

NOTTS COUNTY GOLF SOCIETY

January 2023

CONSTITUTION

1. Name

The name of the Society shall be the Notts County Golf Society.

2. Objective

The aim of the Society shall be to bring together Notts County Football Club supporters and their friends in friendship and harmony in a round of competitive golf.

3. Membership

3.1 The Society shall be open to all supporters and friends of Notts County Football Club.

3.2 The Committee shall have the right to refuse admission at their discretion based upon a majority decision by a show of hands.

3.3 The Committee shall have the discretion to grant Honorary Life Membership to any individual who has given outstanding contribution to the Society in the furtherance of its objective. Honorary Life Members shall hold the rights and privileges of a Member for life and shall not be required to pay an annual subscription.

4. Committee

4.1 A Committee shall have powers to govern the affairs of the Society and in particular:

4.1.1 To designate Patrons.

4.1.2 To dispose of surplus funds to Lifeline of Notts County Football Club.

4.1.3 To control all competitions held under the auspices of this Society.

4.2 The Committee shall consist of the Officers of the Society and such any other members as may be deemed necessary. The Officers shall be the Captain, the Vice-Captain, the Treasurer, the Secretary, the Website Coordinator, the Handicap Secretary and the Auditor.

4.3 All Officers will retire from their office at the end of each year but may offer themselves for re-election subject to rules 4.4, 4.5 and 4.6.

4.4 The Captain will normally retire from his position at the end of his year of office and shall be designated a Past-Captain.

4.5 The Captain shall submit the name of a qualified brother for the committee to consider for Captain Elect.

4.6 The Vice-Captain will automatically be nominated as the next Captain should they so desire.

4.7 A quorum for meetings of the Committee will be four.

4.8 The Committee has the right to set up whatever sub-committees it considers necessary. It shall also have the right to decide the composition of those sub-committees and how Members should be appointed to serve on them.

4.9 Recommendations of all sub-committees are subject to the approval of the Committee.

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- 4.10 The Committee may fill vacancies that arise during its term of office by co-option. The Committee may also co-opt Members for the duration of its period of office, but these co-opted members shall not have voting rights.
- 4.11 The Secretary shall arrange for an Annual General Meeting (AGM) to be held and any other meeting that it or the Membership considers necessary. (The AGM shall usually be held in November or December of each year).
- 4.12 Minutes of all Committee and General Meetings of the Society shall be kept by the Secretary and be made available upon request to individual Members and subsequently permanently published on the societies website.

5. Election

- 5.1 At the AGM, the Members of the Society will elect from the Members the Treasurer, the Secretary, the Website Coordinator, the Handicap Secretary and the Accounts Auditor for the Committee. When applicable, the Members will elect the Captain and Captain Elect at the AGM.
- 5.2 Nominations shall be proposed and seconded by Members of the Society and agreed by the nominee.
- 5.3 Election will be by a show of hands at the AGM.

6. Finance

- 6.1 The annual subscription for Members is due on 1st January with a deadline prior to the first match of the season, if no renewal of membership by this time he/she will be deleted from the WhatsApp groups and from the handicap software and deemed a new member if re-joining after this point.
- 6.2 For new members, the subscription becomes due upon joining.
- 6.3 Changes in subscription can only be made at an AGM following a proposal from the Committee and must receive the assenting votes of at least 51% of the attending members by a show of hands. Abstentions will be discounted.
- 6.3 The Committee shall fix entry fees for competitions.
- 6.4 The Treasurer will keep a record of all income and expenditure and will present a statement of this account at the AGM and at any other time upon reasonable request.
- 6.5 One Accounts auditor elected at the AGM will examine the accounts prior to the AGM and at any other time upon reasonable request.

7. General Meetings

- 7.1 Members shall be notified at least 21 days beforehand of the date and location of the AGM. Notices of motions to be placed on the agenda should be submitted to the Secretary, in writing, at least 21 days before date of the meeting.
- 7.2 On receipt of a written demand signed by at least 10 members or 30% of the Membership, whichever is the smaller, the Secretary must call an Extraordinary General Meeting (EGM) to be held not more than 6 weeks after receipt of such a demand.

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- 7.3 No alteration or amendment to the Constitution shall take place except at an AGM or at any EGM called for the special purpose of making an alteration or amendment.
- 7.4 Any proposed change in the Constitution must receive the consenting votes of at least 50% of the voting by a show of hands at the meeting. Abstentions will be discounted.

8. Winding Up

- 8.1 The Society shall only be wound up if a two-thirds majority decision is returned to do so at a General Meeting by a show of hands, and this is confirmed by a similar two-thirds majority, on a proxy ballot to be completed at a further General Meeting, called expressly for the purpose of discussing that proposition and which must be arranged by the Secretary within 4 weeks. The majority will be determined after first discounting the abstentions.
- 8.2 After payment of all the Society's debts and liabilities, any monies remaining shall be transferred to Lifeline of Notts County Football Club.

Officer roles (Committee Members)

9. Chairman

- 9.1 Responsible for conveying and chairing all Committee and members meetings, including AGM.
- 9.2 The Chairman will chair all committee meetings, the AGM and an EGM
- 9.3 The Chairman is not allowed to vote at the AGM or EGM but allowed to vote at a committee meeting.
- 9.4 The Chairman has the casting vote if a stalemate situation arises at an AGM, EGM or committee meeting
- 9.5 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

10. Auditor

- 10.1 Responsible for examining the accounts each year before the AGM ensuring all is correct and ready to present to the members.
- 10.2 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

11. Treasurer

- 11.1 The treasurer's role within the society is to keep a record of all income and expenditure and will present a statement of this account at the AGM and at any other time upon reasonable request.
- 11.2 Responsible for administering the society bank account.
- 11.3 Responsible for ensuring that there is an alternate signatory for the society bank account.
- 11.4 Responsible for receiving all payments for all events into societies bank account.
- 11.5 Responsible to pay for events from society account from payments made by members.

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- 11.6 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

12. Secretary

- 12.1 Responsible for issuing invitations to members to all events throughout the season.
- 12.2 Responsible for issuing Notice and Agenda Prior to the AGM .
- 12.3 Responsible for requesting any proposals/suggestions for the coming AGM.
- 12.4 Responsible for requesting names to be voted for the Player of the year award.
- 12.5 Responsible for working with Vice Captain choosing 7 remaining 1862 Championship venues for the following season not already chosen by the Vice (Captains day and weekend away games).
- 12.6 Responsible for advising the treasurer on the individual cost for each event and deposit requirements should there be any.
- 12.7 Responsible for advising any Golf Clubs of final numbers for each event in good time.
- 12.8 Responsible for recording the minutes of the AGM and any other society meetings so they can be published on the website for all to see before the start of the following season.
- 12.9 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

13. Fixtures

Captain to arrange Captains Day venue plus the away weekend for his given Captaincy year.
Secretary to arrange remaining 1862 games.

14. Handicap secretary

- 14.10 On behalf of the committee shall administer the handicap system as agreed by the members at the AGM
- 14.11 Shall set a members initial handicap on joining based on either an official Club handicap or evidence of standard of play.
- 14.12 Shall adjust the members handicaps following each event (via the agreed handicap system) and provide a full list to the web co ordinator for posting on the website.
- 14.13 Where the handicap secretary considers that a player's handicap does not reflect his current ability he can under "general play" propose a manual adjustment of a players handicap to the committee.
- 14.14 The handicap secretary should recommend handicap adjustments under general play to the committee in the following circumstances
- 14.15 A player who is clearly returning lower than expected points on a regular basis.
- 14.16 A player that is clearly retuning higher than expected points on a regular basis.
- 14.17 Any player wishing to reduce/increase his handicap for any reason may have a meeting to discuss this with the committee before the handicap secretary can reduce/increase any handicaps.

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14.18 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

14 The website co-ordinator (non-elected official)

14.11 Responsible for registering the society domain name and arranging in conjunction with the treasurer the hosting of the website.

14.12 Responsible for maintaining the society website including updating event results (except in exceptional circumstances) within 24 hours of receiving relevant information from any event.

14.13 The website co-ordinator shall always play in the first or second group so they can be ready to input score cards into the handicap system as the players finish each event.

14.14 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society

15 Captain

15.11 Responsible for writing the score cards prior to each event

15.12 Responsible for choosing and arranging the overnight Sausage Hacker Trophy venue for his Captains year.

15.13 Responsible for choosing their Captains day venue.

15.14 Responsible for choosing the nearest the pin hole.

15.15 Responsible for announcing prize winners at each event.

15.16 The current Captain will always be out in the first group.

15.17 Responsible for choosing his Vice Captain and shall hand over Captaincy to the Vice at the AGM at the end of the season each year.

15.18 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

16 Vice-Captain

16.11 Shall deputise for the Captain as necessary and share the captains duties for each event as required.

16.12 Shall automatically become Captain after the current Captains year is over and will be handed over at the AGM each year.

16.13 Shall work with the secretary in choosing 1862 championship venues for their Captaincy year.

16.14 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.

17 The Committee

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- 17.11 Responsible as elected by the members to continue their work within and for the society in their officer roles.
- 17.12 It is the committees members' responsibility to ensure decisions made at the AGM are acted on during their year in office.
- 17.13 The committee will ALWAYS have at least 1 member at each society event.
- 17.14 The committee will have a pre AGM meet to discuss the forth coming AGM to discuss the agenda, proposals and any other subject requiring attention.
- 17.15 Responsible as a member of the committee for upholding the constitution of the Notts County Golf Society.