

Minutes of Special Council meeting held on Tuesday 24 February 2026 at 7.15pm in the Clubhouse.

Present - Ivan Kerr, Jayne Henry, Gerry Cullen, Una McAlinden, Alison Chestnutt, Lewis Gribben, Sean Coary, Kieran Hagan and Noel Gormley

Apologies- Donal O'Neill, Aidan Kelly and Wallace McCarroll

In Attendance – Robert Eitel

The meeting had been called to progress the implementation of Golf Ireland's 9 Principles of Good Governance which was adopted more than four years ago. Robert Eitel had prepared a discussion paper which had been circulated beforehand.

Golf Ireland say that modern constitutions operate a suite of policies which are amended by the Council from time to time. Council would be asked to approve such policies and a new constitution (see below) would require all members to comply with same. All the policies would be available to view in a section of the website.

Policies for Standing Orders for Council Meetings, Information and Confidentiality and Volunteer Code of Contact were agreed following the February Council meeting.

The Council Agenda Template and notes were agreed – details below

The following policies and other items were agreed

1. The Golf Ireland Template Constitution for unincorporated clubs in NI to rewrite and modernise the constitution for agreement later in the year.
2. Council did not want to move, for the time being, to the Management and Golf structure advocated by Golf Ireland
3. Wallace's job title is to be changed from Sec/Manager to General Manager – the term most widely used by Golf Ireland. It also avoids confusion with the term Secretary which in DGC case means Hon Secretary. It was emphasised that there was no change in Wallace's role and responsibility.
4. The existing Dress Code to be updated to refer to clothing acceptable on the PGA Tour, DP World Tour and LPGA Tour.
5. The Safeguarding Code to be updated to reflect the current holders of the safeguarding roles.
6. The existing Social Media Policy to be replaced with the Golf Ireland template.
7. The Privacy Policy subject to changing "App" to "Websites". (There is a separate Privacy Policy for the ClubNetApp) and CCTV.
8. The Privacy Policy for CCTV. (The use of CCTV requires the club to register a and pay a fee of about £50 to the ICO). CCTV suppliers have disabled the audio facility and that only the Hon Sec and General Manager have access and any other previous users permanently deleted. Wallace to confirm and have recorded in the minutes at the next Council meeting.
9. Council Role Descriptions subject to the Vice Captain taking Council responsibility for Juniors.

10. The Role of the Chair.
11. Disciplinary and Grievance Policy, subject to the member having the right of final appeal at an EGM as current constitution.
12. Draft Bullying and harassment policy
13. Revised Role Names were agreed to more accurately reflect the roles
 - a. Marketing Convenor becomes Communications and Marketing Convenor
 - b. Competitions Convenor becomes the Competitions and Handicapping Convenor
14. Rule 11 be amended to delete referral to Audit and Risk being past of the Finance Committee's role. The understanding in Council has always been Risk Management is the overall responsibility of the Hon Sec assisted by the General Manager; and Audit the responsibility of the Finance Committee.
15. Draft Schedule of Matters reserved for Council. (This will be supplemented by Matters reserved for Members to be put forward for the April Council meeting.)
16. The Draft Terms of the Governance Committee were agreed subject to 3-5 members. Initially Captain as Chair, Lady Captain and Robert and The Hon Sec as ex-officio member.

Further investigation

1. HR advice
2. Health and Safety responsibilities
3. Lewis and Robert to draft revised wording for
 - a. Asset Management Policy
 - b. Financial and Admin Policy
 - c. Terms of reference for the Finance Committee
4. There was a useful discussion on the Terms of Reference of the other Committees terms of reference which are required in the existing Constitution. Revised proposals will be put forward by the Governance Committee.

Other

1. It was agreed that positive discrimination be used to increase the number of women and girl members, that membership should not be closed to women and girls when overall membership limits are reached.
2. Robert congratulated the Council on the widespread implementation of 30/30/40 gender balance which is part of the club's Women in Golf Charter Commitments. As the 30/30/40 policy applies to Trustees, Council will put forward a woman at the next AGM.
3. Draft Council Meeting Agenda Template and notes
 - Welcome and apologies
 - Apologies received
 - Quorum confirmed
 - Minutes of Previous Meeting
 - Approval of minutes
 - Matters arising not covered elsewhere on agenda
 - Declaration of interests relating to agenda items
 - Hon Sec report
 - Secretary Manager report
 - Finance, Audit and Risk report

- Lady Captain's report
- Course report
- Membership report
- Communications and Marketing report
- Competitions and Handicapping report
- Bar report
- Juniors report – by Vice Captain
- Governance report
- Correspondence received
- Next meeting

Any other business not included – in keeping with Golf Ireland guidance any matter that has arisen after circulation of agenda and papers should be raised with the Captain (Chair) and who will decide if it should be fitted in or deferred to another meeting.

Reports to the General Manager by 3pm Friday before meeting so that agenda and reports can be circulated that day. Decisions required should be highlighted in reports

Golf Ireland also recommends

- Insist papers are read in advance so time is not wasted reading material
- Avoid matters being brought to the meeting as “fait accompli” (already decided), encourage individual contributions and avoid group thinking. Ultimately the decision will be made by the majority but a robust discussion in a constructive rather than disruptive manner should take place.

Reports are not part of minutes. Minutes need to be worded with that in mind.

Minutes go out within 5 days to Council members who should be given 3 days to agree minutes before they are sent to members with redactions agreed by Captain and Hon Sec.

The Meeting ended at 9.10pm