

**RULES/BYE LAWS OF THE ROYAL CINQUE PORTS ARTISAN GOLF
CLUB (Agreed at Special Meeting 21st February 2021)**

1. The Club shall be called the Royal Cinque Ports Artisan Golf Club.
2. The address of the club is:
The Club House
Royal Cinque Ports Artisan Golf Club
Deal, Kent
CT14 6RF
3. The objectives of the Club are the furtherment of golfing and social activities
4. Play shall be permitted on the Royal Cinque Ports Golf Course under conditions laid down by the Royal Cinque Ports Golf Club, hereinafter referred to as 'The Parent Club', and the hours of play will be as agreed with the Parent Club.
5. (i) There shall be a General Committee which shall be charged with general management of the affairs of the club in all matters not hereby reserved for the Club in General Meeting.

(ii) The General Committee shall consist of a maximum of nine members made up of the Captain, Secretary, Treasurer and six other members elected annually (under Rule 6). A quorum for a General Committee meeting shall be 5.

(iii) The Parent Club shall be invited to nominate one of its Committee to advise and act as Liaison Officer between the two clubs.
6. (i) The elected members of the General Committee shall be elected annually but shall be eligible for re-election.

(ii) Any members of the Club (if not on probation) may nominate or propose any other member for election of the General Committee.
7. No person shall be admitted to membership or to any of the privileges of membership without an interval of at least thirty days between nomination and admission.
8. To become a member of the Club a person must:

(i) Be over 18 years of age and reside in the area of Deal, including Walmer and Kingsdown, up to a radius of 5 miles excluding Sandwich or be a member of the staff of The Parent Club (so long as they remain so employed) and should an existing member leave the town they must remain within a ten mile radius. Non green keeping staff members will be required to carry out divotting duties (see Rule 11).

(ii) Complete an application form and be nominated and seconded by a member of the Club who shall have known the candidate for a minimum period of 2 years and can vouch for the candidate's fitness for membership. An accompanying letter from the proposer and seconder to supplement the comments on this form is required and

should highlight the qualities and contribution to the Club that may be expected from the candidate and should they become a member be responsible for guiding them through their probationary period (see Rule 8 (iv)). A member can only propose or second an applicant providing they are not currently proposing or seconding a current applicant. The prospective new member should not be a full member of a recognised golf club; they may however be an associate member or other types of membership e.g. society, works etc.

(iii) The only details from an applicant's form shall be their name and picture prominently displayed in the Club premises in a part frequented by the members for at least thirty days before election.

(iv) In the event a vacancy arises the proposed new member shall attend an interview with the General Committee and, if accepted as a member, shall serve an eighteen month probationary period at the discretion of the General Committee. During their probationary period and within not less than eighteen months a new member may not propose a new member or invite a guest to play the course (see vii below). The new member is expected to obtain an official handicap within 6 months by the production of 3 scorecards signed by at least 2 different members. One of the three rounds must be with a committee member who will assess if the new member shows the expected etiquette, understanding of the rules of golf and demonstrates a respectable standard of golf. This will then be reviewed at the new members 6 month review held by the committee of the Artisan Section.

(v) Pay their joining fee and first annual subscription

(vi) Be elected to membership by the General Committee

(vii) Guest play

Guests will pay such green fee per round as the Parent Club Board will from time to time determine, and their names and the names of their introducers will be entered in the Visitors Book and the green fee paid to the Professional or his assistant prior to play or admission to the Club facilities. The guests name, together with date, time and name of introducer will also be entered in the guests book located in the Artisan clubhouse.

A Member may bring guests into the Clubhouse on the understanding that they are entirely and personally responsible for them and their behaviour.

A Member may only introduce a maximum of three guests per day to play at the reduced green fee on the links, and any guest introduced at a reduced green fee must play with the Member who introduced him/her (either in fourball or foursomes). No one individual may play on the links as a guest on more than 4 occasions in any one year (effective from the date of the first visit).

9. The Junior Section of the Club shall not exceed ten in number and is restricted to individuals of 12 to 18 years of age. The Junior Section shall be associated with the Club and the General Committee shall be fully responsible for their behaviour. Junior

members are eligible to join the Club as full members following their 18th birthday if they have joined before the age of 14, however if they have joined when 14 or older they will be placed at the bottom of the waiting list.

10. The members of the Junior Section of the Club will pay no joining fee but will pay an annual subscription by 15th February. They will be liable to pay the full membership joining fee and full subscription at the commencement of the financial year immediately following their 18th birthday. (See rule 9)

11. The membership of the Club shall not exceed 60 persons, not including Honorary, Senior (see Rule 29), Junior Section and Staff members.

12. All members are required to carry out divotting duties in accordance with the rules laid down by the Committee, (see (i) & (ii) below). These rules will determine the dates and times that divotting will take place and will include details of the actions that could take place, including suspension or termination of membership, for continuing failures to comply with the rules.

Summary of divotting rules

(i) Divotting to be held on a Sunday morning throughout the year at 0745.

(ii) Any failure to attend with no prior notification to your committee member will result in:

A. 1 Missed – Requirement to make up the shortfall, together with an extra divot, before their next planned divot.

B. 2 Missed – Same as a. but the individual will then be on a 3 month suspension from all forms of golf but is expected to continue their Divotting duties.

C.3 Missed – Same as b. but the offender will be summoned in front of the committee who will review their membership with a view to terminate the membership.

*B & C must fall within a year of the first offence to be considered.

** If a Member has a string of missed divots over a few years then their membership will be reviewed by the committee.

***If a divot is missed only under exceptional circumstances (i.e. family emergency) will the committee review to pardon the missed divot.

13. The financial year shall end on each 31st December and an Annual General Meeting shall be held within three calendar months of the end of the financial year.

14. A General Meeting of the Club may be summoned at any time on 14 days notice by either:

(i) The General Committee or

(ii) Any eight members of the Club

15. The Rules may be revoked, added to or altered by a majority comprising two-thirds or more of the members present and voting at a General Meeting of the Club, of which notice has been duly given under Rule 14, specifying the intention to propose the revocation, addition or alteration. All such revocations, additions or alterations to the Rules shall be subject to confirmation by The Parent Club.

16. The General Committee may from time to time make, vary and revoke bye-laws for the regulation of the internal affairs of the Club and the conduct of members: and the bye-laws in force from time to time shall be binding on the members.

17. In General Meetings the voting shall be confined to members of the Club present (excluding members of the Junior Section) and those members of the Club present shall have one vote.

18. The permitted hours shall be such as may from time to time be determined by the General Committee in accordance with the Licensing Department of Dover District Council.

19. The General Committee shall arrange the supply of intoxicating liquor by the Club to the members at such prices as shall, as far as possible, involve the Club in no financial loss or gain (after paying excise duty and the administration expenses) and in particular:

(i) No person shall be paid at the expense of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club.

20. A joining fee shall be charged and the full annual subscription shall be due by the 15th February (or can be paid in two instalments: 1st part by 15th February and 2nd part by 30th June). A further option is to pay by Standing Order of 10 equal payments starting in January until the 1st week of October. Any member whose subscription is in arrears by these dates shall automatically cease to be a member. By agreement between the Club and The Parent Club part of each subscription shall be paid to The Parent Club.

21. Each member will be issued with a named bag tag by the Secretary/Treasurer. Loss of the bag tag will incur payment for replacement. They will not be issued to any member until proof of payment for the period covered is produced.

22. Every member shall, subject to the rules and bye-laws of the club for the time being in force, be entitled to use and enjoy, in common with the other members, the Club premises and the amenities thereof.

23. The General Committee may terminate or suspend the membership of any member whose conduct, whether inside or outside the Club premises, is in the opinion of the General Committee contrary to the interest of the Club or injurious to its reputation, without giving any reason for so doing. Any decision to terminate membership will be based on the balance of probability and such termination or suspension of membership shall only be effective after confirmation by The Parent Club.

24. The Secretary shall deal with all matters as directed by a General Meeting of the Club and by General Committee, and they shall keep minutes of all meetings. The Treasurer shall receive subscriptions and joining fees, and make any authorised payments. He shall lay before the Annual General Meeting a clear financial statement for each year, duly verified by an appointed Auditor.

25. The Handicap Secretary/Committee shall regulate members handicaps in accordance with the procedure laid down by The World Handicap System and by use of our software provider.

(i) Supplementary cards

A maximum of 10 Supplementary Scores may be returned in each calendar year (see full details in the bye-laws below)

26. The General Committee shall arrange competitions and matches. All competitions shall be governed by the General Committee. Entries for competitions/matches should be made no later than 48 hours before 1st tee off on the arranged date. Any member not attending for play without notification to a Committee member will be banned for a minimum of 2 competitions. No member will be allowed to play social golf prior to the commencement of any competition. Last minute withdrawals from a competition will be reviewed by the committee on a case by case basis with a potential competition ban being initiated.

(i) Restricting entries

The Committee reserves the right to restrict competition entry numbers dependent upon the tee times allocated by the Parent Club e.g. one hour allocated will mean only 26 can enter for a singles competition or by reference to sunset times regarding darkness. The entry form will confirm those competitions which has this restriction.

(ii) Slow play

The Committee has become aware that slow play has become a problem in our club in recent years and recognises that unless this problem is addressed it will only get worse with consequent spoiling of the enjoyment of the game (see full details of the policy in the bye-laws below)

(iii) Parent Club Matches/Outpost Club entries

In the event that the entry list for the annual matches vs Parent Club and the Outpost Club are oversubscribed the Committee will select the team to play and account will be taken of the support given to the Club throughout the season.

(iv) Presidents Bowl

This is a two day competition, single day entries will only be allowed if it prevents a three ball at the back of the competition.

(v) Tees to be used

All singles competitions which are handicap qualifying will be played off the yellow tees and foursome competitions off tee of the day (excluding foursomes KO and Heathcote Foursomes) which will be played off the yellows)

27. Members of recognised Artisan golf clubs visiting the Club and introduced by a member of the Club shall be entitled to purchase intoxicating liquor, non-intoxicants and refreshments and to use the amenities of the Club.

28. The Club is a non-profit making organisation. All profits and surpluses will be used to maintain or improve the Club's facilities. No profit or surplus will be distributed other than to another non-profit making body on winding-up or dissolution of the Club.

29. Members who are 65 and over and have completed 30 years membership will become Senior members and pay 50% of the full members subscriptions but will continue to divot. Members who are 65 and over and have completed 30 years membership may also be entitled to become an honorary member. The committee will make the final decision but will take into account whether the member has made a significant contribution towards the development of the club. If a member reaches 65 and does not have the required 30 years qualification but has given exceptional service to the development of the club may be considered for honorary membership at the General Committees discretion.

30. In the event of membership being terminated due to failure to divot or for any serious misdemeanour, the individual concerned will not be allowed to re-join the club.

31. Any member with a grievance or complaint should put the matter in an EMAIL to RCP_Artisans@AOL.com. The grievance or complaint will then be reviewed and discussed at the next general meeting. A response to this email should be expected within 7 days of the general meeting taking place.