



GRANGE CASTLE
GOLF CLUB

Constitution and Rules
March 2019

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 “Men’s Club” shall mean the group of male amateur playing golfers operating under a constitution acceptable to the Golfing Union of Ireland and to which Union the Men’s Club is applying for affiliation.
- 1.6 “Ladies’ Club” shall mean the group of female amateur playing golfers operating under a constitution acceptable to the Irish Ladies Golf Union and to which Union the Ladies Club is applying for affiliation.
- 1.7 The name or title “committee” and the members and officers therefore, without qualification, shall mean either the men’s committee or the ladies committee of their officers and members where the context so admits or requires.
- 1.8 The name or title “Club”, without qualification, shall mean the men’s club or ladies’ club, or both, where the context so admits or requires.

2 TITLE

- 2.1 The name of the club shall be *Grange Castle Golf Club*.
- 2.2 This name shall be the name by which then
 - 2.2.1 *Grange Castle Men’s Golf Club* (hereinafter called “Men’s Club”) and the
 - 2.2.2 *Grange Castle Ladies’ Golf Club* (hereinafter called “the Ladies’ Club”) shall be individually and collectively known.
- 2.3 The official address of the club is Nangor Road, Clondalkin in the county of Dublin.
- 2.4 The Club accepts that the name and logo are exclusively reserved for a club licensed to use the facilities.

3 OWNERSHIP

- 3.1 The land on which the Golf Course and Clubhouse have been constructed is the property of South Dublin County Council whose address is Tallaght in the county of Dublin, hereinafter called “the owner”, which expression shall include its successors and assigns.

4 LICENCE

- 4.1 The Club uses the facilities under licence from the owner of the facilities. In the event of the Licence being revoked the Club shall notify the union forthwith.
- 4.2 The Club accepts the licence granted by the owner to use the facilities will not entitle the Club to any legal interest in the property.
- 4.3 The Licence shall stand in the name of the owner and the club or trustees appointed by each club under these rules.

5 MEMBERSHIP

- 5.1 The membership of the Men’s club shall consist of male playing members who are life members, ordinary members and other subscribing playing members as may be elected from time to time under clause 12.2 and such Honorary Members (including Life) as may be elected from time to time by the Men’s Committee.
- 5.2 The membership of the Ladies’ club shall consist of female playing members who are life members, ordinary members and other subscribing playing members as may be elected from time to time under clause 12.2 and such Honorary Members (including Life) as may be elected from time to time by the Ladies’ Committee.
- 5.3 The number of members electable to each category in each Club shall initially be fixed in consultation with the Owner. Any subsequent alteration will be in agreement with the Owner.
- 5.4 Only Ordinary Members shall be
 - 5.4.1 entitled to attend and vote at all Annual General, Special or Extraordinary General Meetings, and
 - 5.4.2 entitled to nomination for and election to Office and General Committee in respective Clubs of which they are such members.

6 OBJECTS

- 6.1 The Men's Club shall
- 6.1.1 Promote the amateur game of golf amongst its members.
 - 6.1.2 Apply for affiliation of the Golfing Union of Ireland and undertake, in writing, to accept and abide by the Constitution and Bye-Laws of such Union and the Bye-Laws of the Branch in whose province the course is situate.
 - 6.1.2.1 In compliance with Union Bye-Law 2 pay on every 1st January
 - (i) a per capita subscription to the Union and
 - (ii) a per capita levy to its Provincial Council on every male playing member of the Club at the end of its financial year in the categories prescribed by the such Bye-Laws.
 - 6.1.3 Accept and apply the Standard Scratch Score and Handicapping Scheme as prescribed by the Council of National Golf Unions and such rules thereunder as may require to be implemented from time to time by the Golfing Union of Ireland.
 - 6.1.4 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.
- 6.2 The Ladies' Club shall
- 6.2.1 Promote the amateur game of golf amongst its members.
 - 6.2.2 Apply for affiliation to the Irish Ladies Golf Union and undertake, in writing, to accept and abide by the Constitution and Bye-Laws of such Union and the Bye-Laws of the district in whose province the course is situate. In compliance with such Constitution pay on every 1st January a per capita subscription on every female playing member of the Club at the end of its last financial year in the categories prescribed by such Constitution.
 - 6.2.3 Accept and apply the Handicapping System as prescribed by the Irish Ladies Golf Union and such rules thereunder as may require to be implemented from time to time by such Union.
 - 6.2.4 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.

7 TRUSTEES

- 7.1 The Men's and Ladies' Club shall each have at least two voting members as Trustees. Such Trustees shall be appointed by the members of the respective Clubs at Annual General Meeting.
- 7.2 Each Trustee shall hold office until resignation or removal from office by resolution of members of the Club which appointed him\her at Annual General Meeting and shall be replaced by another appointee at the same or next Annual General Meeting.
- 7.3 The licence being granted by the Owner to the Club shall be in the names of the Owner and of the appointed Trustees or their successors in office.
- 7.4 The Trustees shall be entitled to attend meetings of the Committee of the Club by which they were appointed, without voting rights, in their capacity as trustees.
- 7.5 The Trustees shall be indemnified by the club by which they were appointed out of the property and Assets of such Club in respect of all transactions directed by a resolution of the General Committee of such Club against all liabilities and expenses necessarily incurred as a result of their Trusteeship and in the event of the property and assets of such Club being deficient, such deficiency shall be made good by the Ordinary Members of the Club concerned on whose behalf the property and assets of such Club are held.

8 OFFICERS

- 8.1 The Officers of the Men's Club shall be a President, Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Competition Secretary and Honorary Handicapping Secretary.
- 8.2 The Officers of the Ladies' Club shall be a President, Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Competition Secretary and Honorary Handicapping Secretary.

9 MANAGEMENT

- 9.1 Allocation of functions
 - 9.1.1 The business and affairs of the Men's Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Men's Committee") consisting of the Officers of the Men's

Club, The Junior Organiser and 5 other voting members of the Men's Club elected under Sub-Clause 9.2.4 and Clause 20.7.

- 9.1.2 The business and affairs of the Ladies' Club shall be under the jurisdiction and control of a General Committee (hereinafter referred to as "the Ladies' Committee") consisting of the Officers of the Ladies' Club, and 4 other voting members of the Ladies' Club elected under Sub-Clause 9.2.4 and Clause 20.7.
- 9.1.3 Each of the aforementioned Committees may exercise its powers notwithstanding that there might be a vacancy in its membership.
- 9.1.4 At Meetings of the foregoing Committees:-
 - 9.1.4.1 The Men's Club four of those entitled to attend and vote shall form a quorum.
 - 9.1.4.2 The Ladies' Club four of those entitled to attend and vote shall form a quorum.
- 9.1.5 At Meetings of such Committees the chair will be taken by the Captain or, if absent, by the President. In the absence of both of these Officers those in attendance shall elect a Chairperson.
- 9.1.6 The Chairperson at a Meeting shall, in addition to a deliberative vote, have, and shall exercise, a casting vote.

9.2 Elections, Officers and Committees

- 9.2.1 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, provided always that the members at Annual Meeting may vote that the outgoing Captain should serve in that capacity for a longer period. Should the outgoing Captain consent and be re-elected the tenure of office of the Vice-Captain shall be extended for a similar period.
- 9.2.2 The other Honorary Officers of each Club and the Ordinary Members of Committee of each Club shall retire annually. If they so wish they may put themselves up for re-election.
- 9.2.3 The election of Office Bearers, Members of the General Committee and Auditors of both Clubs shall be made at the respective Annual General Meetings.
- 9.2.4 Nominations (with the consent of the Nominee) for election to any Honorary office or as an Ordinary Member of the Committee shall be made:-
 - 9.2.4.1 by the General Committee of the particular Club
 - or
 - 9.2.4.2 by any two ordinary members of the particular Club.
- 9.2.5 All nominations shall be given to the Honorary Secretary of the particular Club at least 14 days prior to the Annual General Meeting of that Club.
- 9.2.6 A complete list of Nominees (Officers and Committee) together with their proposers and seconders must be posted on the Club Notice Board for at least seven days prior to the date of the particular Annual General Meeting.
- 9.2.7 The respective Committees shall have power to fill vacancies in any of these offices (including Membership of its Committee) during any year. The persons so appointed shall hold office until the next Annual General Meeting of the particular Club. Such appointments shall not be construed as forming part of any time limit provided for in Sub Clause 9.2.2.
- 9.2.8 At any General Meeting, if the election of a continuing member of the Committee to a position as an Office Bearer will leave a vacancy on the Committee, then such vacancy shall be filled at that Annual General Meeting from candidates already nominated for membership of the Committee. In the event that there are not sufficient candidates to fill such vacancies the Chairperson shall first declare the nominated candidates elected and then invite verbal nominations from the voting members present at the meeting.
 - 9.2.8.1 To be eligible for a position on the Committee of the Men's Club a nominee must be a member of the club for three years on the 1st March following the election of the said committee.
 - 9.2.8.2 To be eligible for an Officers position on the Committee of the Men's Club a nominee must have served on that committee for 1 year.
- 9.2.9 The office of any Office Bearer shall be vacated by such Office Bearer resigning therefrom or on ceasing to be a member of either the Men's or the Ladies' Club or being removed by a resolution at an Annual General Meeting of the appropriate Club.

9.3 Committee Meetings

- 9.3.1 Stated Meetings of the Men's Committee shall be held not less than 10 times per annum.
- 9.3.2 Stated Meetings of the Ladies' Committee shall be held not less than 10 times per annum.
- 9.3.3 Upon a requisition signed by not less than three members of a Committee stating the nature of the business to be transacted, the Captain or Honorary Secretary of the Club shall call a Special Meeting of such Committee for the 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 four members of such Committee.

9.4 Owners Staff

9.4.1 The Committee of the Men's and of the Ladies' Clubs shall co-operate with such staff as are employed by the Owner in the maintenance, service and upkeep of the Course and Clubhouse and shall direct their members to facilitate such staff in the execution of their duties in the interest of both the Owner and the Club.

9.5 Appointment of Sub-Committees

9.5.1 The Men's and the Ladies' Committees shall each have power to appoint Sub-Committees and to define the scope of their authority and to delegate and confer on such Committees the powers necessary for the discharge of the function or functions for which such Sub-Committee was formed. No Sub-Committee may be appointed to elect members (See Clause 12.1).

9.5.2 Each Sub-Committee shall retire annually on the date of the Annual General Meeting of its respective Club or when the function for which it was appointed is completed.

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

9.5.4 The Chairperson of each Sub-Committee shall, in addition to a deliberate vote, have, and shall exercise a casting vote.

10 ADMINISTRATION

10.1 The Men's and Ladies' Clubs shall be administered as follows:-

10.1.1 The Honorary Secretary of the Men's Club shall be responsible for the everyday affairs of that Club except such duties which are specifically assigned to another Officer of the Men's Club.

10.1.2 The Honorary Secretary of the Ladies' Club shall be responsible for the everyday affairs of that Club except such duties which are specifically assigned to another Officer of the Ladies' Club.

10.1.3 All written complaints concerning matters under the jurisdiction and control of the Committee of the particular Club shall be referred primarily to the Honorary Secretary of that Club 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. (See Rule 16)

11 FINANCE

11.1 The financial affairs of the Men's Club shall be administered as follows:-

11.1.1 The Honorary Treasurer shall keep full and detailed accounts, books and records showing the financial affairs, receipts and disbursements of the Men's Club.

11.1.2 The Banking account shall be kept in the name of the Men's Club (and clearly identified as such) in such Bank as the Men's Committee may, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.

11.1.3 The Men's Committee shall be responsible for the payment to the Golfing Union of Ireland of the annual per capita subscription and Provincial Levy on members as required by the Bye-Laws of that Union.

11.1.4 The Men's Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.

11.1.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the financial year ended 31st December for consideration by the Committee and for presentation and approval by

the members at the Annual General Meeting of the Men's Club which shall be held not later than 28th February following.

11.2 The financial affairs of the Ladies' Club shall be administered as follows:-

- 11.2.1 The Honorary Treasurer shall keep full and detailed accounts, books and records showing the financial affairs, receipts and disbursements of the Ladies' Club.
- 11.2.2 The Banking account shall be kept in the name of the Ladies' Club (and clearly identified as such) in such Bank as the Ladies' Committee may, from time to time determine. All cheques shall be signed as authorised by resolution of the Committee.
- 11.2.3 The Ladies' Committee shall be responsible for the payment to the Irish Ladies Golfing Union of the annual per capita subscription on Members as required by the Constitution of that Union.
- 11.2.4 The Ladies' Committee shall be entitled to charge and retain all entry fees in Club and Open Competitions under its control and management and for which it has arranged for the provision of prizes.
- 11.2.5 The Honorary Treasurer shall issue an audited statement of the affairs of the Club for the financial year ended 31st December for consideration by the Committee and for presentation and approval by the members at the Annual General Meeting of the Ladies' Club which shall be held not later than 28th February following.

12 ELECTION OF MEMBERS

12.1 Subject to the agreed limitation as to the number of members electable to the different categories of member:-

- 12.1.1 The election of all male members shall be in the hands of the Men's Committee
- 12.1.2 The election of all female members shall be in the hands of the Ladies' Committee.

12.2 The procedure for the election of members in each club shall be as follows:-

- 12.2.1 Each candidate for election (except in the case of Honorary Members) must be proposed by one Voting Member of the particular Club and seconded by another Voting Member of such Club.
- 12.2.2 The proposer and seconder must each know their candidate.
- 12.2.3 A Voting Member wishing to propose the candidate for election shall obtain from the Honorary Secretary of his/her Club a form known as an Application for Membership Form and shall in due course return it to the Honorary Secretary duly completed signed by the Proposer and the Secunder and shall, in addition forward to the Committee such additional information as might be required.
- 12.2.4 If the Committee decides that the name of the candidate for election should go forward the name and address of the candidate shall be posted on the Clubhouse Notice Board for at least 7 days before the Meeting at which the application is to be considered.
- 12.2.5 Any omission from or inaccuracy in the particulars relating to any applicant shall render election voidable at the discretion of the Committee.
- 12.2.6 Immediately on election notice in writing shall be dispatched to all elected candidates by the Honorary Secretary of the Club together with a copy of the Club Constitution and Rules and a request to remit to the Honorary Treasurer of the Club within one calendar month from the date of such request the amount of the Entrance Fee (if any) and first Subscription and other charges payable by the category of member to which the candidate has been elected.
- 12.2.7 Should the requested payment not be made within one calendar month of the date of request as aforesaid, the election shall be void unless the candidate can satisfy the Committee that the delay in payment was due to unavoidable cause.
- 12.2.8 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.
- 12.2.9 It shall be the duty of every elected member to acquaint himself/herself of the Constitution, Rules and Bye-Laws of the Club and each such member shall be bound by same and by all acts or deeds of any

person or persons acting for or on behalf of the Club under any power, authority or discretion conferred by or pursuant to such Constitution, Rules or Bye-Laws.

12.2.10 No person shall be considered a Member (except Honorary) until his/her Entrance Fee (if any) and subscription shall have been paid. By such payment a Member:

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

12.2.10.2 Acknowledges that he/she submits to and is bound by the Constitution, Rules and Bye-Laws of the Club and every renewal of subscription by him/her shall be deemed to be a similar acknowledgement.

13 CATEGORIES OF MEMBER

13.1 Voting and non-voting members may be elected to the Men's Club and to the Ladies' Club.

13.2 The following shall be voting members:-

13.2.1 ORDINARY MEMBERS who shall comprise

13.2.1.1 Male members who, having paid the Entrance Fee, if any, and Annual Subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General or Extraordinary General Meetings of the Men's Club.

13.2.1.2 Female Members who, having paid the Entrance Fee, if any, and Annual Subscription applicable to this category shall be entitled to attend and vote at all Annual General and all Special General or Extraordinary General Meetings of the Ladies' Club.

13.2.1.3 An Ordinary Member elected an Honorary Member of his/her Club shall retain the rights and privileges of membership of this category.

13.3 The following of either gender, shall be non-voting members of their respective Clubs. The Men in these categories shall each be members of the Men's Club and the Ladies' in these categories shall each be members of the Ladies' Club. All members in these categories, except Honorary Members, shall be required to pay the Annual Subscription applicable in each category.

13.3.1 JUNIOR MEMBERS shall comprise of young persons whose ages at date of election shall not be more than eighteen years. Such membership shall cease on 31st December next after such person has attained the age of eighteen years. Grange Castle Golf Club is fully committed to safeguarding the wellbeing of its junior members. Every individual in Grange Castle should at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the code of ethics and good practice for children's sport. In, Grange Castle Golf Club our first priority is the welfare of the young people and we are committed to providing an environment which allows participants to perform to the best of their ability free from bullying and intimidation.

13.3.2 HONORARY/LIFE 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.

13.4 The following shall be the categories of member which are transferable within the membership structure

13.4.1 Junior Members on ceasing to be eligible for this category and wishing to be elected to another category shall be treated with priority at the next election.

14 ANNUAL CLUB SUBSCRIPTION

14.1 All categories of member, except Honorary Member, shall be obliged to pay (an) Annual Club Subscription(s).

14.2 The amount payable by the different categories shall be decided as follows:-

14.2.1 The subscription payable to the Owner shall be fixed in consultation with the Owner. Thereafter any alteration shall be decided at a meeting of the Committees of each of the Men's and the Ladies' Clubs and the Owner.

14.2.2 The subscription payable to the Club concerned to cover domestic requirements including subscriptions payable to its Union and Branch or District, team expenses and the provision of prizes for competitions shall be fixed by the committee each year. Thereafter any alteration shall be decided in consultation with the Owner.

14.3 All subscriptions shall be payable on 1st March each year.

14.4 Any member whose subscription shall be unpaid on 31st March in any year shall cease to be a member of the Club, but the Committee may re-elect such member without 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 to be set each year by the committee.

- 14.5 Any member whose subscription is unpaid by 31st March shall be ineligible to compete in Club or Open Competitions, to enter Championships or Tournaments or to represent the Club.

15 VISITORS

- 15.1 Prior to playing on the Course a visitor introduced by a member shall pay the appropriate Green Fee.

16 FINES

- 16.1 The Committee of the Club concerned is empowered to impose fines for breaches of the Rules, Bye-Laws and Regulations of the Club in force for the time being or for breaches of the etiquette of golf and may also at any time (either instead of, or in addition to, fines) temporarily withdraw, in as much as it is in its power to do so, the use of the Clubhouse and Course from any member whose conduct or breaches of the Rules, Bye-Laws and Regulations may, in the opinion of the Committee, justify this Course.
- 16.2 Any member refusing or failing to pay a fine so imposed within 2 weeks after notification thereof, shall in so far as it is in the Committee's power to do so, not be permitted to use the Clubhouse or Course until such fine has been paid. Alternatively, notification from the Honorary Treasurer to the Honorary Secretary, in writing, that the fine remains unpaid shall entitle the committee to avail of Rule 17.

17 DISCIPLINARY PROCEDURE

- 17.1 If any allegation of misconduct by a Member be submitted to an Officer of either the Men's or Ladies' Club, in writing, any Officer of the Club concerned shall make such enquiries as are considered necessary to obtain all relevant details. Such information shall be placed before the committee of the Club which elected such member which shall, in meeting, enquire into such conduct.
- 17.2 If in the opinion of the Committee the conduct in question may warrant the suspension (by the temporary withdrawal of the privileges of Membership) or expulsion of such Member he or she shall be so informed in writing. The Member shall have the right to appear and speak at and/or to make a written submission which shall be read at any subsequent Meeting at which the conduct in question shall be considered and all related information shall be placed before the committee.
- 17.3 If after making such further enquiries as it considers necessary into the conduct of the Member and hearing such explanation, if any, as he or she may offer, the Committee decides that his or her conduct has not been explained or accounted for to its satisfaction but was not such as to warrant the expulsion of the Member, the Committee may instead, by a simple majority, suspend the Member for a period of not exceeding three months. Should a majority of the Committee not be satisfied that the charges of misconduct have been proved no further action shall be taken.
- 17.4 If no explanation of his or her conduct shall be given by the Member, or if such explanation shall have been considered unsatisfactory by the Committee, it may expel the Member, provided that not less than a two-third majority of the Members of the Committee vote for such a course of action.
- 17.5 If on the taking of a vote under Clause 17.4 less than 4 Members vote for the expulsion the Committee shall make a decision in accordance with the provisions of Clause 17.3
- 17.6 When the Committee concerned has resolved that a Member be suspended or expelled, such Member shall, within seven days of the decision, be given notice, in writing, by the Honorary Secretary, or other authorised Officer of his or her Club, of the decision, by registered post or by delivery of such notice to his or her last known address. Such person shall have the right of appeal against the decision, within fourteen days of the date of notification. The appeal shall be made, in writing, to the Honorary Secretary of his or her Club.
- 17.7 Notice of an appeal under Clause 17.6 having been given, the decision shall not take effect for a period of twenty-one days from the date of the notification by the club to the Member.
- 17.8 The Member shall have the right to have the appeal heard at an Extraordinary General Meeting requisitioned under Sub-Sub-Clause 18.3.1.2 provided that the necessary signatures for such requisition are procured either by the Member in question or by any other Ordinary Member of his or her Club. This meeting shall, by a majority, decide whether the expulsion shall be confirmed or repealed. Should the signatures provided for in Sub-Sub-Clause 18.3.1.2 not be obtained within twenty-one days from the date of notification by the Club to the Member, the Committee shall have power to deem the appeal to have lapsed and to enforce the decision forthwith, or to allow an additional period should it decide by a simple majority, that the circumstances warrant it.
- 17.9 A decision of the Committee under this Rule shall stand unless and until an appeal is received, by an Officer of the Club, against it. Provided an appeal has been received, and an Extraordinary General Meeting duly

requisitioned, the expulsion or suspension shall not then take effect, pending the holding of the Extraordinary General Meeting.

17.10 During the period of suspension the Member shall not be entitled:

17.10.1 To enter upon the Club property in so far as it is the Clubs authority to enforce it, whether in the company of another member or otherwise

17.10.1.1 save only to collect his or her property

17.10.1.2 for the purpose of attending any General Meeting which may be held during the period of suspension.

17.10.2 To the refund or rebate of the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year in which the suspension occurs.

17.11 A person who has been expelled from Membership shall not be entitled:

17.11.1 To enter upon the Club property in so far as it is in the Club's authority to enforce it, whether in the company of another member or otherwise, save only to collect his or her property.

17.11.2 To the refund or rebate of the whole or any part of his or her annual subscription or other sum paid or payable by him or her to the Club in respect of the year during which the expulsion occurs.

17.12 All voting under this Rule shall be by secret ballot.

18 GENERAL MEETINGS

18.1 The Men's Club

18.1.1 The Annual General Meeting of the Men's Club shall, save in exceptional circumstances, be held in the month of February for receiving the Men's Club Committee's Annual Report and the Financial Statement for the year ended the previous December 31st for electing Office Bearers, Members of Committee and Auditors, revising its rules and transacting such other business of the Men's Club as may be on the Agenda.

18.1.2 Twenty one days' notice, at least, of such Annual General Meeting shall be given to the Male Ordinary Members of the Club, who are the only persons entitled to attend and vote at an Annual General Meeting of the Men's Club.

18.1.3 Notices of Motion and Nominations of Officers and Members of the General Committee of the Men's Club must be made to the Honorary Secretary in writing at least fourteen days before the date of such Meeting.

18.1.4 Such Notices and Nominations shall be promptly posted on the Men's notice board in the Clubhouse.

18.1.5 Notices of Motion and Nominations not made as required cannot be considered at the Annual General Meeting.

18.2 The Ladies' Club

18.2.1 The Annual General Meeting of the Ladies' Club shall, save in exceptional circumstances, be held in the month of January for receiving the Ladies' Club Committee's Annual Report and the Financial Statement for the year ended the previous December 31st for electing Office Bearers, Members of Committee and Auditors, revising its rules and transacting such other business of the Ladies' Club as may be on the Agenda.

18.2.2 Twenty one days' notice, at least, of such Annual General Meeting shall be given to all Female Ordinary Members of the Club, who are the only persons entitled to attend and vote at an Annual General Meeting of the Ladies' Club.

18.2.3 Notices of Motion and Nominations of Officers and Members of the General Committee of the Ladies' Club must be made to the Honorary Secretary in writing at least fourteen days before the date of such Meeting.

18.2.4 Such Notices and Nominations shall be promptly posted on the Ladies' notice board in the Clubhouse.

18.2.5 Notices of Motion and Nominations not made as required cannot be considered at the Annual General Meeting.

18.3 Special and Extraordinary General Meetings

18.3.1 In addition to the Statutory Annual General Meeting

18.3.1.1 The Committee of the Club concerned may, at its discretion, convene a Special General Meeting of the voting Members of such Club to consider and decide on any matter which the Committee considers is of such urgency that it cannot be held over until the Statutory Annual General Meeting.

18.3.1.2 A group of not less than 4 voting members of the Club concerned may submit a requisition to the Honorary Secretary of such Club requesting that an Extraordinary General Meeting

of the voting members of such Club be convened. The requisition shall state the business to be brought forward and this matter will be the only business to be considered at such Meeting.

- 18.3.1.3 On receipt of such requisition it shall be the duty of the Committee of the Club concerned to have an Extraordinary General Meeting convened without delay and failing notice of such Meeting being issued by direction of the Committee within fourteen days after receipt of such notice by the Honorary Secretary, any 4 members who have signed the requisition may issue notice of an Extraordinary General Meeting, which notice shall be sufficient if

published in three successive issues of a daily newspaper circulating in the locality of the Club at least ten days before the date fixed for such Meeting.

18.4 Chairperson at General Meetings

- 18.4.1 The Captain or, if absent, the President shall preside at all General Meetings of the Men's Club and the Ladies' Club respectively.
- 18.4.2 If any of the foregoing Officers are absent or decline to preside any other Chairperson may be appointed by the Meeting.
- 18.4.3 Each Chairperson in addition to a deliberate vote, shall have and shall exercise a casting vote.

19 NOTICE OF GENERAL MEETINGS AND QUOROM

- 19.1 Twenty one days' notice of every General Meeting convened by order of a Committee (except Meetings called under Sub-Sub-Clause 18.3.1.2 when ten days notice is required) shall be given to members entitled to vote by a circular specifying the time and place of such Meeting and the business to be transacted
- 19.2 All notices calling Meetings may be sent by post and addressed to members at such addresses as may be recorded in the Club books.
- 19.3 No business shall commence or continue, other than that stated in 19.4, unless there is a quorum of 6% or a minimum of 40 members entitled to vote in attendance at a General Meeting.
- 19.4 In the event that a quorum of members is not in attendance at a General Meeting the business of the meeting can continue subject to the following conditions:
 - 19.4.1 The members in attendance are in agreement that the meeting can continue.
 - 19.4.2 No proposals or motions to amend the Constitution and Rules of Grange Castle Golf Club can be addressed.

20 MODE OF VOTING AT GENERAL MEETINGS

- 20.1 No proxies shall be allowed.
- 20.2 Voting shall be either by a show of hands or by ballot.
- 20.3 Ballot shall mean a vote on voting paper.
- 20.4 A majority of one shall be sufficient to decide any question under discussion unless a greater majority is required by some other Club rule.
- 20.5 In the event of a tie the Chairperson shall have and shall exercise a casting vote as provided in Sub-Clause 18.4.3
- 20.6 If any member at a General Meeting propose that the mode of voting on any particular matter should be by ballot and this is seconded by another member, then the question of whether voting should be by a show of hands or by ballot shall be decided by a show of hands.
- 20.7 An election of candidates for membership of the Committee of either the Men's Club or the Ladies' Club shall be by ballot and all members voting must vote for the full number of candidates for whom there are vacancies otherwise such voting paper will be invalid.

21 MINUTE BOOKS

- 21.1 The Men's Club and the Ladies' Club shall each keep:-
 - 21.1.1 A Minute Book in which shall be recorded the Minutes of All Annual General, Special General and Extraordinary General Meetings and also
 - 21.1.2 A Minute Book in which shall be recorded the Minutes of all Committee Meetings held in compliance with Clause 9.3.
 - 21.1.3 The respective Minutes shall be read out at the next General, Statutory or other Committee Meeting and, when approved as being a correct record, shall be signed and dated by the Chairperson.

22 PLAYING FACILITIES

- 22.1 The Men's and Ladies' Committees in conjunction with the Owner, shall decide the days and times when each Club shall have the use of the Course. All other times required by either Club shall be in agreement with the Owner.

23 PERSONAL PROPERTY

23.1 Any personal belongings of Members, visitors and others, brought to, 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 Men's Committee nor the Ladies' Committee shall be responsible for any loss or damage thereto however arising; but this Rule shall not prejudice any claim by either Club or the owners of the property lost or damaged against Insurance Companies in case of fire or when otherwise covered by Insurance. In addition the Members of both Clubs shall have due regard for any relevant conditions imposed by the Owner of the facilities.

24 CHANGE OF CONSTITUTION AND RULES

24.1 No Rule of either the Men's Club or the Ladies' Club shall be repealed or altered or new rule made except at a General Meeting of such Club and by consent of at least two-thirds of the members present and entitled to vote at such Meeting and written notice of the proposed changes must be sent to the Honorary Secretary with the names of the proposer and seconder attached, at least two weeks previous to the Meeting at which same is to be considered.

24.2 No such Rule which directly or indirectly affects the rights and interests of the Owner can be repealed or altered or new rule made without the consent of the Owner.

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

24.4 Any change in the Constitution of the Club which affects Rule 10 of the Constitution of the Golfing Union of Ireland must be submitted to the Union for approval prior to submission to the members of the Men's Club for adoption.

24.5 No change in the Rules of the Men's Club shall be in conflict with the Constitution of the Golfing Union of Ireland.

25 RULES OF GOLF AND LOCAL RULES

25.1 The Rules of the game of golf for the Men's and the Ladies' Clubs shall be the Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrews.

25.2 The Committees 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 the respective Union to which the Men's Club or the Ladies' Club is affiliated.

26 BYE-LAWS

26.1 The Committees shall have power from time to time to make such Bye-Laws as it considers necessary and to alter and repeal same.

27 CHILD PROTECTION

27.1 Grange Castle GC is fully committed to safeguarding the wellbeing of juniors. Every individual in Grange Castle should at all times, show respect and understanding for all member's rights, safety and welfare and conduct Themselves in a way that reflects the principles of the organisation and the guidelines contained in the *Code of Ethics and Good Practice for Children's Sport and Golf's Safeguarding Policy* and any further policies that may be issued.

27.2 Grange Castle Golf Club's first priority is the welfare of juniors and we as a club are committed to providing an environment that will allow participants to perform to the best of their ability, free from neglect, emotional, physical and sexual abuse, bullying and intimidation. All leaders in contact with juniors must undergo the necessary Garda Vetting/Access NI checks and complete the appropriate safeguarding training as required by legislation and best practice.

27.3 Grange Castle Golf Club's written Risk Assessment document indicates the areas of potential risk of harm, the likelihood of the risk occurring and gives the required policy, guidance and procedures required to alleviate these risks.

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Supplied by GUI and adopted 2002
Altered at AGM February 2006
Altered at AGM February 2018
Altered at AGM February 2019