

RULES
OF
HERTFORDSHIRE GOLF LIMITED

Brabners

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HERTFORDSHIRE GOLF LIMITED

RULES

(First adopted by the Company under Article 5 of the Company's Articles of Association ("the Articles") on 19th March 2018 and amended last on 15th December 2020)

In these Rules "the Company" and "Hertfordshire Golf" mean Hertfordshire Golf Limited and Member Clubs means Voting Members.

These Rules are made pursuant to Article 5 of the Articles. Words which are defined in the Articles bear the same meaning when used in these Rules. Where there is any inconsistency between these Rules and the provisions of the Articles, the provisions of the Articles shall prevail.

1. MEMBERSHIP

1.1. Membership shall comprise:

1.1.1. Voting Members

Voting Members are entitled to receive notice of, attend and vote at general meetings. Membership as a Voting Member shall be open to all golf clubs within the County of Hertfordshire provided that its constitution and rules:

- 1.1.1.1. recognise the Rules of Golf as prescribed by R & A Rules Limited;
- 1.1.1.2. give control to its members or a committee thereof for the handicapping of its members in accordance with the National Handicapping Scheme in force from time to time;
- 1.1.1.3. undertake that any golfing events organised by the Club shall comply with the Rules of Amateur status laid down by R & A Rules Limited and that such Rules of Amateur status shall be applied and form a condition of entry to any such events;
- 1.1.1.4. conform to and accept the objectives, rules and regulations of Hertfordshire Golf and of England Golf.

1.1.2. Non-Voting Members

Non-Voting Members are not entitled to receive notice of, attend or vote at general meetings and consist of the following:

- 1.1.2.1. Playing Members – all playing members of a Member Club or Affiliated Facility irrespective of their category of membership of such club;
- 1.1.2.2. Affiliated Playing Members – individuals who are not Playing Members and who are not playing members in any other county, who wish to participate in golf in the County and, in accordance with the Rules, are approved by the

Board as Affiliated Playing Members;

1.1.2.3. Honorary Members – such persons as Hertfordshire Golf may decide to honour in recognition of services to golf in Hertfordshire or to the game of golf.

1.2. Admission to Membership

1.2.1. Applications for admission to membership of the Company as a Voting Member shall be in the form prescribed by the Board and shall contain an undertaking by the club to conform to and accept the objects of the Company as set out in the Articles and to accept these Rules. The application for membership shall contain agreement to the Articles and to these Rules and be signed by the club's President (or other senior officer) and the Secretary or Manager.

1.2.2. Applications for admission to membership of the Company as an Affiliated Playing Member shall be in the form prescribed by the Board and shall contain an undertaking by the applicant to comply with and accept these Rules and shall be signed by the applicant. Affiliated Playing Members shall be Non-Voting Members of the Company.

1.2.3. Applications for admission to membership shall be sent to the County Secretary who shall refer any such application to the Board which shall have the power to admit the applicant under Article 27.

1.2.4. Each year and as required by the County Secretary Member Clubs shall provide a list of the names and England Golf CDH numbers of their Playing Members to the County Secretary. Playing Members shall be Non-Voting Members of the Company as a consequence of their subsisting membership of a Member Club.

1.2.5. Honorary Members shall be nominated by the Board for approval at an annual general meeting.

1.3. Cessation of Membership

1.3.1. A Voting Member may withdraw from membership of the Company by giving notice thereof to the County Secretary not less than 30 days before its re-affiliation date in any year failing which such Voting Member shall be liable to pay the annual affiliation fee for the ensuing calendar year.

1.3.2. If the Board decides that a Voting Member should be expelled the provisions of Article 29 shall apply.

1.3.3. A playing member shall cease to be a member if he or she ceases to be a member of a Member Club.

1.3.4. An Honorary Member shall cease to hold such membership if his or her appointment

is revoked by the Company in general meeting or if he or she resigns. Honorary Membership may be withdrawn by the Board at any time on notice to the Member.

1.3.5. Affiliation fees are not refundable in whole or in part.

2. PRESIDENT, PRESIDENT ELECT AND IMMEDIATE PAST PRESIDENT

- 2.1. At the annual general meeting 2019 and the annual general meeting every two years thereafter subject to paragraph 2.8 below a candidate nominated by the Board shall be elected President.
- 2.2. The person elected as President shall hold office for a two year term until the annual general meeting in the second year after his or her election.
- 2.3. At the annual general meeting in 2020 and the annual general meeting every two years thereafter subject to paragraph 2.8 below a candidate nominated by the Board shall be elected President Elect.
- 2.4. The person elected as President Elect shall hold office for a one year term until the annual general meeting in the year following his or her election.
- 2.5. The President Elect shall normally (but not necessarily) be nominated as President having served his or her term as President Elect.
- 2.6. Following completion of his or her term of office as President, the President shall become the Immediate Past President and shall hold office as Immediate Past President until the annual general meeting in the year after completion of his or her term of office as President.
- 2.7. The President, President Elect and Immediate Past President shall have such rights and privileges as the Board shall from time to time prescribe.
- 2.8. In any year in which the President is a man the President Elect or the Immediate Past President (as the case may be) shall be a woman and vice versa.

3. AFFILIATION FEES

- 3.1. Each Member Club shall pay such annual affiliation fees (whether on a per capita basis or otherwise) as shall be set by the Board.
- 3.2. Such annual affiliation fees shall be payable once per calendar year in respect of each playing member of a Member Club and shall be calculated on a per capita basis for every Playing Member irrespective of membership category. There shall be two collection points for each Member Club during the year. The main year collection will become due to the Company 2 months after the Member Club's own annual membership subscription date. These fees become overdue a further month later. The mid-year collection, for all playing members who have joined the Member Club in the intervening period, becomes due to the Company some 6 months after the due date for the main year collection and becomes overdue a further

month later.

- 3.3. Annual affiliation fees will normally be invoiced by Members Clubs to their Playing Members as a disbursement.
- 3.4. Failure by a playing member to pay such annual disbursement shall not exonerate the Club of which he or she is a playing member from its obligation to pay the annual affiliation fee in respect of that playing member.
- 3.5. Any Member Club whose affiliation fees, either main year or mid-year collection, is unpaid after the overdue dates specified in paragraph 3.2 above in any year shall not be entitled to take part in any championship, county match, meeting or competition run by the Company, nor shall any playing member of such Member Club be eligible to participate in any event organised by the Company until such time as the affiliation fee has been paid (subject to the discretion of the Board to the contrary).
- 3.6. Honorary Members of Hertfordshire Golf shall not be required to pay an affiliation fee.

4. COMMITTEES

- 4.1. Committees shall be appointed by the Board to administer specific activities of the Company and shall report to and be responsible to the Board for the activities delegated to them. The principal committees and their main responsibilities shall be:

- 4.1.1. Championships Committee:

The members of the Championships Committee shall be the Championships Director, and such other persons as may be appointed by the Board or co-opted by the Committee with the approval of the Board. Meetings shall be chaired by the Championships Director. The Championships Committee shall be responsible for the organisation and administration of all approved county competitions.

- 4.1.2. Player Development Committee:

The members of the Player Development Committee shall be the Player Development Director and such other persons as shall be appointed by the Board or co-opted by the Player Development Committee with the approval of the Board. Meetings shall be chaired by the Player Development Director. The Player Development Committee shall be responsible for the selection of all teams representing the County and arranging appropriate coaching programmes.

- 4.1.3. Golf Development Committee:

The members of the Golf Development Committee shall be the Golf Development Director and such other persons as shall be appointed by the Board or co-opted by the Committee with the approval of the Board. Meetings shall be chaired by the Golf

Development Director. The Golf Development Committee shall be responsible for developing programmes to further the game of golf in Hertfordshire.

4.1.4 Finance Committee

The members of the Finance Committee shall be the Finance Director, the Chair and such other persons as may be appointed by the Board or co-opted by the Committee with the approval of the Board. Meetings shall be chaired by the Finance Director. Financial governance is a responsibility of the Board of the Company. The Finance Committee shall assist the Board in its duty to oversee the financial management of the Company.

4.1.5 Club Services Committee

The members of the Club Services Committee shall be the Club Services Director and such persons as shall be appointed by the Board or co-opted by the Committee with the approval of the Board. Meetings shall be chaired by the Club Services Director. The Club Services Committee shall be responsible for the provision of and development of services to Member Clubs and Affiliated Facilities.

4.2 The President, Chair and County Secretary shall be given notice of the dates and times of all committee meetings and may attend such meetings if they so desire.

4.3 The quorum for a meeting of any committee shall be 51% of the members of such committee including at least one male member of the committee and at least one female member of the committee.

4.4 Committees shall provide copies of minutes of their meetings to the Board promptly after each meeting.

5 MEETINGS

5.1 The Board shall convene an annual general meeting each year in accordance with Article 30.

5.2 The Company has representation on the executive of England Golf, the South Eastern Group and on the Co-ordinating Group for the East Region.

5.2.1 England Golf. A member of the Board or the County Secretary shall be nominated as England Golf representative to attend relevant meetings of England Golf. If a matter has been considered by the Board, and matters of outstanding importance concerning England Golf should be considered by the Board whenever possible, and the Board has made a decision on such matter the representative shall vote in accordance with such decision. In all other matters the representative shall act in his or her discretion in what he or she considers to be the best interests of England Golf and Hertfordshire Golf.

5.2.2 South Eastern Group and East Region. The Board shall nominate representatives to sit on the executive committee for the South Eastern Group and the Co-ordinating Group for the East Region. If a matter has been considered by the Board, and matters of outstanding importance should be considered by the Board whenever possible, and the Board has made a decision how to vote on such matter, the representatives shall vote in accordance with such decision. In all other matters the representatives shall in their discretion vote in what they consider to be the best interests of the South Eastern Group or East Region (as the case may be) and Hertfordshire Golf.

6 DISCIPLINE

6.1 The Board shall ensure that Members comply with the objects set out in the Articles and with these Rules and that these Rules are enforced.

6.2 Subject to any variation or amendment made by the Company in general meeting the disciplinary procedures set out in the Schedule to these Rules shall apply.

6.3 The Board is authorised to impose such sanctions, penalties or punishment on any Member it deems necessary or appropriate pursuant to the disciplinary procedures.

6.4 Member Clubs shall inform the Company of any disciplinary action taken against a playing member who is a member of that Member Club.

6.5 In the event of an appeal against a sanction imposed by the Board the Board shall appoint an independent appeal committee comprising a Chair and two others who have not been involved in the original disciplinary procedure.

7 CHAMPIONSHIPS, MATCHES AND COURTESY OF COURSES

7.1 In accordance with the Affiliation agreement made with HGL, a member club will, whenever possible, when requested by the County Secretary, grant the courtesy of their courses to the Company to hold the County Championship, County Matches and other approved County Competitions. A facility fee may be paid at the discretion of the Board for certain competitions and events.

7.2 All arrangements for competitions and matches will be agreed in advance by the County Secretary and an authorised representative of the host club.

7.3 All competitions shall be played in accordance with the current Rules of Golf set by R & A Rules Limited and any Local Rules in force for the competition.

7.4 Member Clubs shall provide copies of their Health & Safety Rules and requirements and of any relevant Health & Safety risk assessments for use when a county competition or match is to be played on that course.

8 COUNTY DRESS

County dress and qualification for county colours shall be decided by the Board.

9 BANK MANDATE

Rules for the operation of the bank mandate and for the authorisation of payments from the company's bank account shall be decided by the Board.