



Shepherdswell Cricket Club

Constitution

1. Name

The name of the club is Shepherdswell Cricket Club, hereafter to be referred to as “the club” and the club shall be affiliated to the England and Wales Cricket Board through Kent Cricket.

2. Aims and Objectives

To foster and promote the sport of amateur cricket at all levels within the community and within the sport, providing opportunities for recreation, coaching and competition.

To ensure that all members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.

To ensure a duty of care to all members of the club by adopting and implementing the ECB ‘Safe Hands-Cricket’s Policy for Safeguarding Children’, and any future versions of the Policy.

To ensure a duty of care to all members of the club by adopting and implementing the ECB Cricket Equity Policy and any future versions of the policy.

To encourage all members to participate fully in the activities of the club.

3. Membership

(a) Membership of the club shall be open to anyone interested in the sport of cricket on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

(b) The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(c) Application for membership of the club shall be by payment of the relevant subscription as determined by the Annual General Meeting of the club.

(d) No person shall be eligible to take part in the business of the club or eligible for selection for any club team unless the appropriate subscription has been paid by the specified date or is in the process of being paid in instalments.

(e) The club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or cricket into disrepute. Appeal against refusal or removal may be made to the Committee who shall appoint an Appeals Committee to hear the appeal.

(f) All members will be subject to the regulations of the Constitution and by joining the club will be deemed to accept these regulations and any Codes of Conduct that the club has adopted. The Constitution shall identify those members eligible to vote at any General Meetings.

(g) There shall be Five classes of membership available:

- Senior Playing Member
- Guest Playing Member (For an individual to represent the Senior Side on only one occasion during the season)
- Junior Member (Under the age of 18 at the beginning of the current year. This category of Membership shall be free of charge)
- Student Member (in Full Time Education but over the age of 18) / Unemployed Member (This category of Membership shall be free of charge)
- Associate Member

4. Election of Club Officials

(a) All Club Officials shall be elected at the Annual General Meeting of the club from, and by, the members of the club. Any member of the Club may be elected to office in his/her absence, subject to prior written notification of his willingness to stand for the office in question. All Officials shall be elected for a period of one year, but shall be eligible for re-election to the same office or to another office the following year.

(b) The Executive Officers of the club shall be as follows:

- Chairman
- Club Secretary
- Club Treasurer
- Selection Secretary
- Club Captain
- Club Welfare Officer
- Clubmark Officer

(c) In addition the other appointed officers of the Club shall be as follows:

- Fixtures Secretary
- Vice-Captain

-Membership Secretary

-Deputy Club Welfare Officer

5. Management Committee

The affairs of the club shall be conducted by a Management Committee (the Committee) comprising the Chairman, Secretary, Treasurer, Selection Secretary, Club Captain, Clubmark Officer and the Club Welfare Officer. The Committee will be convened by the Secretary and shall meet at agreed intervals no less than two times per year.

The duties of the Committee shall be:

- a) To control the affairs of the club on behalf of the members.
- b) 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: any two from the Chair, Treasurer, Secretary and any other Officer, as agreed by the Committee.
- c) To co-opt additional members of the Committee as the Committee feel is necessary. Co-opted members shall not be entitled to a vote on the Committee and shall serve until the end of the next Annual General Meeting.
- d) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional casting vote. The Committee shall have powers to appoint sub-committees as necessary and to co-opt advisers who may be non club members invited to advise on specialist subjects.
- e) To appoint a Club Welfare Officer to ensure compliance with safeguarding legislation and the ECB Safe Hands policy. The Club Welfare Office shall be a Committee member and report to relevant Committee meetings and the reports, together with any action taken, must be minuted.

An elected Committee member ceases to be such if he or she ceases to be a member of the club, resigns by written notice, or is removed by the Committee for good cause after the member concerned has been given the chance of putting their case to the Committee. Appeal against removal may be made to the Appeals Committee. The Committee shall fairly decide time limits and formalities for these steps.

The Committee has the power to:

- a) acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities
- b) provide coaching, training, medical treatment, and related social and other facilities
- c) take out any insurance for club, employees, contractors, players, guests and third parties
- d) raise funds by appeals, subscriptions, loans and charges
- e) borrow money and give security for the same, and open bank accounts

- f) buy, lease or licence property and sell, let or otherwise dispose of the same
- g) make grants and loans and give guarantees and provide other benefits
- h) set aside funds for special purposes or as reserves
- i) invest funds in any lawful manner
- j) employ and engage staff and others and provide services
- k) co-operate with or affiliate firstly to any bodies regulating or organising the sport of cricket and secondly any club or body involved with cricket and thirdly with government and related agencies
- l) do all other things reasonably necessary to advance the aims and objectives of the club.

NONE of the above powers may be used other than to advance the aims and objectives in a manner consistent with the Rules and the general law.

6. General Meetings

The Annual General Meeting of the club shall be held not later than the 31st December. The Committee will ensure that adequate notice of the AGM shall be given to all club members. 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 seven days before the meeting.

The business of the Annual General Meeting shall be to:

- a) Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
- b) Receive the accounts for the year from the Treasurer
- c) Receive the annual report of the Committee from the Secretary
- d) Elect the Officers of the Club (i.e. Secretary, Chairman, etc.) and Team Captain
- e) Review club subscription rates and agree them for the forthcoming year
- f) Transact such other business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

Nominations of candidates for election of Offices shall be made at the Annual General Meeting. Nominations can only be made by Full Members and must be seconded by another Full Member.

At all General Meetings, the Chair will be taken by the Chairman or, in their absence, by a deputy appointed by Full Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Full Members attending the meeting. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.

A quorum for a General Meeting shall be 6 Full Members and Officers of the Club including at least two from the Chair, Secretary and Treasurer.

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

Extraordinary General Meetings (EGM) shall be called by the Club Secretary within 7 days of a request to that effect from the Management Committee or on the written request of not less than 7 Full Members signed by them. Such EGM shall be held on not less than 14 nor more than 21 days' notice at a place decided upon by the Management Committee. The notice convening an EGM shall state the business to be transacted thereat.

7. Financial Matters

- (a) All club monies shall be banked in an account in the name of the club.
- (b) The Club Treasurer shall be responsible for the finances of the club and for providing a report on the financial position as required by the Management Committee.
- (c) The Club Treasurer shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club.
- (d) The financial year will end on the 31st October.
- (e) The Club Treasurer will present an audited statement of annual accounts at the Annual General Meeting.
- (f) Any cheques drawn against club funds should hold the signatures of any two from the Chairman, Club Treasurer and Club Secretary and the Management Committee shall nominate additional full members as signatories as they feel necessary. The Management Committee shall decide the formal authorisation thresholds for payments made.

8. Disciplines and Appeals

- (a) All complaints regarding the behaviour of members should be lodged in writing with the Secretary.
- (b) The Committee shall appoint a Disciplinary sub-committee who will meet to hear complaints within 14 days of a complaint being lodged. Any member requested to attend a Disciplinary sub-committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Committee (or its sub-committee) has the power to take appropriate disciplinary action, including the termination of membership.
- (c) 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 seven days following the hearing.
- (d) There shall be a right of appeal to the Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The Committee shall appoint an Appeals Committee (a maximum of three) which shall not include members involved with the initial disciplinary hearing but may include non members of the club. The Appeals Committee shall consider the appeal within 14 days of the Secretary receiving the appeal. The individual submitting the appeal shall be entitled to be accompanied by a friend or other

representative and to call witnesses. The decision of the Appeals Committee shall be final and binding on all parties.

9. Dissolution

(a) 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.

(b) If at that Special Meeting, the resolution is carried by at least two-thirds (three quarters) of the Full Voting Membership present at the meeting, the 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.

(c) The Committee will then be responsible for the orderly winding up of the club's affairs.

(d) After settling all liabilities of the club, the Committee shall dispose of the net assets remaining to one or more of the following:

(e) to another club with similar sports purposes which is a registered charity and/or

(f) to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or

(g) to the club's governing body for use by them for related community sports.

10. Declaration

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

Signed: C. Spurgeon

Name: Dr. Chris Spurgeon

Date: 19.04.22

Shepherdswell Cricket Club Chairman

Signed: T. Roberts

Name: Tom Roberts

Date: 19.04.22

Shepherdswell Cricket Club Secretary