

The Rayleigh Club Seniors – Welcome Pack

Contents

1. Introduction to the Seniors
2. Ethos of the Seniors
3. Committee
4. Website
5. Contact List
6. Finances
7. Guidelines
8. Code of Conduct
9. Operations

1. Introduction to the Seniors

Welcome to The Rayleigh Club Seniors Section. Our aims are to provide regular competitive golf for South Course Members aged 55 and over, that wish to join us. As a Senior Section member, you will have the opportunity to support both Senior and Club functions/events whenever possible.

The section is run and organised by a dedicated committee that receives support, encouragement and assistance from the seniors and club management. The section aims to provide a diverse and supportive integration into golfing and the associated social life of the club regardless of ability.

The section plays Monday and Wednesday mornings teeing off between 07.15 and 9.00. Groups are randomly selected in mainly 3 balls to play in one of many competitive formats. Small fees per player are levied and awarded as prize money to the top placed teams. We play individual handicap qualifying games and fun team games of varying formats each month.

Matches against Senior Sections from other Essex Clubs are also organised. There are no limits on handicaps in these games and all seniors are encouraged to participate. They are played in a friendly, fun and competitive atmosphere giving members the opportunity to play other local courses. The section also supports the various Club Charities, Captains, Ladies and Seniors.

2. Ethos of the Seniors

We are an inclusive section within The Rayleigh Club that encourages and promotes the fair and fun playing of golf amongst all of our playing members. We encourage our seniors no matter what handicap (*subject to entrance criteria*) to take up the opportunity to enter club competitions, Senior inter-club games, invitational games, championship games, summer and winter singles and pairs competitions and our regular Monday and Wednesday team and individual games. We also have a procedural guideline document that is available to view on our web site at the following address, (<https://www.seniortrc.online/committee-business>) select **Click here for Guidelines V.19** We recommend that you read this.

3. Committee

Our Seniors' Committee is made up of up to 10 members, Seniors Captain, Seniors Vice Captain, Treasurer, plus seven more. The committee is voted in each year at our AGM, (usually at the end of March). There is an opportunity at this time for anybody wishing to join the committee to apply via the process outlined in our guidelines document on our website at this address www.seniortrc.online/committee-business . Some of the activities that the committee perform are: -

- Attend Committee meetings, normally every 4/5 weeks.
- Run the games program using Clubv1, including handicaps.
- Perform stewarding duties.
- Treasurer
- Purchasing
- Organising the games program
- Organising and running the singles and pairs competitions
- Organise inter-club matches, invitation events and awaydays.
- Update and maintenance of the senior section website
- Pastoral care
- Update of GAP (Guidelines and Procedures Book)
- Work with existing committee members in a team environment.

4. Website

The seniors website address is:

www.seniortrc.online

On this website you can see our games schedule, committee minutes, guidelines etc. Other items are Summer and Winter match play results, Inter-club game results, honours board, and newsreel. Please take a bit of time to look at the website.

5. Contact List/Pastoral Care

The Seniors contact list is maintained and published regularly by a dedicated member of the committee. Updated versions are released when there are changes or additions. Each individual is responsible to advise if details are correct or are due to change. The committee member also keeps abreast of any issues that our seniors past and present may be having so that assistance or help may be given if needed.

6. Finances

All of our games are cashless. The Treasurer receives details of participants in competitions, tracks these on a spreadsheet (the fees and the winnings) and at the end of each month consolidates the figures and publishes everyone's position. Your pot of money (Games Pot) is either positive (winning monies) or negative (owing monies) or level (on a par). Other competitions are tracked on our spreadsheet in the same way so that all money owing or won can be consolidated in one place.

There is a small fee for entering games – currently £3 for team games and £4 for individual competitions. Cost for entering the Matchplay competitions is £3. Winnings for competitions are issued by the treasurer via email for the teams or individuals after the results have been confirmed. For any 'hole-in-one' achievement, there is a fund of up to £100 towards the winner's bar bill. In addition, the player will receive 100 percent of the 2's pot.

Your Games Pot will be updated each time you incur costs/fees or winnings associated with the Seniors. Besides the games, there are functions such as the Xmas Lunch/Xmas Game, the Captains Charity Dinner, the Seniors Championship, the Summer and Winter Singles and Pairs competitions, or the Inter Club games. Please feel free to ask about your Games Pot whenever you need. Should you need to pay anything into the Seniors Account please contact a member of the committee for Bank Account details.

7. Guidelines

The following is a link to our guidelines and procedures document on our website: -

www.seniortrc.online/committee-business select **Click here for Guidelines V.19**

8. Code of Conduct

The TRC Code of Conduct can be found on ClubV1.

| | |
|------------|--|
| Login to | ClubV1 |
| Select the | Menu – top right of your screen |
| Select | Club Docs |

Select
Select
Select

The Rayleigh Club Documents
Code of Conduct pdf
View

The Code of Conduct is now available to read, please make yourself familiar with the document.

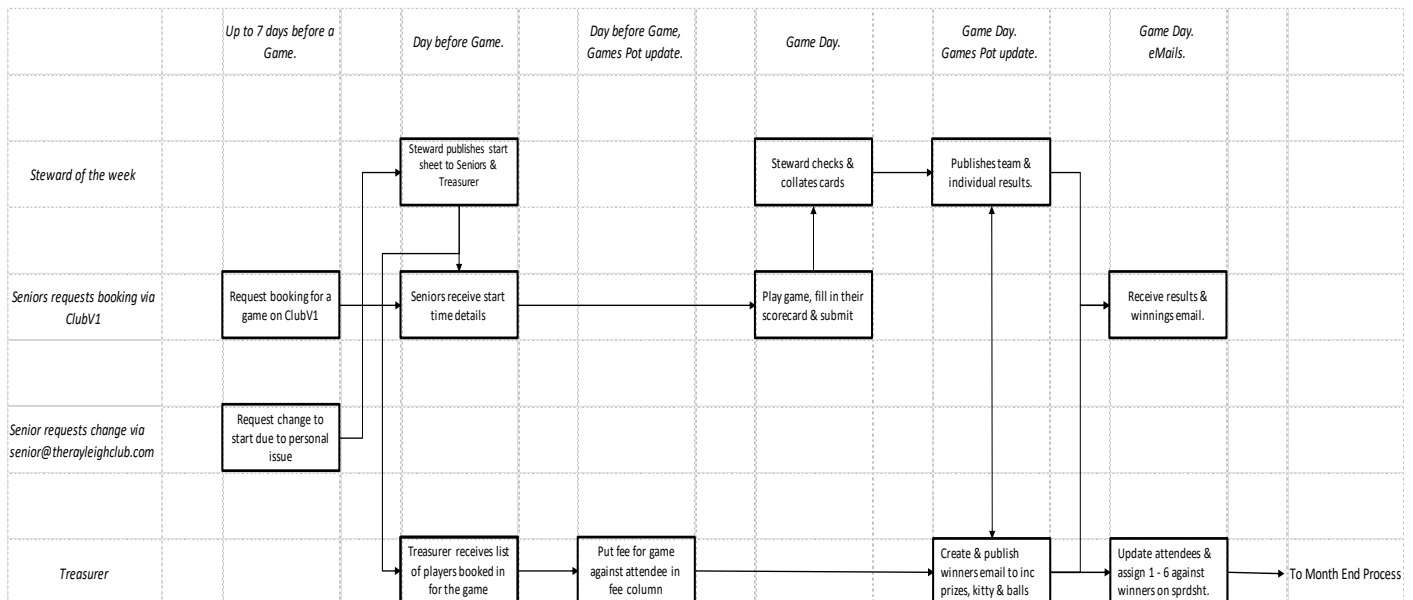
9. Operations

The following is a process diagram of what the seniors have to do to initiate/be included in a senior's team game or any game that is managed via ClubV1.

This diagram below does not include all of the work that goes into putting on a game, or the work that goes on after the game is finished.

Where we are able to we follow/adopt the TRC process and procedures, this document explains where we differ slightly from the Clubs process and procedures, for further details on how we operate please see the Guidelines and Procedures document www.seniortrc.online/committee-business

Operate - Table 1



To request an early or late tee time (due to personal issues) email to the Steward for the day as per the games program.

Costs - Table 2

| Competition | Costs | |
|---|----------|--|
| Mon and Wed - team games | £3 each | All entry costs shared out to winning teams max £12 per winner plus £6 per Nearest-the Pin |
| Stableford - individual games | £4 each | All entry costs shared out to winners - £3 to individual winners. £1 to the Two's Pot |
| Winter & Summer - singles competition | £3 each | All entry costs shared out to winning teams |
| Winter & Summer - pairs competition | £3 each | All entry costs shared out to winning teams |
| Inter Club matches - costs to cover lunches | Variable | All entry costs used to fund lunches for home & away teams |
| Invitationals - costs set by hosting club | Variable | All entry costs used to fund teas/coffee, lunches and prizes for winning teams |
| Championship - 2 days inc lunch on the last day | Variable | All entry costs used to part fund lunches on last day plus prizes |
| Charity games - entry fees are determined by the Senior's Captain, normally nominal | Variable | All entry costs used to help add to the Captain's Charity Pot plus assist with prizes. |

Winnings - Table 3

| Competition | Winnings |
|---|--|
| Mon and Wed - team games | As per the winnings table - dependent upon the number of entrants. Max £12 per winner plus £6 for Nearest the Pins |
| Stableford - individual games | As per the winnings table - dependent upon the number of entrants, £3 of £4 entry fee is apportioned to winners in Div1 and Div2. £1 of £4 entry fee is divided up and allocated to the winners of the Two's competition |
| Winter & Summer - Singles competition | Dependent upon the number of entrants, vouchers for the Pro Shop are provided to the winners |
| Winter & Summer - Pairs competition | Dependent upon the number of entrants, vouchers for the Pro Shop are provided to the winners |
| Eclectic - Winter and Summer competition. You are automatically entered, and it is free | A box of balls for the winner. Redeemable in the Club Pro Shop. |
| Inter Club matches - costs to cover lunches | None. We play for our own enjoyment and the good name of our club and section. |
| Invitationals - costs set by hosting club | Dependent upon the club hosting the event, but normally a trophy is provided along with the lunch and tea/coffee. |
| Championship - 2 days inc lunch on the last day | Trophies and Board naming, plus jumpers, shirts balls etc that are available from the Pro Shop. |
| Charity games - entry fees are determined by the Senior's Captain. Normally nominal | Winnings are determined by the Senior's Captain We also have raffles with good prizes to assist with fund raising |

If there are any winnings over, or winnings not claimed, they go back into the Seniors account.