

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

INDEX

1. Rules of Play
2. Membership Categories
3. Clubhouse Regulations and Etiquette
4. Course Regulations and Etiquette
5. Use of Electric Trolleys and Ride on Buggies
6. Complaints
7. Sale of Intoxicating Liquor
8. Nominating and Electing Board Members (Article 9.4)
9. Nominating and Electing Sub Committee Members
10. Electing the Club President
11. Electing the Men's Vice Captain/Captain
12. Electing the Lady's Vice Captain/Captain
13. Development Association
14. Procedures for Deciding Tied Men's Competitions and Qualifying Scores for Aggregate Competitions
15. Procedures to be followed in the event that any of the men's weekend competitions cannot be completed on the scheduled dates.
16. Knock Out Competitions
17. Course Closure and Competition Suspension or Abandonment Procedure

Text in 'red' indicates the change has been agreed by the Board, but not ratified at a Club AGM

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

1. Rules of Play

The Club shall adopt the St. Andrews Rules of Play, with such local exceptions as the Board shall from time to time determine. Where such local rules differ from the St. Andrews Rules, the local rules shall prevail and they shall be deemed to form part of the Bye-Laws of the Club.

2. Membership Categories

2.1 Full Members

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as a Full Member.

A Full Member shall be entitled to use and enjoy all the facilities provided by the Club and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.2. Associate Full Members

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as an Associate Full Member for a period not exceeding twelve months, providing they are a new member to the Club or returning to the Club after an absence or 3 years or more.

An Associate Full Member shall be entitled to use and enjoy all the facilities provided by the Club and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.3 Six Day Member

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as a Six Day Member.

A Six Day Member shall be entitled to use and enjoy the facilities of the Clubhouse at all times and the facilities of the Course on all days but Saturday and to attend and cast one vote upon each motion proposed at any General Meeting of the Club

2.4 Associate Six Day Member

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as an Associate Six Day Member for a period not exceeding twelve months, providing they are a new member to the Club or returning to the Club after an absence or 3 years or more.

An Associate Six Day Member shall be entitled to use and enjoy the facilities of the Clubhouse at all times and the facilities of the Course on all days but Saturday and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.5 Five Day Member

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as a Five Day Member.

A Five Day Member shall be entitled to use and enjoy the facilities of the Clubhouse at all times and the facilities of the Course on all days but Saturday and Sunday and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

2.6 Associate Five Day Member

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as an Associate Five Day Member for a period not exceeding twelve months, providing they are a new member to the Club or returning to the Club after an absence of 3 years or more.

An Associate Five Day Member shall be entitled to use and enjoy the facilities of the Clubhouse at all times and the facilities of the Course on all days but Saturday and Sunday and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.7 Intermediate Members

Any person **aged 18 or over** but under the age of 30 years **at the time** of application for membership shall be eligible to join as an Intermediate Member. The Board may admit someone under the age of 18 as an Intermediate Member.

An Intermediate Member **aged 18 or over** shall be entitled to use and enjoy the facilities of the Clubhouse and of the Course at all times and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.8 Student Members

Any person **aged 18 or over** but under the age of 25 years **at the time of application** for membership who at the date of such application **provides documentation to the Club Secretary showing detail of the full-time course of higher education being undertaken** may join as a Student Member. **Documentation should be provided at each subsequent renewal date to retain this membership category.**

A Student Member shall be entitled to use and enjoy the facilities of the Club at all times and the Course at all times Monday to Friday, Sunday and after the last competition tee off time on Saturdays and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.9 Junior Members

Any person who is under the age of 18 years **at the time** of his or her application for membership shall be eligible to join as a Junior Member. The parent or guardian of the applicant must sign the membership proposal form.

A Junior Member shall be entitled to use and enjoy the facilities of the Club at all times and the Course at all times Monday to Friday, after the last competition tee off time on Saturdays and after 12.00 on a Sunday. The Board may permit Juniors to enter Saturday competitions if the individual has a handicap of 18 or less.

A Junior Member shall not receive notice of, attend or vote at any General Meeting.

2.10 Country Members

Any person **who is aged 21 or over at the time** of application for membership, is a member of another golf club and does not live within a radius of 50 miles of the Clubhouse shall be eligible to join as a Country Member.

A Country Member shall be entitled to use and enjoy the facilities of the Club at all times and the Course on no more than 12 occasions Monday to Friday or after the last competition tee off time on Saturdays. The Board may permit Country members to play in Saturday competitions if this is requested but not win a prize.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

A Country Member will receive notice of, and may attend but not vote at any General Meeting

2.11 Non-Playing Members

Any person **aged 18 or over at the time** of application for membership shall be eligible to join as a Non-Playing Member.

A Non-Playing Member shall be entitled to use and enjoy the facilities of the Clubhouse at all times but shall not be entitled to use the Course without payment of a green fee.

A Non-Playing Member will receive notice of, and may attend but not vote at any General Meeting.

2.12 Honorary Life Members

An Honorary Life Member shall be entitled to use and enjoy all the facilities provided by the Club and to attend and cast one vote upon each motion proposed at any General Meeting of the Club.

2.13 Introductory Members

Any person over the age of 21 years may join as an Introductory Member for a period not exceeding four years. The appropriate membership fee must be paid in full at the time of joining and on subsequent anniversary dates.

An Introductory Member shall be entitled to use and enjoy all the facilities provided by the Club but is permitted to play in 9 hole Club competitions only, providing they hold a current handicap.

An Introductory Member will receive notice of, and may attend but not vote at any General Meeting.

2.14 Corporate Packages

Corporate Packages may be granted to commercial bodies upon such terms with regard to use of the course, use of the Clubhouse and amount of subscription as the Board shall determine.

2.15 Reduced Annual Subscriptions

The Board may reduce the Annual Subscription for each or any category of playing membership payable, by such an amount as it shall determine, for a Playing Member who is aged 65 and over and has been a playing member for 20 continuous years.

2.16 CASC Membership

CASC Membership is available for persons who are either receiving full time benefits or can demonstrate to the Board that they have minimal disposable income. Playing days will be Sunday, Tuesday, Wednesday and Thursday. This membership will provide all the rights and is subject to the same responsibilities as full membership. The cost of this membership will not exceed the CASC threshold (currently £520 March 2020) which will include associated costs.

3. Clubhouse Regulations and Etiquette

The of opening and closing times of the Clubhouse will be determined by the Board and these times will be displayed in the Clubhouse. Members will be notified when changes to Clubhouse opening and closing times are made.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

The Board may from time to time authorise the closure of part or parts of the Clubhouse, details of any closure will be communicated to members.

The Board may from time to time authorise the closure of the Bar, details of any closure will be communicated to members.

The Directors may from time to time authorise part or parts of the Clubhouse to be used for Club social events or functions and for part or parts of the Clubhouse to be hired by members or non-members for social events or functions.

Smart casual dress is permitted in the Clubhouse at all times, other than for social functions when a dress code has been specified. Details of the "Smart Casual" dress standards will be displayed in the Clubhouse.

Members and visitors should ensure that mobile phones and other electronic devices are on "silent" or switched off when in the Clubhouse. Members and visitors should leave the Clubhouse if they wish to make or receive a voice call.

Dogs, other than assistance dogs, are not permitted in the Clubhouse.

Golf shoes may only be worn in the Spike Bar and gentlemen's hats should not be worn in the Clubhouse Lounges or Spike Bar.

4. Course Regulations and Etiquette

All Members and visitors must wear suitable golfing attire and golfing shoes on the Course.

Details of the standards expected will be displayed in the Clubhouse and on the Club's website.

Play may commence at any hole providing the preceding hole is clear.

Members are not permitted to practice, unless with the Professional, on any part of the course.

Tee reservations, even for social golf, must be made on BRS before playing.

The Board may close part or all of the Course at any time, details of any closure will be communicated to members. When the course is closed, all competitions are cancelled.

The Club arranges insurance for members and guests covering damage and injury to persons and property at Heaton Moor Golf Club Limited. Any stray balls which may have caused damage must be investigated by the player and details must be recorded in the Incident Book located in the foyer of the Clubhouse. (It is recommended that Playing Members take out their own golfers' insurance to cover damage to or theft of their clubs or incidents whilst playing other courses.)

Dogs must not be allowed to run free on the Course, members exercising dogs should keep them on a lead and keep to the public footpaths or driveway.

Members and visitors should ensure that mobile phones and other electronic devices are on "silent" when on the Course. Voice calls must not be made or received on the Course except in an emergency.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

5. Use of Electric Trolleys and Ride on Buggies

Members using electric trolleys and ride on buggies are asked to keep them well away from the greens and their surrounds at all times.

Ride on buggy users must sign and comply with the Heaton Moor Buggy Safety Policy before they will be allowed to use their buggy on the Course.

In winter all members are encouraged to minimise the use of Buggies and Trolleys, carrying club where they can and using lighter pull trolleys if they cannot carry.

Between the Autumn and Spring meetings, after the introductory of fairway mats, electric trolleys will only be allowed on the course if they are fitted with "winter wheels".

The Board, when advised by the Head Greenkeeper and/or Golf Director that course conditions dictate, may suspend the use of ride on buggies and/or electric trolleys.

The use of buggies and or electric trolleys by members who are registered disabled will never be banned unless the course is closed to all members. However, passengers may not be allowed on ride on buggies if they are not registered disabled.

6. Complaints

All complaints should be made in writing and addressed to the Club Secretary.

7. Sale of Intoxicating Liquor

Any sale of intoxicating liquors by or on behalf of the Club shall be made in accordance with the Licensing Act 2003 (as amended from time to time.) and in accordance with the Club Licence as approved by the Licensing Authority which will be displayed in The Club.

A Personal Licence will be held by the Steward and one other Voting Member. A Premises Licence will normally be held by the Steward.

Those permitted to use the facilities of the Club and to purchase intoxicating liquor as a direct or indirect consequence of such use shall be defined by the Club Licence as approved by the Licensing Authority.

8. Nominating and Electing Board Members (Article 9.4)

A Nomination Sheet for the election of Board Members and the Club Secretary shall be displayed in the Clubhouse not less than one month prior to the Annual General Meeting and shall be taken down four clear days prior to the Annual General Meeting. The Nomination Sheet must indicate clearly the posts that are vacant.

Any Voting Member wishing serve on The Board or hold the post of Club Secretary should enter their name and sign the nomination sheet. Their nomination must be supported by two other Voting members, a proposer and a seconder, who should enter their names and sign the nomination sheet.

In the event that there is more than one candidate for a vacancy on the Board or for the post of Club Secretary there will be a ballot at the Annual General Meeting. Balloting lists setting out in alphabetical order the names of the candidates shall be issued to Voting Members attending the Annual General Meeting.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

The Chairman of the meeting and one other Voting Member (who is not a candidate) shall act as scrutineers. The scrutineers will count the numbers of votes for each candidate, the candidates receiving the highest number of votes will be elected.

If two or more candidates receive an equal number of votes, then their names shall be written on separate slips of paper and the Chairman of the meeting shall draw out a slip and the candidate whose name is drawn out first shall be elected to the post.

9. Nominating and Electing Sub Committee Members

A Nomination Sheet for the election of Members of the Golf, Clubhouse and Marketing sub committees shall be displayed in the Clubhouse not less than one month prior to the Annual General Meeting and shall be taken down four clear days prior to the Annual General Meeting. The Nomination Sheet must indicate clearly the positions that are vacant.

Any Voting Member wishing to serve on a Sub Committee should enter their name and sign the nomination sheet. Their nomination must be supported by two other Voting Members, a proposer and a seconder, who should enter their names and sign the nomination sheet.

In the event that there are more candidates than the positions available on a Sub Committee there will be a ballot at the Annual General Meeting.

Balloting lists setting out in alphabetical order the names of the candidates shall be issued to Voting Members attending the Annual General Meeting.

The Chairman of the meeting and one other Voting Member (who is not a candidate) shall act as scrutineers. The scrutineers will count the numbers of votes for each candidate, the candidates receiving the highest number of votes will be elected in order to the Sub Committee until all the positions have been filled.

If two or more candidates receive an equal number of votes for the last available position(s) on a Sub Committee, then their names shall be written on separate slips of paper and the Chairman of the meeting shall draw out a slip(s) and the candidate(s) whose name is drawn out first, second etc. shall be elected to fill the remaining space(s) on the Sub Committee.

The Directors may appoint a Voting Member to fill any Sub Committee vacancy at any time.

Sub Committee members will be elected for one year only but may seek re-election at the next Annual General Meeting of the Club.

10. Electing the Club President

Any Voting Member may nominate another Voting Member for the post of Club President provided that this is done with the knowledge and consent of the nominee.

All nominations must be received by the serving Club President by midnight on the first Wednesday of November each year.

The serving Club President the immediate Past President and the Men's and Lady's Vice Captains will select the most suitable nominee. In the case of equal votes for more than one candidate the serving Club President has the casting vote.

The name of the successful nominee will be announced at the Club's Christmas Wine and Dine.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

The nominee will be proposed by the President and seconded by a Past President and formally elected to the position of Club President by a majority of the Voting Members attending the Club's Annual General Meeting.

Note: - Men's Captains who were in office between 2011 and 2018 will be eligible, in chronological order, to serve as Club President on alternate years from 2019 onwards. Men's Captains in office from 2018 onwards will have no entitlement to serve as a future Club President

11. Electing the Men's Vice Captain/Captain

Any male Voting Member, other than the retiring Men's Captain, is eligible to be nominated to be Men's Vice Captain.

Any male Voting Member may nominate another male voting member for the post of Men's Vice Captain provided that this is done with the knowledge and consent of the nominee.

All nominations must be received by the Secretary of the Men's Past Captains by midnight on the first Wednesday of November each year. These will be added to the nominations put forward by the Past Captains on the night of their meeting.

The nominations received will be considered by the Senior Past Men's Captain (Who must remain a member, but not necessarily a Voting Member, of Heaton Moor Golf Club) and those Past Men's Captains who remain Voting Members of the Club who will select the most suitable nominee. In the case of equal votes for more than one candidate the Senior Men's Past Captain present has the casting vote.

The name of the successful nominee will be announced at the Men's Turkey Supper.

The nominee will be proposed and seconded by representatives of the Men's Past Captains and formally elected to the position of Men's Vice Captain by a majority of the male Voting Members attending the next Annual General Meeting.

The Men's Captain will take office at each Annual General Meeting and will be the person who served as Men's Vice Captain in the preceding year.

12. Electing the Lady's Vice Captain/Captain

Any female voting member, other than the retiring Lady Captain, is eligible to be nominated to be Lady Vice Captain.

Any lady voting members may be nominated by another lady member for the post of Lady Vice Captain provided that this is done with the knowledge and consent of the nominee.

All nominations must be received by the Secretary of the Past Lady Captains by midnight on the first Tuesday of November each year. These will be added to the nominations put forward by the Past Lady Captains on the night of their meeting.

The nominations received will be considered by the Senior Past Lady Captain and those Past Lady Captains who are members of Heaton Moor Golf Club who will select the most suitable nominee. Past Lady Captains who are members of more than one

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

golf club and where Heaton Moor Golf Club is not designated as their home club may not give consideration to any nomination.

The name of the successful nominee will be announced at the Ladies Turkey Supper.

The nominee will be proposed and seconded by representatives of the Past Lady Captains and formally elected to the position of Vice Lady Captain by a majority of the lady voting members attending the next Ladies Annual General Meeting.

The Lady Captain will take office at each Ladies Annual General Meeting and will be the person who served as Lady Vice Captain in the preceding year.

13. Development Association

13.1 Purpose

The purpose of Heaton Moor Golf Club Development Association is to generate funds for the benefit of Heaton Moor Golf Club Ltd.

13.2 Management

The activities of the Association will be managed by the Marketing and Membership Sub Committee which is led by the Marketing and Membership Director.

13.3 Treasurer

A member of the Marketing and Membership Sub Committee shall be appointed Treasurer of the Development Association. All Development Association funds and costs shall be clearly accounted for separately and detailed accounts will be produced, audited and reported to the Membership at the Annual General Meeting of the Club.

13.4 Secretary

The Secretary of the Marketing and Membership Sub Committee shall record all Development Association matters as part of the minutes of the Marketing and Membership Sub Committee. Development Association information will be communicated to the Board by the Marketing and Membership Director.

13.5 Fund Raising

The Association shall raise funds from a gaming machine placed in the Heaton Moor Golf Club Clubhouse, the running of golf competitions, monthly draw, nearest the pin competition and any other activities approved by the Board.

13.6 Use of Development Association Funds

The Board of Heaton Moor Golf Club Limited can request Development Association funds at any time only for the purposes listed below.

- The purchase of the freehold of land which forms part of Heaton Moor Golf Course.
- Improvements to the Clubhouse and its furniture and fittings and surrounding areas.
- Replacement of machinery used for the maintenance of the Golf Course.
- Improvements to the Golf Course.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

- Such other purposes which are considered by the Marketing and Membership Sub Committee to be covered by the Purpose of the Development Association.

Note: Development Association funds should never be used to pay for the general day to day running costs of the Club.

14. Procedures for Deciding Tied Men's Competitions and Qualifying Scores for Aggregate Competitions

14.1 18-hole Medal Competitions

All Captains Qualifiers, Ralph Harrison Trophy, Mauldeth Trophy, Procter Trophy, Millennium Trophy, Chairmans Trophy and Presidents Trophy. In the event of a tie these competitions are decided by a card play-off. (See Note 1)

14.2 18-hole Stableford Competitions

Danny Williams Trophy, Ken McEwen Trophy, Victory Trophy, Development Trophy and Stableford Cup. In the event of a tie these competitions are decided by a card play-off. (See Note 1)

14.3 18-hole Bogey Competitions

Jubilee Putter, Crowther Trophy. In the event of a tie these competitions are decided by a card play-off. (See Note 1)

14.4 36-hole Bogey Competitions

Professionals Competition, in the event of a tie this competition is decided by a card play-off. (See Note 1)

14.5 36-hole Medal Competitions

Chevalier Trophy in the event of a tie this competition is decided by a card play-off. (See Note 1)

Atkinson Tankard and Eldridge Cup Qualification for second round is the top 60 net scores and ties from the first round.

In the event of a tie after 36 holes an 18-hole play-off will be arranged as soon as possible at a mutually agreed time. The players will go out separately with a marker no more than 20 minutes apart. They will play using the handicap they had in the original competition. The winner will be the player recording the lowest net score. Should the match still be tied then the winner will be decided by sudden death stroke play starting at the first hole using the handicap they had in the original competition.

Ashworth Trophy in the event of a tie after 36 holes an 18-hole play-off will be arranged as soon as possible at a mutually agreed time. Each player will go out separately with a marker no more than 20 minutes apart. The player recording the lowest gross score will be the winner. In the event of a further tie then the above process will be repeated until a winner can be declared.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

Captain's Prize Qualification criteria is at the Captain's discretion and the criteria for the current year will be communicated at the start of each season. It is normally the best three net scores from 8 competitions with a maximum of the top 100 players plus ties qualifying for the first round. Qualification for second round is normally the top 60 net scores and ties from the first round. In the event of a tie after 36 holes a 9-hole play-off will take place immediately after the scores have been verified. The players will go out separately with a marker no more than 20 minutes apart. They will play using the handicap they had at the start of the competition. The 9-hole play-off will be set up as a 9-hole competition using Club v1. The gross scores will be entered and the software will determine the winner.

Should the match still be tied then the winner will be decided by sudden death stroke play starting at the first hole using the handicap they had in the at the start of the competition.

14.6 Aggregate Competitions

Butter Prize and David Jones Trophy in the event of a tie the 7th best card and then the 8th/9th and so on will count until a winner can be declared.

Scores in the following competitions count towards the Butter Prize and David Jones Trophy, all Captain's Qualifiers, Ralph Harrison Trophy, Mauldeth Trophy, Procter Trophy, Atkinson Tankard Round 1, Captain's Final Round 1, Ashworth/Eldridge Round 1, Chairmans Trophy and Presidents Trophy.

Winter League in the event of a tie the 5th best card and then 6/7/8 and so on will be taken into account until a winner can be declared.

Stableford Cup in the event of a tie the 3rd best card and then 4/5/6 will be taken into account until a winner can be declared.

Order of Merit (Jimmy Walker Memorial Trophy) and **Eclectic** in the event of a tie the prize will be shared

Order of merit points are awarded for places 1 to 20 in all Saturday Singles Competitions, excluding any Subsidiary Competitions, plus the top 20 two round aggregate places in the Atkinson Tankard, Eldridge Cup and Captains Prize.

Competitions originally scheduled for a Sunday that are rearranged and played on a Saturday will not qualify for Order of Merit points.

All scores in all Saturday/Weekend competitions, except the 2nd round of the Chevalier, count towards the Eclectic Prize.

Scores for completed rounds in cancelled competitions will not count towards the Eclectic Prize.

Adam Scratch Prize in the event of a tied best gross score then an 18-hole play-off should be arranged as soon as possible. The players may play separately with markers no more than 20 minutes apart or together if they wish. Should the gross scores still be tied then the winner will be decided by sudden death match play starting at the first hole.

Scores from any Club competition medal round played from the white tees on a Saturday or Sunday, except for the second round of the Chevalier Trophy, President's Trophy and Chairman's Trophy, will qualify for the Adam Scratch Prize.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

All players involved in an Adam Scratch play-off shall have their names put on the Trophy Board. (This is a gross prize no handicaps shall be used at any stage.)

Scores for completed rounds in cancelled competitions will not qualify for the Adam Scratch Prize.

Millennium Trophy Qualifiers

The winners of all Saturday singles competitions, excluding any Subsidiary Competitions, plus the winners of the Atkinson Tankard, Eldridge Cup, Captains Prize, Chevalier Trophy, Professionals Competition, Singles Knock Out and Millennium Trophy will qualify for the following years Millennium Trophy.

Note 1 *In the event that a card playoff is tied then the prize for that year will be shared and both player's names will be engraved on the Trophy or Honours Board.*

15. Procedures to be followed in the event that any of the men's weekend competitions cannot be completed on the scheduled dates.

15.1 Captain's Qualifiers, Stableford Cup, 18 Hole Trophy or 18 Hole Board Competitions

If it is not possible to complete a Captain's Qualifier, Stableford Cup, 18 Hole Trophy or 18 Hole Board Competition on the scheduled date then the competition will be rescheduled to a spare Saturday or if necessary another planned competition may be cancelled to allow the Captain's Qualifier, Stableford Cup, 18 Hole Trophy or 18 Hole Board Competition to be played.

If it is not possible to complete any other 18 Hole competitions scheduled for a Saturday these will normally be cancelled.

15.2 Chevalier Trophy

If only the first round can be completed on the scheduled Sunday then the player with the lowest nett score in the completed round will be declared the winner.

If neither round can be completed on the scheduled Sunday then Match and Handicap will make every effort to reschedule as a 36 hole competition including using the Sunday of the Captain's Final "spare weekend" if that is available.

If only the first round can be completed on the rescheduled Sunday then the player with the lowest nett score in the completed round will be declared the winner.

If neither round can be completed on the rescheduled Sunday then the competition will be cancelled for that year.

15.3 Atkinson Tankard,

If only one round can be completed on the scheduled weekend then the player with the lowest nett score in the completed round will be declared the winner. Order of merit points will be awarded.

If neither round can be completed on the scheduled weekend then the Atkinson Tankard will become an 18-hole competition and will be rescheduled to a spare

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

Saturday or if necessary another planned competition may be cancelled to allow the Atkinson Tankard to be played. Order of merit points will be awarded.

15.4 Professional's Trophy (Trophy played for by individuals who have played the professional during the year and have qualified to play in the two-day Professionals Trophy Competition.)

If only one round can be completed on the scheduled weekend then the player with the best score in the completed round will be declared the winner.

If neither round can be completed on the scheduled weekend then The Professional's Trophy will become an 18-hole competition and will be played on the next available Sunday after the scheduled weekend.

15.5 Ashworth/Eldridge

As one of the two most significant Club competitions of the year, should play be disrupted on the scheduled weekend, there will be a spare weekend reserved, usually in August, to enable the competition to be rescheduled as a two-day competition played on consecutive days.

If both rounds cannot be completed on the scheduled weekend then the competition is incomplete and will be cancelled and rescheduled to the "spare weekend".

If the competitions are cancelled scores for any completed rounds will not be qualify for the Adam Scratch or Eclectic Prizes nor will any "prizes" be awarded if the Saturday Round is completed by all players. Handicap reductions will be applied in line with CONGU rules.

If the competitions are rescheduled to the "spare weekend" and only one round can be completed then the players with the lowest nett and gross scores in the completed round will be declared the winners. Order of merit points will be awarded and scores will qualify for the Adam Scratch and Eclectic Prizes.

If neither round can be completed when the competition has been rescheduled to the "spare weekend" then the Ashworth and Eldridge competitions will become 18-hole competitions and will be rescheduled to a spare Saturday or if necessary another planned competition may be cancelled to allow the Ashworth and Eldridge competitions to be played.

15.6 Captains Final

As one of the two most significant Club competitions of the year, should play be disrupted on the scheduled weekend, there will be a spare weekend reserved, usually in September, to enable the competition to be rescheduled as a two-day competition played on consecutive days.

If both rounds cannot be completed on the scheduled weekend then the competition is incomplete and will be cancelled and rescheduled to the "spare weekend".

If the competition is cancelled scores for any completed rounds will not be qualify for the Adam Scratch or Eclectic Prizes nor will any "prizes" be awarded if the Saturday

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

Round is completed by all players. Handicap reductions will be applied in line with CONGU rules.

If the competition is rescheduled to the "spare weekend" and only one round can be completed then the player with the lowest nett score in the completed round will be declared the winner. Order of merit points will be awarded and scores will qualify for the Adam Scratch and Eclectic Prizes.

If neither round can be completed when the competition has been rescheduled to the "spare weekend" then the Captain's Final will become an 18-hole competition and will be rescheduled to a spare Saturday or if necessary another planned competition may be cancelled to allow the Captain's Final competition to be played.

16. KNOCK OUT COMPETITIONS

This Bye Law provides details of the annual Knockout Competitions played at Heaton Moor Golf Club. They are all Match Play Competitions and normally commence in April and complete in September.

The Professional will normally take entries for all the Knockout Competitions in February/March.

A draw for all the competitions will be made by the Golf Team which will be posted on notice boards in the Clubhouse it will also be available on "How-Did-I-Do".

There will be a date by which each round must be completed and there will be no extensions under any circumstances to allow matches to be played after the deadline date published.

It is the responsibility of the players involved to declare a result by the deadline date and to enter details of that result on the draw sheet or email the Golf Team by the deadline date. Failure to do this may result in both players or pairs forfeiting the match.

16.1 Men's Handicap Singles (Open to Full Members.)

The Handicap allowance is the Full Difference between the players handicaps.

All rounds prior to the Final to be played over 18 holes from the White Tees

The Final to be played over 36 holes from the White Tees.

In all rounds should the match be tied after 18/36 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Four prizes are normally awarded and the winner qualifies to play in the Millennium Trophy.

16.2 Men's Doubles (Open to Full Members.)

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

The Handicap allowance will be 90% of the difference from the lowest handicapped player.

All rounds prior to the Final to be played over 18 holes from the White Tees

The Final to be played over 36 holes from the White Tees.

In all rounds should the match be tied after 18/36 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Two prizes are normally awarded.

16.3 Men's Seniors Singles (Open to Full Members aged 55 or over on the final date for entries to the competition.)

The Handicap allowance is the Full Difference between the players handicaps.

All rounds to be played over 18 holes from the White Tees.

In all rounds should the match be tied after 18 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Two prizes are normally awarded and the winner qualifies to play in the Millennium Trophy.

16.4 Ladies Singles (Open to Full and 6 Day Members.)

The Handicap allowance is the Full Difference between the players handicaps.

All rounds to be played over 18 holes from the Red Tees.

In all rounds should the match be tied after 18 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Two prizes are normally awarded.

16.5 Ladies Doubles (Open to Full and 6 Day Members.)

The Handicap allowance will be 90% of the difference from the lowest handicapped player.

All rounds prior to be played over 18 holes from the Red Tees

In all rounds should the match be tied after 18 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Two prizes are normally awarded.

16.6 Mixed Foursomes (Open to Full and 6 Day Members.)

The Handicap allowance is 50% of the difference between the combined handicaps of each side.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

All rounds to be played over 18 holes. Ladies play from the Red tees the Men from the White Tees.

In all rounds should the match be tied after 18 holes sudden death match-play will commence immediately at the first hole and holes played until a winner can be declared.

Two prizes are normally awarded.

17. Course Closure and Competition Suspension or Abandonment Procedure

If the course is closed golfers must not commence play under any circumstances.

The Directors have a duty of care to their employees and under the Occupants Liability Act they have responsibilities to users of the golf course which requires them to take all reasonable steps to ensure that golfers are not subject to unnecessary risks. They also need to ensure that members of the public using the public rights of way across the course are protected. This may on occasions result in the course being closed when it is judged conditions are unsafe. The processes and procedures when deciding if the course should be closed or competition suspended or abandoned are detailed below.

Each individual golfer on the course is also responsible for their own safety and should continually assess the conditions they are playing in. If at any time they feel the conditions pose a risk to themselves or others they should leave the course without delay, and in a handicap affecting competition advise a member of the Golf Team of their action, regardless of whether the Klaxon has been sounded or heard.

The course may be closed or competition suspended or abandoned if the course becomes unplayable, (Rules of Golf - Committee Procedures - 6E).

Any member of the Ground Staff, the Golf Director or member of the Golf Sub Committee (Golf Team) are authorized to close the course.

The Golf Director or any other member of the Golf Sub Committee (Golf Team) are authorised to decide if any competition, in particular a handicap effecting competition, should be suspended or abandoned depending on the prevailing conditions regardless of whether the course remains open.

The following signals will be used to signal decisions regarding course closures or suspension or resumption of play in competitions.

- One prolonged klaxon blast (repeated) Abandonment of Play/Course Closure
- Three short klaxon blasts (repeated) Suspension of play
- Two short klaxon blasts (repeated) Resumption of play

If play in a competition has been suspended, signalled by three short klaxon blasts repeated, then the procedures in **Rule 5.7** must be followed.

17.1 Circumstances that may lead to Course Closure or Competition Suspension or Abandonment

Poor Visibility (Fog or mist.)

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

The course will be closed and/or in a competition play may be suspended or abandoned when the landing area for a players shot is not clearly visible. This will vary depending on each golfer's ability but as a guide on Hole 1 if the trees just beyond the penalty area ditch are not clearly visible from the yellow tee then the course will be closed.

When the klaxon has been sounded, 1 long blast repeated, to signal the course is closed or competition abandoned players **MUST** leave the course immediately by the safest possible route. If play in a competition has been suspended, signalled by three short klaxon blasts repeated, then the procedures in **Rule 5.7** must be followed.

When visibility is patchy across the course the decision to continue to play when there is poor visibility is the responsibility of individual golfers. Every individual must assess whether it is safe to hit the ball; based on whether they can see the clear distance of their intended shot. If they can't see the intended landing area for their shot they **MUST** not play.

High Winds

Heaton Moor Golf Club has a large number of trees on the Course, many of them are aging Manchester and Black Poplars that are particularly susceptible to damage during high winds.

Wind speeds between 30 mph and approximately 45 mph are considered to be medium risk and Golfers will be informed, before teeing off, that the winds are strong and to take extra care particularly when playing shots from under or close to trees. In some circumstances certain holes may be closed due to increased risk from falling branches and the risk of balls being blown onto adjacent properties or other golf holes.

Once golfers have commenced their round they should continually assess the conditions and discontinue play if they consider they are at risk.

If wind speeds are in the region of 45 mph (Gale force 9) the Course will be closed as there will be significant risk of falling branches, flying debris and little control of wayward golf shots.

When the klaxon has been sounded, 1 long blast repeated, to signal the course is closed and or competition abandoned players **MUST** leave the course immediately by the safest possible route. If play in a competition has been suspended, signalled by three short klaxon blasts repeated, then the procedures in **Rule 5.7** must be followed.

Lightning

If there is lightening in the vicinity of the course a klaxon will sound 1 long blast repeated and all golfers **MUST** leave the course immediately, in a competition there may be an immediate suspension of play, signalled by three short klaxon blasts repeated, and all golfers **MUST** leave the course immediately.

It may on occasions, in the interests of safety, if lightning storms are virtually certain to arrive during a competition to cancel that competition before play commences.

Any golfer on the course is responsible for their own safety and it is therefore their responsibility to leave the course immediately they believe that they could be in

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

danger from lightning even if the klaxon has not been sounded or heard. Do not seek shelter under trees.

Casual Water on Greens (Rules of Golf - Committee Procedures - 6E)

If any hole is completely surrounded by temporary water which cannot be removed, the course should be considered unplayable and the course may be closed and or competition abandoned a klaxon will sound 1 long blast repeated to signal course closure abandonment of play.

In a competition play may be suspended, signalled by three short klaxon blasts repeated, then the procedures in **Rule 5.7** must be followed.

(To minimize the impact on competitions when heavy rain is forecast holes will be positioned in areas of the greens least likely to become waterlogged.)

Lying Snow

When there is lying snow on fairways and greens the course will be closed.

Special Circumstances

Certain special circumstances may necessitate course closure for example accidents or emergencies or police action.

17.2 Responsibility for Course Closure and / or Competition Suspension or Abandonment.

Any member of the Ground Staff, The Golf Director or member of the Golf Sub Committee (Golf Team) are authorized to close the course.

The Golf Director or any other member of the Golf Sub Committee (Golf Team) are authorised to decide if any competition, in particular a handicap effecting competition, should be suspended or abandoned depending on the prevailing conditions regardless of whether the course remains open.

17.3 Process for Course Closure

The Head Greenkeeper, normally in consultation with the Golf Director or another member of the Golf Sub Committee (Golf Team), will make the decision to close and re-open the Course. In the absence of the Head Greenkeeper, the authority is delegated to the Deputy Head Greenkeeper, normally in consultation with the Golf Director or another member of the Golf Sub Committee (Golf Team). However, when neither Head Greenkeeper nor the Deputy Head Greenkeeper are available the action may be authorised by:

In priority order:

- 1 The Golf Director
- 2 Golf Sub Committee (Golf Team)
- 3 The member(s) of Ground Staff on duty

17.4 Action when Course is to be Closed

When the decision to close the Course has been made, the person responsible for the decision is to ensure that:

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

If play is in progress ensure that the klaxon is sounded to advise players on the course that the course is closed, **One prolonged klaxon blast (repeated) Abandonment of Play** (Klaxons are available in the Professionals shop, Ground Sheds and Club Office.)

Signs are positioned prominently on or around the 1st and 10th tees. The Club Office, Ground Staff, Club Professional, House Staff and Caterer are advised of the closure as soon as possible. Whenever a competition is about to begin or is in progress, the person responsible for the decision to close the course is to inform the competition or event organiser at the earliest opportunity. All members are to be advised of the course closure as soon as possible, by the most suitable method, e.g. Email. Course status information should be updated.

The responsibility for reopening the course is the same as for closing the course. When the Course is re-opened the person responsible for the decision, is to ensure the course closed signs are removed. The Club Office, Ground Staff, Club Professional, House Staff and Caterer are to be advised the course has reopened as soon as possible. If competition is about to begin or is in progress, the person responsible for the decision to reopen the course is to inform the competition or event organiser at the earliest opportunity. All members are to be advised that the course has re-opened as soon as possible, by the most suitable method, e.g. Email. Course status information should be updated.

17.5 Action when Competition is Suspended or Abandoned

When the decision to suspend or abandon play in a competition has been made, the person responsible for the decision is to ensure that; if play is in progress ensure that the klaxon is sounded to advise players on the course that the competition is suspended or abandoned, **One prolonged klaxon blast (repeated) Abandonment of Play, Three short klaxon blasts (repeated) Suspension of play.**

(Klaxons are available in the Professionals Shop, Ground Sheds and Club Office.).

Advise the Professional and the competition organiser that the competition has been suspended or abandoned. If play suspended monitor the prevailing weather conditions and if they improve within a reasonable time (within an hour), manage the restart of the competition.

When competitions are abandoned handicap reductions will be applied for completed rounds in accordance with CONGU rules.

Note In practice suspending and restarting a competition is not straight forward and often impractical e.g. visitor or member tee bookings full after the competition, loss of daylight etc; so in poor weather conditions competitions are more likely to be abandoned and where appropriate rescheduled than suspended.

17.6 Reviewing Course Closures

To ensure the course is re-opened at the earliest opportunity conditions will be reviewed as detailed below.

Flooding or Waterlogging

Hourly from 7.00 am to 3.00 pm in summer and hourly from 8.00 am to 2.00 pm on weekdays in winter. At weekends reviews will be on an ad hoc basis.

Lying Snow

At 8.00 am and 12.00 noon daily.

THE BYE-LAWS OF HEATON MOOR GOLF CLUB LIMITED

Electrical Storms

On a half-hourly basis from play being suspended.

Fog and Mist

On an hourly or ad hoc basis, whichever is deemed most appropriate.

Special Circumstances

On an ad hoc basis, depending on circumstances.