



Founded 1959

# The Berkshire Golf Captains

## CONSTITUTION AND RULES

November 2016

1. Name: BERKSHIRE GOLF CAPTAINS
2. Objects: To provide additional opportunities for current and past Berkshire Golf Captains to foregather.
3. Eligibility for Membership: Current and past Captains of the following Clubs:

Calcot Park

Castle Royle

Donnington Valley

East Berks

Frilford Heath

Goring & Streatley

Maidenhead

Newbury & Crookham

Reading

Royal Ascot

Sonning

Temple

Winter Hill

Other Golf Clubs within the County of Berkshire wishing to be included under this rule should make an application in writing to the Secretary. Clubs seeking acceptance must be registered as an 18 hole course and provide confirmation that they have operated successfully in that category for a period of ten years. Such application will be considered by the Committee which will have unfettered decision on the matter. The Committee's decision will be final. A renewed application will only be considered after the expiration of three years from the date of the first (or any subsequent) decision of the Committee.

4. Subscription: A subscription agreed by the committee will be deemed to be an individual life membership and shall be paid within 3 months of admission. The amount may be altered by members at an Annual General Meeting.

5. Officers and Committee: The Committee will be responsible for the organisation and administration of the affairs of Berkshire Golf Captains including the selection of Captain and President for approval at the Annual General Meeting. The Captain will be chosen from within the Past Captains of each member club by rotation. The Committee will consist of the following Officers: PRESIDENT, CAPTAIN, SECRETARY, TREASURER, VICE CAPTAIN, MATCH SECRETARY and ASSISTANT SECRETARY. The IMMEDIATE PAST PRESIDENT will also be a member. The committee shall also have the power to co-opt additional members if they deem it necessary.

**The Officers will undertake the following responsibilities:**

**PRESIDENT**

To represent the Membership when and where necessary, and to ensure that affairs are continued in a proper manner and conducted in accordance with the Constitution and Rules and the decisions of the Committee. The term of office not to exceed four years. The President nominates his successor. He may not nominate from within his own club or the previous two President's clubs.

**CAPTAIN**

To officiate and represent members at all meetings and outline details and implement decisions made at Committee level. Make presentations to winners of competitions; lead the Berkshire Captains team in all matches with Counties during home or away fixtures. The term of office not to exceed one year.

**VICE-CAPTAIN**

To support the Captain at all levels, fully represent and cover all responsibilities in the absence of the Captain at any time.

**SECRETARY**

To organise the annual functions, venues, date and times and notify members; deal with correspondence on behalf of the Members and Committee. Liaise with the Treasurer regard to income and expenditure including prizes for the annual fixtures: to report to the Committee from time to time on all matters affecting membership. Maintain a record of items covered at Committee level and provide Minutes of subject matter of such meetings.

**TREASURER**

To record and account for all monies and to present the accounts at the Annual General Meeting. To provide up-to-date particulars of the finances to the Committee from time to time during the financial year.

**MATCH SECRETARY**

To select teams for all match fixtures home and away. To confirm arrangements with counties involved, including numbers, dates and venues. To prepare and submit annual accounts to the auditor.

**ASSISTANT SECRETARY**

To assist the Secretary generally and in addition order and distribute Berkshire Captains' merchandising to members and organise a guest speaker for the AGM.

All officers are subject to election annually at the Annual General Meeting with the exception of the President who is elected for a term of 5 years.

6. Competitions: All competitions will be played under the Rules of the Club at which the competition is played.
7. Handicaps: Members will play off their lowest Club handicap. The Committee is empowered to allot or alter the handicap of any member at its discretion for the purposes only of any membership fixture.

8. Competition prize winners: Members are expected to receive their prize from the Captain at the post competition presentation. The Captain and Secretary may at their discretion exclude any absentees from consideration for a prize.
9. Annual General Meeting: The Annual General Meeting will be held at a place, date and time notified to members when business will include:
  - a. Captain's Report
  - b. Hon Secretary's Report
  - c. Presentation of the Audited Accounts and Treasurer's Report
  - d. Election of Officers and Committee
10. The Society Tie: Each member will purchase a Berkshire Golf Captains' Tie and is required to wear it at all functions. Failure to do so will result in a fine as determined by the Committee.
11. Representative Matches: Members selected to represent Berkshire Golf Captains in matches against other counties etc. are expected to wear team colours. Failure to do so will result in a fine as determined by the Committee.
12. Alteration of the Constitution or Rules: Any proposal to alter the Constitution or Rules must be sent to the Secretary not less than 21 days prior to the date of the Annual General Meeting. Such proposals shall be in writing and requires five named proposers who shall each sign the submitted proposal. The proposal will be decided on a show of hands at the Annual General Meeting.
13. Other Matters: Any member wishing to raise a matter at the AGM must submit it in writing to the Secretary at least 21 days before the meeting.