

Collingbourne Cricket Club Constitution

Revised November 2022

The organisation shall be called the Collingbourne Cricket Club, hereafter to be referred to as "the Club" and club colours will be blue and gold.

1. Aims and Objectives

- 1.1 To foster and promote cricket within the community and within the sport, providing opportunities for recreation and competition.
- 1.2 To provide both competitive and friendly cricket for cricketers within Wiltshire who have reached the ages eligible to play Senior County Cricket as determined by the governing bodies of the competitions into which the Club enters and who still wish to continue or commence playing cricket.
- 1.3 To manage the Club's cricket teams.
- 1.4 To ensure a duty of care to all members of the Club.
- 1.5 The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport regardless of age, race, ethnicity, religious belief, sexuality or social/economic status. Being ECB-affiliated, the Club has adopted and follows the ECB Anti-Discrimination Code.

2. Membership

- 2.1 Membership of the Club shall consist of officers of the Club and members both adult and youth.
- 2.2 Playing membership of the Club shall be open to any person who joins and pays an annual subscription.
- 2.3 There shall be two classes of membership available. These are:
 - a. Playing Member (including senior, youth, ladies and recreational)
 - b. Non-playing Member (Honorary Member/Vice President/Life Vice Presidents).The Club's different membership categories will be detailed in the Club's 'Annual Membership Programme' Document.
- 2.4 All members, by joining the Club, will be deemed to accept this Constitution, the ECB Clubmark suggested Code of Conduct, the Safe Hands – Cricket's policy for Safeguarding Children/Vulnerable Adults and Spirit of Cricket documents as laid down by the ECB. These documents are concerned with maintaining the highest standards of behaviour and conduct, both on and off the field of play by members of the Club.

3. Officers

The Club Committee shall consist of the following Club Officers: Chairperson, Treasurer, Secretary, Fixture Secretary, Team Captains, Youth Team Officer, Welfare Officer and any other members deemed necessary to continue the day-to-day running of the club.

4. Election of Officers

- 4.1 All officers shall be elected at the Annual General Meeting of the Club from, and by, the Playing Members of the Club.
- 4.2 All Officers are elected for a period of one year, but may be re-elected to the same office or to another office the following year.
- 4.3 All nominations of Officers and committee members are made at the Club Annual General Meeting & any special resolutions for an Annual General Meeting shall be submitted in writing to the Hon. Secretary of the Club, signed by the proposer & seconder, seven days prior to the Annual General Meeting in each year so that they may be included in the agenda of the meeting.

5. Committees

- 5.1 The affairs of the Club shall be conducted by a Committee comprising of elected members of the Club.
- 5.2 Committee meetings will be held monthly.
- 5.3 The quorum required for business to be agreed shall be four Committee members.

6. The Duties of the Committee shall be:

- 6.1 To control the affairs of the Club on the behalf of the members.
- 6.2 To ensure that accurate accounts of the finances of the Club are maintained through the Hon. Treasurer.
- 6.3 To ensure that these accounts should be available for reasonable inspection by members and should be independently verified. The Club shall maintain a bank current account and the Hon Treasurer shall be authorised to sign cheques.
- 6.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to a casting vote.
- 6.5 Annual awards will be overseen by The Committee in accordance with the categories set out in the Club Rules, and directed by the Club's 'Award Guidance' Document.

7. Team Selection.

Teams will be selected by the respective Captains and Vice Captains of each team. It is expected that all Captains and Vice Captains will liaise with each other with regard to player form and the inclusion of potential new players. Club Captains will refer to, and be guided by, the Club's 'Player Selection Policy' Document.

8. Annual General Meeting

- 8.1 The Annual General Meeting of the Club shall be held after the final game of the season and no later than the first game of the following season. Fifteen days written notice shall be given to members of the Annual General Meeting by circulating a copy of the notice to every member.
- 8.2 The business of the Annual General Meeting shall be to:
 - a. Confirm the minutes of the previous Annual General Meeting and any Extraordinary General Meetings held since the last Annual General Meeting.
 - b. Receive the accounts for the year from the Hon. Treasurer.
 - c. Receive the annual report of the Committee from the Hon. Secretary.
 - d. Elect the Officers of the Club. If an Officer or Officers' position is contested, there will be a ballot using show of hands.
 - e. Annual Membership Subscription is agreed at the AGM. Match fees for the forthcoming year will be set by the Club Committee.
- 8.3 Nominations for officers can only be made by Playing Members and each nominee must be seconded by another Playing Member. Nominations will be accepted by proxy, in writing to the Secretary.
- 8.4 At all Annual General Meetings, the chair will be taken by the President or Chairperson.
- 8.5 Decisions made at an Annual General Meeting shall be by a simple majority vote from those Members attending the meeting. In the event of equal votes, the Chair shall be entitled to a casting vote.
- 8.6 A quorum for an Annual General Meeting shall be ten members.
- 8.7 Each Member of the Club shall be entitled to one vote at Annual General Meetings.

9. Extraordinary General Meetings

An Extraordinary Meeting can be called by the club Committee at any time.

10. Alterations to the Club's Constitution

- 10.1 Any proposed alterations to the Club's Constitution may only be considered at an Annual General Meeting, convened with the required written notice of the proposal.
- 10.2 Any alteration or amendment must be proposed by a Playing Member of the Club and seconded by another Playing Member. Such alterations shall be passed if supported by not less than two-thirds of those Playing Members present at the meeting, assuming that a quorum has been achieved.
- 10.3 A duty of the Hon. Secretary is to ensure that the procedures contained in the constitution are applied.

11. Finance

- 11.1 All Club monies shall be banked in an account in the name of Collingbourne Cricket Club.
- 11.2 The Hon. Treasurer will be responsible for the finances of the Club.
- 11.3 The financial year will end on 30th September each year.
- 11.4 The Hon. Treasurer will present an Income and Expenditure Account of the Club's account for the financial year and a Balance Sheet as at the year end.

12. Dissolution

If on the winding up or dissolution of Collingbourne Cricket Club, there remains, after the satisfaction of all debts and liabilities, any property or money, this shall not be distributed among members, but shall be applied to approved non-profit sporting or charitable organisations within the Collingbourne and district community.

13. Disciplinary

- 13.1 Cessation of Membership. Any member of the Club may resign by giving written notice of the resignation to the Hon. Secretary. Membership may be terminated at any time by a majority vote from the Club Committee.
- 13.2 Suspension and Expulsion. Any member who is in arrears with match fees may at the discretion of the committee be suspended until such arrears have been paid.
- 13.3 The Committee has the power to expel any member who shall offend against the Constitution of the Club, or whose conduct shall, in the opinion of the Committee, render him/her unfit for membership of the Club.
- 13.4 In such an instance the President will appoint a Chairman and two independent members of a disciplinary Panel to decide the action to be taken. The member will be given at least seven days' notice to attend a meeting of the Panel, and the notice shall contain particulars of the complaints made against him/her. No member shall be expelled without first having an opportunity of appearing before the Panel and answering the complaints made against him/her.
- 13.5 Following the Panel decision, the offending member will have a right of appeal to the Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The Committee's decision will be final.

14. Interpretation

No alteration to the constitution can be made except at the Club AGM.

Declaration

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

Signed

Club Chairman

Club Hon. Secretary

Date:

Revised: 2022 AGM