



**The Rules of the
Artisan Golfers' Association
(Founded 1921)
(Affiliated to England Golf)**



Updated by the AGA Committee February 2025

Rule 1. The Association

The name of the Association shall be the Artisan Golfers' Association (hereinafter the 'AGA').

The AGA shall be split into two administrative sections known as the Northern Section and the Southern Section

The Northern Section Artisan Clubs are each situate north of the longitude through the centre of Birmingham and the Southern Section Artisan Clubs are each situate everywhere else in England.

Rule 2. Objects

The objects of the Association shall be to unite, protect, encourage and promote Artisan Golf Clubs throughout England.

Rule 3. Membership

An Artisan Club must comprise of least 25 members to constitute a golf club.

If a club has less than 25 members such will be designated an 'Associate Club'.

Members of an Associate Club shall not have voting rights and shall only be able to compete for prizes in AGA Tournaments.

In the event that the total number of members of an existing club falls below 25 that club may retain its status as a full member of the AGA providing always the AGA Committee is satisfied that the club concerned is using its best endeavours to return its membership total to 25 members or above.

All properly constituted Artisan Golf Clubs and/or Associate Clubs shall be eligible for membership of the AGA.

The AGA shall use its best endeavours to comply with the terms and the spirit of the Equality Act 2010 and/or its statutory successors.

All applications for club membership of the AGA shall be made in writing to the appointed Southern/Northern Hon. Secretaries of the appropriate Section.

All successful applicants for membership of the AGA shall comply with the Rules of the AGA as herein set out or as subsequently modified or amended by the AGA Committee.

Rule 4. The AGA Committee

The AGA is governed by the AGA Committee formed by the Officers as stated below.

The AGA Committee will consist of 9 Officers made up of:

- National Chairman
- National Hon. Treasurer
- National Disputes Officer
- Southern Hon. Secretary*
- Northern Hon. Secretary*
- Southern Captain*
- Northern Captain*
- Southern Competition Secretary
- Northern Competition Secretary

*The AGA Committee will appoint the National Hon. Secretary from the Southern or Northern Hon. Secretary and the National Captain from the Northern or Southern Captain.

No member shall be entitled to hold more than one office on the above AGA Committee.
Two of the above AGA Committee Members shall each be nominated by the AGA Committee to be responsible for Safeguarding and Welfare in each Section.
The National Hon. Secretary will represent the AGA at England Golf.
No Artisan Club shall have more than two seats on the AGA Committee.

The Term of Office for each AGA Committee Member is three years subject to that set out below.

With the express approval of the AGA Committee each member may apply to extend his/her term of office to a total of six years.

The AGA Committee in its absolute discretion may extend that member's total period of office until a replacement is found.

The AGA Committee subject to the approval of two thirds of member clubs may require an officer to resign from that Committee.

Should there be more than one nomination for any of the nine posts set out above the names of those nominated shall be sent to all Artisan Clubs to vote for their chosen nominee by email not less than 28 days before the date of the AGM. The clubs' votes shall be sent in writing to the National Hon. Secretary no later than seven days before the AGM where the elected nominee shall be announced on a simple majority.

Rule 4a. Nomination and Responsibilities of AGA Committee Members (Officers)

A candidate for election to the AGA Committee shall be a full member of an Affiliated Artisan Club.

A member ceasing to be a member of an Artisan Club shall vacate their seat on the AGA Committee forthwith and the vacancy thus created shall be filled by the AGA Committee as set out below.

Nominations to fill the vacancy referred to above shall be sent to the respective Hon. Secretary/Secretaries, in writing, 28 clear days prior to the date of the AGM.

Nomination for office may be made by any Artisan Club Member.

National Chairman

Nominations for election to the office of National Chairman shall be proposed and seconded by Northern and/or Southern Section Clubs and nominations shall be sent to the Northern and/or Southern Hon. Secretaries and then to the National Hon. Secretary in writing at least 28 clear days before the date of the AGM and expressly approved or otherwise at the AGM.

In the event that the post of National Chairman becomes vacant during his/her term of office then the AGA Committee shall in its absolute discretion arrange for a vote to be carried out by way of simple majority within the Committee such to be considered for confirmation or otherwise at the next AGM.

The National Chairman shall Chair all meetings of the AGA Committee subject to his/her discretion to nominate a temporary substitute in their unavoidable absence.

National Hon. Treasurer

The AGA Committee shall appoint the National Hon. Treasurer from the Northern or Southern Hon. Treasurers* by a simple majority.

In the event of the post of National Hon. Treasurer becoming vacant during the term of his/her term of office then the AGA Committee shall in its discretion arrange for a vote by way of simple majority within the AGA Committee to provide a replacement such decision to be confirmed or otherwise at the next AGM.

1. The National Hon. Treasurer shall be responsible for the collection of monies owed to the AGA.
2. The National Hon. Treasurer shall be responsible for monitoring and controlling the expenditure of the AGA.

3. The National Hon. Treasurer shall receive the financial reports of the relevant Northern/Southern Section and consider same for their accuracy and consequence.
4. The National Hon. Treasurer shall provide the AGA with up-to-date Financial Reviews to the AGA Committee when called upon so to do.
5. The National Hon. Treasurer shall provide an independently audited financial report to the AGM. Such report shall be copied to the Hon. Secretaries of the Northern and Southern Sections at least 28 clear days prior to the date of the AGM for distribution to the membership.
6. The National Hon. Treasurer shall use their best endeavours to ensure that England Golf promptly receive all affiliation fees due and owed by Artisan Clubs from each Section.

Only the National Hon. Treasurer shall be entitled to sit on the AGA Committee in the capacity of sole Hon. Treasurer of the AGA.

*The Northern/Southern Hon. Treasurer to be proposed and seconded by Northern/Southern AGA Clubs. Nominations shall be sent to the Northern/Southern Hon. Secretary, in writing, at least 28 clear days before the AGM (North/South) and approved or otherwise at the AGM (North/South).

In the event that the post of Northern/Southern Hon. Treasurer becomes vacant during the term of their office then the Committee (North/South) shall in its discretion arrange for a vote to be carried out by way of simple majority of the relevant Committee to provide a replacement. Such decision to be confirmed or otherwise at the next AGM (North/South).

National Disputes Officer

The National Disputes Officer shall be proposed and seconded by Northern and Southern AGA Clubs and nominations sent to the Northern and Southern Hon. Secretaries then to the National Hon. Secretary in writing at least 28 clear days before the date of the AGM and thereafter expressly approved or otherwise at the AGM.

In the event that the post of National Disputes Officer becomes vacant during his/her term of office then the AGA Committee shall in its discretion arrange for a vote to be carried out by way of simple majority to provide a replacement. Such decision to be confirmed or otherwise at the next AGM.

The National Disputes Officer will advise and mediate between and with those in dispute. The Disputes Officer shall have the discretion to refer matters brought to his/her attention to the AGA Committee.

Northern Hon. Secretary

Shall be appointed in accordance with the provisions of the rules and regulations of the Northern Section.

Their responsibilities shall include:

1. To consider and deal as necessary with all correspondence affecting the Northern Section.
2. To liaise with the Southern Section and the AGA on all matters affecting Artisan Golf.
3. To maintain accurate minutes of all meetings of the Northern Section.
4. To control and coordinate the meetings of the Northern Section including the preparation and dissemination of agendas for all meetings under their control.
5. To disseminate all accounts and minutes of the Northern Section to the National President and Northern President and officers of the AGA.
6. To liaise with the AGA as to the composition of and particulars of all meetings of the AGA Committee.

Southern Hon. Secretary

Shall be appointed in accordance with the provisions of the rules and regulations of the Southern Section.

Their responsibilities shall include:

1. To consider and deal as necessary with all correspondence affecting the Southern Section.
2. To liaise with the Northern Section and the AGA on all matters affecting Artisan Golf.
3. To maintain accurate minutes of all meetings of the Southern Section.
4. To control and coordinate the meetings of the Southern Section including the preparation and dissemination of agendas for all meetings under their control.
5. To disseminate all accounts and minutes of the Southern Section to the National President and Northern President and officers of the AGA.
6. To liaise with the AGA as to the composition of and particulars of all meetings of the AGA Committee.

National Hon. Secretary (including role of Northern/Southern Hon. Secretary)

The AGA Committee shall appoint the National Hon. Secretary from the Northern or Southern Hon. Secretaries by a simple majority of that Committee.

In the event of the post of National Hon. Secretary becoming vacant during the term of their office then the AGA Committee shall in its discretion arrange for a vote by way of simple majority to provide a replacement. Such decision to be confirmed or otherwise at the next AGM.

The National Hon. Secretary shall be responsible for the following matters:

1. To consider and deal as necessary with all correspondence affecting the Northern/Southern Section and the AGA generally.
2. To liaise with England Golf on all matters affecting Artisan Golf.
3. To liaise with the Northern/Southern Section on all matters affecting Artisan Golf.
4. To record and maintain accurate minutes of all meetings of the Northern/Southern Section and the AGA Committee.
5. To control and coordinate the meetings of the Northern/Southern Section and the AGA including the preparation and dissemination of agendas for all meetings under their control.
6. To disseminate all accounts and minutes of the Northern/Southern Section and the AGA to the National President and Northern President and officers of the AGA.

Northern Captain

To be proposed and seconded by Northern AGA Clubs. Nominations shall be sent to the Northern Hon. Secretary, in writing, at least 28 clear days before the AGM (North) and approved or otherwise at the AGM (North).

In the event that the post of Northern Captain becomes vacant during the term of their office then the Committee (North) shall in its discretion arrange for a vote to be carried out by way of simple majority of that Committee to provide a replacement. Such decision to be confirmed or otherwise at the next AGM (North).

The Northern Captain is responsible for selecting the teams to play in competitions in the Northern area. He/she shall not restrict any artisan member from playing in any competition based upon the location of a member's club. In this regard the Northern Captain shall liaise with the Southern Captain as to availability of southern members for any AGA competition or match.

Southern Captain

To be proposed and seconded by Southern AGA Clubs sent to the National Hon. Secretary, in writing, at least 28 clear days before the AGM (South) and approved at the AGM (South).

In the event that the post of Southern Captain becoming vacant during the term of their office then the Committee (South) shall in its discretion arrange for a vote by way of simple majority of that Committee to provide a replacement. Such decision to be confirmed or otherwise at the next AGM (South).

The Southern Captain is responsible for selecting the teams to play in competitions in the Southern Section. He/she shall not restrict any artisan member from playing in any competition based upon the location of a member's club. In this regard the Southern Captain shall liaise with the Northern Captain as to availability of northern members for any AGA competition or match.

National Captain

The AGA Committee will appoint the National Captain from the Northern or Southern Captains by a simple majority of that Committee.

He/she is responsible for selecting the teams for the AGA Representative Matches.

Northern Competition Secretary

To be proposed and seconded by Northern AGA Clubs such nominations to be sent to the Northern Hon. Secretary, in writing, at least 28 days before the AGM (North) and approved at the AGM (North).

In the event that the post of Northern Competition Secretary becomes vacant during the term of their office then the Committee (North) shall in its discretion arrange for a vote to be carried out by way of simple majority of that Committee. Such decision to be confirmed or otherwise at the next AGM (North).

The Northern Competition Secretary shall source venues and agree pricing and liaise with the National Hon. Treasurer for any subsidies required.

He/she shall liaise regularly with the Southern Competitions Secretary and ensure the website is kept up to date.

Southern Competition Secretary

To be proposed and seconded by Southern AGA Clubs such nominations to be sent to the National Hon. Secretary, in writing, at least 28 days before the AGM (South) and approved at the AGM (South).

In the event that the post of Southern Competition Secretary becomes vacant during the term of their office then the Committee (South) shall in its discretion arrange for a vote to be carried out by way of simple majority of that Committee. Such decision to be confirmed or otherwise at the next AGM (South).

The Southern Competition Secretary shall source venues and agree pricing and liaise with the National Hon. Treasurer for any subsidies required.

He/she shall liaise regularly with the Northern Competitions Secretary and ensure the website is kept up to date.

Rule 5. The Officials of the AGA

The AGA shall comprise of the following Officials

1. Patron
2. National President
3. Northern President
4. Vice Presidents whose number shall be reduced to no more than 12 persons over a period of time to be determined by the AGA Committee. The total number of Vice Presidents in post from time to time shall be equally divided between the Northern and Southern Sections and there shall be no more than two Vice Presidents from any one member club once the total number of Vice Presidents has been reduced to 12 as set out above.

None of the above Officials shall have voting rights.

The appointment of the Officials above are made without limit of time and can only be terminated by reason of retirement, lack of capacity or death. Subject to the approval of two

thirds of the member clubs of the AGA, the AGA Committee may require an official of the AGA to resign from the post held by him/her.

Rule 5a. Nomination of Officials and the Criteria for Appointment

Patron

The Patron shall be a distinguished national figure with an interest and understanding of Artisan Golf.

A proposed Patron shall be nominated by the Committee of each Section.

Nominations, with a proposer and seconder shall thereafter be sent from each member club to the National Hon. Secretary, in writing, at least 56 days before the AGM and approved or otherwise at the AGM.

The identity of the Patron elect shall be forwarded to England Golf for their information

National President

The National President shall be severally and jointly recommended by the Northern and Southern AGA Clubs (each such recommendation shall be sent to the National Hon. Secretary at least 56 days prior to the AGM) with a proposer and seconder in each case and thereafter approved or otherwise by the AGA Committee with approval or otherwise at the AGM.

Should this occur mid-term, the AGA committee may in its discretion appoint an Acting National President whose term of office shall run until the date of the next AGM where a full time appointment shall be determined.

Northern President

The Northern President shall be recommended by the Northern AGA Clubs with a proposer and seconder and approved by the AGA Committee with subsequent confirmation or otherwise at the AGM.

Should this occur mid-term, subsequent approval of the AGA Committee is required with subsequent confirmation or otherwise at the AGM.

Vice Presidents

Provision for restriction of total numbers of Vice Presidents.

From a date to be notified to both Sections by the National Hon. Secretary the total number of Vice Presidents shall be reduced to no more than 12 persons. Thereafter no Section shall each have more than six Vice Presidents.

Northern Vice Presidents

Northern Vice Presidents may be appointed in recognition of their past service to the AGA or their local Artisan Club. Each shall be nominated by the Northern AGA Clubs with a proposer and seconder and thereafter approved or otherwise by the AGA Committee with subsequent confirmation or otherwise at the AGM.

Southern Vice Presidents,

Southern Vice Presidents may be appointed in recognition of their past service to the AGA or their local Artisan Club. Each shall be nominated by the Southern AGA Clubs with a proposer and seconder and thereafter approved or otherwise by the AGA Committee with subsequent confirmation or otherwise at the AGM.

Should there be more than one nomination for any of the above Officials, the National Hon. Secretary will send the names of nominees to all Artisan Clubs, by email, for a vote which shall be determined by a simple majority.

Rule 5b. Role of Officials

Patron

A figurehead to represent the AGA as set out above.

National President

To support and promote Artisan Golf in liaison with England Golf.

Northern President

To support and promote Artisan Golf in the North and liaise with the National President

Northern Vice Presidents

To support the Northern President and National President.

Southern Vice Presidents

To support the National President.

Rule 6. Life Honorary Membership

Honorary Life Membership is bestowed in recognition of conspicuous long-term service to the AGA. It may be conferred by the AGA Committee upon any official, officer or member ceasing to hold office or being a current member of the AGA Committee.

The granting of Honorary Life Membership is in the gift of the AGA following consideration by the AGA Committee of the criteria set out above. The decision of the AGA Committee shall follow a vote by simple majority and shall be final.

The Chairman of the AGA Committee shall in his/her absolute discretion direct any detail of the AGA Committee's decision to award Honorary Life membership be redacted from the relevant minutes.

An Honorary Life member shall not be required to pay AGA or England Golf subscriptions or County fees.

There should be no more than six Honorary Life members at any one time with no more than three such members from each Section.

Rule 7. Meetings

The AGA Committee shall meet no less than three times annually. In addition, there shall be an Annual General Meeting. Any of these four meetings may be held online.

The Chairman and National Hon. Secretary shall set the dates for the meetings giving no less than 28 days notice to the AGA Committee to the officers of that committee and in the case of the AGM to the respective Hon. Secretaries of each section.

The quorum for any AGA Committee meeting, other than the Annual General Meeting, shall be six members of which a minimum of two members from either Section shall be in attendance.

Each quorate AGA Committee shall administer and govern the AGA subject only to the provisions contained in these Rules and Regulations and/or the resolutions passed at the preceding Annual General Meeting.

In particular, the AGA Committee shall in its discretion have the power to appoint or dissolve sub-committees and fill any vacancies occurring amongst the Officers as herein before provided. Such powers shall include the power to determine from time to time the ratio of members from the Northern and Southern Sections who shall form each Committee.

An Annual General Meeting (AGM) shall be held between January and March each year.

The venue of each Annual General Meeting shall be determined by the AGA Committee and shall take into consideration the distance required for members to travel to such venues and the desirability of sharing the location/venue between the Northern and Southern Sections. There can also be the option of a link to attend the AGM online.

Alternatively, a fully online meeting can be held as stated in the first paragraph of Rule 7.

There shall be no restriction upon any member wishing to attend any Annual General Meeting.

Subject to the leave of the Chairman any member may speak at any Annual General Meeting. However, any specific resolution must be sent in writing to the National Hon. Secretary 14 clear days before such meeting.

The minutes of the preceding AGM shall be considered for approval before any AGM shall proceed. Such to have been approved by the AGA Committee prior to the AGM.

Minutes of all AGA Committee Meetings shall be sent to all clubs no later than 21 days after the meeting by the National Hon. Secretary.

Rule 7a. Notice of the Annual General Meeting

This shall be posted on the AGA website and notified to the Hon. Secretaries of both Sections at least 28 clear days before the AGM date. If the AGM is to be online, a link will be emailed to all Hon. Secretaries of AGA Clubs and Associations and Officials within the same timescale.

All nominations for officers and resolutions for inclusion in the Agenda shall be signed by the Hon. Secretary of the Artisan Clubs and forwarded to the National Hon. Secretary at least 28 clear days prior to the meeting.

Rule 7b. Annual General Meeting Procedure

Business shall be conducted as follows.

- Minutes of the last AGM
- Report of the AGA Committee
- Accounts for the preceding year
- Election of the Officials and Officers
- Any Other Business

Rule 7c. Voting at the Annual General Meeting

Only members of an Artisan Club shall be entitled to vote.

Voting shall be by a show of hands unless a ballot is directed by the Chairman.

Proxy Votes may be made at any AGM, if lodged in writing with the relevant Hon. Secretary 14 clear days before the AGM.

The right to vote is conditional upon the payment of the member's club having paid its AGA subscription.

Save as herein before set out motions shall be carried by a simple majority of votes cast.

Rule 7d. Extraordinary General Meetings

Extraordinary General Meetings (EGM) may be called by three officers, by resolution of the AGA Committee or by six Artisan Clubs by their appointed official. Notice of a request for an EGM must state in writing the issue for determination and that the prior involvement of the National Disputes Officer has not resolved that issue.

Written request for an EGM shall be made to the relevant Hon. Secretary who shall give notice of an Extraordinary General Meeting no later than 28 days from the date of receipt of the request. Such notice shall provide details of the issue for determination together with the date, time and venue of the EGM.

Rule 7e. Rule Changes

Rules shall not be altered unless two thirds of all the clubs, who are entitled to vote, lodge votes with the Hon. Secretaries for onward transmission to the AGA Committee.

Rule 8. Financials

The funds of the Association shall be deposited in its designated name at a Bank instructed by the AGA Committee. The National Hon. Treasurer shall have a discretion to determine the type of Bank account used in the name of the AGA and its administration (including online banking) providing the details of all bank accounts used are lodged with the National Hon. Secretary.

There should be three signatories on the bank account, (National Hon. Treasurer, National Hon. Secretary and National Chairman). For payments of more than £500 approval is required by two of the named signatories.

The financial year of the AGA shall run from 01 January to 31 December. Each Club as defined above shall pay to the National Hon. Treasurer its annual subscription on or before 01 January

of the relevant year subject to any later agreed later date set out in writing by the Hon. Treasurer.

The financial year commencement date for each Section shall be determined by the Committee of each Section

Subject to the above no member whose club has failed to pay its annual subscription shall be entitled to vote at the relevant AGM.

A club that fails to pay its annual subscription within 14 days of when such is due or as otherwise agreed with the National Hon. Treasurer shall forfeit its membership of the AGA.

Rule 8a. Insurance

England Golf Affiliation fees cover public liability insurance up £10 million when playing golf. Members are informed that this cover may not extend to personal liability for loss or damage to third parties.

Rule 8b. Expenses

The Northern and Southern sections shall be responsible for their own expenses, but the AGA Committee may, in their discretion, give assistance from Association funds.

Funds permitting, travelling expenses and reasonable subsistence allowance may be paid to Officials and AGA Committee members appointed to attend meetings and major tournaments of the Association. It is as agreed for travel by car at £0.45 per mile or second class rail fare. All expense claims submitted must be set out on the official expense form and supported by verifiable receipts.

Rule 9. Disputes

All Artisan Clubs shall have their own Discipline Rules and Constitution.

All Artisan Clubs must comply with the reasonable requirements of the Host Club.

All Artisan Clubs are required to comply with the directions of the AGA Committee.

All Artisan clubs are bound by the Rules and Regulations of England Golf.

Each Artisan Club must have a Safe Golf process which can provide a Safeguarding Officer or with a joint Safe Golf process with their Host clubs.

The AGA Regulations and Discipline process will be used to make sure each club complies with the standards that are required.

Rule 10. Club Rules

Club rules shall be forwarded to the National and Northern/Southern Hon. Secretaries within 3 months of acceptance. Artisan Clubs shall each have their own Handicapping Committee.

Membership of the AGA shall be refused to any applicant who has been previously expelled from any golf club. The name of any member expelled from an Artisan Club shall immediately be notified to the National Hon. Secretary.

Rule 11. Handicap Committees

Handicap Committees shall adopt the procedure laid down by England Golf which will be WHS (World Handicap System) and shall produce evidence to substantiate any member's handicap if requested by the AGA Committee.

AGA requires all members to supply three cards per year. These may consist of general play or competition cards.

Rule 12. Tournaments & Championships

Tournaments and Championships shall be held annually at dates fixed by the Competition Secretaries.

These shall be shown on the website.

A Club whose current subscription has been paid may enter competitions provided they have entered three cards in the previous year.

The Northern/ Southern Captains, shall select the teams in their relevant areas subject always to the above provisions relating to team selection

The National Captain shall select the teams for the AGA Representative Matches.

Any member wishing to be considered for selection should contact the relevant Captain.

Rule 13. County Unions

Artisan County Unions and Alliances of Artisan Golf Clubs shall register with the Association and shall confine membership to Artisan Golf Clubs affiliated to the Artisan Golfers' Association. Each such County Union or Alliance shall submit a list of Member Clubs to the Association annually in December.

Rule 14. The Rules Herein

Decisions on the interpretation of these rules shall be made by the AGA Committee, and such decisions shall be final.

These Rules were approved and adopted by the Governing Committee of the Artisan Golfers' Association.

Patrick Cunningham (Acting Hon Sec), Rob Barnes (Disputes Officer), Nigel Watson (Comp Sec), Bill Goodyear (Captain), Terry Lewis (Northern Captain), Graeme Turpin, Doug Lumsden

Dated this 18th day of February 2025