Ashford Cricket Club Constitution - 2012

(Updated to include all amendments agreed up to and including the AGM held in November 2011)

1. Title & Colours

The name of the Club is Ashford 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 Surrey Cricket Board. The Colours of the Club shall be Green, Red and White.

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, by the Laws of Cricket and the rules of the competition relevant to the particular match.
- 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 completion of a membership application form 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.

4. Classes of Membership, Rights and Subscriptions

There shall be the following classes of membership available:

- Life Members
- Vice Presidents
- Full Playing Member (i.e. all playing members over the age of 18 as at 1st April)
- Junior Playing Member(i.e. under the age of 18 as at 1st April)
- Full Social Member (i.e. non playing, social and family members paying an annual subscription)
- Associated Social Member

All playing membership automatically includes free Associated Social Membership for immediate family members.

A list of members in each category shall be maintained by the Treasurer and the Membership Secretary of the club.

All Life Members, Vice Presidents, Full Members and those Junior Playing Members aged sixteen years or over at the date of the meeting are entitled to vote at General Meetings. Other members may attend General Meetings but are not entitled to vote.

All members are entitled to free entry to the ground, and use of the Clubhouse and its amenities. Members under the age of 18 are not permitted, in any circumstances to buy or consume alcohol anywhere on the premises. Any member in breach of this regulation will be subject to suspension. All playing members are entitled to practice as prescribed by the Management Committee and play in all games for which they are eligible and selected.

Annual subscriptions shall be decided at the Annual General Meeting of the preceding year or at an Extraordinary General Meeting should such a meeting be considered necessary. Subscriptions shall be at varied rates according to the different classes of membership and categories within those classes as determined by the Treasurer. Reduced rates of subscription will be made available for those full playing members still in full time education or not in permanent employment.

Subscriptions shall become due on 1st April of each year. Any player who has not paid his or her subscription by the 1st June will not be selected. The Management Committee shall have the power to accept a reduced subscription under special circumstances, or to fix and accept extended time for payment in special cases. In addition, playing members may be liable for a Match Fee, the rates for which are to be decided at the Annual General Meeting of the preceding year.

Honorary Life Membership may be conferred by election at the Annual General Meeting, for members recommended by the General Committee, by a Notice of Motion to the Annual General Meeting. Vice Presidents membership shall be confirmed at the Annual General Meeting. Further Vice Presidents may be elected at the Annual General Meeting on recommendation of the General Committee.

5. Officers and Election of Officers

The Officers of the Club shall be as follows:

Honorary Officers

- President
- Vice Presidents

Executive Officers

- Chairman
- Honorary Secretary
- Honorary Treasurer
- Club Captain
- Honorary Match Secretary
- Ashford Sports Club Ltd. Representative
- Honorary Membership Secretary
- Ladies Representative
- Welfare Officer
- Junior Section Representative

Playing Officers

- Captains and Vice-Captains

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

Nominations for Officers to serve in the next season shall be made in one of the following manners:-

i. In writing to the Hon. Secretary by the end of October signed by a proposer and seconder.
ii. In writing on the list provided for that purpose on the Club Notice Board before the end of October.
iii. By nomination at the Annual General Meeting provided both proposer and seconder are present and the nominee indicates his or her willingness to stand.

Only those members eligible to vote at a General Meeting are able to propose or second nominations

6. Management Committee

The affairs of the club shall be managed by a General Committee composed of The President and the Executive Officers of the club and up to six other members elected from, and by, the Full Members of the Club. Only these members of the Committee shall be entitled to vote at Committee meetings.

Four Members of the Committee are required to form a Quorum.

The Committee will be convened by the Secretary and shall normally meet on the first Monday of each month, except on a Bank Holiday and as otherwise deemed necessary by the Committee. The Chairman is to take the chair in the absence of the President. Any vacancy occurring among the Officers or in the General Committee may be filled by the General Committee. The Chair shall have an original and also a casting vote in the case of equal voting.
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 and Secretary.

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.

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.

7. General Meetings

The Annual General Meeting of the club shall be held not later than the end of November each year. Fourteen days' notice of any General Meeting specifying the business to be transacted, also the day, place and hour of meeting, shall be sent to every member in writing or by e-mail to his or her address as registered with the Club Membership Secretary. All Notices of Motion relating to matters to be discussed at an Annual General Meeting must be sent in writing or by e-mail to the Honorary Secretary by the last day of October.

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 auditors

e) Elect the Officers of the Club (i.e. President; Vice Presidents, Chair etc.)

f) Review club subscription and match fee rates and agree them for the forthcoming year

g) Transact such other business received in writing by the Secretary from members fourteen days prior to the meeting and included on the agenda.

An Extraordinary General Meeting of the Club may be called at any time by the General Committee, also upon written requisition addressed to the Honorary Secretary and signed by not less than six members, who are eligible to vote at General Meetings, such requisitions to state the matter to be submitted for consideration of such Extraordinary General Meeting which shall be called within one month from the receipt by the Honorary Secretary, of such requisition.

The President may preside at all General Meetings of the club when present or, in their absence, by the Chairman or a deputy appointed by eligible voting Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Members eligible to vote 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 fifteen members entitled to vote (as outlined by the membership section of this Constitution) and Officers of the Club including at least two from the Chair, Secretary and Treasurer.

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

8. 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 and seconded by eligible voting Members of the club. Such alterations shall be passed if supported by not less than two-thirds of those eligible Voting Members present at the meeting, assuming that a quorum has been achieved.

9. 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 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 up to two Officers.

10. 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 (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) 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).

(iii) The club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, way match expenses, post match refreshments and other ordinary benefits of amateur sports clubs.

11. 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 seven 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 seven 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 fourteen 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.

12. 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 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.

13. Declaration

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

SIGNED (CLUB CHAIRMAN)



NAME CHRISTOPHER WHITE **DATE** 6.12.11

SIGNED (CLUB SECRETARY)



NAME DANIEL SIMPER. **DATE** 06.12.11

Version: December 2011