



NORTHUMBERLAND LADIES' COUNTY GOLF ASSOCIATION

RULES OF THE ASSOCIATION

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Rules of Association

1 NAME

1. The name of the Association shall be 'The Northumberland Ladies County Golf Association' (NLCGA).

2 AIM

1. The aim of the Association shall be the promotion and encouragement of golf throughout the County of Northumberland within the framework of the Rules of Golf, as laid down by the Royal & Ancient Golf Club of St Andrews (R&A), and the England Golf Rules.

3 MEMBERSHIP

1. Qualification for membership shall be as defined in section 1 of the England Golf Rules. All categories of female playing members of golf clubs must be County Members. All County Members must be a lady member of a club affiliated to England Golf and the NLCGA.
2. In the event that any County member ceases for whatever reason to be a member of an affiliated club, then her membership of the Association shall terminate automatically at the same time.

4 MANAGEMENT

1. The management of the Association shall be vested in the Executive Committee, which shall, in addition to any powers specifically conferred on it by the rules below, have the control of the finances of the Association and all administrative powers necessary to carry out the objects of the Association properly in accordance with these rules.
2. Any complaint must be registered in writing via the Club Secretary to the County Secretary who will draw it to the attention of the Executive Committee. For the avoidance of doubt the Officers of the Association are the Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Assistant Secretary and Honorary Competition Secretary.

5 THE EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the following Officers, Executive appointees and 6 elected members, all of whom will have a vote: The Captain, Vice-Captain, Honorary Secretary, Honorary Treasurer, Honorary Competition Secretary, Honorary Assistant Secretary, Handicap Advisor and County Junior Organiser (CJO) and the following members who do not have a vote: The President and The England Golf Voting Member. The elected members are nominated by affiliated clubs and elected at the Annual General Meeting (AGM) of the Association.
2. The elected members will serve for three years, extendable by an optional three years. On retirement, an elected member shall not be eligible for re-election until 1 year has elapsed.
3. The Executive Committee shall have the power to make such regulations as they deem advisable for the benefit of the Association.

4. The Executive Committee shall meet on dates to be decided by the Chair or Honorary Secretary or as soon as reasonably practicable following a request, in writing, of at least 3 of its Executive Committee members.
5. The Executive Committee shall have the power to co-opt members to fill any vacancy which arises for the remainder of that year. This member will have a vote and serve until the next election when she can then stand for election.
6. The Executive Committee shall have the power to co-opt members for special purposes, these members to have no voting power.
7. Five members of the Executive Committee of whom 2 must be the Chair or Vice-Chair and the Hon Secretary, shall constitute a quorum.
8. The Executive Committee shall at the first meeting after the AGM elect from its own number a Chairman and Vice-Chairman who shall be Chair and Vice-Chair (respectively) of both the Executive Committee and the Delegates Committee.
9. At any meeting of the Executive Committee or the Delegates Committee, the person elected as Chairman under rule 5.8, or in her absence the Vice-Chairman, shall take the Chair and in the case of equality of votes, shall have a casting vote.
10. All expenses of the Executive within the approved expense policy will be reimbursed.

6 THE DELEGATES COMMITTEE

1. The Delegates Committee will comprise:
The President, Past Presidents, Vice-Presidents, all Executive Committee Officers and members, England Golf Course Assessor, a representative of the NCLVGA and one member, as Delegate, of each affiliated club.
2. Where a delegated member is unable to attend a Delegates Committee meeting, her club may nominate any other County member of that club as her proxy.
3. The Executive Committee shall have the power to invite any of the above persons who are not ordinary members of the Executive Committee to attend meetings of the Executive Committee but not vote.
4. The Delegates Committee shall meet 3 times a year, or as required by the Executive Committee, and shall provide such advice and assistance to the Executive Committee as the Executive Committee may from time to time determine. Delegates must report to their own Club the events which took place at such meetings.

7 PRESIDENTS, VICE-PRESIDENTS AND OFFICERS

1. A President shall be chosen by a Presidents Selection Committee, which shall consist of the current President in her last year of office, the Past Presidents, and the present Captain. She shall serve for a maximum of 2 years. The President shall take the Chair at the AGM and any Extraordinary General Meeting (EGM) and in the case of equality of votes shall have a casting vote.
2. Vice Presidents are appointed by the Executive Committee and re-elected annually at the AGM.
3. A Vice-Captain, who shall be Captain the following year, shall be selected by the President, 2 immediate Past Captains, the Captain and Vice-Captain in office. The name of the chosen Vice-Captain shall be announced at an Executive Committee meeting and a Delegates Committee meeting preceding the AGM of the Association. The term of appointment shall begin at the close of the AGM.

4. The Honorary Secretary, Honorary Treasurer, Honorary Competition Secretary and Honorary Assistant Secretary, shall be nominated by any member for election annually at the AGM and may serve for up to 5 years, with an option to continue for a further 2 years.
5. The Handicap Advisor and the County Junior Organiser (CJO) shall be appointed by the Executive Committee for an initial period of 5 years extendible by a further 2 years, by a 2/3rds majority of the voting members present at an Executive Committee meeting.
6. The County Junior Organiser (CJO) shall be appointed by the Executive Committee for an initial period of 5 years extendible by a further 2 years, by a 2/3rds majority of the voting members present at an Executive Committee meeting.
7. The President, the Vice-Presidents and the Past Presidents are all Honorary Life Members of the Association.

8 THE ANNUAL GENERAL MEETING AND EXTRAORDINARY GENERAL MEETINGS

1. The Annual General Meeting (AGM) of the Association shall be held on a date arranged by the Executive Committee during the last fortnight in November, for the following purposes:
 - 8.1.1 To receive reports from the Executive Committee.
 - 8.1.2 To receive the Statement of Accounts.
 - 8.1.3 To appoint auditors.
 - 8.1.4 To elect the Hon Secretary, Hon Treasurer, Hon Competition Secretary, Hon Assistant Secretary and Executive Committee members.
 - 8.1.5 To fix subscriptions for the following membership year.
 - 8.1.6 To discuss and vote on any general business of the Association.
2. An Extraordinary General Meeting (EGM) may be called:
 - 2.1 By the Executive Committee or on a requisition signed by at least 1/10th of the members of the Association and lodged with the Hon Secretary.
 - 2.2 The business to be brought forward shall be stated in this requisition.
 - 2.3 The Hon Secretary shall at once convene such a meeting and give at least 14 days' notice to members, together with the Agenda of business.

9 RESOLUTIONS AND NOMINATIONS FOR ANNUAL GENERAL MEETING.

1. Nomination forms shall be issued by the Hon Secretary to all affiliated clubs which may nominate:
 - 1.1 Candidates for election as Officers and as members of the Executive Committee (other than Captain, Vice-Captain, Handicap Advisor and County Junior Organiser). Nominees must be members of the Association who have agreed to stand for election and must have been formally Proposed and then Seconded by their home club.
 - 1.2 A Delegate to represent their club on the Delegates Committee.
2. Not later than 6 weeks before the AGM, notice of Resolutions for the Agenda and any nomination forms must reach the Hon Secretary from all affiliated clubs.
3. At the Delegates Committee meeting prior to the AGM the Hon Secretary shall inform the members of the Delegates Committee of nominations received for the posts of Officers and Executive Committee members and of any proposed resolutions.

4. At least 14 days before the AGM the Hon Secretary shall give written notice of the AGM to all affiliated clubs.
5. Prior to the AGM each affiliated club shall receive a copy of the Balance Sheet.
6. Not later than the first week in November the Secretary of each affiliated club shall call a meeting of the County members of that club to inform them of:
 - 6.1 Nominations for Officials of the County Association.
 - 6.2 Nominations of the Executive Committee.
 - 6.3 Resolutions submitted by affiliated clubs for consideration at the AGM.
 - 6.4 The name of the club Delegate for the following year.

10 PROCEEDINGS AT ANNUAL GENERAL MEETINGS AND EXTRAORDINARY GENERAL MEETINGS

1. Every member is permitted one vote at any AGM or EGM of the Association provided her subscription is fully paid up to date at the date of such meeting.
2. Voting members will be required to record a vote for each vacancy on the Executive Committee. Any voting paper NOT completed with the required number of votes will be null and void.
3. The proposer of a Resolution shall speak for no more than 10 minutes and subsequent speakers for no more than 5 minutes. Speakers on any other business shall be restricted to 5 minutes.
4. Save as referred to in rule 10.2, voting at any AGM or EGM takes place on a show of hands unless 20 members require voting to be written at such meetings.

11 CHANGES TO RULES

1. No Rule of the Association may be repealed or altered and no new rule may be made save by a 2/3rds majority of the members present and voting at any AGM or EGM of the Association.
2. At least 2 calendar months' notice of the intention to propose any new rule or alteration must be given to the Hon Secretary who must send notice to every affiliated club at least 14 days before the AGM or EGM.

12 QUORUM FOR ANNUAL GENERAL MEETINGS AND EXTRAORDINARY GENERAL MEETINGS

1. The quorum for any AGM or EGM of the Association shall be 50 members present.

13 NOTICES

1. No Association notices of any kind may be sent out except by the Hon Secretary, Captain, and Hon Competition Secretary or County Junior Organiser.

14 MEMBERS SUBSCRIPTIONS

1. The annual subscription, to be agreed each year by the members of the Association at the AGM, shall be due two months after their club's renewal date. Members of the Association will not be allowed to play in any competition or match arranged by the Association, or to vote at any AGM or EGM, if their subscription is unpaid. Late subscriptions will be accepted under certain circumstances.

15 AFFILIATION FEES

1. On receipt of member subscriptions, a club will be deemed to be affiliated to the County.

16 FORFEITURE OF RIGHTS

Any person who ceases to be a member of the Association for whatever reason:

1. Forfeits all rights to, or claim upon, the Association or its property or funds that she would have had by reason of her membership
2. Is not entitled to any return of subscription; and
3. Remains liable for any subscription or other fees outstanding at the time.

17 BYE-LAWS

1. The Executive Committee may make, repeal and amend any byelaws it may from time to time consider necessary for the well-being of the Association.
2. Byelaws, repeals and amendments have effect until otherwise determined by the Executive Committee or any AGM or EGM.
3. No Byelaws may conflict with these rules.

18 TRUSTEES

1. The property of the Association shall be vested in the Hon Secretary and the Hon Treasurer from time to time as trustees on behalf of the Association.
2. The trustees must deal with the property as the Executive Committee may from time to time direct by resolution (of which an entry in the minute book is to be conclusive evidence).
3. The trustees may be indemnified against risk and expense out of the Association property.
4. The Captain of the Association is now nominated as the person to appoint new trustees of the Association within the meaning of the Trustee Act 1925 Section 36 and she must, by deed if necessary, appoint the Hon Secretary and the Hon Treasurer, for the time being.

19 MEMBERS BOUND BY RULES

1. Every member is bound by and must submit to the Rules and Byelaws of the Association.

20 DISSOLUTION

1. If at any General Meeting of the Association a resolution for the dissolution of the Association is passed by a majority of those present the Executive Committee shall convene an Extraordinary General Meeting to be held not less than 6 weeks later (of which not less than 4 weeks written notice has been given to each member).
2. If at that meeting not less than half of the members are present the resolution is confirmed by a resolution passed by a majority of not less than 2/3rds of the members voting on it, the Executive Committee must immediately, or at such future date as is specified in the resolution, proceed to realise the property of the Association. After the discharge of all liabilities such property must be divided rateably in proportion to the amount each member has paid in subscriptions among all the members. On the completion of such division the Association will be dissolved.