

BRAESIDE GOLF CLUB



CLUB CONSTITUTION NOTES & LOCAL RULES

MAY 2023

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BRAESIDE GOLF CLUB

CONSTITUTION & LOCAL RULES

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CONSTITUTION

Title and Membership

The Club shall be called the **Braeside Golf Club**, the number of members to be determined by the Committee, golf will be played over the Farleigh Golf Course and will be subject to the regulations and charges of the Greater London Borough of Croydon. Braeside Golf club is an on-line capable club.

Management of the Club

The Management of the Club shall be in the hands of the Committee, consisting of the following:-

1. **Executive Officers** The President
Vice President/s
Honorary Secretary

2. **Officers** The Captain
Vice-Captain
Ladies Captain
Honorary Treasurer
Handicap Secretary
Competitions Secretary /ies
New Members Secretary

3. **Remainder** The remainder of the Committee will consist of the Honorary Secretary of the Ladies Sub-Committee and four other gentlemen full members.
Four to form a quorum

- a) Of the aforementioned, the Honorary Secretary and the Honorary Treasurer shall retire annually, but shall be eligible for re-election. Of the other members of the Committee, two gentlemen shall retire every year, to be decided in the first place by lot and thereafter by rotation. These two will be eligible for re-election. The Captain and Vice-Captain shall be appointed annually by the Committee.

- b) The Executive Officers shall be elected from within the existing Committee and their names as accepted by the Committee shall be placed before the Annual General Meeting for approval. If not approved the Committee shall give further consideration whereby an extraordinary general meeting will be called. The Committee shall be empowered to fill any vacancy in the number of the Committee during the year.



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- c) A Sub Committee consisting of the Junior Secretary and 3 members, one whom will act as Honorary Secretary of this Sub-Committee, is authorised to deal with matters solely concerning junior members. The members of this Sub Committee shall be appointed by the Management Committee each year.

- d) Junior members who must be under 18 years of age on the 1 January of the current season can attend general meetings of the Club but will not be entitled to vote.

The Election of the Committee

The Election of the Committee shall take place in the following manner. Any two members of the Club shall be at liberty to nominate a member to serve on the Committee, having previously received the assent of such members.

A list of names together with the names of their Proposers and Seconders shall be communicated via electronic means 7 days before the Annual General Meeting. Candidates for election shall be balloted by the Committee and the majority decision will be carried. A candidate must be proposed and seconded by two members of the Club. No member other than those serving on the Committee may propose or second more than two candidates in any one calendar year.

Election of Members

New Member Joining Process

1. When a potential new member is identified (whether by application or invitation) we should get the following details:

- a. Name
- b. D.o.B.
- c. Address
- d. Email address
- e. Mobile phone number
- f. Handicap Number (if available)
- g. Current Home Club (if applicable)

2. These details are submitted to

- a. The Competitions Secretary (CS)

to add their member details to the club Handicap Master database (and to WHS if the potential new member doesn't yet have a WHS HI)

- b. The New Members Secretary (NMS)

to start the joining process

3. Potential new members should meet at least 2 Committee Members if proposed by an Ordinary Member or at least 3 Committee Members if an Ordinary Member is not involved. 3 Handicap Cards should be submitted to Committee WhatsApp forum before being proposed, one of which must be marked by a Committee Member.

- a. If the potential new member doesn't have a WHS handicap:

The NMS contacts the new member to arrange the rounds as required, and ensure the scores from these rounds are recorded and submitted to the CS for entry to WHS.

- b. If the potential new member already has a WHS handicap:

The NMS contacts the new member to arrange the 3 rounds.



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4. Once three rounds have been played, and assuming they are deemed a suitable fit for the club, the potential new member is proposed by either the inviting member by letter or electronically to the Secretary or the NMS, and then seconded by two or more other committee members who have met the new member. If there is any objection by a Committee member, the candidate for election shall then be balloted by show of hands or electronically.
5. Assuming successful proposal, the potential new member is invited to confirm their application then pay their joining fee and annual subscription.
 - a. If the CS is absent from the successful vote they should be informed
6. Once receipt of payment is confirmed by the club treasury the CS is informed
7. The CS then sets the password for the new member's account and, if applicable, confirms the new WHS HI
8. The new member is sent a welcome email with their logon details by the Club Secretary, or by Competitions Secretary on the Club Secretary's behalf. The welcome email would have links to the Constitution and Braeside Website. The new members in the welcome email will also be notified that they will have insurance cover only from the date cover is arranged.
9. The person responsible for insurance will advise the new member electronically the date cover has started with a link to the Policy Documents. The new members will be asked to familiarise themselves with all the terms and conditions both in the Policy Documents and Clause 26 of the Constitution as they are responsible for ensuring compliance.
10. the date of admission of a new member will be date of payment of all Club's dues or the 7th day after the member is proposed and seconded by 2 Committee Members or if necessary, the date the election is balloted, whichever is later.

Honorary members may be chosen from time to time by the Committee as a reward for good work done and services rendered to the Club.

Subscription

All new members shall pay an annual subscription and a joining fee, set at each Annual General Meeting, for full members, senior citizens and juniors. Annual subscriptions are payable on January 1st each year in advance. Any member whose subscription is unpaid on January 15th shall be notified and in the absence of a satisfactory reply by January 31st shall be deemed to have resigned. Addresses of members must be communicated to the Honorary Secretary. All notices sent to such addresses shall be considered duly delivered.

Suspensions

Any member infringing the Rules of Golf, Club Rules or whose conduct shall be likely to bring discredit to or be detrimental to the best interests of the club, shall be subject to immediate suspension from club competitions and/or events on the decision of the Club Committee. The member shall be informed of suspension no later than 7 days of the decision.

Any member so suspended shall have the right to appeal within 14 days from the date that he/she was informed of the suspension. The Secretary will, within 14 days convene a Committee meeting where the member shall be given the opportunity to explain his/her conduct.



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The Secretary shall then inform the member of the result of the appeal no later than 7 days after the appeal. The Committee's decision is final.

Expulsion

To expel a member from the Club it shall be necessary that notice be sent to the Honorary Secretary signed by five members, stating the circumstances which give rise to such notice.

The Honorary Secretary shall then call a meeting of the Committee and given the member notice to attend for an opportunity of explaining or withdrawing. The Committee are empowered to decide the question, a two-third majority is required to expel. Any member so expelled shall have the right to appeal to an Extraordinary General Meeting to be summoned within twenty one days at the request of the member. A majority of two-thirds of those present at such a meeting shall be required to confirm the expulsion. Such a meeting is capable of taking place via electronic means.

Property

Any member on ceasing to become a member of the club shall forfeit all rights to, or claims upon the Club or its property or its funds.

Competitions

Competitions shall be held at such times and under such conditions as the Committee shall determine. Competitors must return two cards played under medal conditions, one of which can be accepted as a qualifying card, within four months prior to entry into any major competition. For new members, of the three cards submitted for handicap, the card signed by a Committee member will be counted as a qualifying card for a major competition. (This rule will be enforced at the discretion of the Committee).

General Meeting

A General Meeting of the members of the Club shall be held at the end of each year, at such a time and place as the Committee shall determine. Twelve members must be present to constitute a General Meeting. Seven days notice shall be sent to every member. The Committee may call an Extraordinary Meeting on giving notice of aforesaid when any matter of urgent importance shall occur and shall be bound to do so on receiving a request signed by ten members, stating the subject to be brought before the meeting, or by a member who has been expelled.

Alteration of Rules

No rule of the Club shall be repealed or altered, and no new rule shall be made save by a majority of two thirds of the members voting at a general meeting, and one calendar months notice of the intention to propose any new rule or alteration shall be given to the Honorary Secretary, who shall send notice or same to all members at least seven days before the General Meeting. Amendments to any duly proposed rule of alteration may be passed at the General Meeting. In addition, rules may also be duly proposed by the Committee via electronic means provided seven days' notice of intention is given, and; that a further period of fourteen days whilst electronic responses from the members are collated shall be afforded unless a



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two thirds majority is achieved prior to the official closing of any electronic voting mechanism.

Bye-Laws

The Committee are empowered to make bye-laws to meet temporary emergencies, or such as they consider necessary for the well-being of the Club, **which shall have effect until set aside by a General Meeting**. Braeside was duly converted into an online club at the 71st AGM in 2018.

2022-2023 Electronic Meeting Clauses

Interpretation

Virtual meeting: a meeting of members of Braeside Golf Club (hereinafter referred to as “the Club”) or a meeting of the Committee where arrangements have been made in advance to allow participants to attend the meeting by means of a conference telephone, video link or similar means of electronic communication at which all participants can be heard and can hear each other without the need for them to be physically present at the same location. A person participating in a meeting by such means shall be deemed to be attending virtually.

Hybrid meeting: a meeting of members of the Club or a meeting of the Committee at which some participants are attending the meeting in person and others are attending virtually.

A person attending a meeting virtually shall have the same rights to receive notice, speak, vote and otherwise participate in the meeting as he or she would have if attending the meeting in person. [nb. similar provision can be made for people attending as proxies]

Notice

Where arrangements have been made for a meeting to be held virtually or as a hybrid meeting, the notice calling the meeting shall state that fact and include details of the means by which a person may attend the meeting virtually.

Minutes

The minutes of a meeting shall record the names of all persons present at the meeting without distinction between those who attended in person and those who attended virtually.

Complaints

All complaints shall be made in writing to the Honorary Secretary who shall submit them to the Committee, whose decision shall be final.

Minutes and Accounts

The Honorary Secretary shall keep correct minutes of all proceedings of the Club, which shall be produced at every meeting and the Honorary Treasurer shall make up the annual accounts which shall, after audit be printed and circulated to members seven days previous to the General Meeting.



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Rules and Regulations of the Club

A member having paid his or her subscription shall be bound to submit to the Rules and Regulations of the Club.

Rules of the Game

See 17) Below.

Mandatory Clauses imposed by England Golf as a pre requisite for affiliation status of the Club

3. Membership and Playing Facilities

In respect of Golf Clubs and Short Course Clubs only, the minimum number of Members of the Golf Club/Short Course Club at the time of affiliation shall be twenty five (25).

4. Playing Facilities

In respect of Golf Clubs only, if the Golf Club does not have control of a course it must nominate an alternative golf club affiliated to England Golf (an "Alternative Club") and have an agreement with the person or body controlling such Alternative Club to make reasonable playing facilities available each week. As a guide England Golf recommends that "reasonable playing facilities" should equate to at least three full days per week. England Golf Designated Representatives may monitor such arrangements.

5. Key Documents

5.1 On making an application to affiliate the Applicant must submit its Key Documents to England Golf. Each Applicant's Key Documents must contain clauses having the following effect:

a an agreement to recognise The R&A as the body responsible for the Rules of Golf and Amateur Status and shall abide by the Rules of Golf and any changes as laid down from time to time by The R&A;

b an agreement to comply with (1) the By-Laws, as defined above, and which, for the avoidance of doubt, shall include the England Golf Rules, any policies, including an equality policy, and any Regulations, including disciplinary, safeguarding, and anti-doping regulations; and (2) the County Rules and Regulations of its chosen County Body. In each case this shall be as laid down and amended and notified to the Applicant from time to time;

c the Applicant shall pay all Fees in full and by their due date;

d In respect of Golf Clubs only:



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(ii) the Golf Club agrees to comply with the Rules of Handicapping and any conditions / discretions imposed within the system by England Golf; and

(iii) the Members shall appoint a 'Competition and Handicapping Committee' as required under the Rules of Golf and the Rules of Handicapping which shall have complete control of competition and handicapping matters at the Golf Club.

5.2 An Affiliated Entity must have adopted the following rules, regulations or policies as part of their rules, constitution or governing documents (however they are described):

- a) The SafeGolf policies and procedures (with effect from 1 April 2021);
 - b) An Equality and Diversity Policy which is consistent with the England Golf Equality and Diversity Policy
 - c) Appropriate Disciplinary Procedures that are consistent with the England Golf Disciplinary Regulations and those of the relevant County Body;
 - d) Anti-Doping Regulations which recognise the authority of the Anti-Doping Regulations adopted by England Golf.
- and must have in place appropriate arrangements for keeping those rules, regulations and policies up to date.

5.3 Any proposed change to the Applicant's Key Documents that affects the above mandatory clauses must be notified to England Golf, who will have to approve the proposed change in writing before such change take effect.

5.4 In the event that an Affiliated Entity fails to have the mandatory clauses in the Applicant's Key Documents and/or removes any or all of the mandatory clauses and/or fails to seek England Golf approval in accordance with clause 5.2, England Golf reserves the right to expel the Affiliated Entity in accordance with the By-Laws.

6. Courtesy of Course

In respect of Golf Clubs only, the Applicant's golf course/facilities and part of its clubhouse should be made available to the County Body at reasonable intervals in accordance with the County Rules and Regulations of the relevant County Body.

Where the Golf Club does not own or control its course, the provision of the golf course should be agreed in writing with the Alternative Club prior to Affiliation.

Dissolution of the Club

If at any General Meeting a resolution (notice of which shall previously have been given) for the dissolution of the Club be passed by a majority of the full members present, and such resolution



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shall be at a special General Meeting, held not less than one month thereafter, be confirmed by a majority of two thirds of the full members voting thereon, the Committee shall thereupon, or at such future date as shall be specified in such resolution, proceed to realise the property of the Club, and after the discharge of all liabilities shall divide the same equally among the persons who were full annual members of the Club at the date of such Special General Meeting and are still members at the date of the confirmatory resolution, and upon the completion of such division the Club shall be dissolved.

COMPETITIONS, REMINDERS AND NOTES

Competition Cards

Cards for all competitions must be marked by another member of Braeside Golf Club or a member of Farleigh Golf Club. The player is responsible for seeing that his/her card has the correct score, date, handicap, name of the competition, and his/her signature. Markers are required to sign and requested to print their name on all competition cards. Men's competition cards are to be placed in the competition box immediately the round has finished. Should this not be possible / practicable, members are requested to image their cards. Ladies' cards are given to a representative who will scan and send electronically to the handicap secretary for processing.

Broadcasting Scores

Remember that it is unfair to broadcast your score until after the competition is ended.

Results

A Men's or Mixed competition is deemed to be closed once the result is posted on the club board.

Competition Details

Men's Section members will remember to check the full details of competitions on the notice board, and sign the competition entry sheet/book before commencing play. The Ladies sign in the book at the Pro Shop for monthly stablefords and monthly medals only. For tee closure comps i.e. Ida Davis etc., all Braeside ladies receive a Doodle/email a week before the tee closure and they confirm if they intend to play. They do not need to sign in the book for these comps. Failure to turn up for a tee closure competition without notifying anyone that they cannot attend, having said they would play, is a ban on the next tee closure comp.

Competition Lists

Lists for entry to KO Competitions will be on the board before commencement of the competition. All other competitions will be drawn and the draw published 2 days before the competition for Men's / Mixed competitions which are Tee Closures. Ladies will organise themselves on the day once turn out is established. For a list of competitions and formats please refer to the relevant Men's or Ladies handbook. Men's and Ladies' fixture lists are published and circulated at the start of each year once availability is confirmed with Farleigh and away venues. Due to a variety of unforeseen factors, dates are merely indicative and subject to change.



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Medals

Saturday is the official day for playing the gentlemen's medal round, with the Friday and Sunday immediately either side as alternate days. If, owing to course conditions, the medal is not played on the Saturday then it will be postponed or cancelled. If it is played on the Saturday, then the medal round is still on for Sunday, whatever the conditions. Divisions for medal rounds will be determined by the Committee.

Knockout Competitions

On any singles or fourball match, it is the equal responsibility of all competitors to contact their opponents as early as possible and have the match played during the period allotted for the round. No extensions will be allowed for any round unless the course is deemed unplayable. The Committee has no power to waive a Rule of Golf. A penalty of disqualification, however, may in exceptional individual cases, be waived or be modified or be imposed if the Committee consider such action warranted. It would not be necessary to play singles matchplay competition as a two ball as long as the players joining you were full members of the club and playing a similar competition. Failure to comply will be disqualification of both players.

Insurance

All fully paid up members as at 25th January of each subscription year (not including Honorary members) of **Braeside Golf Club** are automatically insured against third party, in respect of the Club's golfing activities at **Farleigh Golf Course as well as Worldwide cover** subject to the provisos under Option 1 cover. A delay in cover could operate in the case of members paying **after** this date of around a month. Members are to await confirmation of their cover operating before instead of assuming cover should they opt to renew and pay subscriptions after the 25th January which is when the lists are sent to the insurers. Braeside Golf Club shall not be held responsible for any and all claims and members agree that they are playing at their own risk. Members will be issued contact numbers in case of emergencies abroad where a claim may or may not be relied upon. Terms and Conditions apply and it is incumbent upon each member to familiarise themselves with the extent of the cover under Option 1 as it is NOT an unlimited cover. A factsheet will be circulated to the membership as well as our policy Terms and Conditions. Further copies are available upon request.

Preferred Lies

Preferred lies will be determined by the Committee according to conditions and will be advised via the notice board / email. Please however check with the pro shop before playing if in any doubt.

Decisions of Ties

In the event of a tie in strokeplay competition, the result will be decided over the last nine holes, the last six, the last three and the last one, with the exception of the **Gross Club Championship**, where SUDDEN DEATH shall be played over holes deemed by the Committee.

Hole in One

The member must inform the Committee in writing stating the hole number, and date, together with a signed statement from a witness who is a member.



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Handicaps

To obtain a handicap a player must return three cards, one to be signed by a Committee member and the other two by members of the Club. Details of the handicapping system are to be found on the website of the Council of National Golf Unions which now administers the WHS.

Fixtures List and Address Lists

Details of fixtures and the telephone list of the membership of the Club will be published separately from the handbook and rules booklet which will only be issued to new members.

Failure to Attend Major Competitions

Members who elect to play in any major competition, where, specified time and partners have been allocated but fail to attend without informing the Competition Organiser, or, having no extenuating circumstances, which must be advised to the Competitions Secretary by their allotted tee off time, shall be banned from ALL COMPETITIONS for a period of 30 days. However, thirty day suspensions do not apply to Club knock-out competitions beyond the first round.



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ADDITIONAL LOCAL RULES

In addition to the Rules laid down by the R&A Rules Limited, the PGA Conditions of Competition and Local Rules printed on the Score Card, the following Local Rules will apply:

1. Out of Bounds (Rule 18.2)

- a) Beyond any wall, fence or white stakes defining the boundary of the course.
- b) On or over the access road when playing any hole.
- c) The Practice Ground as defined by netting or white posts.
- d) The Car Park and Flower Beds around the Clubhouse.

2. Penalty Areas (Rule 17)

Any unmarked ditches or ponds shall be treated as Red Penalty Areas.

Note: When the margin of a Penalty Area is defined by stakes, the edge of the Penalty Area is defined by the line between the outside points of the stakes at ground level. The stakes are inside the Penalty Area. When the margin of a Penalty Area is defined by a painted line on the ground, the edge of the Penalty Area is the outside edge of the line. The line itself is in the Penalty Area.

3. Abnormal Course Conditions (Rule 16)

Ground Under Repair

- a) Any areas marked as GUR by white lines or signs.
- b) Newly seeded areas.
- c) All drainage and irrigation lines through the green. RELIEF IS ONLY AVAILABLE FOR LIE OF BALL AND AREA OF INTENDED SWING (i.e. NOT FOR STANCE).

Immovable Obstructions

- a) All staked trees.
- b) All artificially surfaced paths/roads - except for the access road, which is OOB.
- c) Fixed sprinkler heads on the line of play for a ball in the General Area - if the obstruction is within two club-lengths of the putting green, and within two club-lengths of the ball and both the ball and obstruction are in areas cut to fairway height or less.

4. Playing Two Balls When Uncertain What To Do (Rule 20.1.c)

A player who is uncertain about the right procedure while playing a hole may complete the hole with two balls without penalty:

- The player must decide to play two balls after the uncertain situation arises and before making a stroke.



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- The player should choose which ball will count if the Rules allow the procedure used for that ball, by announcing that choice to his or her marker or to another player before making a stroke.
- If the player does not choose in time, the ball played first is treated as the ball chosen by default.
- The player must report the facts of the situation to the Committee before returning the scorecard, even if the player scores the same with both balls. The player is disqualified if he or she fails to do so.

5. Teeing Ground -Mens

The default teeing ground (in the absence of white markers appropriately placed on the white tee boxes, i.e. NOT on what are usually the Yellow or Red teeing grounds), will be 2 club lengths forward of the White Plates in ALL matchplay and medal (strokeplay as well as stableford) competitions. Mutual agreement in matchplay notwithstanding matches can be played from any tee but cannot be insisted upon. In the event of a failure to mutually agree to a forward tee, the Club rule demands playing from the position as set out above.

6. Distance measuring devices

For all play at this course, a player may obtain distance information by use of a distance-measuring device. If, during a stipulated round, a player uses a distance-measuring device to gauge or measure other conditions that might affect his play (e.g. elevation changes, wind speed, etc.), the player is in breach of [Rule 14-3](#). Thus, those features such as a slope function on a laser rangefinder or smartphones giving more information than basic distances may not be used in competitive play.

7. Ball on Green Accidentally Moved

When a player's ball lies on the putting green, there is no penalty if the ball or ball-marker is accidentally moved by the player, his partner, his opponent, or any of their caddies or equipment. The moved ball or ball-marker must be replaced as provided in Rules 18-2, 18-3 and 20-1.

This Local Rule applies only when the player's ball or ball-marker lies on the putting greens and any movement is accidental.

Note: If it is determined that a player's ball on the putting green was moved as a result of wind, water or some other natural cause such as the effects of gravity, the ball must be played as it lies from its new location. A ball-marker moved in such circumstances is replaced.