



MEMBERSHIP INFORMATION PACK

Richmond (Yorks) Golf Club Limited
January 2026

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Welcome from the Chairman

I would like to take this opportunity to welcome you as a member of Richmond (Yorks) Golf Club (RGC), and I hope you will enjoy playing golf on our great course and socialising in our friendly clubhouse for many years to come.

Founded in 1892, golf has been played at its current site, Bend Hagg, since 1904 after members decamped from the old racecourse half a mile away. RGC prides itself as being one of the best courses in the region. The facilities include meeting/event space for wedding, birthdays, christenings etc. The club house has various space options for hire alongside associated bar and catering options with free on-site parking.

Inside this Membership Information Pack, you will find everything you need to make the most of your membership.

I look forward to meeting you on the course and in the clubhouse.

Welcome to your Club!

Lee Coward
Chairman

New Member Welcome Process

RGC prides itself on being a friendly Golf Club and this process, to welcome a new member, is designed to make them feel at home and understand the benefits of belonging to this great Club, whether a Lady, Gent, Junior, Senior, Corporate or Flexible Category of membership.

The new member will have met the Club Secretary as part of the joining process who will notify the relevant Club official of their contact details, e.g., Captains, Junior Helpers, etc. The official will contact the new member as soon as possible and meet them in the Club, offer to play golf with them, or ensure another official does so (e.g., Vice-Captain, Board Member, other representative, etc).

The Junior Helpers will meet new Juniors, introduce them to the junior captain and get them involved through the junior section.

The Secretary will present the new member with their Membership Information Pack and bag tag. The secretary will explain how BRS works and how tees can be booked, how the guest vouchers system work and clarify any issues or questions the new member may have.

First Aid & Emergency Services

Staff within RGC have been first aid trained and a list of such personnel is held in the Office.

A defibrillator is located in the entrance hall and instructions on use are within the case. During out of office hours, keys to the Office are held in the bar and the Club Shop.

In the event of an emergency on the course or within the clubhouse dial 999, or for non-urgent issues 111. An accident book is held within the Office and any incident should be reported to the Secretary and recorded.

Health and Safety is our number one priority, so do remember these following important issues:-

- On entering and leaving the car park, please STOP as indicated on the road crossing the 3rd fairway, and wait until clear to pass.
- Greenkeepers have priority on the course and never endanger them or other golfers or walkers by playing a shot which could cause injury.
- Be aware of walkers with rights of way across and adjacent to the course, e.g. 9th, 12th, 13th, 16th, etc and take care with your shots.

Further detailed advice and guidance on Health & Safety and Course Management can be found on the RGC website...

<https://www.richmondryorksgolfclub.co.uk/policies/>

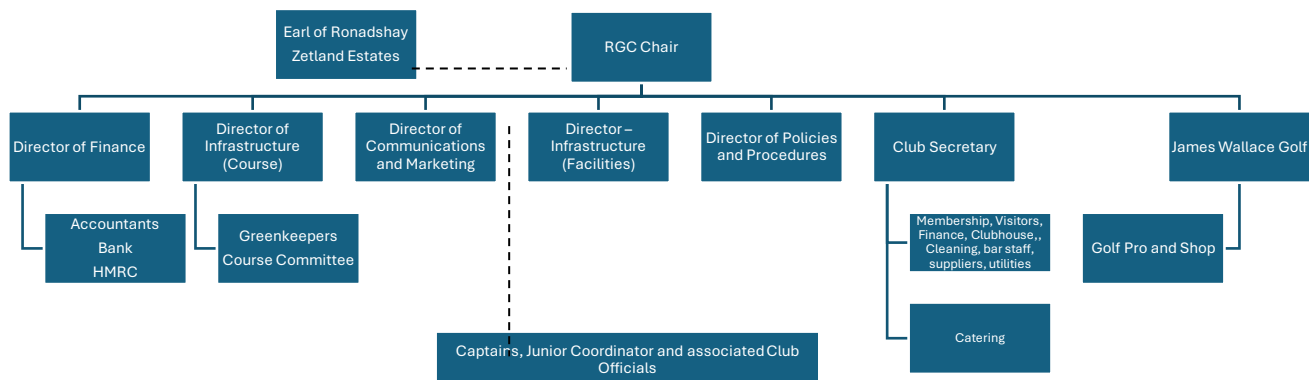
Club Governance

Richmond (Yorks) Golf Club Ltd is a Private Company Limited by guarantee without share capital and was incorporated on 15th December 2015. The Company is registered at Companies House and the Articles of Association are available in the Club's Office and on the Club's website. The golf course is located on land owned by Zetland Estates for which the Golf Club has a 90-year lease. The Directors currently in Office are shown in the table below together with the Club Secretary, President, Head Greenkeeper, Teaching Professional, Shop & Caterers, with their respective contact details: -

Name	Role	Telephone	E-mail
Lee Coward	Chair Director – Infrastructure (Facilities) Events & Social	07534-173409	leecoward25@gmail.com
Steve Morris	Director – Finance	07971-862016	course.director.richmondgolfclub@gmail.com
Gordon Smith	Director – Infrastructure (Course)	07748 593783	g.smith446@btinternet.com
Andrea Offord	Director Communications and Marketing	07834 - 322152	andreaoff1@hotmail.com
Nicola Bailey	Director - Policies and procedures	07825- 923772	n.bailey121@btinternet.com
Amy Lancaster	Secretary – Clubhouse, Cleaning, bar & shop staff, suppliers & services	01748-823231 Option 1	secretary@richmondgolfclub.co.uk
Derek King	President	07966 022375	dereking28@talktalk.net
Rob Spaven	Head Greenkeeper	01748-823231 Option 1	richmondHGK@gmail.com
James Wallace Golf	PGA Club Professional	01748-823231 Option 2	info@jameswallacegolf.co.uk
Storm McGeough	Bar & Clubhouse	01748-823231 option 3	admin@richmondgolfclub.co.uk
Penleys	Catering	07394-225688	catering@penleys.com

Organisational Structure

The current structure of RGC is shown in the diagram below.



Directors' Responsibilities

The Directors are responsible for all aspects of the Company's business plans and operations. The Company holds an Annual General Meeting each year, the date and agenda will be issued in advance to all members. To ensure effective governance the Board issues and updates a range of relevant policies and procedures including membership and golf related, safeguarding, equality and diversity and health & safety policies. The Board records minutes of all board meetings, all of which are available for viewing in the Office.

Suggestion Box

Members are encouraged to make constructive suggestions about course or facilities through e-correspondence or posting in the Suggestion Box located outside the office. All such suggestions will be reviewed promptly, and the Member will be advised of a decision.

Volunteers

Members are actively encouraged to help their Club by becoming a volunteer to help with course and facility management or to join a sub-team to help in club management. Details of areas requiring volunteers are held by the club secretary or club captains. We rely on many of our members to help run the Club, including competitions, handicaps, gardening, course maintenance and so on. It really is a great way to 'give something back'. Please contact the Secretary or any Board Member.

Club Sections, Contacts & Website

The table below shows the various Sections within the Golf Club, along with the contact details of the current officials and the website.

Section	Official	Name	Telephone	Email
Gents	Captain Vice-Captain Competitions & Handicaps Teesside Rep. TOFFS NERGA Inter Team NERGA Rabbits	Ivan Rookes Kieran McCauley Guy Pini Jim Love John Simpson Richard Liddle Daniel Bolton	07791-366767 07717538284 07912 444131 07886-716324 07928-334620 07770-516520 07515- 879048	ivanrookes@gmail.com kieranmccauley1@gmail.com richmondcomps@gmail.com jameslove977@btinternet.com jsimpson1077@gmail.com mrreliddle@yahoo.com daniel9804@hotmail.com
Ladies	Captain Vice-Captain Competitions Friendlies Handicaps Dales Alliance Teesside Alliance YVLGA – Rep White Rose Captain Weekend League Scratch Team B Team Captains England Golf North Region Rep	Claire Bateman Nicola Bailey Elaine Wood Mary Pettit Andrea Offord Lesley Calvert Susan Town Penny Holroyd Vanessa Thomas Claire Bateman Vicky Matthers Susan Gardner Daphne Ledger	07818-000083 07825923772 07761-226234 07884-390359 07834322152 07581-583658 07759-488145 07810-338965 07910-504999 07818-000083 07974-675444 07963 -74475 07828-668658	c.382@btinternet.com n.bailey121@btinternet.com eandb3mews@talktalk.net mary.pettit@btinternet.com andreaoff1@hotmail.com dalegarth@btinternet.com susanetown@gmail.com p.holroyd@icloud.com thomas.pinfold@btinternet.com c.382@btinternet.com vickymathers@hotmail.com sjgardner17@gmail.com daphneledger@icloud.com
Juniors	Helpers Captain Vice Captain	Mark Thorpe Lynda Thorpe Jonny Walker Charles Calvert Bobby Walker		

The Golf Club Website www.richmondryorksgolfclub.co.uk is a very valuable source of information on all aspects of the Club and is updated daily. All competitions, social events, etc are detailed on the website. In addition, there are notice boards in the changing rooms, corridors and bar areas which will post updates on all club matters. The Office issues updates on a regular basis so please ensure that your current e-mail and contact details are known.

Course Committee

The Course Committee led by the Director of Infrastructure (Course) meets with the Head Greenkeeper on a regular basis to discuss the course management programme, suggest projects and act as a liaison group between the membership and the Board. Should any member wish to make constructive suggestions on course management, these should be posted in the Suggestion Box.

Membership

The Benefits and Terms & Conditions for all membership categories are available from the Office and detailed on the RGC website.

www.richmondryorksgolfclub.co.uk/membership

Handicaps

In order to obtain a handicap, a new member needs to submit the scores from the equivalent of three rounds of golf on the course, to the Ladies or Gents Handicap Secretaries, further details can be obtained from those officials. RGC follows the current rules and regulations under the direction of official guidance and further details can be found through this link.

<https://www.englandgolf.org/world-handicap-system>

Insurance

RGC is affiliated to England Golf, and they provide personal liability insurance for all members, which is activated through their website

<https://www.englandgolf.org/member-personal-liability-insurance/>

However, no cover is provided for golf equipment or for liability when playing overseas. All members should consider whether they may also need additional insurance for complete cover.

R&A, England Golf and Golf Unions

RGC is affiliated to England Golf, which in turn is affiliated to the R&A, which engages in and supports activities undertaken for the benefit of the sport of golf.

We are also affiliated to the Yorkshire Union/Yorkshire Ladies County Golf Association and Teesside Union of Golf Clubs.

Further details can be found from the following websites:

www.randa.org

www.englandgolf.org

www.yugc.co.uk

www.ylcga.org.uk

www.union.teessidegolf.co.uk

Golf Tee Time Booking

The logo for BRS GOLF, featuring the letters 'BRS' in blue above the word 'GOLF' in black, with a stylized golf ball graphic behind the text.

RGC utilises the on-line BRS golf tee booking system, available 24h/7-days via the Club's website. This is also available as an App on a smartphone or tablet. You will be supplied with a username and password by the Club Secretary and given instruction on use.

[In addition an App is available from England Golf to enable golfers to monitor their results and handicap www.englandgolf.org](http://www.englandgolf.org)



Byelaws & Competitions

Course

- The Head Greenkeeper is responsible for closing and opening the course as detailed in the RGC Health & Safety Policy on the website www.richmondryorksgolfclub.co.uk/policies
- Greenkeepers have priority on the course. A member may not play a shot when Greenkeepers are in line and range.
- Visitors or Societies will be allowed to book tee times through the BRS tee booking system, except when restricted to members only.
- Spiked or approved golf shoes and approved golf wear must be worn on the course at all times.
- Members starting their round on the 10th must ensure the 9th hole is clear before teeing off.
- Dogs are not allowed onto the private sections of the course.
- Bag tickets and membership discs must be clearly displayed on golf bags at ALL times.
- Members and visitors are not allowed to practise on the course.
- Players must only play one ball.
- The gardens of the houses to the left of the third fairway and Pippin Barn are strictly out of bounds.
 - Any member who, without permission, enters the gardens of the houses to retrieve a golf ball may be suspended.
 - Any visitor who, without permission, enters the gardens of the houses to retrieve a golf ball will be requested to leave the course.
 - A ball in any garden on the edge of the course must be deemed lost and not recoverable. The fields and woods adjacent to the course are out of bounds and may not be entered. Players are reminded to be respectful to our neighbours when within earshot, in terms of etiquette.
- Members and visitors are reminded of the necessity to insure adequately against injury to persons or damage to property; the cost of legal proceedings and compensation can be considerable. It is emphasised that the Club cannot, under any circumstances, accept responsibility for individual actions and golfers (including Junior members through their guardians) are required to have arranged personal insurance to indemnify the Club against responsibility for their

actions. If damage to persons or property occurs, the member or visitor has a duty to ascertain the extent of the damage and declare his or her responsibility. On returning to the clubhouse, steps must be taken to inform a Board member or the Secretary. Disciplinary action may be taken against any member who fails to acknowledge responsibility where damage occurs.

- In the interest of all, players should play without delay. No players should play until the players in front are out of range. Players searching for a ball are allowed three minutes, after which time they should signal the players behind them to pass. They should not continue play until the players following them have passed and are out of range. When the play of a hole has been completed, players must immediately leave the green.
- Players must not share clubs from the same bag whilst on the course. All players must ensure that divots are replaced, and pitch marks repaired at all times.
- Captain and Lady Captain have priority on the course at all times.
- Any match playing a whole round is entitled to pass a match playing a shorter round.
- If a match fails to keep its place on the course and loses more than one clear hole on the players in front, it should allow the match following to pass.
- Club members playing Club competitions have priority on the course at all times over non-competitor

General

- Vehicles should proceed at reduced speed when approaching or leaving the clubhouse.
- Complaints: All complaints concerning course or clubhouse facilities should be raised initially with the Secretary, or a member of the Board. Under no circumstances should members of staff be approached directly on these matters.

Membership

- Membership categories, fees and benefits are detailed on the website www.richmondgolfclub.co.uk/membership

- Any Member who wishes to suspend their membership must seek approval from the Board.
- A 5-day, 2nd Club/Overseas/Flexible member wishing to become a full member will be required to pay the difference between that category and the full entry membership fee at the time of transfer.

Competitions General

- The game will be played in accordance with the 'Rules of Golf' as directed by the Royal and Ancient Golf Club of St. Andrews; and any temporary, local or winter rules as published by the Club.
- Entry for competitions is through the BRS tee-booking system as detailed earlier in this document.
- Members who have entered a competition, and find they are unable to play for any reason should remove their name through the BRS.
- Any dispute or doubtful point on the rules should be referred to the Competition Secretaries.

Gent's Competitions

Details of the Gent's Competitions will be detailed on the website and on the BRS app.

- The entry closing dates for the Club knockout trophy competitions will be posted on the noticeboard in the Gents changing rooms.
- Failure to make payment of entry fees for competitions where a due date is specified, will result in the member being excluded from the draw.
- Once the draw has been made, members who do not offer or display a contact number will be eliminated.
- On the last due date of a round, which will be a Saturday, if for any reason a match has not been played, the player or players presenting themselves on the tee at 3pm of that day will be deemed the winner(s) and go through to the next round. If both parties appear the match will be played. If neither party appear, both will be eliminated.
- A game all square after 18 holes should continue on a 'sudden death' basis commencing at the first hole. If both opponents mutually agree to leave the course after 18 holes without effecting a result because of, say, weather conditions, bad light, etc., then they must rearrange the

match as soon as possible and complete the match over 18 holes using the original competition format and handicap.

- Should any dispute arise, it should be referred to the Competition Secretaries.

Ladies' Competitions

Information concerning the running of Ladies' Competitions can be found in The Ladies' Information File which is located in the Office, Ladies' Locker Room and on the RGC website. www.richmondryorksgolfclub.co.uk/policies

Competition Purse

Payment of your entry fee into the majority of RGC comps is through your competition purse, which can be found within your BRS app.

- Your Competition Purse can be found on the home page of your BRS website and/or on the BRS Golf app via the drop down menu (top righthand corner) under Competition Purse.
- Competition fees are debited automatically from this purse as soon as you book a tee time in a competition.
- Topping up your Purse is done via the App or website by pressing the "Top Up" button and following the instructions. Alternatively, you can ask the bar or office to add funds by cash or card.
- You will get an automatic reminder email when your Purse balance falls below £6.

Entering Competitions

- Please continue to book tee times via the BRS Golf app as normal.
- For club competitions, when you book a time for yourself and others (within the same tee time) the competition entry fee will be automatically debited from each competitor's Purse. Should you then cancel the booking by 7 pm the night before the competition the entry fee will be refunded to the respective purse.
- Entry to 2s and Nearest the Pin are payable in the Shop.
- You will be unable to book a tee time in the competition if your Purse has insufficient funds to pay the competition entry fee.

- Scoring - the touch screen TV in the club house and Club Shop is available for signing in and score entry. In addition, you can use the BRS Golf app on your phone to enter your score by clicking the orange Golf Events and H.I. button on the home page.

Junior Members

RGC is proud of its Junior Membership and is always pleased to welcome new joiners, we have a growing junior section, regular competitions and fun games, we also offer the opportunity to have a comprehensive training programme available through our PGA Coach James Cousins.

RGC follows the current rules and regulations for handicaps for Juniors, under the direction of official guidance

<https://www.englandgolf.org/world-handicap-system>

The safety of Junior Golfers and Adults is of paramount importance and a copy of the Club's Safeguarding Policy can be found on the website

www.richmondryorksgolfclub.co.uk/policies

Course and Clubhouse Opening Times

The opening times of the course will vary depending upon the time of the year, weather and course condition. The daily status will be posted on social media the Club's website by the Greenkeepers.

The Clubhouse bar and catering will also be open according to the time of the year and can be viewed on our website...

www.richmondryorksgolfclub.co.uk/bar-catering

Professional Services



James Wallace Golf provides our PGA golf professional services, including running the pro shop.

The Golf Shop is stocked with all the leading brands of golf equipment at the most competitive prices and as a member of the Foremost Golf buying group, we are able to source almost any product from our huge range of suppliers we have access to. Whether you are calling into the Golf Shop, or using our online site, we'll give you the best attention at all times.

Lessons and coaching are handled by James Wallace Golf, and they are always happy to discuss ways to improve your golf. Golf coaching is all about you and what you want to get out of your game. At James Wallace Golf they pride themselves on being good listeners and aim to provide the best possible professional advice, whilst ensuring each lesson is tailored and enjoyable for the golfer.

Golf Studio & Practice Facilities

The Golf Studio is available for tuition from the golf professional or for private hire to play many courses from around the world, from Augusta to Royal Birkdale and Ryder Cup venue Le Golf National and many more world-renowned venues. Our studio provides professional custom fitting on all major brands.

Practice facilities at RGC include a putting green, chipping area and nets adjacent to the first tee. There is a practice chipping facility above the putting area and a bunker practice facility next to the car park. The main practice ground is at the far end of the 10th fairway and is accessed by the woodland path running parallel to the 10th fairway.

Safe Golf



SafeGolf is a partnership of UK golf bodies committed to promoting a safe and positive environment for all those participating, working, and volunteering in the sport of golf. RGC is one of a number of Golf Clubs in Yorkshire to have achieved this accreditation. The club secretary can provide further information on how RGC is a safe and secure place, to learn how to play and enjoy the great game of golf. In addition, there is more detailed advice provided on this link.... www.safegolf.org

Women-in-Golf Charter

The Women in Golf Charter intends to inspire an industry-wide commitment to developing a more inclusive culture within golf around the world and enable more women and girls to flourish and maximise their potential at all levels of the sport.

The Women in Golf Charter specifically aims to:

- Strengthen the focus on gender balance and provide a united position for the golf industry.
- Commit national federations and organisations to support measures targeted at increasing participation of women, girls and families in golf.
- Call upon signatories to take positive action to support the recruitment, retention and progression of women working at all levels of the sport.
- Set individual targets for national associations for participation and membership and reporting progress annually.
- Develop an inclusive environment for women and girls within golf.

Barbara Gregory is the appointed WiG Charter Champion at RGC, working alongside Janet Probert, and can provide further information, which can also be obtained through this link

<https://www.englandgolf.org/women-in-golf-charter>

Reciprocal Golf, Reduced Green Fees, 1892, County Card

RGC members enjoy a number of benefits as shown below; however, some of these are restricted to full members only; refer to the website for further details.... www.richmondryorksgolfclub.co.uk/membership

Reciprocal Clubs

RGC has arranged complimentary rounds with a number of courses. Simply call the club on the numbers below.

- Blackpool North Shore (01253 352054)
- Blyth (01670 540110)
- Wearside (0191 5342518)
- Pike Hills (01904 700797)
- Silkstone (Barnsley) (01226 794903)
- Silverdale (01524 701300)
- Skipton (01756 795657)
- Heworth (01904 426156)

Reduced Green Fees

The following clubs offer discounted rounds to Richmond Golf Club members, excluding Flexible Members.

- Bedale (01677 422451)
- Darlington (01325 355324)
- Durham City (0191 3780029)
- Ripon (01765 603640)

1892 Clubs

RGC is one of the clubs founded in 1892, and many of these offer complimentary golf. Details of these clubs are available on the club's website.

County Card

RGC members can access a free County Card, allowing them to play at many clubs in Yorkshire for free or at a discounted rate. The details are available under the County Card tab via Yorkshire Union of Golf Clubs website www.yugc.co.uk or lady members can access this via the Yorkshire Ladies County Golf Association website www.ylcga.com

Membership Bar Discount

Members will be offered a discount from purchases behind the bar when using their members wallet.

Guests

New members will be supplied with three vouchers to bring a guest to play at RGC for free. Members should ensure that any guests they invite to play at RGC are booked in through the BRS system and logged with the Pro Shop. Members should also ensure that any guest, not using a complimentary green fee has paid where necessary and the relevant bag tag is clearly displayed.

Bag Tag

New members will be given a bag tag which should be visible on their golf bag at all times. In addition, they will be provided with a sticker to fix on the bag tag.

Lockers, Trolley & Buggy Storage

Lockers, trolley and buggy storage are available to members, subject to availability and at a separate charge, details from the Office.

