

Swanage Cricket Club Constitution

CONSTITUTION

1. Name

The name of the Club is Swanage 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 Dorset Cricket Board. The club colours shall be blue, green & pink.

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 manage Swanage Cricket Club Pavilion & Grounds. This is to include the purchase & sale to Members and their Guests of refreshments and alcoholic liquors and the holding of a Club Registration Certificate.

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 Club Inclusion & Diversity Policy and any future versions of the Policy.

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

To encourage the use of the club ground for the purpose of all forms of ball games, athletic sports and other social recreations which may from time to time be approved by the Committee, and are considered to be in the interest of the club, as long as it doesn't interfere with the playing & promotion of amateur cricket.

3. Anti-discrimination code

Swanage Cricket Club aims to create an environment within which no individual, group or organisation experiences discrimination or acts in a discriminatory manner

based on a Protected Characteristic as defined in the Equality Act 2010. These are

disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

4. Membership

- (a) Membership of the club shall be open to anyone interested in the sport of cricket on application regardless of gender/sexuality, 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 (~~Full, Junior, Family, Student, Social~~)([see section 5 below for classes of membership](#)) of the club shall be by completion of a membership application form and by payment of the relevant subscription 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 such date as is specified by the Committee such date not being later than 31st May or membership has been agreed by the Committee.
- (e) The 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 within 7 days of such refusal or removal to the Committee who shall appoint an Appeals Committee to hear the appeal which shall be heard within 7 days of receipt of 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) Honorary Life Members shall only be elected by a simple majority at a General Meeting and a person is only eligible for election if they have rendered exceptional service to the club.
- (h) Honorary Members shall only be elected by a simple majority at a Committee Meeting and a person is only eligible for election if they have rendered a good service to the club.
- (i) The membership year will run from 1st January to 31st December.

5. Classes of Membership

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

- Adult Hard Ball
- Adult Soft Ball
- Junior Playing Member (Up to and including U15's)
- Student Member (Over 15's, under 18's or in full time education)
- Social Member
- Family Member (1 Adult Hard or Soft Ball member ~~full playing member~~ & any junior, student or non-playing member with the same home address)
- Honorary Life Member
- Honorary Member

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

The following categories of membership will have full voting rights at all meetings:

- Adult Hard Ball
- Adult Soft Ball
- Student Playing Member
- Family Members (Any Adult Hard or Soft Ball member ~~full~~ or Student member within the Family applying for Family Membership and if more than one, each Adult Hard Ball, Adult Soft Ball or Student member shall have a vote only - if none exist then one adult family member only)
- Honorary Life Member
- Honorary Member
- Honorary President.

Officers

The Officers of the club shall be as follows:

Executive Officers

- Chair
- Secretary
- Treasurer
- Club Safeguarding, Disability and Volunteer Officer
- Fixture and League Secretary
- Captains
- Vice-Captains
- Development Officer

- Social Secretary
- Membership Secretary
- Youth Coordinator
- Woman / Girls Coordinator
- Pavilion Manager
- Chairman Events Bar Committee
- Head Grounds person
- Equality Diversity and Inclusion (EDI) Champion

Honorary Officers

- President

Non-Executive Officers

- Website Administrator
- PR & Media Officer
- Disciplinary Officer

6. Election of Officers

All Officers shall be elected at the Annual General Meeting of the club from, and by, the voting members of the club.

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 of the President, Executive Officers of the club, a representative of other sports (if played at the club) and up to six other members elected by the voting Members of the club. All members of the Committee shall be entitled to vote at Committee meetings.

The Committee will be convened by the Secretary within four weeks of election and shall meet at agreed intervals and not less than eight times per year.

The Secretary shall give seven days' notice of a meeting in writing or by electronic means to all Committee Members and shall send therewith an Agenda.

The quorum required for business to be agreed at Committee meetings shall be five.

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 Year End Accounts prepared before every Annual General Meeting. The club shall maintain a bank current account and the following Officers shall be authorised to sign club cheques ~~or authorise on-line banking payments over £150:~~ any two from the President, Chair, Treasurer and Secretary and regarding authorising of on-line banking payments over £150: any one Executive Officer and one of either the President, Chair or Secretary.
- c) Members of the Committee who from time to time are issued with a club debit card may make purchases on behalf of the club of up to and including £500. Purchases over £500 may be made with PRIOR approval from the Treasurer
- d) 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.
- e) 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.

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 and grants or any other fund-raising activity deemed appropriate by the Committee
- (e) borrow money and give security for the same, and open bank accounts
- (f) set aside funds for special purposes or as reserves
- (g) invest funds in any lawful manner
- (h) employ and engage staff and others and provide services
- (i) 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
- (j) 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. Bar-Events Committee

The Events Bar Committee (the Events Bar Committee) shall consist of a Chair and up to six other elected members. The Bar-Events Committee shall be elected at the Annual General Meeting. The hours during which the Bar shall be open shall be determined by the Committee, within permitted hours of the Local licensing authority. The Events Bar Committee shall be responsible for the purchase and sale of all liquor belonging to the club and will be responsible for accounting to the Committee for all profits made on the sale of liquor or other products offered for sale at the bar

9. Selection Committee

The selection of teams shall be carried out by the Selection Committee (the Selection Committee) elected at the Annual General Meeting. The Selection Committee shall consist of a Chair, the Captains or in their absence the Vice-Captains and up to four other elected members. Team selection will be notified to players via Teamer or such other method agreed by the Selection Committee

10. General Meetings

The Annual General Meeting of the club shall be held within three months of the end of the club's financial year (ie by 31st December)

Committee. The Secretary shall give not less than 14 clear days written notice of the Annual General Meeting to members by circulating a copy of the notice and agenda to every member either at their home address or by electronic means and posting the notice and agenda on the club notice board & on the club website. Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 7 days before a 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 prepared accounts for the year from the Treasurer
- c) Receive the annual report of the Committee from the Secretary
- d) Receive Captain's Reports
- e) Receive Youth Section Report
- f) Elect an Examiner of Accounts
- g) Elect the Officers of the club
- h) Review club subscription rates and agree them for the forthcoming year
- i) Transact such other business received in writing by the Secretary from members 7 days prior to the meeting.

Nominations can only be made by voting Members and must be seconded by another voting Member.

Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than ten voting Members of the club. At least 21 days' notice of the meeting shall be given.

At all General Meetings, the Chair will be taken by the Chair or, in their absence, by a deputy appointed by voting Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those voting 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 12 of the Voting Members and Officers of the club including at least 2 from the President, Chair, Secretary and Treasurer.

Each voting member of the club and Executive Officer sitting on the Committee shall be entitled to vote at General Meetings.

11. 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 voting Member of the club and seconded by another voting Member. Such alterations shall be passed if supported by not less than three-quarters of those Full Voting Members present at the meeting, assuming that a quorum has been achieved.

12. 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 Treasurer shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club.

The financial year will end on 30th September.

The Treasurer will present a statement of annual accounts at the Annual General Meeting prepared by a Qualified Accountant.

Any cheques or online banking payments drawn against club funds over £150 should ~~hold the signatures of or be authorised by any two of the following being the President, Treasurer, Chair or Secretary~~ be authorised in accordance with clause 7b above, who must act within the authority bestowed on them by the Committee.

No Member may collect money for any purpose in the club's name, or on behalf of the club, unless expressly authorized by the Committee for that purpose and any Member so authorized shall account to the Treasurer for the money so received by him.

13. 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) All property kept at the club belongs to Swanage Cricket Club unless otherwise agreed by the Committee in writing.
- (iii) 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 (though not for playing) 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) The club shall 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).

14. Discipline and Appeals

Swanage Cricket Club adopt the ECB General Conduct Regulations for Recreational Cricket 2023 or such other regulations issued from time to time by the ECB (“the Regulations”)

15 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 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:
- i) to another club with similar sports purposes which is a registered charity and/or
 - ii) to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or
 - iii) to the club’s governing body for use by them for related community sports.

16 Trustees

There shall be four Trustees appointed by the Committee. The Freehold and Leasehold Property of the club shall be vested in them to be dealt with by them as the Committee shall direct by way of written resolution (of which an entry in the minutes of the Committee signed by the Chair shall be conclusive evidence) provided that the Trustees shall not make any disposition (other than a lease for less than 21 years) unless directed by both the Committee and by a resolution passed by at least two thirds majority of the voting members attending at a General Meeting of the club. An entry in the minutes of such meeting and signed by the Chair shall be conclusive evidence of such resolution.

The Trustees will be indemnified by the club against all risk liability and expense arising in their capacity as Trustees from the club's assets including freehold and leasehold property but only to the extent of the club's assets or as covered by any insurance held by the club.

A Trustee may hold the office until attaining the age of 80 or until removal or retirement. The Committee for any reason may remove a Trustee from office. The Committee may nominate a new Trustee on death, retirement or removal of a Trustee or Trustees. In each case a written resolution of the Committee signed by the Chair shall be conclusive evidence. To give effect to such nomination the President for the time being of the club shall be the person entitled to appoint new Trustees for the purpose of section 36 of the Trustee Act 1925 and they shall by deed duly appoint the person or persons nominated.

17. Declaration

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

SIGNED (CLUB CHAIRMAN)

NAME

DATE

SIGNED (CLUB SECRETARY)

NAME

DATE