

CONSTITUTION

1. **Name**

The name of The Club is **Cowbridge Cricket Club**, hereafter to be referred to as "The Club" and The Club shall be affiliated to the England and Wales Cricket Board through the Cricket Board of Wales.

2. **Aims and Objectives**

- To foster and promote the sport of cricket at all levels within the community and within the sport, to provide opportunities for recreation, coaching and competition.
- To manage The Club
- 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 promote good behaviour in junior cricket in accordance with SCW Chwarae Teg initiative 2001 and any amendments made to these guidelines from time to time by that Body or any of its approved successors.
- 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. The Executive Officers have the authority to increase the subscription fee to

overcome unforeseen circumstances by up to 20% once during the financial year.

- (c) Excluding Honorary Life Members, application for membership of The Club shall be annually by whatever method deemed satisfactory by the Committee and by payment of the relevant subscription / joining fees 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 membership has been agreed by the Committee.
- (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.

4. Classes of Membership

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

- a) Full Playing Member,
- b) Pay As You Go member (PAYG) paying on a match by match basis.
- c) Honorary Life Member
- d) Vice President
- e) Student Member (covers anyone aged 22 or under in full time further education)
- f) Junior Member (Under 18 years of age at the 1st April)
- g) Social Member

A list of members in each category shall be maintained by the Treasurer or other Officer of The Club.

5. **Officers**

The Officers of the club shall be as follows:

Executive Officers

- Chairman
- Vice Chairman
- Secretary
- Treasurer
- Club Welfare Officer
- Captains of 1st XI, 2nd XI and any other Captain who controls a side which has an annual fixture list of 8 or more matches.

Honorary Officers

- President

The Executive Officers with the exception of the Club Captains will be empowered with the responsibility to deal with all matters as they see fit.

6. **Election of Officers**

All Executive Officers and the additional Club members referred to in 7 shall be elected at the Annual General Meeting of the Club from and by the membership of the Club.

In the event that a committee post has no nomination the committee may at any time seek to fill the post from the membership.

All Officers 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.

7. **Management Committee**

The affairs of The Club shall be conducted by a Management Committee (the Committee) comprising the Executive Officers, other members elected from, and by, the Members of The Club and such members co-opted by the committee under c below. Only these persons shall be entitled to vote at Committee meetings.

The 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 Committee meetings shall be 5

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 make payments from the said current account. Those officers authorised are any two from Chairman, Treasurer and Secretary.
- c) To co-opt additional members of the Committee as the Committee feel is necessary. Co-opted members 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 Chairman 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.

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 The 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.

8. General Meetings

The Annual General Meeting of The Club shall be held not later than the end of December each year. The date of the AGM shall be displayed on the Club notice board and published on the Clubs website at least 3 months in advance of the date. Further reminders will not be sent unless the member has provided a valid email address for such contact.

In preparing for the Annual General Meeting the Secretary shall circulate a notice and agenda to every member who has provided a contact e mail address. Twenty one clear days notice of the Annual General Meeting shall be given and a copy of the notice shall also be placed either in the Clubhouse or on the Clubs website.

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 audited accounts for the year from the Treasurer
- c) Receive the annual report of the Committee from the Secretary
- d) Elect an auditor
- e) Elect the Officers of The Club (i.e. President; Vice Presidents, Chairman etc.)
- f) Elect the further members to serve on the Management Committee
- g) Review club subscription rates and agree them for the forthcoming year
- h) Any other Business.

Nominations of candidates for election of Offices and to the Management Committee 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 those

within categories 'a' 'c' 'e' and those members of 'f' who have played more than 6 senior matches during the previous season and must be seconded by another within those categories.

The voting method will be determined by the Management Committee.

Extraordinary General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than one third of the Members of The Club. At least 28 days notice of the meeting shall be given.

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

A quorum for a General Meeting shall be 10 Full Playing Members and any other categories of membership entitled to vote (as outlined within this Constitution) and Officers of the Club including at least 2 from the Chairman, Secretary and Treasurer.

Each Member of the Club Committee and each member within categories a, c, e and those members of 'f' who have played more than 6 senior matches during the previous season shall be entitled to vote at General Meetings.

9. Alterations to the Constitution

Any proposed alterations to The Club Constitution may only be considered at an Annual or Extraordinary General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Member of The Club and seconded by another Member within categories 'a' 'c' 'e' and those members of 'f' who have played more than 6 senior matches during the previous season. Such alterations shall be passed if supported by not less than two-thirds of those Members entitled to vote present at the meeting, assuming that a quorum has been achieved.

10. Finance

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

The Treasurer shall be responsible for the finances of The Club and for providing a report on the financial position as required by the Committee.

The Chairman shall ensure that The Club maintains adequate and appropriate insurance to cover the activities of The Club.

The financial year will end on 30th November.

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

11. Property and Funds

- (i) The property and funds of The Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits shall be reinvested in The Club.
- (ii) The Club may also in connection with the sports purposes of The Club:
 - (a) sell and supply food, drink and related sports clothing and equipment
 - (b) employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present
 - (c) pay for reasonable hospitality for visiting teams and guests
 - (d) indemnify the Committee and members acting properly in the course of the running of The Club against any liability incurred in the proper running of The Club (but only to the extent of its assets).

12. Discipline and Appeals

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

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.

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 7 days following the hearing.

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 60 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.

13. 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 an Extraordinary 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 Extraordinary General Meeting, the resolution is carried by at least two-thirds of the 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:
 - to another club with similar sports purposes which is a registered charity and/or
 - to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or
 - to The Club's governing body for use by them for related community sports.

14. Declaration

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

SIGNED (CLUB CHAIRMAN)

NAME HUGH EDEN WILLIAMS

DATE 08 01 2018

H.E. Williams

SIGNED (CLUB SECRETARY)

NAME JOHN RAYMOND GILBERT

DATE 8. 17 2018

John Raymond Gilbert