
BYE-LAWS

GOVERNING THE

CENTURION RESIDENTIAL ESTATE

SPORTS AND SOCIAL CLUB

GOLF SUB-SECTION

(as amended – May 2021)



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VERSION CONTROL
Amendments to Bye-Laws

Annual General Meeting – May 2021	
Par 4.2.4	Add paragraph – “the Club’s Head Professional” and renumber paragraphs
Par 4.3.1	Remove “determine the procedure whereby the members of the Ladies’ Golf Sub-Section are to be elected to the Ladies’ Golf Committee;” and renumber paragraphs. Paragraph 4.3.2 is renumbered to 4.3.1
Par 6	Insert new paragraph 6 – “Election of Members of the Ladies’ Golf Sub-Section Committee” and renumber paragraphs.
Par 8	Insert new paragraph 8 – Qualification for Election to the Ladies’ Golf Sub-Section Committee” and renumber paragraphs.
Par 10	Insert new paragraph 10 – “Meetings of the Ladies’ Golf Sub-Section Committee” and renumber paragraphs
Par 11.8.2	Insert new paragraph 11.8.2 - “To receive from the Captain of the Ladies’ Golf Sub-Section the annual report on the activities of the Ladies’ Golf Sub-Section for the period under review” and renumber paragraphs.
Par 11.8.5	Insert new paragraph 11.8.2 “To elect the required number of members to the Ladies’ Golf Sub-Section Committee” and renumber paragraphs.
Par 13.1.2	Insert new paragraph – “fully paid up members of the Ladies’ Golf Sub-Section who are in good standing with the Club shall have 1 (one) vote; in terms of the provisions reflected in clause 6.6 of the Bye-Laws governing the Centurion Residential Estate Sports and Social Club Golf Sub-Section”.
Par 13.3	Insert new paragraph 13.3 with sub paragraphs – “At Ladies’ Golf Sub-Section Committee meetings the number of votes shall be allocated as follows :”
Document	Remove all references to “Ladies Golf Committee” and replace with “Ladies Golf Sub-Committee”.

Amendments to Bye-Laws

Annual General Meeting – May 2019	
Par 2.2.2	Remove “the Vice-Captain of the Golf Sub-Section” and renumber paragraphs
Par 2.2.5	Add paragraph – “the Club’s Head Professional”
Par 5.2	Remove “Nomination of candidates who are to be elected to the Golf Committee shall be in writing, signed by two members of the Golf Sub-Section as proposer and seconder, as well as the nominee, indicating his acceptance, and shall be delivered to the General Manager and by him posted on the notice boards of the Club, at least 7 days prior to the date of the next ensuing Annual General Meeting of the Golf Sub-Section” And replace with “Nomination of candidates who are to be elected to the Golf Committee shall be in writing, signed by two members of the Golf Sub-Section as proposer and seconder, as well as the nominee, indicating the nominee’s acceptance, and shall be delivered to the General Manager and posted on the notice boards of the Club, at least 7 days prior to the date of the next ensuing Annual General Meeting of the Golf Sub-Section”
Par 5.11	Add paragraph – “A Vice-Captain of the Golf Sub-Section for the ensuing year, shall be elected by the Golf Committee at the first meeting convened by the Golf Committee, after the Annual General Meeting (AGM)”
Par 6.1	Remove “Save for the General Manager of the Club, only male members of the Golf Sub-Section, who have been Club members for at least one year shall be eligible for nomination and election to the Golf Committee” and replace with “Save for the General Manager and Head Professional of the Club, only fully paid up members of the Golf Sub-Section, who have been Club members for at least one year shall be eligible for nomination and election to the Golf Committee”
Par 7.2	Remove “The Captain of the Golf Sub-Section, or failing him the Vice-captain, or in their absence, any other member of the Golf Committee duly elected by the meeting, shall preside at meetings of the Golf Committee” and replace with

	<p>“The Captain of the Golf Sub-Section, or in the Captain’s absence, the Vice-captain, or in their absence, any other member of the Golf Committee duly elected by the meeting, shall preside at meetings of the Golf Committee”</p>
Par 8.5	<p>Remove “The Captain of the Golf Sub-Section, and in his absence, the Vice-Captain, and failing them a person elected by the Golf Sub-Section members present at the meeting, shall serve as Chairperson at Annual General Meetings” and replace with “The Captain of the Golf Sub-Section, or in the Captain’s absence, the Vice-Captain, or in their absence, a person elected by the Golf Sub-Section members present at the meeting, shall serve as Chairperson at Annual General Meetings”</p>
Par 10.1.1	<p>Remove “fully paid up male members of the Golf Sub-Section who are in good standing with the Club shall have 1 (one) vote; in terms of the provisions reflected in clause 5.6 of the Bye-Laws governing the Centurion Residential Estate Sports and Social Club Golf Sub-Section” and replace with “fully paid up members of the Golf Sub-Section who are in good standing with the Club shall have 1 (one) vote; in terms of the provisions reflected in clause 5.6 of the Bye-Laws governing the Centurion Residential Estate Sports and Social Club Golf Sub-Section”</p>
10.2.2	<p>Remove “the Vice-Captain of the golf Sub-Section shall have 1 (one) vote” and renumber paragraphs.</p>
10.2.3	<p>Add new paragraph “the member of the Ladies’ Golf Sub-Section nominated by the Ladies’ Golf Committee shall have 1 (one) vote”</p>

inaugural Special General Meeting

Original Bye-Laws accepted

1. DEFINITIONS

- 1.1. In the bye-laws all definitions as set out in clause 2 of the constitution shall have the same meaning.
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2. GOLF COMMITTEE

- 2.1. The Golf Sub-Section shall be managed, controlled and regulated by a committee to be know as the Golf Committee
 - 2.2. The Golf Committee shall consist of :
 - 2.2.1. the Captain of the Golf Sub-Section;
 - 2.2.2. three additional members of the Golf Sub-Section;
 - 2.2.3. a member of the Ladies' Golf Sub-Section nominated by the Ladies' Golf Sub-Section Committee;
 - 2.2.4. the General Manager of the Club;
 - 2.2.5. the Club's Head Professional;
 - 2.2.6. The President of the Management Committee of the Centurion Residential Estate Sports and Social Club, or a Management Committee member designated by the President shall be an ex-officio member of the Golf Committee.
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3. POWERS OF THE GOLF COMMITTEE

- 3.1. The Golf Committee shall, subject to the constitution of the Club, have such powers as are necessary in order to properly manage and control the golf course, the Golf Sub-Section and the members of the Golf Sub-Section, and all matters incidental thereto.
- 3.2. In order to perform its duties the Golf Committee may :
- 3.2.1. delegate any of the powers or functions of the Golf Committee to a sub-committee of the Golf Committee, to have such powers as may be conferred on it at the time of its appointment, or thereafter, by the Golf Committee and to be subject in all respects to any direction as may from time to time be framed or given by the Golf Committee;
- 3.2.2. co-opt not more than two members of the Club to serve on the Golf Committee, or not more than one member, including a person who is not a member of the Club, to serve on any one sub-committee appointed in terms of clause 3.2.1 above; provided that such co-opted persons shall not be eligible to vote at a meeting of the Golf Committee or sub-committee thereof.
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4. LADIES' GOLF SUB-SECTION

- 4.1. A Golf Sub-section to be known as the Ladies' Golf Sub-Section which shall consist of all female members of the Golf Sub-Section of the Club, shall be established.

 - 4.2. The Ladies' Golf Sub-Section shall, subject to clause 2.1 of the Bye-Laws of the Golf Sub-Section, be managed by a sub-committee to be known as the Ladies' Golf Sub-Section Committee, which shall consist of :
 - 4.2.1. the Captain of the Ladies' Golf Sub-Section;
 - 4.2.2. three additional members of the Ladies' Golf Sub-Section;
 - 4.2.3. the General Manager of the Club;
 - 4.2.4. the Club's Head Professional;
 - 4.2.5. The President of the Management Committee of the Centurion Residential Estate Sports and Social Club, or a Management Committee member designated by the President shall be an ex-officio member of the Ladies' Golf Sub-Section Committee.

 - 4.3. In order to perform its functions, the Ladies' Golf Sub-Section may :
 - 4.3.1. determine and adopt rules that may be applicable to the Ladies' Golf Sub-Section in general.
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5. ELECTION OF MEMBERS OF THE GOLF COMMITTEE

- 5.1. The members of the Golf Committee referred to in clause 2, shall be elected each year at the Annual General Meeting of the Golf Sub-Section.
- 5.2. Nomination of candidates who are to be elected to the Golf Committee shall be in writing, signed by two members of the Golf Sub-Section as proposer and seconder, as well as the nominee, indicating the nominee's acceptance, and shall be delivered to the General Manager and posted on the notice boards of the Club, at least 7 days prior to the date of the next ensuing Annual General Meeting of the Golf Sub-Section.
- 5.3. Retiring members of the Golf Committee shall be eligible for re-election.
- 5.4. If more candidates are nominated than the number of vacancies, the election shall be by ballot. Ballot boxes and ballot papers shall be available in the General Manager's office and such other places as may be determined by the Golf Committee from 08h00 to 18h00 daily from a date 7 days prior to the Annual General Meeting of the Golf Sub-Section until the day of the Annual General Meeting of the Golf Sub-Section.
- 5.5. Ballot papers shall only be issued on presentation of membership cards.
- 5.6. Members of the Golf Sub-Section voting for the election of members of the Golf Committee shall be entitled to cast any number of votes provided that the number of votes so cast shall not exceed the number of vacancies to be filled and provided further that not more than one vote may be cast for any one candidate.
- 5.7. The ballot boxes shall be under the control of the General Manager who shall open them and count the votes in the presence of two scrutineers nominated by the Annual General Meeting of the Golf Sub-Section who shall not include any nominees.
- 5.8. Where two or more candidates have received an equal number of votes, the members present at the Annual General Meeting of the Golf Sub-Section shall elect one of the nominees concerned by means of a ballot.

- 5.9. The members of the Golf Committee shall hold office for a period of two years with effect from the Annual General Meeting of the Golf Sub-Section at which they took office.
- 5.10. Any casual vacancy occurring in the Golf Committee shall be filled by the Golf Committee co-opting a member to fill such vacancy until the next Annual General Meeting when he shall retire and be eligible for re-election.
- 5.11. A Vice-Captain of the Golf Sub-Section for the ensuing year, shall be elected by the Golf Committee at the first meeting convened by the Golf Committee, after the Annual General Meeting (AGM).
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6. ELECTION OF MEMBERS OF THE LADIES' GOLF SUB-SECTION COMMITTEE

- 6.1. The members of the Ladies' Golf Sub-Section Committee referred to in clause 4, shall be elected each year at the Annual General Meeting of the Golf Sub-Section.
- 6.2. Nomination of candidates who are to be elected to the Ladies' Golf Sub-Section Committee shall be in writing, signed by two members of the Ladies' Golf Sub-Section as proposer and seconder, as well as the nominee, indicating the nominee's acceptance, and shall be delivered to the General Manager and posted on the notice boards of the Club, at least 7 days prior to the date of the next ensuing Annual General Meeting of the Golf Sub-Section.
- 6.3. Retiring members of the Ladies' Golf Sub-Section Committee shall be eligible for re-election.
- 6.4. If more candidates are nominated than the number of vacancies, the election shall be by ballot. Ballot boxes and ballot papers shall be available in the General Manager's office and such other places as may be determined by the Ladies' Golf Sub-Section Committee from 08h00 to 18h00 daily from a date 7 days prior to the Annual General Meeting of the Golf Sub-Section until the day of the Annual General Meeting of the Golf Sub-Section.
- 6.5. Ballot papers shall only be issued on presentation of membership cards.
- 6.6. Members of the Ladies' Golf Sub-Section voting for the election of members of the Ladies' Golf Sub-Section Committee shall be entitled to cast any number of votes provided that the number of votes so cast shall not exceed the number of vacancies to be filled and provided further that not more than one vote may be cast for any one candidate.
- 6.7. The ballot boxes shall be under the control of the General Manager who shall open them and count the votes in the presence of two scrutineers nominated by the Annual General Meeting of the Golf Sub-Section who shall not include any nominees.

- 6.8. Where two or more candidates have received an equal number of votes, the members present at the Annual General Meeting of the Golf Sub-Section shall elect one of the nominees concerned by means of a ballot.
- 6.9. The members of the Ladies' Golf Sub-Section Committee shall hold office for a period of two years with effect from the Annual General Meeting of the Golf Sub-Section at which they took office.
- 6.10. Any casual vacancy occurring in the Ladies' Golf Sub-Section Committee shall be filled by the Ladies' Golf Sub-Section Committee co-opting a member to fill such vacancy until the next Annual General Meeting when she shall retire and be eligible for re-election.
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7. QUALIFICATION FOR NOMINATION TO THE GOLF COMMITTEE

7.1. Save for the General Manager and Head Professional of the Club, only fully paid up members of the Golf Sub-Section, who have been Club members for at least one year shall be eligible for nomination and election to the Golf Committee.

8. QUALIFICATION FOR NOMINATION TO THE LADIES' GOLF SUB-SECTION COMMITTEE

- 8.1. Save for the General Manager and Head Professional of the Club, only fully paid up members of the Golf Sub-Section, who have been Club members for at least one year shall be eligible for nomination and election to the Ladies' Golf Sub-Section Committee.
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9. MEETINGS OF THE GOLF COMMITTEE

- 9.1. The Golf Committee shall meet at least ten times per annum, for the dispatch of business.
- 9.2. The Captain of the Golf Sub-Section, or in the Captain's absence, the Vice-captain, or in their absence, any other member of the Golf Committee duly elected by the meeting, shall preside at meetings of the Golf Committee.
- 9.3. The procedure at a meeting of the Golf Committee shall be determined by the Chairperson.
- 9.4. Business arising at any meeting shall be decided by the majority of votes of the members present.
- 9.5. A member of the Golf Committee may, after giving reasonable notice thereof, at any time summon a meeting of the Golf Committee to discuss the business for which such meeting was called.
- 9.6. The quorum for a meeting of the Golf Committee shall be four.
- 9.7. The Golf Committee shall ensure that minutes of proceedings and all resolutions be kept in a Minute Book provided for that purpose. Any such minute being signed by a person purporting to be the Chairperson of a subsequent meeting of the Golf Committee or a sub-committee as the case may be, shall be *prima facie* evidence that the proceedings were regular and took place at a meeting duly called, constituted and held.
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10. MEETINGS OF THE LADIES' GOLF SUB-SECTION COMMITTEE

- 10.1. The Ladies' Golf Sub-Section Committee shall meet at least six times per annum, for the dispatch of business.
- 10.2. The Captain of the Ladies' Golf Sub-Section, or in the Captain's absence, any other member of the Ladies' Golf Sub-Section Committee duly elected by the meeting, shall preside at meetings of the Ladies' Golf Sub-Section Committee.
- 10.3. The procedure at a meeting of the Ladies' Golf Sub-Section Committee shall be determined by the Chairperson.
- 10.4. Business arising at any meeting shall be decided by the majority of votes of the members present.
- 10.5. A member of the Ladies' Golf Sub-Section Committee may, after giving reasonable notice thereof, at any time summon a meeting of the Ladies' Golf Sub-Section Committee to discuss the business for which such meeting was called.
- 10.6. The quorum for a meeting of the Ladies' Golf Sub-Section Committee shall be three.

The Ladies' Golf Sub-Section Committee shall ensure that minutes of proceedings and all resolutions be kept in a Minute Book provided for that purpose. Any such minute being signed by a person purporting to be the Chairperson of a subsequent meeting of the Ladies' Golf Sub-Section Committee or a sub-committee as the case may be, shall be *prima facie* evidence that the proceedings were regular and took place at a meeting duly called, constituted and held

11. ANNUAL GENERAL MEETINGS

- 11.1. The Annual General Meeting of the Golf Sub-Section shall be held as soon as possible after 31 March each year and at least 30 days prior to the Annual General Meeting of the Club.
- 11.2. Notice of an Annual General Meeting shall be posted on the Club notice board not later than 30 (thirty) days prior to the date of such meeting.
- 11.3. Members are permitted to submit to the General Manager items for inclusion on the agenda of the Annual General Meeting not later than 14 (fourteen) days prior to the date of the meeting.
- 11.4. An agenda of business to be conducted at the Annual General Manager shall be posted on the Club notice board not later than 7 (seven) days prior to the date of such meeting.
- 11.5. The Captain of the Golf Sub-Section, or in the Captain's absence, the Vice-Captain, or in their absence, a person elected by the Golf Sub-Section members present at the meeting, shall serve as Chairperson at Annual General Meetings.
- 11.6. The quorum for an Annual General Meeting shall be 20 fully paid up Golf Sub-Section members present and entitled to vote. If such quorum is not present at the time appointed for the meeting, the meeting shall stand adjourned for 30 (thirty) minutes from the appointed hour. As such adjourned Meeting the Golf Sub-Section members present shall constitute a Quorum.
- 11.7. No business other than that for which due notice has been given shall be transacted at the Annual General Meeting.
- 11.8. Business to be conducted at the Annual General Meeting shall be :
 - 11.8.1. To receive from the Captain of the Golf Sub-Section the annual report on the activities of the Golf Sub-Section for the period under review;

- 11.8.2. To receive from the Captain of the Ladies' Golf Sub-Section the annual report on the activities of the Ladies' Golf Sub-Section for the period under review;
 - 11.8.3. To consider the annual financial statements of the affairs of the Golf Sub-Section for the previous financial year;
 - 11.8.4. To elect the required number of members to the Golf Committee;
 - 11.8.5. To elect the required number of members to the Ladies' Golf Sub-Section Committee;
 - 11.8.6. To transact such business of which due notice has been given.
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12. AMENDMENTS TO BYE-LAWS

- 12.1. Amendments or additions to any Bye-Law of the Golf Sub-Section shall be made at the Annual General Meeting of the Golf Sub-Section and any such amendment or addition shall require the sanction of at least two thirds of the members present and entitled to vote. Any amendments so effected shall only come into operation after such amendments have been passed by the Management Committee of the Club in terms of clause 19.1.3 of the Constitution of the Club.
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13. VOTING RIGHTS

13.1. At the Annual General Meeting the number of votes shall be allocated as follows:

13.1.1. fully paid up members of the Golf Sub-Section who are in good standing with the Club shall have 1 (one) vote; in terms of the provisions reflected in clause 5.6 of the Bye-Laws governing the Centurion Residential Estate Sports and Social Club Golf Sub-Section.

13.1.2. for the election of the Ladies' Golf Sub-Section Committee, fully paid up members of the Ladies' Golf Sub-Section who are in good standing with the Club shall have 1 (one) vote; in terms of the provisions reflected in clause 6.6 of the Bye-Laws governing the Centurion Residential Estate Sports and Social Club Golf Sub-Section.

13.2. At Golf Committee meetings the number of votes shall be allocated as follows :

13.2.1. The Captain of the Golf Sub-Section shall have 1 (one) vote;

13.2.2. the three members elected by the members of the Golf Sub-Section shall have 1 (one) vote each.

13.2.3. the member of the Ladies' Golf Sub-Section nominated by the Ladies' Golf Sub-Section Committee shall have 1 (one) vote.

13.3. At Ladies' Golf Sub-Section Committee meetings the number of votes shall be allocated as follows :

13.3.1. The Captain of the Ladies' Golf Sub-Section shall have 1 (one) vote;

13.3.2. the three members elected by the members of the Ladies' Golf Sub-Section shall have 1 (one) vote each.

14. COMMENCEMENT AND PROVISIO

- 14.1. These Bye-Laws shall come into effect after acceptance at a Special General Meeting called for that purpose.
- 14.2. The provisions of these Bye-Laws shall at all times be subject to the provisions of the Constitution of the Centurion Residential Estate Sports and Social Club.
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