



ARDNACRUSHA PITCH & PUTT CLUB

Constitution

1. Name

The name of the Club shall be “ARDNACRUSHA PITCH & PUTT CLUB”.

2. Objectives

To develop, foster, and control amateur Pitch & Putt in the Club.

3. Membership

Membership shall be divided into the following classes:

3.1 Ordinary Membership

Ordinary Membership shall include:

- **Single Members:** Aged 16 years and over
- **Family Members:** Husband, Wife/Partner, and Dependants
- **Senior Citizens:** Persons over 65 years
- **Students:** Persons over 16 years in full-time education
- **Juveniles:** Children aged 8 to 15 years inclusive

3.2 Honorary Life Membership

A member who has given extraordinary service to the Club may, at the invitation of the Committee, be elected to Honorary Life Membership.

Election shall occur at a Committee meeting and must be ratified at the next Annual General Meeting (AGM).

Constitution



4. Election of Members

1. Applications for membership shall be made in writing on a prescribed form to the Committee.
 2. Each application must be proposed and seconded by current members of at least two consecutive years' membership.
 3. The Committee will hold a **secret ballot vote**; a majority rules. In the event of a draw, the Chairman (or acting Chairman in the Chairman's absence) shall have a second casting vote.
 4. Upon election and payment of the first subscription, the member's name shall be entered in the **Register of Members**.
 5. Newly elected members shall serve a **probationary period of two years**, during which the Committee reserves the right to revoke membership if the member breaches the constitution, code of conduct, or other Club rules.
 6. Members returning after a Club, County, or National suspension of more than four weeks shall be subject to the same conditions as a new member.
 7. Any member who has not held membership for 12 months or more must reapply as a new member.
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5. Rights of Members

- Ordinary Members are deemed the general body of members for the purposes of the **Registration of Clubs of Ireland Act 1904**.
 - Ordinary Members have the right to **vote at the AGM** and at any **Special General Meetings**.
 - On special occasions, the Committee may **reserve the grounds**.
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6. Expulsion/Suspension of Members

- The Committee may expel or suspend any member whose conduct violates Club rules or code of conduct, or is deemed unfit for membership.
 - Before expulsion or suspension, the Secretary shall provide **seven days' notice** in writing, detailing the complaint and requiring attendance at a Committee meeting.
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7. Club Committee

Constitution



- The Committee shall consist of:
 - Chairman
 - Hon. Secretary
 - Hon. Treasurer
 - Hon. Registrar
 - Club Captain
 - Additional elected members to total **6–11 members**
- The Committee shall be elected at the **Annual General Meeting**.

7.1 Proceedings of Committee

- The Committee may regulate its own meetings but must meet at least **once per month**.
- A quorum of **4 members** (including at least 2 officers) is required.
- The Chairman presides at meetings; if absent, members present shall choose a chair.
- The Chairman has a **casting vote**.
- Decisions require a **majority vote** of members present.

8. Annual General Meeting (AGM)

- The Club shall hold an AGM each year; all other meetings are **Special General Meetings**.
- **Quorum:** Minimum of **8 Ordinary Members** present.
- If a quorum is not present within **30 minutes**, the meeting is adjourned to the same day the following week. At the adjourned meeting, members present constitute a quorum.
- Decisions shall be made by a **show of hands**; the Chairman has a casting vote in case of a tie.

8.1 Proceedings of AGM

- The Secretary shall provide **21 days' notice** of the AGM.
- Nominations and motions must be submitted **7 days before** the AGM.
- Persons submitting motions must be present in person.

Constitution



8.2 Agenda

1. Chairman's Address
 2. Hon. Secretary's Report
 3. Treasurer's Report
 4. Hon. Registrar's Report
 5. Election of Officers
 6. Motions submitted in writing
 7. Any other business
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9. Extraordinary General Meeting (EGM)

- An EGM may be called at any time by the Hon. Secretary:
 - On a requisition signed by **60% of members** in good standing
 - Upon direction of the Committee
 - **Notice:** Minimum of **21 days** in writing, including the agenda.
 - Only the business specified in the notice shall be discussed.
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10. Amendments to Constitution

- Amendments require a **majority vote** at an EGM.
 - The notice convening the EGM must specify the proposed amendment.
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11. Damage to and Removal of Club Property

- Members shall make good any damage to Club property.
- The Committee determines the amount of loss, deemed a liquidated debt.
- No property shall be removed without Committee authorization.



12. Exclusion from Club

- Expelled or suspended persons shall **not** be admitted to the grounds, as guests or otherwise.

13. Conditions Attaching to Tax Exemption

- Proper financial records must be maintained and made available to Revenue on request.
- Changes to Main Objects, Income & Property, or winding-up clauses require **advance notice to Revenue**.
- Accumulation of funds over **two years** requires prior permission from Revenue.

14. Income and Property

- Club income and property shall be applied solely to the Club's objectives.
- No portion shall be distributed to members except for:
 - Reasonable remuneration for services rendered (not as an Officer)
 - Interest up to 5% per annum on loans to the Club
 - Reasonable rent for premises leased to the Club
 - Out-of-pocket expenses for Officers
 - Minor shareholding in companies ($\leq 1\%$ issued capital)

15. Winding Up

- On dissolution, any remaining property shall **not** be distributed among members.
- Property shall be transferred to an institution with similar objectives, prohibiting income distribution to its members.
- Members shall select the relevant institution(s) before dissolution.



16. Course/Clubhouse Maintenance

- Pitch repairs must use the **2-prong pitch mark repair tool** and putter sole only.
- No work may be carried out on the course without Committee permission.
- Vehicles require Committee approval.
- Clubhouse lockers: €20 annual rent, reallocated every **1 March**. Applications to Committee.

17. Member Behaviour

- All members must follow the **Code of Conduct**, on the course or when representing the Club at competitions.

18. Reporting Grievances

- Complaints regarding behaviour, etiquette, course management, or other matters must be submitted in writing to the **Hon. Secretary** or, in their absence, the **Chairman**.
- The Committee will review and address complaints.

19. Data Protection / Privacy

- The Club may operate **CCTV systems** for security, safety, and safeguarding.
- Operation must comply with applicable data protection laws and the Club's **CCTV and Data Protection Policy**.

20. Club Administration

- The Club shall be administered by the Committee and is subject to the provisions of this Constitution.

Constitution



Amendments:

Date	Amendment
1 st Nov 2001	Articles 15, 16 & 17 Added
2 nd Dec 2005	Articles 3.B.iv Added
10 th Jan 2008	Article 4.a.i. added
11 th Dec 2024	Articles 4.c & 18.a added
1 st March 2025	Article 3b removed. Articles 4a.ii, 4d, 4e, 14b, 18b, 18c, 18d, 19a, 20a added Articles 6, 7a amended
6th December 2025	Constitution re-written for clarity - not changing the contents but numbering modified. Articles 7 & 7.1 amended Article 19 added. Article 20 Numbered - was previously included without numbering.