.3 Borrowing Powers: If at any time the Club in General Meeting shall authorise the Committee of Management to borrow money for the purpose of the Club by way of overdraft, term loan, loan account, bond or otherwise, the Committee of Management shall be empowered to borrow for the purposes of the Club, either at one time, or from time to time and at such rate of interest and in such form or manner and upon such security as shall be specified in such Resolution and the Trustees, at the direction of the Committee of Management, shall make all such dispositions of the Club property, or any part of the Club property and enter into such agreement in relation to the Club property as the Committee of Management may deem proper for giving security for such loans and interest. If at any time the members of the Club in General Meeting shall pass a Resolution giving the Committee of Management a general power to borrow money for the purposes of the Club the Committee of Management shall thereupon be empowered so to borrow money at one time or from time to time in such amounts and at such rates of interest in such form and manner and upon such security as the Committee of Management shall deem necessary and proper.

9.1.3.1 The total amount of money so borrowed shall not, save as is hereafter in this Rule provided, at any time exceed forty per cent of the subscription income of the previous financial year.

9.1.3.2 Where the Committee of Management considers it necessary and proper to borrow money for the purposes of the Club in excess of this limit it shall have power so to do only when so authorised by a Resolution passed by the members of the Club in a General Meeting and only at such time or times in such amount or amounts on such terms and on such security as shall be specified in such Resolution.

- 9.1.3.3 When the Committee of Management borrows money in accordance with this Rule the Trustees shall make all such dispositions of Club property and enter into such agreements in relation to such borrowing as the Committee of Management may, in accordance with the terms of any relevant Resolution, deem proper for giving security for such borrowings and interest.
- 9.1.3.4 All members of the Club shall be bound by any Resolution passed at a General Meeting authorising the Committee of Management to borrow money for the purposes of the Club whether voting on such Resolution or not, and all persons becoming members of the Club after the passing of any such Resolution shall be deemed to have assented to the same as if they, being members, had voted in favour of such Resolution.
- 9.1.4 The Honorary Treasurer of the Joint Club shall issue an audited statement of the affairs of the Joint Club for the financial year ended 30thSeptember, for consideration by the Committee of Management and for presentation and approval by the members at the Annual General Meeting of the Joint Club.
- 9.1.5 The Committee of Management may at its discretion make grants to each of the Men's and Ladies' Clubs.
- 9.1.6 The Committee of Management, in consultation with the Men's and Ladies' Clubs, shall ensure that all Golf Ireland levies are paid without undue delay.
- 9.1.7 The Committee of Management, in consultation with the Men's and Ladies' Clubs, shall determine, before the end of each financial year, the amount of subvention each club requires for the following year.

9.2 The financial affairs of the Men's and Ladies' Clubs shall be administered as follows:

- 9.2.1 The Honorary Treasurers of the Men's and Ladies' Clubs shall each keep full and detailed accounts, books and records, which may be in electronic form, showing the financial affairs, receipts and disbursements of the Men's and Ladies' Clubs.
- 9.2.2 The Banking Accounts shall be kept in the name of the Men's and Ladies' Clubs (and shall be clearly identified as such) in such Banks as the Men's and Ladies' Committees may, in consultation with the Committee of Management, from time to time determine. All cheque signing and electronic payment mandates

shall be as authorised by a resolution of the Men's and Ladies' Committees.

- 9.2.3 The Committee of Management shall be responsible for the payment to Golf Ireland of the annual per capita subscription and provincial levy on members as required by the Bye-Laws of Golf Ireland.
- 9.2.4 The Men's and Ladies' Committees shall remit to the Joint Club, before the end of each financial year, the surplus monies in their respective bank accounts over and above the amount agreed at 9.1.7 above.
- 9.2.5 Where it transpires during a financial year that either the Men's and/or Ladies' Clubs incur expenditure, not covered by their subvention plus their annual income, they may apply to the Committee of Management for a further subvention to cover the costs of the extra expenditure.
- 9.2.6 The Honorary Treasurers of the Men's and Ladies' Clubs shall each issue an audited statement of the affairs of the Men's and Ladies' Clubs for the financial year ended 30th September for consideration by the Men's and Ladies' Committees, as appropriate, and for presentation and approval by the members at the Annual General Meetings of each Club.
- 9.2.7 Following the Meetings of the Men's and Ladies' Committees at which the audited accounts are considered, the Honorary Treasurers shall immediately forward a copy of the audited accounts to the Honorary Treasurer of the Committee of Management for information.

10. Election of Members

10.1 Subject to sub-clauses 4.3.3 and 4.3.4:

10.1.1 The election of all Male and Female Members to the Men's and Ladies' Clubs shall be in the hands of the Men's and Ladies' Committees, as appropriate.

10.1.2 The election of all members of each of the Men's and the Ladies' Clubs to the Joint Club shall be in the hands of the Committee of Management.

10.2 The procedure for the election of members to each of the Men's Club and the Ladies' Club shall be as follows:

- 10.2.1 Each candidate for election (except in the case of persons proposed for Honorary Membership where sub-clause 11.5.9 applies) must be proposed by one Voting Member of the particular Club and seconded by one other Voting Member of such Club.
- 10.2.2 In each Club a member proposing or seconding a candidate for membership must be a Voting Member of at least three years standing in that Club.
- 10.2.3 The proposer and seconder must each know their candidate personally. In the event of an applicant not knowing anyone in the Club, the Captain of the appropriate Club along with a member of their committee, should interview the candidate and propose if appropriate.
- 10.2.4 Subject to sub-clause 10.2.2 any Voting Member of either the Men's or the Ladies' Club may propose a candidate for election by providing the Honorary Secretary of the Men's or Ladies' Clubs as appropriate with a completed Application for Membership form, such form duly completed and signed by the proposer and seconders and shall, in addition, forward such additional information as might be required.
- 10.2.5 If the Men's or Ladies' Clubs' Committee decide that the name of the candidate for election should go forward for consideration it shall forward the name and address to the Honorary Secretary of the Committee of Management and the Committee of Management shall make the final decision as provided in clause 10.1.2. The name and address of such candidate shall be posted on the Clubhouse Notice Board and on the Club News area of the website for at least seven days before the meeting at which the application is to be considered.
- 10.2.6 Any omission from or inaccuracy in the particulars relating to any candidate shall render election voidable at the discretion of the Committee of Management
- 10.2.7 The Committee of Management may, at its sole discretion, request any candidate and/or his or her proposer or seconder to appear before it or before any sub-committee formed for that purpose. The Committee of Management shall not be obliged to furnish any reasons for their decision in this regard to the candidate, the proposer or seconder.
- 10.2.8 Immediately on election of a candidate to membership of the Joint Club the Honorary Secretary of the Committee of

Management shall notify the candidate accordingly and shall request that the full payment of the appropriate charges be made within one calendar month of the date of such request.

10.2.9 Should the requested payment not be made within one calendar month of the date of such request as aforesaid, the election shall be void unless the candidate shall satisfy the Committee that the delay in payment was due to some unavoidable cause.

10.2.10 If a candidate is not elected to membership and at a later date wishes to make a further application for membership, the same procedure as set out above must be followed on any subsequent application.

10.2.11 It shall be the duty of every elected member to acquaint himself/herself with the Constitution Rules and Bye-Laws of the Club and each such member shall be bound by same.

10.2.12 Apart from Honorary Members no person shall be considered a member until his/her Entrance Fee, Annual Subscription, Capital Levy (if any) and other charges (if any) shall have been paid. By such payment a member

10.2.12.1 shall be entitled to the rights and privileges of membership of the category of member to which he/she shall have been elected,

10.2.12.2 acknowledges that he/she submits to and is bound by the Constitution and Rules of the Club.

10.3 The Committee of Management may refuse membership without showing cause or providing any explanation. Where an application for membership has been unsuccessful, the Honorary Secretary of the Committee of Management shall notify the applicant accordingly.

11. Categories of Member

11.1 The Joint Club shall, at General Meeting, decide on the categories of member that will operate within the Club.

11.2 Voting and Non-Voting Members may be elected to the Men's Club and to the Ladies' Club.

11.3 The following shall be **Full Ordinary Members**:

11.3.1 **Full Ordinary Members** shall comprise persons who, having paid the Entrance Fee (if any), Annual Subscription or Life

Membership subscription and Capital Levy (if any) and other charges (if any) applicable to this category, shall be entitled to attend and vote at all Annual General and all Extraordinary General Meetings of either the Men's or the Ladies' Clubs of which each such member has been elected a voting member and at all Annual General and all Extraordinary General Meetings of the Joint Club. All Full Ordinary Members shall enjoy the facilities of golf and the clubhouse seven days a week.

11.3.2 **Full Ordinary Under Thirty Members** shall comprise persons who have paid the Entrance Fee (if any), Annual Subscription and Capital Levy (if any) and other charges (if any) applicable to this category, and who have not attained the age of thirty years. Such members shall be entitled to attend and vote at all Annual General and all Extraordinary General Meetings of either the Men's or the Ladies' Clubs of which each such member has been elected a voting member and at all Annual General and all Extraordinary General Meetings of the Joint Club. Such membership shall cease on the 31st December of the year in which such Full Ordinary Under Thirty Member reaches the age of thirty years, at which date such member may apply to transfer to another membership category. Full Ordinary Under Thirty Members shall enjoy the facilities of golf and the clubhouse seven days a week.

11.4 Only **Full Ordinary Members** as defined in Clause 11.3 shall have an interest in the Club property which interest shall cease on such member leaving this category.

11.5 **Other Categories of Members.**

11.5.1 Members in these categories (except those categories defined at clause 11.5.9) who are over eighteen years of age may attend and vote at the General Meetings and the Extraordinary General Meetings of the Men's and Ladies' Clubs as appropriate but not the General Meetings and Extraordinary General Meetings of the Joint Club.

11.5.2 **Annual Members** shall comprise persons who having paid the Annual Subscription applicable to this category may enjoy the facilities of golf and the clubhouse for one year only from the date of election as an Annual Member. Such members shall be eligible to play in all relevant club competitions except medal and major competitions. Annual Members shall not be guaranteed renewal of membership, either in the following year or in any year thereafter. No entrance fee shall be applicable. Annual Members shall enjoy the facilities of golf and the clubhouse seven days a week.

11.5.3 **Five Day Members** shall comprise persons who wish to enjoy the facilities of golf from Monday to Friday only each week and the facilities of the Clubhouse seven days a week.

11.5.3.1 **Five Day Members** shall be entitled to nomination for and election to non-officer positions of the General Committees of the Men's and/or Ladies' Clubs

11.5.4 **Under Twenty-Four Members** shall comprise persons whose ages at the date of election shall be eighteen years or more but who have not attained the age of twenty-four years, and who have paid the Annual Subscription and other charges (if any) applicable to this category. Such membership shall cease on 31st December of the year in which such Under Twenty-Four Member reaches the age of twenty-four years, at which date such member may apply to transfer to another membership category. Under Twenty-Five membership shall cease with effect from 24th November 2021. Any members who have Under Twenty-Five Membership on 23rd November 2021 shall continue in that category until such time as they cease to be eligible for that category or they transfer to a different membership category. All Under Twenty-Four Members shall enjoy the facilities of golf and the clubhouse seven days a week.

11.5.5 **Junior Members** shall comprise young persons whose ages at the date of election shall be eight years or more. Such membership shall cease on 31st December after such Junior Member has attained the age of eighteen years, at which date such member may apply to transfer to another membership category. Junior Members shall enjoy the facilities of golf and the clubhouse seven days a week in accordance with Junior Club Rules and the applicable Licencing Laws.

11.5.6 **Cadet Members** shall comprise young persons whose ages at the date of election is at least six years and less than eight years. Cadet members will have use of all facilities of the Club, but at all times must be accompanied by an adult playing member of the Club. Cadet Membership shall cease on 31st December of the year in which such Cadet Member reaches the age of eight years.

11.5.7 **Country Members** shall comprise persons whose permanent residence is at least eighty kilometres distant from the golf

course provided each applicant for this category is already a voting member of another golf club which is affiliated to Golf Ireland, and proof of membership must be furnished with the application. Country Members shall be entitled to enjoy the facilities of golf from Monday to Friday only and the facilities of the clubhouse seven days a week. Such membership shall terminate as and when the member comes to reside permanently within eighty kilometres of the course or ceases to be a voting member of another affiliated golf club or fails to pay the relevant membership subscription. All existing members elected to Country Membership prior to the adoption of this Constitution may retain their status as Country Members. On annual renewal of membership each Country Member shall be required to confirm that their permanent residence is more than eighty kilometres from Ashbourne GC and that they continue to be full voting members of another golf club affiliated to Golf Ireland.

11.5.8 **Overseas Members** shall comprise persons whose permanent residence is outside Ireland. Such applicants for membership must be members of an affiliated golf club in their country of residence and proof of membership must be furnished with the application. Overseas Members shall be entitled to enjoy the facilities of golf from Monday to Friday only each week and the facilities of the Clubhouse seven days a week. Such membership shall terminate as and when the member comes to reside permanently in Ireland or ceases to be a member of an affiliated golf club in their country of residence or fails to pay the relevant membership subscription. Where an Overseas Member resides in Ireland for a period of more than three consecutive months in any one year, he/she can either apply for a different category of membership or cease to be a member. All existing members elected to Overseas Membership prior to the adoption of this Constitution may retain their status as Overseas Members. On annual renewal of membership each Overseas Members shall be required to confirm that their permanent residence is outside of Ireland and that they continue to be full voting members of another affiliated golf club in their country of residence.

11.5.9 **Honorary Members** shall comprise persons who either the Men's or the Ladies' Committees wish to acknowledge as having rendered exceptional service to the Club or to the game of golf or whose distinguished position or public service would render their membership of special advantage to the Club.

11.5.9.1 Where it is proposed by either the Men's or Ladies' Committees to confer Honorary Life Membership, the

proposal shall first be submitted to a Sub-Committee of Past Captains. This Sub Committee, which shall be appointed by the Committee of Management and shall comprise not less than five (5) Past Captains from each of the Men's and Ladies' Clubs selected at random, shall consider the proposal and submit its recommendation to the Committee of Management. A recommendation to confer Honorary Life Membership shall not be made unless it has the consent of at least two thirds of the members of this Sub-Committee. If the Committee of Management decides to proceed, it shall table a motion at the next Annual General Meeting of the Joint Club for ratification by the Members of the Club.

11.5.9.2 Where it is proposed by either the Men's or Ladies' Committees to confer Honorary Annual Membership, the proposal shall first be submitted to a Sub-Committee of Past Captains. This Sub-Committee, which shall be appointed by the Committee of Management and shall comprise not less than five (5) Past Captains from each of the Men's and Ladies' Clubs selected at random, shall consider the proposal and submit its recommendation to the Committee of Management. A recommendation to confer Honorary Annual Membership shall not be made unless it has the consent of at least two thirds of the members of this Sub-Committee. The final decision regarding conferring Honorary Annual Membership shall rest with the Committee of Management. Such membership shall have a duration of one (1) year and shall not be renewable.

11.5.10 **House Social Members** shall comprise persons who wish to enjoy the facilities of the clubhouse. Such members shall not be entitled to use the golf course and the other facilities of golf without payment of the appropriate fee.

11.5.11 **Golf Social Members** shall comprise persons who wish to enjoy the facilities of the clubhouse and the facilities of golf other than the golf course. Such members shall not be entitled to use the golf course without payment of the appropriate fee.

11.5.12 **Temporary Members** shall comprise persons who, having paid the appropriate green fee or competition entry fee (where applicable), shall be entitled to Temporary Membership of the Club as prescribed in and subject to clause 16.

- 11.6 The following shall be the categories of member which are transferable within the membership structure.
- 11.6.1 Full Ordinary Under Thirty Members on ceasing to be eligible for this category and wishing to be elected to another category shall, on receipt of application, be treated with priority at the next election meeting.
 - 11.6.2 Under Twenty Four Members on ceasing to be eligible for this category and wishing to be elected to another category, on receipt of application, shall be treated with priority at the next election meeting after any applications under sub-clause 11.6.1 have been dealt with.
 - 11.6.3 Annual Members and Five Day Members wishing to be elected to another category shall, on receipt of application, be treated with priority at the next election meeting after any applications under sub-clauses 11.6.1 and 11.6.2 have been dealt with.
 - 11.6.4 Junior Members on ceasing to be eligible for this category and wishing to be elected to another category shall, on receipt of application, be treated with priority at the next election meeting after any applications under sub-clauses 11.6.1, 11.6.2 and 11.6.3 have been dealt with.
 - 11.6.5 Country Members and Overseas Members wishing to be elected to another category shall, on receipt of application, be treated with priority at the next election meeting after any applications under sub-clauses 11.6.1, 11.6.2, 11.6.3 and 11.6.4 have been dealt with.
- 11.7 The Committee of Management shall be entitled to introduce such corporate membership schemes as they deem necessary, to decide the terms under which members may be admitted under such schemes and to approve the election of members under such schemes.

12. Entrance Fee

- 12.1 The Committee of Management shall be responsible for fixing the Entrance Fee and payment terms in respect of each category of member on election to membership and in cases where members are obliged or wish to relinquish one category of membership and seek election to a different category. The amounts payable and payment terms shall be ratified or altered at the next Annual or Extraordinary General Meeting of the Joint Club. Thereafter such Entrance Fee shall remain in operation until altered at an Annual or Extraordinary General Meeting of the Joint

Club. No decision taken in General Meeting to overturn a decision of the Committee of Management in this regard shall be retroactive.

13. Annual Subscription

- 13.1 The Captain of the Men's Club, the Captain of the Ladies' Club, the President and the Cathaoirleach shall not be required to pay an Annual Subscription during their tenure of office.
- 13.2 All other categories of member, except Life and Honorary Members, shall be required to pay an Annual Subscription.
- 13.3 The amount payable by the different categories shall be fixed by the Committee of Management and ratified or altered at the next Annual or Extraordinary General Meeting of the Joint Club. Thereafter such subscriptions shall remain in operation until altered at an Annual or Extraordinary General Meeting of the Joint Club. The Committee of Management shall have discretion to vary the Annual Subscription payable by new members in respect of their first year of membership.
- 13.4 All Annual Subscriptions shall be payable on 1 January each year.
- 13.5 Any member, whose Annual Subscription, any part of the Entrance Fee the due, compulsory Capital and/or catering credits due shall be unpaid on 1 March in any year, shall be informed in writing by the Committee of Management that his/her membership has been terminated. On receipt of such letter the member shall cease to be a member of the club, but the Committee concerned may re-elect such member without Entrance Fee, or the part thereof already paid, re-nomination or re-posting, within three months from the date when the subscription became due, on payment of all subscriptions and other monies due to the Club, and in addition a fine of ten per cent of that member's subscriptions and other monies due.
- 13.6 The Secretary of the Committee of Management or his/her nominee shall notify the Honorary Secretary of the Men's Club or the Ladies' Club of the names of any such person whose membership has ceased and the Committee concerned shall suspend such person's handicap and shall not be entitled to allow such person to compete in any Club or Open Competition under its control or represent the Club in Team Matches, Union, Branch or District Events. In addition, the Members access to the Club's online systems for the booking and participation in Club Competitions shall be removed.
- 13.7 In exceptional circumstances the Committee of Management may, at its discretion, allow leave of absence from the Club for a stated period, to Members, during which period the Member's Golf Handicap shall be suspended, the Member's Annual Subscription and golfer's insurance shall be waived and he/she will forego his/her entitlements

as a member. Any Capital Levies in force must be paid in full when the membership is resumed.

- 13.8 All categories of members, other than Social Members, shall be required to pay a golfers' insurance policy on 1 January in any year. The Committee of Management shall from time to time decide on the appropriate golfers' insurance plan. Any member whose golfers' insurance premium shall remain unpaid on 1 March in any year shall be informed in writing by the Committee of Management that he/she is excluded from playing on the course until such time as his/her golfers' insurance premium has been paid.
- 13.9 Any husband and wife who are elected Voting Members shall be entitled to apply to the Committee of Management to avail of any applicable discounts on Entrance Fees and Annual Subscriptions that may be adopted at any Annual or Extraordinary General Meeting of the Club. The entitlement of "any husband and wife who are elected Voting Members to apply to the Committee of Management to avail of applicable discounts" is terminated with effect from 24th November 2021. No further applications for such discounts shall be considered by the Committee of Management. Existing members on 23rd November 2021, who availed of this facility, may retain such discounts until such time as they cease to be members of Ashbourne Golf Club or are elected to a different category of membership.
- 13.10 In exceptional circumstances where a member is unable to play golf for a continuous period of at least three months in any calendar year due to medical reasons, has been certified by a doctor to this effect, and has paid the relevant annual subscription, any capital or other levies, golfer's insurance or any other charge in force for the year in question, the Committee of Management may, at its discretion, allow a portion of the annual subscription as a credit against the annual subscription for the following year.

14. Capital Levy and other charges

- 14.1 The Joint Club may at General Meeting vote to introduce a Capital Levy on such categories of Members as it considers appropriate to fund any additional acquisition of land or buildings, construction work or improvement to the course, clubhouse or its environs, or to rectify a serious cash deficiency that affects the financial viability of the Club.
- 14.2 The full amount of such levy shall be payable not later than the date specified at the General Meeting of the Joint Club where the resolution to introduce the levy was passed. Any member whose levy shall remain unpaid sixty days after the due date shall be informed in writing by the Committee of Management that his/her membership has been terminated. On receipt of such letter the member shall cease to be a member of the Club, but the member may be re-elected without entrance

fee, or the part thereof already paid, re-nomination or posting, within three) months from the date when the levy became due, on payment of all moneys due to the Club and, in addition, a fine of ten per cent of the outstanding moneys.

- 14.3 The Joint Club may at General Meeting vote to introduce a compulsory spending charge for catering within the clubhouse on such categories of member as it considers appropriate.
- 14.4 The full amount of such compulsory spending charge shall be payable not later than the date specified at the General Meeting of the Joint Club where the resolution to introduce the compulsory spending charge was passed. Any member whose compulsory spending charge shall remain unpaid sixty days after the due date shall be informed in writing by the Committee of Management that his/her membership has been terminated. On receipt of such letter the member shall cease to be a member of the Club, but the member may be re-elected without entrance fee, or the part thereof already paid, renomination or posting, within three) months from the date when the compulsory spending charge became due, on payment of all moneys due to the Club and, in addition, a fine of ten per cent of the outstanding moneys.

15. Freezing of Annual Subscription

- 15.1 The Committee of Management shall be empowered to freeze the rate of Annual Subscription payable by any member who reaches the State retirement age provided the member has been a Full Ordinary member for at least twenty years in aggregate. This concession shall take effect on 1st January of the year following the year in which the member reaches the State retirement age.
- 15.2 Thereafter the Annual Subscription payable by such member shall be the lower of that paid in the year such member advises the Committee of Management of qualification under clause 15.1 and the rate in force in the current year.
- 15.3 Members who have been entitled to and have availed of the 'Freezing of Annual Subscription' provisions under an earlier version of this Constitution may continue to avail of those provisions.

16. Visitors and Temporary Members

- 16.1 Any member may introduce visitors.
- 16.2 It shall be a condition precedent that the member effecting the introduction shall enter each visitor's name, address or Club and date of visit immediately on entering the clubhouse in a book to be kept for the

purpose called a "Visitors' Book" and such entry must be attested by the signature of the introducing member.

- 16.3 No visitor shall be supplied with excisable liquor in the Club premises unless on the invitation of and in the company of the introducing member.
- 16.4 The charge for visitors shall be fixed from time to time under sub-clause 4.3.6 by the Committee of Management which is also empowered to make regulations for non-playing visitors.
- 16.5 Every playing visitor must procure a Green Fee Voucher.
- 16.6 On the issue of each Green Fee Voucher the name of the visitor, the number and amount of the green fee and the name of the introducing member must be immediately recorded in the appropriate booking system
- 16.7 In addition the Secretary of the Committee of Management or his/her nominee or representative, having made and attested the necessary entry in the Visitors' Book, may permit a person or group not having an introduction from a member, to play on the course and use the clubhouse as a visitor on payment of the current Green Fee.
- 16.8 The payment of the Green Fee shall entitle the visitor to Temporary Membership of the club for the day.
- 16.9 A member who invites a playing visitor and who fails to pay the appropriate Green Fee shall be personally responsible for payment of the appropriate Green Fee, where applicable.
- 16.10 The Committee of Management shall have power to suspend the rules permitting the introduction of visitors or temporary members at any time and refuse permission for any particular visitor or temporary member to use the course or clubhouse.
- 16.11 Competitors in Open and inter-club Competitions held on the course shall, on payment of the entry fee (where applicable) and green fee (if chargeable) for the competition, be eligible to use the facilities of the golf course and clubhouse, without further payment or nomination for election, as Temporary Members for each day during the continuance of such competition.
- 16.12 The Committee of Management may (and without assigning any reason if they so think right) cancel the admission of any Day Visitor or Temporary Member whose admission may be irregular or whose presence or conduct they deem objectionable, or who deliberately breaks any of the Rules or Regulations of the Club.

16.13 The fee paid by any such Visitor or Temporary Member may, at the discretion of the Committee of Management, be either forfeited or refunded.

17. Powers of the Committee of Management to Impose Penalties

17.1 The Committee of Management is empowered to impose penalties (financial or otherwise) for breaches of the Rules, Bye-Laws and/or Regulations of the Joint Club in force for the time being or for breaches of the etiquette of golf. The Committee of Management may also at any time (either instead of, or in addition to, fines) temporarily withdraw the use of the facilities of the clubhouse and golf or expel from membership of the club any member whose conduct or breaches of the Rules, Bye-Laws and/or Regulations may, in the opinion of the Committee of Management, justify this course of action.

17.2 Any member refusing or failing to pay a fine so imposed within four weeks after notification thereof, shall not be permitted to use the clubhouse or course until such fine has been paid.

17.3 Each of the Men's and the Ladies' Committees shall report any member of their club to the Committee of Management for investigation and penalty under this rule if they, in their absolute discretion, consider the breach warrants it.

17.4 Where a breach occurs of any of the Bye-Laws made under Rule 28.1, the Committee of Management may impose such penalties, financial or otherwise, as they see fit on a member or a person in breach of the Bye-Law. Failure to comply with a decision of the Committee of Management within seven days shall result in disciplinary action.

17.5 Men's and Ladies' Clubs' Bye-Laws

17.5.1 Where a breach occurs of any of the Bye-Laws made under Rule 28.2 the Men's or Ladies' Club, as appropriate, may impose such penalties, financial or otherwise, as they see fit on a member or a person in breach of the Bye-Laws. Failure to comply with a decision of the Men's or Ladies' Club within seven days shall result in disciplinary action.

18 Disciplinary Action

18.1 All Members, Visitors, and other visitors to the Club, are expected to behave in an orderly fashion and to respect both the directives of the Committee of Management, the Committee of the Men's Club, the Committee of the Ladies Club, and any reasonable request from members of the Committee of Management or staff of the Club at all times.

- 18.2 Where a Member is considered by another Member or by the Committee of Management or the Committee of the Men's Club or the Committee of the Ladies Club, to have breached the Constitution and/or the Bye-laws, or has departed from the etiquette of golf, or has otherwise acted in a manner detrimental to the interests of the Club, then the following procedure shall apply:-
- 18.2.1 A Member or the Committee of Management or the Secretary of the Men's Club or the Secretary of the Ladies Club shall submit details of alleged misconduct against a Member to the Honorary Secretary of the Committee of Management. As soon as possible after the incident of the alleged misconduct and in any event within seven days.
- 18.2.2 The Honorary Secretary shall furnish details of the complaint to the Member against whom the complaint has been made and invite him or her to respond within a further seven days.
- 18.2.3 The Honorary Secretary shall be entitled at his or her sole discretion to require that the complaint, and any response, be made in writing.
- 18.2.4 The Honorary Secretary shall consider both the complaint and any response made, and may attempt through an informal mediation process to resolve the complaint in a manner satisfactory to the complainant, to the Member against whom the complaint has been made, and to the Club.
- 18.2.5 If such resolution is not achievable within a reasonable period of time (which in any event shall not exceed 14 days), the Honorary Secretary shall refer the complaint and any response to same to a Sub-Committee of the Committee of Management to be comprised of 2 Committee members from the Men's Club, 2 Committee members from the Ladies Club, neither of whom should be the current Captains or Vice Captains of either Club, and the Honorary Secretary who shall chair the Sub-Committee. The quorum for a meeting of the Sub-Committee shall be five. The Sub-Committee shall meet within 7 days of the complaint being referred to it. The Sub-Committee shall consider the complaint made, and any response received. The Sub-Committee shall, by a simple majority of its Members present and voting, decide as follows :-
1. that the complaint is unjustified and no sanction should apply; or
 2. that the complaint is justified but that no sanction should apply; or

3. that the Member should be sanctioned in a manner to be determined by the Sub-Committee in its absolute discretion, up to a maximum penalty of suspension of membership for a period of up to 12 months; or
4. in exceptional circumstances, that the complaint is of such seriousness that the Committee of Management should be requested to examine the complaint.

18.2.6 In the event that the Sub-Committee decides on options 18.2.5 (1), (2), or (3) above and determines either that the complaint is unjustified, is justified but decides no sanction should apply, or decides that a penalty should be imposed, then an appeal shall lie against that decision to the Committee of Management, such appeal to be in writing and made within fourteen days of the decision of the Sub-Committee being communicated. For the avoidance of doubt, in the event of a decision being made pursuant to 18.2.5. (1), or (2), both complainant and the Member against whom the complaint was made shall both be entitled to be heard on appeal. In the event of a decision being made pursuant to 18.2.5. (3), only the Member against whom the suspension has been imposed shall be entitled to appeal.

18.2.7 In the event of an appeal as referred to in 18.2.6, the Committee of Management shall convene an Appeals Meeting within fourteen days of receipt of the notice of appeal. The relevant Member(s) shall receive not less than seven days' notice in writing of the date and place of the Committee of Management Appeals Meeting. Those Member(s) shall have the right to attend the meeting and to call evidence and make such case as they may consider appropriate. The Committee of Management shall reach its decision, the Member(s) in question not being present, by not less than a two thirds majority of those present and voting, and shall decide as follows :-

- (1) that the complaint is unjustified and no sanction shall apply; or
- (2) that the complaint is justified but that no sanction should apply; or
- (3) that the Member should be sanctioned in a manner to be determined by the Committee of Management in its absolute discretion up to a maximum penalty of suspension from the Club for a period of up to 12 months.

The Honorary Secretary, on behalf of the Committee of Management, shall advise the Member(s) of the decision of the Committee of Management, which decision shall be final and binding. Any Member failing to observe a suspension imposed shall face further disciplinary action in accordance with this section.

18.2.8 In the event of that Sub-Committee decides on 18.2.5 (4) above, then the matter shall be referred to the Committee of Management. The Committee of Management shall convene a meeting within fourteen days of receipt of the referral from the Sub-Committee. The Member against whom the complaint has been made shall receive not less than seven days' notice in writing of the date and place of the meeting. The Member shall have the right to attend the

meeting and to call evidence and make such case as he or she may consider appropriate. The Committee of Management shall reach its decision, with the Member in question not being present, by not less than a two thirds majority of those present and voting, and shall decide as follows :

1. that the complaint is unjustified and no sanction should apply; or
2. that the complaint is justified but that no sanction shall apply; or
3. that the Member should be sanctioned in a manner to be determined by the Committee of Management in its absolute discretion up to a maximum penalty of suspension from the Club for a period of 12 months; or
4. that the Member should be compelled to resign from the Club.

The Honorary Secretary, on behalf of the Committee of Management, shall advise the Member of the decision of the Committee of Management both orally and in writing by registered post or another form of recorded delivery.

- 18.3 A Member shall be entitled to appeal a decision of the Committee of Management against him or her pursuant to 18.2.8 (3) or (4) to a special disciplinary committee (Special Disciplinary Committee) such appeal to be in writing and made within seven days of the date of the Committee of Management being communicated. Such Special Disciplinary Committee shall consist of five Full Ordinary Members of the Club, at least two from the Men's Club and two from the Ladies' Club, who have been members of the Club for at least seven consecutive years and none of whom shall be a member of the Committee of Management. The Committee of Management and the Member against whom the complaint has been made shall each nominate one Full Ordinary Member from the Men's Club and one from the Ladies' Club, to the Special Disciplinary Committee. These four Full Ordinary Members shall, if possible, agree on a fifth Full Ordinary Member, who shall be a Past Captain, to act as chairman of the Special Disciplinary Committee. If agreement cannot be reached, the President shall nominate a Chairman who shall be a Past Captain. The quorum for a meeting of a Special Disciplinary Committee shall be five.
- 18.4 The Special Disciplinary Committee shall give not less than seven days notice to both the Committee of Management and the Member of the date and place of the meeting to consider the complaint made against the Member. The Committee of Management shall appoint a representative to attend the meeting. Both the Member and the representative of the Committee of Management shall have the right to be heard from the Special Disciplinary Committee and to call evidence and to make such case as they may consider appropriate.
- 18.5 The Special Disciplinary Committee shall reach its decision, both the Member and the representative of the Committee of Management not being present, by not less than a simple majority of those present which decision shall be final and binding. The Special Disciplinary Committee shall be entitled to sanction the Member in whatever way it, in its absolute discretion, considers appropriate, up

to and including requesting the Member to resign his or her membership. The Honorary Secretary shall be informed of the decision in writing without delay and he/she shall immediately so inform the Member both orally and in writing by registered post or another form of recorded delivery.

- 18.6 When either the Committee of Management under Clause 18.2.8 (4) or the Special Disciplinary Committee under Clause 18.5 finds due cause for requesting resignation or termination of membership it shall give the Member seven days to tender his or her resignation and failure to do so on the part of the Member shall result in automatic termination of membership. In those circumstances, the Member expelled shall cease to be a member of the Club and shall forfeit all right to or claim upon the Club or its property and may have the unexpired portion of his or her subscription returned at the discretion of the Committee of Management.
- 18.7 In the event of an appeal against Clause 18.3 no such automatic termination of membership shall occur pending the hearing of that appeal.

19. General Meetings

- 19.1 A notice calling a general meeting shall be sent by email or given in writing to every member, at such addresses as may be recorded in the Club books or records and will also be posted on the club website. The accidental omission or the non-receipt of such notice by any person who is eligible to attend shall not invalidate its proceedings. No other person shall be entitled to receive notice of general meetings.
- 19.2 No objection shall be raised as to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is given or tendered, and any vote not disallowed shall be valid. Any such objection made in due time shall be referred to the Chair whose decision shall be final and conclusive.
- 19.3 If any votes shall be counted which ought not to have been counted, or might have been rejected, the error shall not vitiate the resolution unless it be pointed out at the same meeting, or at an adjournment thereof, and not in that case unless it shall in the opinion of the Chair be of sufficient magnitude to vitiate the resolution.

19.4 The Men's and Ladies' Clubs

19.4.1 The Annual General Meeting of the Men's and Ladies' Clubs shall, save in exceptional circumstances, be held in the month of November for receiving the Men's and Ladies' Club Committee's Annual Reports and their Financial Statements for the year ended the previous 30th September; for electing Office Bearers, Members of Committee and Auditors, and transacting such other business of the Men's and Ladies' Clubs as may be on the Agenda.

- 19.4.2 Twenty-one days' notice, at least, of such Annual General Meeting shall be published on the Club website or given in writing or electronically addressed to members at such addresses as may be recorded in the Club books or records, to all the members entitled to attend and vote.
- 19.4.3 Such notice shall be accompanied by a copy of the Annual Report including the Honorary Treasurer's Report. The duly Audited financial statement shall be circulated as soon as its available from the Auditors not later than seven days before the AGM.
- 19.4.4 Notices of motion and nominations of Officers and Members of the Committees of the Men's and Ladies' Clubs must be made to the Honorary Secretary of the appropriate Club in writing, by email, by post or personal delivery, at least fourteen days before the date of such Meeting.
- 19.4.5 Such notices and nominations shall be posted on the Club Notice Board and on the Club website at least ten days in advance of the meeting.
- 19.4.6 Notices of Motion and nominations not made as required cannot be considered at the Annual General Meeting.
- 19.4.7 In the event that an Annual General Meeting must be postponed and moved to a new date, seven days' notice at least, of the new date shall be given in writing, electronically or on the Club Website to the members entitled to attend and vote.

19.5 The Joint Club

- 19.5.1 The Annual General Meeting of the Joint Club shall, save in exceptional circumstances, be held prior to the end of the month of December for receiving the Committee of Management's Annual Report and the Financial Statement for the year ended the previous 30th September; for electing Office Bearers, Members of Committee of Management and auditors, revising rules and transacting such other business of the Club as may be on the Agenda.
- 19.5.2 Twenty-one days' notice, at least, of such Annual General Meeting shall be published on the Club website or given in writing or electronically addressed to members at such addresses as may be recorded in the Club books or records, to the Full Ordinary Members as prescribed by sub-clause 11.3 who are the only persons entitled to attend and vote at a General Meeting of the Joint Club
- 19.5.3 Such notice shall be accompanied by a copy of the Report and duly audited financial statement.
- 19.5.4 Notices of Motion and nomination of the Officers and Members of the Committee of Management must be made to the Secretary of such Committee in writing by email, by post or personal delivery, at least fourteen days before the date of such meeting.

19.5.5 Such notices and nominations shall be posted on the Club Notice Board or on the Club website at least ten days in advance of the meeting.

19.5.6 Notices of Motion and nominations not made as required cannot be considered at the Annual General Meeting except as provided in clause 19.5 hereof.

19.5.7 In the event that an Annual General Meeting must be postponed and moved to a new date as a mark of sympathy to a deceased member, or due to dangerous weather conditions or other act of God, seven days notice, at least, of the new date shall be given in writing, electronically or on the Club website to the members entitled to attend and vote.

19.6 Notification to Joint Club

19.6.1 Immediately following the Annual General Meetings of each of the Men's and Ladies' Clubs the respective Honorary Secretaries shall notify the Secretary of the Committee of Management of the names of the Captain and Vice-Captain of their Club who shall represent that Club on the Committee of Management for the ensuing year.

19.7 Extraordinary General Meetings

19.7.1 Extraordinary General Meetings of any of the Clubs may be called at any time by discretion of the Committee of the Club concerned or by a requisition to the Honorary Secretary of the Club concerned, signed by at least twenty per cent of the voting members of the appropriate Club entitled to vote at such meeting, stating the business to be brought forward, and this matter will be the only business considered at that meeting.

19.7.2 On receipt of such requisition it shall be the duty of the Committee of such Club to have a General Meeting called within twenty-one days. In the event that the General Meeting must be postponed and moved to a new date as a mark of sympathy to a deceased member, or due to dangerous weather conditions or other act of God, seven days notice, at least, of the new date shall be given in writing, or electronically and on the club website to the members entitled to attend and vote.

19.8 Chairperson at General Meetings

19.8.1 The Captain or, if absent, the Vice-Captain shall preside at all General Meetings of the Men's Club and Ladies' Club respectively.

19.8.2 The Cathaoirleach or, if absent, the Honorary Secretary shall preside at all General Meetings of the Joint Club.

19.8.3 If any of the foregoing Officers are absent or decline to preside, any other chairperson may be appointed by the meeting.

19.8.4 Each chairperson, in addition to a deliberative vote, shall have and shall exercise a casting vote.

20 Notice of General Meetings and Quorum

20.1 Twenty-one days notice of every General Meeting convened by order of a Committee shall be published on the Club website and given in writing or sent electronically, addressed to members entitled to attend and vote, at such addresses as may be recorded in the Club books or records, specifying the time and place of such meeting and the business to be transacted.

20.2 No business shall commence or continue unless there is a quorum of ten per cent of members entitled to vote in attendance at a General Meeting.

20.3 General Meetings of the Joint Club, the Men's Club and the Ladies' Club may be convened by inviting all the eligible members to attend in person at a predefined location or by inviting all the eligible members to attend via video conferencing or by inviting the eligible members to attend by a combination of attendance in person and/or video conferencing.

21. Mode of Voting at General Meetings

21.1 No proxies shall be allowed.

21.2 Voting shall be either by a show of hands or by a ballot.

21.3 Ballot shall mean a vote on voting paper.

21.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by some other Club rule.

21.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in sub-clause 19.8.4.

21.6 If any member at a General Meeting proposes that the mode of voting on any particular matter should be made by a ballot and this is seconded by another member, then the question of whether voting should be a show of hands or by ballot shall be decided by a show of hands.

21.7 If the number of nominated candidates exceeds the number of vacancies, the election of candidates for membership of the Committee of either the Men's Club or Ladies' Club or for membership of the Committee of Management shall be by ballot.

21.8 Any member entitled to be present and vote at a General Meeting may propose an amendment to a resolution which is before the meeting provided that such

amendment is not at variance, in the opinion of the Chairperson, with the original intent of the resolution.

22. Minute Books

22.1 The Men's Club, the Ladies' Club and the Joint Club shall each keep minutes of General and Committee Meetings:

22.1.1 The minutes of Annual General and Extraordinary General Meetings shall be recorded either on paper or in electronic form and shall be presented at the next General Meeting for approval of the members and signed by the Cathaoirleach or Captain as appropriate.

22.1.2 The minutes of all Committee meetings held in compliance with clause 7.3 shall be recorded either on paper or in electronic form, circulated to the Committee members within ten days and shall be presented at the next Committee Meeting for approval of the members and signed off by the Captain or Cathaoirleach as appropriate.

22.1.3 The Men's Committee and the Ladies' Committee shall each submit their Club's Minutes to the Committee of Management when requested.

23. Playing Facilities

23.1 The Committee of Management, in consultation with the Committees of the Men's and Ladies' Clubs, shall prescribe the days and times when members of the Men's Club or the Ladies' Club shall have use of the course for competitions or when the course is reserved for team matches or Union, Branch or District events.

23.2 It shall also decide on the facilities to be afforded to societies or other group subject to the proviso that the 1 tee shall be reserved for Club members on any day a Society or Club outing is permitted for such periods as are considered necessary for the convenience of the members. The Committee of Management shall also be empowered to direct the days and times when fourballs or singles shall have priority commencing playing on the 1 or 10 tees and generally regulate the use of the course for the benefit of members.

24. Personal Property

24.1 Any personal belongings of members, visitors or others, brought to, or kept at, or left on the premises of the Club (either in the Clubhouse or outside in the car park or on the course) shall be at the sole risk of the owners thereof, and neither the Club nor any Committee shall be responsible for any loss or damage thereto however arising; but this rule shall not prejudice any claim by the Club or the Owners against Insurance Companies in case of fire, or when otherwise covered by insurance.

25. LICENSING PROVISIONS

25.1 No excisable liquor shall be sold or supplied on the Club premises to any persons under the age of 18 years.

25.2 No excisable liquor shall be supplied for consumption on the Club premises to any person or consumed on the Club premises by any person;-

at any time on Christmas Day:

on any other day, as specified hereunder, outside the times so specified in respect of it-

i Saint Patrick's Day: between 12.30pm and 12.30 am on the following day:

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

iii Christmas Eve between 10.30am and 11.30pm;

iv the eve of any public holiday (other than Christmas Eve);

(a) if the eve falls on a week day, between 10.30 am and 12.30 am on the following day, or

(b) if it falls on a Sunday, between 12.30pm and 12.30am on the following day;

v any other Sunday (except a Saint Patrick's Day which falls on a Sunday): between 12.30 pm and 11.00pm

vi any other Monday, Tuesday, Wednesday or Thursday: between 10.30 am and 11.30 pm; and

vii any other Friday or Saturday: between 10.30 and 12.30 am on the following day.

viii 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, such excisable liquor is ordered for or on behalf of that person at the same times as a substantial meal is ordered and is consumed by that person during the meal after the meal has ended.

25.3 No member of the Management Committee and no manager or servant employed in the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sale.

25.4 A visitor shall not be supplied with excisable liquor in the Clubhouse unless on the invitation and in the company of a Member, and the Member shall, with the admission of such visitor to the Clubhouse or immediately on his being supplied with such liquor, enter his name and the name and address of the visitor in the Visitors' Book which shall be kept for that purpose and which shall show the date of each such visit.

25.5 Where members of a group (including a group of Members or a mixed group of Members and non-members) are attending the Club for the purpose of:- taking part in any event at the Club; or organising, or taking part in the organisation of, or arrangements for, such event;

intoxicating liquor may be supplied to them at the request and in the presence of an official of the Club on the occasion of the visit. An official of the Club shall enter the name of the group concerned and the number of persons in it in the Visitors Book referred to in article 25.5 above.

25.6 The Committee Management may alter or add to such rule or rules dealing with the supply or consumption of excisable liquor for the purpose of complying with the laws relating to the licensing of excisable liquor for the time being in force, or for the purpose of satisfying the requirements of the Members in accordance with such laws.

25.7 In addition to the rules and articles set out herein, the clauses and regulations embodied in the Registration of Clubs Acts 1904 — 2004 and the Acts extending and amending the same shall be deemed rules of the Club.

26. Change of Constitution and Rules

26.1 No Rule shall be repealed or altered or new Rule made except at a General Meeting and by the consent of at least two thirds of the members present and entitled to vote at such meeting and written notice of the proposed change must be sent to the Honorary Secretary of such Club with the names of the proposer and seconder attached, at least fourteen days prior to the meeting at which same is to be considered.

26.2 The Honorary Secretary shall place the proposal on the Club Notice Board and on the Club website and put the item on the Agenda for the next General Meeting of the Club concerned.

26.3 Any change in the Constitution which affects Rule 10 of the Constitution of Golf Ireland must be submitted to the Golf Ireland for approval prior to adoption.

26.4 No change in the Rules of the Men's and Ladies' Clubs shall be in conflict with the Constitution of the Golf Ireland.

27. Rules of Golf and Local Rules

27.1 The Rules of the Game of Golf for the Men's and the Ladies' Clubs shall be the Rules of Golf approved by the Royal and Ancient Golf Club of Saint Andrews.

27.2 In addition, the Committee of Management, in compliance with sub-clause 7.5.2, shall from time to time prescribe such Local Rules as it considers necessary having regard to the nature of the course or otherwise provided such Local Rules are not contrary to or at variance with the Rules of Golf or directives issued by Golf Ireland.

28. Regulations and Bye-Laws

28.1 The Committee of Management shall have power from time to time in compliance with sub-clause 7.5.1 to make such Regulations and Bye-Laws as it considers necessary and to alter and repeal same.

28.2 Each of the Men's and Ladies' Committees shall have power from time to time to make such Regulations and Bye-Laws as it considers necessary for matters under their respective jurisdiction.

29. Code of Ethics for Children's Sport in Ireland

29.1 Golf Ireland, The PGA in Ireland, CGI and Ashbourne Golf Club are fully committed to safeguarding the wellbeing of their members. Every individual in golf should at all times, show respect and understanding of member's rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisations and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport and Golf's Safeguarding Policy. In working with young people in golf our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from bullying and intimidation"