

DEFENCE (WP)/103/13/2/13

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DEFENCE (WESTERN PROVINCE) GOLF CLUB CONSTITUTION 2025

NAME

1. The name of the Club is the "Defence (WP) Golf Club", forthwith referred to as the "Club".

OBJECTIVES OF THE CLUB

2. The objectives of the Club shall be to provide opportunities for, and to promote and encourage the playing of the game of golf in the SANDF.

RULES AND ETIQUETTE OF THE GAME

3. The rules and etiquette of the game shall be those recognised by the Royal and Ancient Golf Club of St Andrews and by the South African Union and such rules and bye-laws as may from time to time be made by the Committee.

MEMBERSHIP

4. Membership of the Club shall consist of the following categories:

- a. Full paying.
- b. Affiliated.
- c. Civilian.
- d. Honorary (Ex Officio).

FULL PAYING MEMBER

5. All paid-up members will be entitled to vote at General Meetings.

AFFILIATED MEMBER

6. Any member indicated in par 5 or serving member of the Part Time Force who is already a paid up and handicapped member of another club will be classed as an affiliated member.

CIVILIAN MEMBER

7. A person authorised by the committee may obtain membership on condition that he/she pays the applicable joining fees.

HONORARY MEMBER

8. A person who holds some public office or who has conferred some benefit on the Club may be elected as an honorary member at any Annual General Meeting. Such an election shall be for one year only but may be repeated annually. He or she shall be entitled to all the privileges of membership without payment of club entry fee or subscription but shall not be entitled to vote at general meetings.

HONORARY MEMBER (EX OFFICIO)

9. A person is nominated by the committee on account of his office. This membership terminates when this member's service terminates.

VISITORS

10. Any person not being a member, who pays the requisite green fee, shall not be entitled to the privileges of the Club for the day upon which he or she plays. Any fully paying and affiliated member may introduce any person as a guest on an Ad Hoc Basis with the approval of the Organiser of the event.

ELECTION TO MEMBERSHIP

11. Candidates for election to membership shall be proposed and seconded on the prescribed form by each of two full paying members. The members proposing must personally know the candidates.

12. All membership of the Club shall be accorded only to those persons elected as members by the Committee. At selection, two negative votes shall be ejective.

13. The committee will consider the following membership attributes.

- a. That the applicant is in good standing with his previous club.
- b. That no correspondence is received by a Club member objecting to his/her membership.
- c. The requisite entrance fee shall accompany the proposed form or be paid within such time as the Committee may in any instance determine.

14. On election, the Committee members shall acquaint themselves with the Clubs Constitution, Domestic rules and SOP available on the Website.

ENTRANCE FEES AND SUBSCRIPTION

15. Annual subscriptions shall be decided upon by the committee during annual worksession but shall be presented to the AGM for acceptance and approval.

16. The Entrance Fee payable by any other category of member shall be determined by the Committee but shall in no such category be more than applicable for Full Paying members.

17. All subscriptions shall be paid in full at the commencement of league or within such extended period as the Committee in its sole discretion may allow. A member whose subscription is not fully paid within two months of the due date shall be declared a defaulter and cease to be a member.

18. The entrance fee payable by persons elected to membership shall be R150 or an amount decided upon during AGM.

REGISTER OF MEMBERS

19. The Vice-Chairperson shall keep a name list of the Club indicating the category of membership and personal details of members.

DISCIPLINARY ACTION

20. The Committee shall have the power to take such disciplinary action as it deems fit against any member whom the Committee considers to have been guilty of a breach of any of the provisions of this Constitution or any of the Rules or By-laws of the Club or of misconduct unbecoming to a member of the Club or prejudicial to the interests of the Club. This disciplinary action shall include:

- a. A warning.
- b. A reprimand.
- c. Suspension from play.
- d. Suspension of membership.
- e. Expulsion from the Club.

21. The Disciplinary Committee must apply the “audi alteram partem” rule in considering any case. The Disciplinary Committee shall consist of not less than three members.

DEFAULTERS OR SUSPENDED OR EXPELLED MEMBERS

22. A member who is declared a defaulter or who has been suspended or expelled from the Club, shall not be permitted to use any of the facilities of the Club, including the course, even as the guest of a member or of an organisation granted the courtesy of the course.

RESIGNATION

23. A member deciding to resign his or her membership must give written notice thereof to the Chairperson or Vice Chairperson. Such a member shall be liable for all subscriptions or debts owed by him or her to the Club. Should no notice of such resignation be received, the membership shall be considered to be still in force. Ex-members, who have resigned and apply for re-election, may upon re-election, at the discretion of the Committee, be exempt from payment of the Entrance Fee, provided all amounts due by them to the Club have been paid. In considering whether to grant such an exemption the Committee shall have particular regard to whether the ex-member resigned for the purpose of joining another Golf Club under the auspices of the WPGU.

24. A member who resigns may be reimbursed a proportional amount of his membership fees. Affiliated members receive no reimbursement.

QUORUM AND VOTING

25. All fully paid-up members of the Club are entitled to vote. Thirty (30) members shall form a quorum. Proxy votes are permissible during Annual General Meetings,

General Meeting and Special General Meeting. If a quorum cannot be reached during a meeting (AGM, etc), the meeting will be postponed for 14 days. The attending members (any number) at the postponed meeting will be regarded as a quorum.

CLUB COLOURS

26. Only playing members of the Club are entitled to wear the Club Colours consisting of the Club badge and tie/scarf.

27. A member not in good standing with the Club may be denied the privilege of wearing the Club Colours.

GENERAL MEETING OF MEMBERS

28. General Meetings of members shall ordinarily be held at a time and place as determined by the committee.

ANNUAL GENERAL MEETING

29. An Annual General Meeting of members shall be held not later than November of each year for the purpose of transacting the following business:

- a. To confirm the minutes of the previous Annual General Meeting and any Special General Meetings held subsequent thereto.
- b. To discuss matters arising from these minutes.
- c. To receive and, if approved, adopt the Chairperson's /Captain's Report as well as the audited financial statements for the preceding financial year.
- d. To consider any notice of motion of which due notice has been lodged with the Vice Chairperson/Manager/Secretary.
- e. To elect office bearers, members of the Committee and to make changes to the constitution if required.

SPECIAL GENERAL MEETING

30. The Committee may at any time and shall upon a requisition signed by at least 20 members are entitled to vote at General Meetings, call a Special General Meeting of members.

NOTICES

31. Notice of the Annual General Meeting shall be given to all members not less than 14 clear days prior to the date of the Meeting and shall be accompanied by notice of any resolution or notice of motion to be considered thereat and by a copy of the audited accounts for the preceding year and shall state the hour, date and place thereof.

32. Notice of any Special General Meeting shall be given to all members not less than 14 clear days prior to the date of the Meeting and any resolutions to be considered thereat.

33. Notice of any motion for consideration at an Annual General Meeting shall be given to the Manager, in writing, at least 21 days before the date for the Annual General Meeting and shall state the name of the proposer and seconder and terms of the motion.

34. Omission to send a notice to any member shall not invalidate a General Meeting.

35. Any notice to a member shall be deemed to have been properly given if it were enclosed in a postage paid envelope addressed to him at his or her registered address or be distributed per e-mail, signal or fax. The notice shall be deemed to have been given at the time of posting.

PROCEDURE AT GENERAL MEETINGS

36. The Chairperson or, in his absence, the Vice-Chairperson, shall preside over all General Meetings. In the absence of both the aforementioned, the members present and entitled to vote shall select a Chairperson from their number.

37. All business shall, unless this Constitution otherwise provides, be decided by members present and entitled to vote on a simple majority vote by a show of hands unless a ballot is demanded by at least 3 such members. In the case of an equality of votes, either on a show of hands or on a ballot, the Chairperson shall be entitled to a second casting vote. A declaration by the Chairperson that a resolution has on a show of hands been carded shall be conclusive unless a poll is demanded.

LIABILITY OF MEMBERS

38. Members incur no liability other than for their Entrance Fees, subscriptions, and account of other monies owed by them to the Club. They shall not be liable for any debts, obligations or liabilities of the Club.

DISPUTES

39. All disputes affecting members, whether regarding play, the interpretation of the Constitution or otherwise, shall be settled by the Committee whose decision shall be final.

COMMITTEE

40. Officer bearers and the Club consist of the following:

- a. Chairperson/Club Captain.
- b. Vice-Chairperson/Treasurer.
- c. Secretary.
- d. Navy Representative.
- e. All other Arms of Service combined Representative.
- f. Match Secretary.
- g. Handicapper.
- h. Any Member co-opted by the Committee.

ELECTION COMMITTEE

41. The Committee shall be elected at the Annual General Meeting by those members present thereat and entitled to vote and shall hold office until the next Annual General Meeting. The Chairperson is appointed by the applicable Controlling Authority.

42. Nominations for the members of the Committee shall be in writing and signed by a proposer and seconder who must be a fully paying member. Nominations must be handed to the Secretary 14 days before such an Annual General Meeting.

MEETINGS OF THE COMMITTEE

43. The Committee shall meet whenever the Chairperson so directs but no less than once every month excluding December.

POWERS AND DUTIES OF THE COMMITTEE

44. Subject to the terms of this Constitution and to such directions as may from time to time be given by the Club in General Meeting, the Committee shall, without limiting its powers, duties and authority to them, have the following powers and duties:

- a. It may make, amend or repeal domestic rules, as it is considered necessary for the running of the Club.
- b. Ensure that proper financial accounts and record of Club affairs are kept.
- c. A financial statement and income and expenditure account as at the end of each financial year is placed before the Annual General Meeting.
- d. It shall carry out those functions assigned to it elsewhere in the Constitution.
- e. It may make rules for the conduct of its own meetings.
- f. It shall ensure that minutes of all the meetings are kept and confirmed.
- g. It may enter into affiliation and reciprocal arrangements with other golf Clubs.
- h. It shall regulate play on the course including the playing fees for members and visitors and control times of play, competitions and the use of Club facilities.
- i. The Committee is responsible to ensure that a calendar of all fixtures for the year is drawn up and that a register of all league results is kept.
- j. To issue members with CTMSC membership cards after registration.
- k. The Arms of service representatives are to ensure control and administration of golf in their Arms of service.

45. The Committee has the following financial delegation:

- a. Purchase of trophies for individual or team awards in any golf game.
- b. To authorise cost to do engraving of trophies.
- c. To purchase farewell or gifts of appreciation for outgoing members of the Committee based on the authorization for funds as per the Domestic Rules. The Committee will consider expenditure on merit. The amounts are to be determined during the annual work session and minuted in the Domestic Rules.

ASSETS OF THE CLUB

46. All assets of the Club shall be registered and held in the name of the Club.

SIGNATORY OF DOCUMENTS

47. Any document signed by the Club is deemed to be an official document when signed by a committee member or a member authorised by the Committee. Two signatures are required.

48. All financial requisitions are authorized on behalf of the Club by the Chairperson, Vice- Chairperson, Secretary or a member delegated by the Committee.

INDEMNITY

49. The Committee shall be indemnified and cannot be held accountable for any losses or damages that may result from their actions in carrying out their duties or acting in good faith on behalf of the Club.

AMENDMENT TO CONSTITUTION

50. No amendment or repeal of any of the provisions of the Constitution shall take place except on the resolution of not less than a quorum of members present and entitled to vote at a Special General Meeting convened specially for the purpose or at an Annual General Meeting, of such amendment or resolution having been given as provided herein.

DISSOLUTION

51. The Club may not be dissolved, wound up or placed in voluntary liquidation except by a resolution passed at a Special General Meeting convened for the specific purpose and which resolution shall have been passed by not less than a quorum majority of members present and entitled to vote.

DEFENCE (WESTERN PROVINCE) GOLF CLUB CONSTITUTION 2025

(D.T. PRIDGEON)

A/SECRETARY WP DEFENCE GOLF CLUB: S SGT (RET)

(A.C. KRIGER)

CHAIRPERSON WP DEFENCE GOLF: CAPT (SAN)