

# The RULES of TILlicOUNTRY GOLF CLUB

## Adopted December 2018 Amended April 2019

**History:**

Previous Adoption	Amended on	Adopted at AGM of	Changes from previous adoption
December 2011	December 2013	December 2013	Financial Rules Clause 6 amended
December 2013	January 2015	December 2015	Financial Rules Clause 6: amended – Increase in authorised spending limits.
December 2013	March 2015	December 2015	General Rules Clause 6 amended – membership year defined
December 2013	June 2015	December 2015	Financial Rules Clause 11 added – waiving of fees
December 2015	May 2016	December 2016	D.General Rules: Rule 1 Dogs in Clubhouse & Course - amended
December 2016	May 2017	December 2017	H. Clubhouse: 'E- cigarettes' prohibited. H. Clubhouse: Reference to pool table removed
December 2017	February 2018	December 2018	G. Rules of Play; Rule 15b added: Issuing of prize vouchers
December 2018	April 2019	Pending	G. Rules of Play: Rule 16 amended .

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## A. Rules; Compliance

1. Any member acting in contravention of these rules renders himself liable to be dealt with in accordance of Article 30 of the Constitution and a member shall be liable for any breach committed by his visitor.

## B. Financial Rules

1. The Bar keys will be held by the Steward/ess, staff, Club Administrator and club alarm list holders only.
2. No one other than the Key holders, bar staff, Finance Convenor or his appointee are allowed behind the Bar.
3. Stocktaking to be carried out not less than quarterly by a professional stock-taker.
4. Bar takings as agreed by Steward/ess and Finance Convenor (or his appointee) to be recorded in a duplicate book kept by the Steward/ess and countersigned by the Finance Convenor (or his appointee) on receipt of takings.
5. Gaming Machines - The Finance Convenor or his appointee and one other member to be present when machines are opened, takings and meter readings to be recorded in the book kept in the machine.
6. The Club's bank account(s), must have three signatories who shall not reside at the same address nor be related one to another. Two of these signatories must be the Finance Convenor and Club Administrator; the remaining signatory must be drawn from President, Vice President or Club Secretary. Cheques up to the value of £250 may be signed by the Finance Convenor or Club Administrator as sole signatory. All other cheques must be signed by two signatories. The Club Administrator may operate a debit card for the purpose of making on-line purchases up to the value of £250. Purchases greater than this amount must be approved by one other signatory as described above. The details of the on-line purchase(s) and the approving signatures must be entered in the purchase log. The debit card will be held and used only by the Club Manager Club Administrator.
7. The Vice-President and one other Council member shall vet the Finance Convenor's books before the monthly Council meetings.
8. Green Fee Books must be handed to the Finance Convenor as completed with the appropriate amount of money.
9. Competition Fees to be handed to the Finance Convenor monthly, duplicate receipt books to be signed.
10. All duplicate receipt book holders are advised that the auditors will require these.
11. A Council member(s) may chose to waive their annual subscription but should they leave the Council during the year they must repay any Honorarium or subscription pro rata for the remainder of the current year.

### C. Licensing Rules

1. No member of the Council or no Manager or Servant employed by the Club shall have any personal interest in the sale of alcohol therein or in the profit arising from such sale.
2. No alcohol shall be sold or supplied to any person under eighteen years of age whether Member or visitor.  
No alcohol shall be sold or supplied for consumption outside the premises of the Club.
4. The hours of sale of alcohol shall be fixed by the Council within the hours permitted under The Licensing (Scotland) Act 2005.
5. Other than when an Occasional Licence is in force, no person is to be supplied with alcohol on the club premises unless that person is one of the following :-
  - a) A member of the Club
  - b) A person who is on the premises at the invitation of a member of the club and is accompanied by that member.
  - c) A member of another club constituted as laid down in Section 2 Para 1 of the Licensing (Clubs) (Scotland) Regulations 2007. Except when an Occasional Licence is in force, before any person in Category (b) above is supplied with alcohol an entry must first be made in the Visitors Book. The entry shall include the visitor's name and address, the name of the accompanying member and the date of the visit.
6. Spouses and partners of members if not members of the Club shall be regarded as Temporary Members for the purposes of LCSR 2007 when on the premises in the company of the Member. Fee-paying visiting golfers who are not members of another club shall be regarded as Temporary Members while on the premises on the day of play.
7. Members on written application to the Secretary may be allowed to hire part of the Clubhouse for a period not longer than twelve hours to hold private functions of celebration, e.g. weddings, birthdays, premarital party

## D. General Rules

1. **No dogs, including Guide dogs** [ or any animal ] to be in the kitchen area at any time.
  - 1.1 **Guide dogs** are permitted in other areas of the Club at all times, including where buffet meals are laid out or food served to table.
  - 1.2 **Other dogs** are permitted in other areas of the Club **except** where buffet meals are laid out or where food is being served to table.
  - 1.3 **All dogs** must be kept on a lead at all times and be under the control of their owners / handlers.
  - 1.4 It is anticipated that the number of dogs in the Clubhouse at any one time will be low but the Club, reserves the right to use its discretion, to limit the number of dogs present [ **except Guide Dogs**]
  - 1.5 It is accepted that some individuals may be medically sensitive to the presence of a dog(s) and where a member / visitor so objects, it will be incumbent on the owner / handler to remove the dog [ **except guide dogs** ] from the immediate area or from the Club whichever is least inconvenient to all parties.
- 1.6 Club Members taking a dog or dogs on the course must keep them under control, ideally on a lead and must not allow them on the 'greens'.

Club Members taking part in competitions, are not allowed to take dogs onto the course
2. Business decided at one Council meeting may only be raised at next or subsequent meetings if notice of motion is given.
3. Any member changing his or her address shall notify the same in writing to the Secretary and failing such intimation all notices sent to the old address will be held as duly served.
4. A resume of Council minutes shall be displayed on the Notice Board.
5. No complaints shall be considered by the Council unless made in writing to the Secretary and no unauthorised member shall subject any servant of the Club to a personal reprimand.
6. **The Membership Year is 1<sup>st</sup> January to 31<sup>st</sup> December of the current year.** Persons wishing to be on the waiting list for membership shall pay a deposit as determined by the Council. This will be deducted from the joining fee when admitted but is not returnable on withdrawal of the application.

### **E. Ladies Section**

1. The Committee shall consist of Captain, Vice-Captain, Match & Handicap Secretary and four members and shall work in conjunction with and subject to the approval of the Council.
2. The Ladies will have the first tee and practice ground reserved on Tuesday evenings from 4.00 pm. To 8.00 pm.

### **F. Visitors**

1. Visitors to the course, holding a ticket shall be temporary members of the Club. Visitors shall hold no power of introduction to the Clubhouse or Course.
2. The privilege of introducing a visitor and the visitors privilege of being introduced may be withdrawn at any time at the discretion of the Council
3. No person shall be eligible to be introduced to the Clubhouse or Course who has been rejected as a member of the Club or has ceased to be a member under articles 30, 31 or 33 of the Constitution.
4. The books of the Club containing names and addresses of all visitors to the Clubhouse and Course shall be periodically scrutinised by the Council.
5. Parties will have the use of the Course with the permission of the Council, or designated sub committee.

### **G. Rules for Play**

1. Rules of Golf, as they may from time to time be fixed by the Royal and Ancient Golf Club, St. Andrews, shall be the rules of play, except in as far as they may be modified by any local rules adopted by the Club.
2. The Club fixtures for the year shall be arranged by the Match and Handicap Committee at the beginning of the year after approval by the Council and notice thereof given to each member. The Match and Handicap Committee shall have the power to arrange other club competitions of Matches in the course of the year and notice of such shall be posted in the Clubhouse.
3. In all competitions competitors are responsible for playing off their correct handicap, revising it downwards as necessary as per the Handicap rules.
4. Annual revision of Handicaps shall rest entirely with the Match and Handicap Committee which shall abide by the rules for uniform handicapping issued by the Joint Advising Committee of the Golf Union of the British Isles.
5. The Handicap Committee shall have the power to reserve the Course for any particular day or part of the day for a Club Match or other Competition of which intimation will be posted in the Clubhouse for at least three days.
6. Juveniles shall be admitted to the Course but shall not be allowed to play after 6pm from Mondays to Fridays unless accompanied by an adult member. On Saturday and Sunday they shall not be allowed to play between midday and 4pm, but may play out with these hours provided no competition is in progress. Juveniles shall be allowed the use of toilet facilities only in the Ladies/Gents changing rooms. Juveniles accompanied by an adult member may be admitted to the clubhouse.  
During the winter period Juveniles are allowed to play all day on Saturday and Sunday.

7. Full members shall have priority on the Course.
8. No games consisting of more than four balls shall be permitted.
9. The use of mobile phones shall be prohibited on the course except in the case of an emergency.
10. No practice play shall be permitted on the tees, greens and fairways of the Course.
11. The practice fairway will be closed to non-competitors during all competitions.
12. On the practise fairway no club shall be used that will cause a ball to travel further than the length of the fairway.
13. All members shall replace or see replaced turf removed by them or their visitors during play.
14. Under the control of the Match & Handicap Secretary, Youths and Juniors are allowed to play in all senior medals for the purposes of achieving a handicap and gaining experience. Youth, Junior and Juvenile members who achieve a National handicap of 14 or under will be allowed to take part in all Club Competitions on payment of the Competition entry fee.  
Note:- Where the local competition is a qualifier for another competition, entry will be governed by the conditions of the second competition.  
The Match & Handicap Secretary will request Youths and Juniors playing for a handicap to stand down if the starting time is required for a full member.
15. Members who allow their names into the draw and do not play or play outside the time allocated shall be fined the entry fee and be ineligible to play in competition until the fine is paid. This applies to drawn competitions only.

**15b** The Match & Handicap Secretary ( Gents ) will issue ‘ **Club Vouchers**’ as prizes for all gents in-house medals & competitions. Such vouchers may be presented as payment towards annual subscriptions or towards items purchased from the Club Bar . They cannot be redeemed for cash. If presented to cover a bar bill at less than the face value of the voucher, no change will be given.

The ‘**Club Voucher**’ will be valid up to 31<sup>st</sup> December of the issue year of the voucher.

The Match & Handicap Secretary ( Gents and Ladies) will issue ‘**Scottish Golf Vouchers**’ as prizes for all other Club competitions. These may presented as payment towards annual subscriptions but will not be redeemable against bar purchases.

‘**Scottish Golf Vouchers**’ will be valid up to the date indicated on the voucher.

Lost vouchers will not be re-issued. Defaced vouchers will not be accepted.

### 16. During Winter Period

The designated 'medal' course is not in play. Any organised events are informal and there are no restrictions on non-competitors wishing to play on the course.

During Summer Period

#### **Out-with formal medals and competitions:**

Any adult member may play at any time, subject to restrictions imposed in the Club Rules Section E2.

#### Priority/Etiquette

Where the first tee is occupied, members may start at the 4<sup>th</sup> tee provided:

- A. No players are on the 4th hole.
- B. No players are on the 2<sup>nd</sup> green or 3<sup>rd</sup> hole.

Thereafter priority is based on 'pace of play'.

During a round, holes should be played in sequence but may be played out of sequence provided, no players are on the chosen hole or the hole preceding the chosen hole.

Thereafter priority is based on 'pace of play'.

## **H. Clubhouse**

1. Any person damaging or defacing the Clubhouse or fittings shall be held liable for repair or replacement of damage done and will be suspended until the next Council Meeting. No furnishings shall be removed except when required for Club purposes. No member shall on any plea whatever, take away, injure or destroy any newspaper, pamphlet, book or any article which is the property of the Club.
2. No unseemly behaviour shall be allowed and members bringing friends shall be held responsible for any infringement on their part.
3. Entertainment on behalf of the Club may be held in the Clubhouse with the sanction of the Council
4. No Clubs or personal property shall be left in the Clubhouse except in Lockers.
5. The Club shall not be responsible for members property lost or interfered with.
6. Gambling shall be strictly prohibited.
7. Electricity for lighting and heating must be used carefully.
8. No Notices or posters shall be put up in the Clubhouse noticeboard except by the authority of the Council, the President the Secretary or Convenors of Committees.
9. The use of 'e-cigarettes' is prohibited..

**I. Alteration of Rules**

1. The Club, at any general meeting, with due notice having been given, may by a majority, alter or add to the foregoing rules.
2. The Council shall have the power to alter or add to the foregoing rules as circumstances require and such rules as so altered or added to shall on expiry of seven days and after the same shall have been intimated upon the Notice board in the Clubhouse, become and remain binding upon the members until the first general meeting of the Club held thereafter, at which meeting such alteration or addition shall be submitted for the decision of the Club.

**Dated December 2018**