Lymm Golf Club – Gents Seniors Section

(LGCGSS)

Strategy, Rules & Guidelines

The following rules supplement the Rules and Bye-Laws of Lymm Golf Club, which are already in place. In the event of any contradiction, the Rules and Bye-Laws of the Golf Club take precedence.

Objectives of the Lymm Golf Club Gents Seniors section (LGCGSS)

The objectives of the LGCGSS are: -

- **To promote friendship, competition, and camaraderie amongst the male, over 55 aged group at Lymm Golf Club.**

- **To encourage participation in several formal and informal golf events, which include weekly get-togethers weekly league games and one-off competitions.**

- **To establish and maintain a programme of friendly matches with other Seniors, at local golf clubs during the golfing season, in which all LGCGSS members (irrespective of ability) can participate in.**

Qualification for membership

To qualify for membership, you must be 55 years of age or over, and membership is open to all Lymm Golf Club members. There is an annual membership fee that is set by the Committee each year (2025/6 - £25) and this is payable after the Annual Business Meeting held during October each year. Any subscription is deemed non-recoverable. If a member leaves during a year the fee is forfeited

If a member joins part way through a playing year, the full fee is payable if joining prior to April; and half fee post April.

Administration

The Committee

LGCGSS will be administered through an elected Committee, who will have various allocated functions. These functions will include, but are not limited to, Chairman, Treasurer & Membership Secretary, Communications Officer, Secretary, Handicap Secretary, Inter Club Match Organiser, Maintenance Manager, Monday Bookings & Competition Secretary, Friday Booking & Away Day Organiser and Seniors Liaison Manager with Lymm GC .

The Committee is limited to 9 full members. Co-opted members can be added ad-hoc if circumstances dictate.

Committee members will hold office for a term of 3 years.

Committee members may offer themselves for re-election if they wish.

A quorum for a Committee meeting shall be five present. The Chairman shall preside at all meetings. If he is not present at any meeting, a nominated Committee member shall deputise.

Election of the Committee

- **A nomination sheet shall be placed on the LGCGSS Notice Board in the clubhouse, on which all nominations shall be entered, at least 21 days before the Annual Business Meeting (ABM).**
- **2 other LGCGSS members are required to nominate any member of LGCGSS for any vacant positions, who will have previously obtained the consent of the nominated member.**
- **The nomination sheet shall be removed from the Notice Board 7 days before the ABM and, in the event of a contest being required, a copy thereof, in the form of a voting paper, shall be given to each member present at the ABM.**
- **Each member present at the ABM shall be entitled to vote for any number of candidates so nominated, not exceeding the number of vacancies.**

- **Proxy voting will be accommodated (e-mails accepted). Proxy votes are to be lodged with the Secretary up to the day of the ABM. The Secretary will exercise the votes as directed by the member.**

<u>Annual Business Meeting (ABM)</u>

An Annual Business Meeting shall be held in October each year. The Secretary shall give a minimum of 14 days' notice to all members. Such notice shall be sent out in September via our weekly Newsletter to each member, where e-mail address has been provided. It will also be posted on the LGCGSS Notice Board.

The business to be transacted at the Annual Business Meeting shall be

- **a report from the Chairman,**
- **presentation of the Financial Report by the Treasurer,**
- **the election of Committee and**
- **any other business that has previously been submitted for the ABM.**

No other business shall be transacted.

Roles of the Officers of the Committee.

<u>Role of the Chairman</u>

The Chairman shall chair all the Committee Meetings of the LGCGSS and if necessary, shall have a casting vote in the event of any tie. At the ABM, he shall report to the LGCGSS members on significant events that occurred during the previous year and on any plans for the forthcoming year.

He will also sanction all written releases from the Committee. (Sanity checking)

He will have special responsibility for the Annual Ladies v Senior's match, liaising with the lady captain each year regarding teams, rules formats etc.

Role of the Treasurer & Membership Secretary

The Treasurer shall keep the accounts of LGCGSS and will prepare and present the Annual Statement and Bank balance at ABM's and at Committee meetings.

The Treasurer shall keep and maintain the prize allocation / fixed cost list, as well as preparing and maintaining the Annual Finance Budget.

Whilst a full audit is not deemed necessary, a person shall be appointed at the ABM each year to examine the Annual Statements of Accounts and Bank balance and certify that they are in accordance with the records, vouchers and explanations given by the Treasurer.

As Membership Secretary he will maintain a current list of all members and arrange for annual subscriptions to be collected.

He will maintain the master list of all members and the corresponding master contacts list (e-mail contacts list).

He will maintain contact with members who are unwell or have not played for a month without an explanation.

Also responsible for purchase and distribution of packs of balls for "2's" won as defined below.

Any player scoring a 2 in a league game (the 30 weeks where we play the best 5 from 10) shall receive a sleeve of balls.

Report to each meeting.

Role of Secretary

The Secretary shall be responsible for the day-to-day administration of the LGCGSS. He shall conduct any correspondence of the LGCGSS and shall have custody of all documents belonging to the LGCGSS.

He shall keep full and current Minutes of all proceedings. (See also section "Publishing & Maintenance of Rules):

He shall prepare and distribute Agenda – for meetings, the ABM and the annual presentation day (at least 1 week before the due date)

Take and prepare all meeting minutes and distribute as required to all parties

Organise and officiate on all election processes required by these rules from time to time (e.g. election of Committees, canvassing members opinions etc.).

Maintain the register of Committee members, their remaining tenure and list of offices held.

ABM – prepare all trophies and manage the ABM day held each year (October)

Xmas Lunch – set the date / liaise with the kitchen and manage to completion.

He will be responsible for the upkeep of the Senior's section on the club website.

Annually – prepare and maintain the Annual Seniors Calendar – include all club calendar/booking sheet cross checking. Publish before the end of December each year.

The role of Communications Officer

The Communications Officer shall be responsible for the publicity and marketing of LGCGSS and all its events and facilities.

He will be responsible for regular communications with LGCGSS members by means of LGC Seniors' website.

He will hold special responsibility for the LGC Seniors' website https://lgcseniors.com/

This includes (but is not limited to)

- **Ensure that the weekly newsletter is ready to publish.**

- **Publish the newsletter every Wednesday. Publishing involves sanity checking; social responsibility is maintained and then upload.**
- **Arrange as required deputy editors to cover absences.**

Report to each meeting.

<u>Role of the Handicap Secretary</u>

The responsibilities of the Handicap Secretary shall vary during the year.

The WHS handicap system will be in operation as dictated by Lymm Golf Club.

As required:-

Responsible for the collection of scorecards after all seniors competitions.

Check handicaps declared against WHS handicaps

Check as a minimum the first three places score card mathematically.

Maintain the League results spreadsheet (Master League Spreadsheet).

Weekly – Report the league statistics, a written report, the division 1 and division 2 league numerical list of the results to the Marketing Communications Officer for entry into the newsletter.

Report any 2's and the first three places in all competitions to the Treasurer and Competition's Secretary.

Report to each meeting.

<u>The role of the Monday Booking Secretary</u>

Monday Booking Secretary's role involves setting up and maintaining a register of players and their individual preferences. From this, a weekly schedule is completed using all members on each register as bookers by rotation.
Competition for slots is fierce. We need to book two weeks in advance – at the moment the schedule opens(20.00 hours).
<u>This is distributed timely to ensure bookers are "on the buttons" at the 20.00 hour cut times.</u>

He shall maintain the "Master register of winners" spreadsheet. This includes Board competitions and the Championship build up.

Report to each meeting.

Role of the Inter club Competitions Officer

End of season.

Contact all the clubs on the rota and confirm their availability for dates in the forthcoming year.

Confirm all dates with the Kitchen and the office (club diary) Copy to the Secretary by November (for the calendar).

Update players list and draw up match allocation sheet.
Maintain a central contact sheet for all the clubs for the coming year.

Through the season.

Manage to ensure the teams are drawn and are published timely, catering is informed, the time slots have not been interfered with and matches take place as scheduled.

Report to each meeting.

Role of the Maintenance Manager

Through the year – manage the maintenance as required – manpower/attendance and outcome.
Report to each meeting – pictures etc. to the Committee and the Council on the ongoing state of the Rockery and the memorial bench, highlighting improvements and changes.

Role of the Friday Booking Secretary

Friday Booking Secretary's role involves setting up and maintaining a register of players and their individual preferences. From this, a weekly schedule is completed using all members on each register as bookers by rotation. Competition for slots is fierce. We need to book two weeks in advance – at the moment the schedule opens (20.00 hours).
This is distributed timely to ensure bookers are "on the buttons" at the 20.00 hour cut times.

Role of the Competitions Secretary

The Competitions Secretary shall be responsible for ensuring the administration, newsletter announcements, lead up and execution of all competitions are completed and maintained.

This includes (but is not limited to):-

- **The Winter (Andy Ward pairs) Knock - out competition**
- **The Summer (Mike Smith singles) Knock-out competition**
- **The Peter Herrity Trophy (1-day event)**
- **The Gordon Wood Trophy (1- day event)**
- **The Championship (1 day event)**
- **Memorial Day (1 day event)**

NB The Hinson cup is NOT a seniors section competition. It is a Club organised competition for which we have no responsibility.

The Away Event Organisers shall organise:
The annual away day/night trip

This is usually held towards the back of the season.
The organisers shall propose sites (costs/ benefits/ challenges) to the Committee by year end.
The Committee shall decide.
The organiser shall then manage the operation to conclusion this includes

- **Advertising – all channels**
- **Booking**
- **Collection of payment**
- **Logistics and**
- **Competitions over 2 days, prizes etc.**

A programme of "opens",
Recommended 3 events per season, The organiserd shall manage the operation to conclusion.

- **Advertising – all channels**
- **Booking**
- **Collection of payments**

Report to each meeting.

The Committee will liaise direct with a member of Lymm GC Men's Committee to raise any points raised in discussions as and when.

Suggestions

Any suggestions for improving LGCGSS can be made by speaking to any member of the Committee at any time. All suggestions will be raised and considered at the next Committee meeting.

Recognition Awards

When a qualifying member of LGCGSS reaches the age of 80, he will be presented with a LGCGSS Sweater by the Chairman.

When a qualifying member of LGCGSS reaches the age of 90, he will be presented with …….(TBA by 2025 Committee).

A member will only qualify if he has been a member of the Seniors section for a minimum of 5 years prior to his birthday.

Memorials

Memorial Benches

The first bench is located on a flagged site adjacent to the 14th Tee. The bench and site have the approval of the Golf Club Council (September 2017)

Once this bench has its quota of plaques, a second will be purchased and a site proposed/ agreed with Council. And so on into the future.

Memorial Fund

Funds for the continuation of the bench project will be ring-fenced as a budget item in the Senior Section Annual Budget accounts.

Funds will be accumulated by the levelling of entry fees for 2 competitions held annually. The Peter Herrity Trophy (August) and the Memorial Day Trophy (August-October). The entry fee to be determined by the Committee at annual budget time.

If the relatives/ friends approach the Section to suggest a memorial of some sort (a trophy perhaps?) for an individual, this needs to be politely steered towards a donation to the memorial fund instead.

The Memorial fund will be used to finance the ongoing sequence of benches, the purchase and commissioning of all plaques, materials required to

maintain the benches and the "tots at the bar" traditionally served at the Memorial Day game.

The Memorial fund is to be assessed at each annual budget (October each year). If the fund is deemed to be excessive a cap may be authorised by the Committee – the surplus being returned (out of the ring-fence) into general funds.

Qualification for a Plaque.

All members who pass, will qualify to be commemorated with a standard plaque on the Seniors Memorial Bench, subject to the following conditions,

- **The deceased will be an active member of the section who dies during the current membership year, or**
- **The deceased will have been an active member for at least 2 out of the preceding 5 years.**

These qualifications are a guideline only. The Committee may sanction a plaque if the majority agrees that the individual deserves special recognition even though the guidelines are not strictly met.

<u>Mechanics of the process.</u>

The Secretary will promote a costed purchase requisition for a plaque via the agenda - for approval by the committee (qualification and cost) at the next bi-monthly meeting.

If signed off (minuted), the Secretary will purchase the plaque and arrange for the Maintenance Manager to fix it to the bench.

Cost will be refunded on submission of the invoice. The costs to be debited to the Memorial fund.

The Maintenance Manager will, in concert with the Secretary, assess / forecast the need for a new bench and promote this to the Committee prior to the annual budget exercise (October each year).

If the need for a new bench is forecast for the coming financial year, the Committee will appoint a 3-man sub-committee to facilitate: Specification, proposed site, permissions required, supplier approval, purchase, payment, site preparation and associated costs.

<u>Memorial Day</u>

A Memorial Day will be held annually (August-October).

Notices will precede in the newsletters leading up to the day - asking members to remember those who have gone before. Recent and past.

A collection bucket will be "on the bar" – all charity money collected will go towards the section charity – currently Prostate Cancer outreach - (Phil Ormisher)

The Committee will provide the customary "shots on the bar" in remembrance.(see budget item)

Disciplinary Procedure

If the Seniors Committee is of the opinion that there has been a breach by a member of the Gents Seniors Section Rules, or conduct on the part of a member of the Section, either in the clubhouse or elsewhere such as might endanger the reputation, character, interest or good order of the Section, or might offend it's other members; or if the conduct of any member of the Section is the subject of a written complaint to the Secretary, signed by another member of the Section, it shall be the duty of the Gents Senior Section Committee to furnish the member concerned with a statement of the facts or complaint and to invite him to answer it, either in person or by written statement, at a Gents Senior Section Committee meeting.

After due enquiry at such a meeting of the Committee they shall be empowered, by decision of not less than two-thirds of the members present and voting by ballot to:

1) **Dismiss the matter,**
2) **Admonish, caution, or suspend the member for a period not exceeding 3 months.**
3) **Require the members resignation**

Six members of the Gents Seniors Section Committee shall form a quorum for the purpose of this meeting.

Any such decision shall have immediate effect and shall be communicated immediately to the member in writing or in person (followed as soon as possible by confirmation in writing).

A member who has been expelled shall immediately cease to belong to the Gents Seniors Section and relinquish any claim to its assets or property.

A member who is expelled may, within 2 calendar months of the date of expulsion, lodge an appeal in writing to the Secretary of the Gents Seniors Section, whereupon the Gents Seniors Section Committee shall call a special meeting, to be held within 30 days of the lodging of the appeal, to consider a resolution to confirm the expulsion. The member so expelled may be present at the meeting and may address the meeting personally about his appeal.

Voting will be by ballot and will require a two-thirds majority of those in attendance. If the expulsion is confirmed the matter will be consider as closed. If the expulsion is rescinded the member will be allowed full access to the Gents Seniors Section with immediate effect.

GENERAL INFORMATION: COMPETITIONS

Competitions are played using your WHS playing handicap (95%). Any member who does not hold a WHS handicap is not eligible to win a competition until they secure a WHS handicap.

When playing a competition under WHS course conditions it is necessary to register your round on IG and enter your scores into IG on completion of your round. Failure to do so may result in disqualification.

"Best 5 from 10". The Seniors League.

The league is played over three Sessions. Winter (January to March), Summer (April to August) and Autumn (September to December).

If the club introduces local rules regarding the use of mats those rules should be followed in all Seniors competitions

Winter sessions of the league are played over 12 holes. The course will be played each week as presented, so if there are temporary greens it does not matter, the round will count. The same applies if only limited holes are open or any number of temporary greens, the course will be played as presented that day.

A minimum of 7 Rounds should be played in each session. If 6 rounds or less are played, the session will be cancelled.

All league competitions are scored over 15 holes only. (12 for the Winter series). The designated course is the first 15 holes open on that day. (i.e. if hole 13 is closed but all others are open, the competition is played over 1-12, 14-16 for that day). The scores achieved on the days will be pro-rated up to 15 holes (12 holes for Winter), for the consistency of recording the player's league positions in that session.

Members may continue to play on to complete 18 holes, if they so wish – but only holes 15 holes will be counted (12 holes for winter), and members should not enter their score for these holes on their card, as to do so will conflict with the WHS evaluation of handicaps.

A sleeve of balls will be awarded to players who score a two on the designated course during the three "Best 5 from 10" league games and during the Championship Game.

The Gordon Wood Trophy is played over 18 holes or whatever number of holes available to play. This competition is played using Stableford scoring and is from the yellow tees. WHS playing handicap (95%) applies.

The Peter Herrity Trophy is played over 18 holes or whatever number of holes available to play. This competition is played using Stableford scoring and from the yellow tees. WHS playing handicap (95%) applies. This is a charity day, and an additional fee is payable (£5) of which all goes to our chosen charity.

The Championship is played over the *designated* 15 holes or whatever number of holes are available to play- entry by invitation. Winners of competitions and league games in year of competition qualify. This competition is played

using Stableford scoring and from the yellow tees. WHS playing handicap (95%) applies.

The Memorial Trophy game is played over the *designated* 15 holes or whatever number of holes are available to play . This competition is played using Stableford scoring and from the yellow tees. WHS playing handicap (95%) applies. The overall winner will be awarded the Trophy at the ABM.

Temporary rule during autumn/winter (for Happy Mondays games only)

Where there are a large number of leaves on the ground the following rule may be invoked by the Seniors' committee (for Happy Mondays rounds only):-

If you and your playing partners all agree that the ball finished "somewhere on the fairway, round about here" but it looks hopeless – leaves abound, and you are sinking into the mud and somebody has probably stood on the missing ball already. Throw down your trusty mat, place a fresh ball on it, and play on – NO PENALTY. If however, you hit your ball into any trees area and can't be found in leaves, then, if no provisional ball has been played, no score.

The Andy Ward Pairs - Winter knock out Competition. This is played over 18 holes or whatever number of holes available to play, match-play. Played between late September and March of the following year.

The general rules and administration guidelines are: -

- **The Format is 4-ball better ball – match play**
- **WHS playing handicap (95%) applies. Shots are given on the difference between the player and the lowest handicap.**
- **The Draw for the pair's competition will take place in early September each year. Qualification for entry to this competition is that you must be aged 55 or over at the commencement of the draw and be a paid- up member of the Seniors Section. An entry sheet will be on the notice board for a period of 2 weeks.(This is an opt in scheme). Alternate methods may be used if circumstances dictate.**

- **The draw will be made from two lists using WHS playing handicaps (95%) of low handicappers and high handicappers. The breakpoint between these two sections, will be established once the entry sheet has been finalised prior to the draw.**
- **If a member withdraws from the competition prior to the first round being played a substitution can be made, but the substitute must have a current club handicap equivalent to the handicap section of the player they are replacing.**
- **The Draw will be published on the notice board and by e-mail Newsletter. Matches must be played by the designated date shown for each round. If a pair is unable to play a round by the designated date, they will forfeit the round. If a delay is caused by weather conditions, then the competition organiser must be advised. The round must be played by the next available date that is agreed with the organiser.**
- **It is the responsibility of the individual or pair whose name(s) appear highest in the draw to contact their opponent(s), offer some possible dates for the match to be played, agree a date and then book the agreed tee time on IG.**
- **The Final must be played prior to the end of the Senior's Winter session of Friday League Competitions.**
- **All matches to be played any day except Fridays or inter club match days.**
- **The Organiser supported by the Senior's Committee where necessary will resolve any disputes.**

The Mike Smith Summer Singles Knock Out Trophy to be played between April and August each year. WHS playing handicap (95%) applies.

<u>The general rules</u> and administration guidelines are: -

- **The draw for the singles competition will take place in Late March/ early April each year. Qualification for entry to this competition is that you must be a paid-up member of the Seniors Section.**
- **This is an Opt-in competition. All members who wish to play will enter by filling their names onto the "Competition Entry Sheet" that will be displayed on the Senior's notice board**

- **The Draw will be published in the Newsletter and a hard copy will be pinned to the notice board.**
- **Both the newsletter and the notice board copies will be updated as the competition progresses.**
- **This is played over 18 holes or whatever number of holes available to play.**
- **If a member withdraws from the competition prior to the first round being played the organiser may authorise a replacement (if one is available). Once the first round has been played no substitutes will be entertained. The opponent of the withdrawer gets an automatic bye into the next round.**
- **WHS playing handicap (95%) applies. Shots are given on the difference between the player and the lowest handicap.**
- **Matches must be played by the designated date shown for each round. If an individual player is unable to play his next match by the designated date, he will forfeit the round.**
- **It is the responsibility of the individual or pair whose name(s) appear highest in the draw to contact their opponent(s), offer some possible dates for the match to be played, agree a date and then book the agreed tee time on IG.**
- **If a delay is caused to both players by severe weather conditions, then the competition organiser must be immediately advised. The organiser shall attempt to accommodate a later schedule but if this interferes with the flow of the competition, the result may have to be agreed by the toss of a coin.**
- **All matches to be played any day except Fridays or inter club match-day.**
- **The Organiser, supported by the Seniors Committee, where necessary, will resolve any disputes.**

Memorial Trophy

A Memorial Day will be held annually. Notices will precede in the newsletters leading up to the day - asking members to remember those who have gone before. Recent and past.

GENERAL INFORMATION – MISCELLANEOUS & GUIDELINES

<u>Card play off calculation</u>

1) Best score on last 6 holes played

2) Best score on last 3 holes played

3) Best score on last hole played

4) Best score on the hole with the lowest stroke index (probably the 3rd, possibly the 14th if played)

5] Best score on the hole with the next lowest stroke index (etc. until the tie is broken)

Publishing / maintenance of rules

The Secretary shall maintain an original hard and soft copy of these rules.

A hard copy is to be maintained on the Seniors notice board in the plastic folder provided.

Rules to be updated by consensus of the Committee.

Guideline – Random prizes

From time to time it would be appropriate to give a bottle of wine to the winner of games played that fall outside of our normal prize routine (i.e. The winner of a round when a home games match is being played). For Team fun games a sleeve of balls will be awarded to each player in the winning Team. In these situations, the Committee authorises the Treasurer to award these without recourse back to the members.

Original iteration – October 2016

Reviewed and Re-issued July 2018

Reviewed and re-issued March 2019

Reviewed and re-issued March 2020

Reviewed and Re-issued. 1st February 2022

Updated August 2022 (Covid alterations)

Updated October 2022 (additional roles and process alterations)

Updated March 2023 (Update Mike Smith Guidelines)

Updated March 2023 – Memorial Qualifications.

Reviewed and re-issued – Published onto the website April 2023

Reviewed and re-issued – Published onto the website April 2024 (full review)

Reviewed and re-issued – Published onto the website May 2024 (few clarifications)

Reviewed and re-issued – Published onto website August 2024 (5 from 10 sessions)

Reviewed and re-issued December 2024 (winter rules)

Reviewed and re-issued December 2025 roles amended, winter rules & KO rules clarified.

Reviewed and re-issued May 2026 Competition general rule re entering scores into IG.

Reviewed and re-issued October 2026. Seniors' Winter handicaps removed and 'leaves rule' restricted to Happy Mondays games

Reviewed and re-issued November 2026. Sleeve of balls to be awarded for two's in the Championship Game