

**LINCOLNSHIRE WOMEN'S  
GOLF ASSOCIATION**



**CONSTITUTION AND RULES**

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OF THE  
LINCOLNSHIRE WOMEN'S GOLF ASSOCIATION**

**1. Name**

The Association will be called the Lincolnshire Women's Golf Association, hereinafter referred to as "The Association".

**2. Objects**

The objects of The Association will be:

- a. To uphold the rules of England Golf (EG)
- b. To enforce the Council of National Golf Unions (CONGU) system of handicapping.
- c. To promote the interests of women's golf in Lincolnshire and to encourage young golfers
- d. To maintain, administer and regulate the County Championship and all other Competitions or Leagues organised or held under the auspices of The Association.
- e. To make, maintain and publish such regulations as may be necessary to uphold the above objects.

**3. Membership**

- a. The Association will consist of all clubs affiliated to EG lying within the County of Lincolnshire as defined for the purposes of English County Golf, hereinafter referred to as "Affiliated Clubs".
- b. Any member of such a club who satisfies the conditions governing the membership of County Associations as laid down from time to time in the regulations of EG is eligible to be a full member of The Association.
- c. A member of a club belonging to a club outside Lincolnshire who satisfies the conditions governing Associate Membership of County Associations, as laid down in the regulations of EG, may choose to be an Associate Member of The Association.

**4. Subscriptions**

There will be an annual subscription, comprising a Club Affiliation Fee and a Per Capita Fee due each year, the amount of which will from time to time be approved by the Executive Committee.

**5. Courtesy of Courses**

- a. When requested by the County Match and Fixtures Secretary, the Hon Competitions Secretary, or the Hon Secretary, Member Clubs will, wherever possible, grant the courtesy of their Course to the Association in connection with the holding of County Competitions and Matches (including Junior Competitions).
- b. Member Clubs will grant the courtesy of their Course to the Officers of the LWGA during their term in office.

- c. Female Members of Clubs in the Association whose home course is closed for National, or County Competitions may have courtesy of the course of any other Club within the Association on that day for a maximum of 18 holes subject to the following provisions:
- i) The selected Club has no major event pre-arranged for that day.
  - ii) Not more than eight players need be accepted by a Selected Club.
  - iii) Members so visiting must present means of Identification from their home Club.
  - iv) Members wishing to take advantage of the provisions of Rule 5c must make their arrangements through the Secretary of their Home Club who will be responsible for ensuring that no more than 8 players from that Club apply for playing facilities at any selected club within the Association.
- All Clubs within the Association shall post a notice containing a copy of Rule 5c on the Club Notice Board.
- d. Member Clubs on whose Course a County Match is being played will grant the courtesy of their Course to the Home and visiting County Players for the one round of golf within 14 days before the date of the Match.

## 6. **Executive Committee**

Membership of the Executive Committee will comprise:

- a. A President appointed by the Executive Committee who will hold office for not more than two years consecutively.
- b. A Chairman appointed by the Executive Committee who will hold office for not more than three years. The Chairman may be re-elected for a further term only with approval of the committee. During her term of office the Chairman will act as Chairman of the Executive Committee, Chair general Meetings, Representatives' Meeting, EG County Delegates Meetings and have a casting vote.
- c. A County Captain, who will initially hold office for two years. The County Captain will chair the Selection sub-committee and the Past Captains Committee. At the end of her initial term of office, the County Captain may be re-elected each year for a further year, up to a maximum term of four years from initial appointment, after which time she may not be re-appointed for a period of two years
- d. A Vice-Captain who will initially hold office for two years after which period she will become Captain. In the event of the incumbent Captain being re-elected for a further term after her initial two-year appointment, the Vice-Captain may also be re-elected after two years, each year, for a further year, up to a maximum term of four years from initial appointment.. The Vice-Captain is selected by the Past Captains' Committee and the nomination is ratified by the Executive Committee.
- e. In the event that the Vice Captain is not appointed as the Second Team Captain, the Executive will additionally appoint a Second Team Captain, who shall not be a member of the Executive, and who will serve for a period of two years, after which she may be re-appointed. The Second Team Captain may attend Executive Meetings by invitation. The Second Team Captain (if not the Vice Captain) is selected by the Past Captains' Committee and the nomination is ratified by the Executive Committee. If the Second Team Captain is

not the Vice-Captain, she will not deputise for the Vice Captain at any Executive Meeting except by invitation.

- f. The Immediate Past Captain.
- g. An Honorary Secretary, Honorary Treasurer, Honorary Competitions Secretary, Junior Organiser, Marketing Officer and League Secretary. These Officers are appointed by the Executive Committee, for a period of up to five years, with an option of appointment for further years with approval of the committee.
- h. The County Delegate on the EG Midlands North Regional Committee will be nominated by the Executive Committee.
- i. One Representative from each of the areas as divided by County Betterball Day, to serve not more than three years consecutively. Elected at the Representatives' meeting held on the first Monday in September.
- j. The County Handicap Adviser or Deputy as nominated by the Executive Committee.

**Note:** If an official dies, or retires from office, or is unable to carry out her duties for any other reason, the Executive Committee may appoint a replacement to hold office until the following Annual General Meeting.

## 7. **Powers of the Executive Committee**

Except as otherwise stated in these rules, all powers of The Association will be vested in the Executive Committee, and in particular the Executive Committee will have power to:

- a. Carry out all objects as stated in Rule 2 (Objects).
- b. Delegate such of their duties, as they think necessary to sub-committees and, in particular, to the Selection Committee, Past Captains' Committee and Finance Committee.
- c. Appoint the Chairman, Honorary Secretary, Honorary Treasurer, Honorary Competitions Secretary, Marketing Officer, League Secretary and Junior Organiser.
- d. Determine the amount of any honorarium.
- e. Nominate a Handicap Adviser and Deputy for election by EG.
- f. Fill any casual vacancy.
- g. Co-opt additional members if the Committee think this would be in the best interests of the Association.
- h. Arrange all details of County Competitions and entry fees, prizes, including number and monetary value etc.
- i. Be responsible for the purchase of prizes for Competitions.
- j. Nominate those Executive Officers to be given the power to use the Association's cheque book and/ or debit card and other banking services for the defrayment of proper LWGA expenses. The Committee reserves the right to withdraw such power from any person.
- k. Grant honorary membership to members for their outstanding services to women's' golf in Lincolnshire.
- l. To suspend or expel any affiliated member.

## 8. **Sub-Committees**

In addition to the Executive Committee, The Association will establish and operate a number of sub-committees:

- a. **Selection Committee.** The Selection Committee will consist of the County Captain, Vice-Captain (if not the Second Team Captain), the Second Team Captain, the Immediate Past Captain and the Junior Organiser, with the Captain to act as Chairman. The Captain will

have the power to co-opt two further members to serve a maximum of four years, with a two-year stagger on selection. Should any selector be unable to fulfil their commitment for any reason then their replacement would take over the remainder of that four-year term so as to maintain the two-year stagger.

- b. **Past Captains Committee.** The Past Captains' Committee will consist of the County Captain, Vice-Captain and the last two Captains, with the County Captain to act as Chairman.
- c. **Finance Committee.** The Finance Committee will consist of the Treasurer, Chairman, County Captain, Vice-Captain, Secretary and Past Captain.
- d. The Chairman, County Captain & Secretary will be ex-officio on any other Sub-Committee.

## 9. Meetings

There will be a number of formal meetings of the Association each year:

- a. The Executive Committee
- b. The Annual General Meeting
- c. The Representatives' and Delegates Meeting
- d. Any Extraordinary General Meeting called by the Honorary Secretary in accordance with the Constitution.

Minutes will be taken at all General, Committee and Sub-Committee Meetings with the exception of the Past Captains' Committee. At every meeting, the minutes of the previous meeting will be taken as the first business. The Executive Committee at its discretion may decide that any particular matter will be treated as private and confidential

### 9.1 Notice of Meetings:

- a. A notice of the AGM will be sent to each Affiliated Club at least 14 days prior to the AGM. The Treasurer's Statement of Accounts will be available at the AGM.
- b. 14 days notice will be given before an Executive Meeting and a County Delegates' Meeting.
- c. 21 days notice will be given before an Extraordinary Meeting.
- d. The omission to give proper notice to any Affiliated Club or person entitled to receive such notice, or the non-receipt by any such Club or person, will not necessarily invalidate the proceedings at any General Meeting.

## 10. The Executive Committee

- a. The Executive Committee will meet not less than four times each year.
- b. Executive Committee meetings will be chaired by the Chairman.
- c. Any six members of the Executive Committee will constitute a quorum.
- d. In the absence of the Chairman, the County Captain will chair the Executive Committee. In the absence of both the Chairman and the County Captain, the Executive Committee members present will appoint a Chairman for that meeting only.
- e. Voting on all questions will be decided by a show of hands of those present. In the case of equality of votes, the Chairman of the Meeting will have a further, casting vote.

## 11. Annual General Meeting

The Annual General Meeting will be held on the first Monday of November at which the Chairman will take the chair and have a casting vote. The business of the Annual General Meeting will be:

- a. To receive and agree the Minutes of the last Annual General Meeting.
- b. To receive the Honorary Secretary's Report.
- c. To receive the Honorary Treasurer's Report.
- d. To receive the Honorary Competition Secretary's Report.
- e. To receive the League Secretary's Report
- f. To receive the Midlands North Representative's Report
- g. To receive the Junior Organiser's Report
- h. To receive the Handicap Adviser's Report
- i. To receive the Standard Scratch Assessor's Report
- j. To receive the Vice - Captain's Report
- k. To receive the Captain's Report
- l. To appoint biennially the President/President's Report
- m. To appoint initially biennially / re-appoint annually the County Captain.
- n. To appoint initially biennially / re-appoint annually the County Vice-Captain.
- o. To appoint biennially, if required, the County Second Team Captain
- p. To appoint / re-appoint as necessary or as required by the Constitution the, Chairman, Honorary Secretary, Honorary Treasurer, Honorary Competition Secretary, Marketing Officer, League Secretary and Junior Organiser.
- q. To name the County Delegate on the EG Midlands North Regional Committee for the forthcoming year.
- r. To nominate the Handicap Adviser and Deputy for the forthcoming year
- s. To receive debate and vote upon any resolution properly proposed to the meeting.

11.1 **Voting at General Meetings:** every member of the Association will be entitled to vote and attend General Meetings.

11.2 **Nominations:** Candidates for election to the Executive Committee from the areas may be nominated by:

- a. The Executive Committee.
- b. The Representatives' Meeting.
- c. The Ladies/Women's Committee of any Affiliated Club.
- d. Any two members of the Association.

Every such nomination by clubs or members must be made in writing and reach the Honorary Secretary no less than seven days prior to the Representatives' Meeting held on the first Monday in September.

11.3 **Resolutions at General Meetings:**

- a. The Executive Committee, Representatives' Meeting, the Ladies/Women's Committee of any affiliated club or any two members of the Association may bring forward any resolution to the AGM
- b. Every such resolution by clubs or members must first be presented and endorsed by the Representatives' meeting. Each resolution must be proposed in writing and reach the Honorary Secretary no less than seven days prior to the Representatives' meeting held on the first Monday in September.

- c. Every resolution and every amendment to a resolution must be proposed and seconded. If there is more than one amendment to any resolution, the last amendment will be the first voted on, and, if carried, will become the resolution. If an amendment is not carried, the amendment (if any) immediately preceding it will be voted on next and, if carried, will become the substantive resolution. If no amendment is carried, (or no amendment is proposed) then the original resolution will be voted upon. A resolution or amendment of which due notice has been given may be proposed by any person present. The decision whether an amendment or a resolution will go forward will be determined by a vote.
- d. Voting on all resolutions and amendments will be decided by a show of hands of those present. The Chairman will announce the result to the meeting. In the case of equality of votes, the Chairman of the Meeting will have a further, casting vote.

12. **Rules:**

- a. No new rule will be made and no existing rule altered or rescinded except by two-thirds majority votes cast at General Meetings.
- b. Any alteration or addition so made will come into effect from the date of that meeting.

13. **Representatives' Meeting**

- a. The Association will convene a Representatives' Meeting consisting of:

- i. The Executive Committee
- ii. Two representatives from each Club affiliated to The Association.
- iii. Two representatives from the Lincolnshire Veteran Ladies Golf Association.

- b. **Duties of the Representatives' Meeting**

- i. To elect a representative from each of the three County regions, namely North, Central & South, onto the Executive Committee. Delegates may only vote for their respective region.
- ii. To discuss dates and venues for forthcoming events.
- iii. To discuss any nominations or resolutions to go forward to the Annual General Meeting.

The Representatives' Meeting will be held on the first Monday in September.

**Note:** If it is necessary to do so, the Chairman, Captain and Hon. Secretary may alter the fixed dates of the AGM and the Representatives' Meeting. All Clubs must be notified as soon as possible.

14. **County Club Delegates' Meeting**

The Association will organise two County Delegates Meetings per calendar year, one of which may be the AGM, to consider matters including, but not limited to EG regulations 6.2.

15. **Extraordinary General Meetings:**

An Extraordinary General Meeting will be called by the Hon. Secretary when required by the Executive Committee or within 30 days after receipt by the Hon. Secretary of a requisition of not less than six clubs affiliated to The Association. No other business will be transacted at such a meeting except that specified in the requisition.

16. **Accounts**

The financial year of the Association will close on September 30 each year and the Hon. Treasurer will thereafter prepare a Statement of Accounts which will be independently examined and circulated at the AGM

17. **Expenses**

Any officials or nominee authorised by the Executive Committee to attend a meeting or travel on behalf of the Association will be entitled to be reimbursed out of the funds of the Association, subject to the approval of the Executive Committee. Team travelling and hotel expenses will be paid out of the funds of the Association.

18. **Competitions**

All competitions will be played in accordance with the Rules of Golf of the R & A, and with local rules as may be approved by the Executive Committee. Ties will be decided on the last 9, 6, 3, 1 hole on the card, and then remain as a tie or play-off according to the Competition Committee's Ruling.

An Associate Member may not enter the County Championship or play for the County Teams.

19. **Breaches of Rules and Regulations of the Association / Misconduct**

Any Affiliated Club, player, official or member of the association which or who has been found guilty, after a proper investigation, of any breach of the Rules and Regulations of The Association, any misconduct on or off the golf course, or any serious or regular breach of the Rules of Golf may be:

- (i) expelled from The Association
- (ii) suspended for such period as the Executive Committee consider appropriate
- (iii) declared ineligible for all or any competitions held by, or on behalf of The Association for such period as the Executive Committee consider appropriate. Any Affiliated Club or individual dealt with under this rule will have the right to be represented or appear in person before the Executive Committee before any such action is confirmed.

Following the imposition of any sanction, any Affiliated Club or individual dealt with under this rule will have the right to appeal to a General Meeting to be convened by the Secretary. In each case, a notice of appeal must be given to the Secretary of The Association within three months of such an order. The costs of convening such a meeting will be notified to the Affiliated Club /individual and must be lodged with the Secretary before any such appeal is heard. In the event of the appeal failing, the costs will be forfeited to The Association.

The decision of the General Meeting will be final and binding on both parties