

# FINCHINGFIELD CRICKET CLUB

Affiliated to the North Essex Cricket Board



## CLUB CONSTITUTION

(last amended 9 March 2009)

### Title

The club shall be called (Finchingfield Cricket Club), hereafter to be referred to as 'the Club' and shall be affiliated to the County Governing Body.

### Aims and Objectives

- 1 To offer members the opportunity to play both recreational and competitive cricket regardless of their ability
- 2 To build a Club that will lead to improved performance levels for all members
- 3 To ensure the Club is open, friendly and inviting
- 4 To develop a junior section which will feed the senior club
- 5 To encourage members to become qualified officials
- 6 To offer good quality coaching to members
- 7 To maintain links with the ECB and other cricket clubs in the area
- 8 To encourage strong school to Club links
- 9 To help all players reach their potential within the sport
- 10 To develop links with the local community, especially local schools
- 11 To promote an active social calendar
- 12 To ensure a duty of care to all members of the Club by adopting and implementing the ECB Safe Hands, Welfare of Young People in Cricket policy, and any future versions of the policy

### Membership

Membership of the Club shall consist of Officers of the Club and Members. Membership of the Club shall be open to any person completing a membership application form and by paying the relevant annual membership fees as determined by the Annual General Meeting of the Club Members.

There shall be five classes of membership available. These are:

- Full Member (including discounted Student and Over 60)
- Junior Member (under 16 years of age at start of calendar year)
- Social Member
- Honorary Member
- Life Member

All members will be subject to the regulations of the Constitution and, by joining the Club, will be deemed to accept these regulations and the Club's Codes of Conduct and ECB's One Game Code.

## **Officers**

The Officers of the Club shall be as follows:

President (Non-Executive Officer - usually an honorary position)

### **Executive Officers**

Chairman

Secretary

Treasurer

Child Welfare Officer

Others (currently 1st XI Captain, Groundsman, Fundraising Officer, Fixtures Secretary)

### **Election of Officers**

All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the Members of the Club.

All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

### **General Committee**

The affairs of the Club shall be conducted by a General Committee comprising the Executive Officers of the Club and (2) other members elected from, and by, the voting Members of the Club. Only these members of the General Committee shall be entitled to vote at General Committees.

The General Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year.

The quorum required for business to be agreed at General Committees shall be three committee members.

The duties of the General Committee shall be:

- 1** To control the affairs of the Club on behalf of the members.
- 2** To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The Club shall maintain a bank current account and the following Officers shall be authorised to sign club cheques: two from the Chair, Treasurer and Secretary.
- 3** To co-opt additional members of the Committee as the Committee feel this is necessary. Co-opted members shall not be entitled to a vote on the Committee.
- 4** To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

## **Annual General Meetings**

The Annual General Meeting of the Club shall be held not later than the end of November of each year. Twenty-one clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member at their home address and posting the notice on the Club notice board. Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

The business of the Annual General Meeting shall be to:

- 1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- 2 Receive the audited accounts for the year from the Treasurer.
- 3 Receive the annual report of the Committee from the Chair.
- 4 Elect an auditor.
- 5 Elect the Officers of the Club.
- 6 Review club subscription rates and match fees and agree them for the forthcoming year.
- 7 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.

Nominations from candidates for election of Offices shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.

At all Annual General Meetings, the Chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.

Decisions made at an Annual General Meeting shall be by a simple majority vote from those Full and Life Members attending the meeting. In the event of equal votes, the Chair shall be entitled to an additional casting vote.

A quorum for an Annual General Meeting shall be 5 Full Members and 2 Officers of the Club.

Each Full and Life Member of the Club shall be entitled to one vote at Annual General Meetings.

## **Special General Meetings**

Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than two-thirds of the Full Members of the Club. At least 21 days notice of the meeting shall be given.

Each Full and Life Member of the Club shall be entitled to one vote at Special General Meetings.

## **Alterations to the Constitution**

Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal.

Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

## **Finance**

The Club may seek to raise money via any means available to a voluntary organisation in pursuit of the aims outlined above.

All Club monies shall be banked in an account in the name of the club.

The Treasurer will be responsible for the finances of the club.

The financial year will end on 30 November.

The Treasurer will present an audited statement of annual accounts at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus either the Chair or Secretary.

## **Rules**

- 1 The Club will abide by the Laws of Cricket as set down by the MCC.
- 2 Members will treat opposing teams with respect; fair play will be adhered to at all times.
- 3 When affiliating to a league, the Club will follow codes of practice set down by that league.
- 4 Discrimination or unbecoming behaviour by any member will not be tolerated.
- 5 Members not abiding by the rules may be excluded from the Club following the Discipline and Appeals procedure outlined below.

## **Discipline and Appeals**

All complaints regarding the behaviour of members should be lodged in writing with the Secretary.

The General Committee will meet to hear complaints within 28 days of a complaint being lodged. The General Committee has the power to take appropriate disciplinary action, including the termination of membership.

The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made within 28 days following the hearing.

There shall be a right of appeal to the General Committee following disciplinary action being given. The General Committee shall consider the appeal within 28 days of the Secretary receiving the appeal.

**Dissolution**

If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Special Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.

After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed among the Full Members of the Club, but shall be given or transferred to another voluntary cricket organisation in the area having objects similar to those of the Club.

**Declaration**

Finchingfield Cricket Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

**SIGNED (CLUB CHAIR):**

**SIGNED (CLUB SECRETARY):**

**DATE:**