



Club Constitution

Constitution of Pinner Cricket Club

1. Name

The name of the Club is Pinner 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 Middlesex Cricket Board and any other county cricket boards which may be required for the league the club is currently a member of.

2. Aims and Objectives

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

(b) To manage the Club's assets, both physical and financial, to ensure that they are suitable to support the playing of cricket and sustain the Club's continued existence.

(c) 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.

(d) To ensure a duty of care to all members of the club by adopting and implementing the ECB Safe Hands Policy and any future versions of the Policy.

(e) To treat all individuals equally, and to ensure that no individual receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, parental or marital status, pregnancy, religious belief, class or social background, sexual preferences or political belief. This includes job applicants, employees, participants, volunteers and spectators.

(f) 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 on an equal basis irrespective of the grounds set out in clause 2(e) of this constitution.

(b) The club may have different classes of membership and subscription on a non-discriminatory and fair basis, and shall set reasonable charges for each class of membership each season, consistent with the goal of promoting the sport of cricket.

(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 1st May or membership has been agreed by the Committee pending such payments as are due.

(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 the 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

(a) There shall be 6 classes of membership available. These are:

- Full male member
- Student member
- Junior member
- Non playing member
- Social member
- Full female member

(b) A list of members in each category shall be maintained by the Treasurer or other Officers of the club. The criteria for each category of membership shall be determined by the Committee from time to time. Both Full male members and Full female members shall be treated as Full Members for the purposes of voting rights.

(c) The Committee shall have the authority to authorise bursaries to support membership of the Club by individuals who may otherwise be financially constrained from membership of the club. Such bursaries shall have reasonable and non-discriminatory criteria attached to them, and shall have the goal of promoting the playing of cricket, particularly by Junior Members, in order to grow the game of cricket and safeguard the future of the Club.

5. Officers

(a) The Officers of the Club shall be elected to serve for one year at the Annual General Meeting ('AGM'), and shall be eligible for re-election to the same or another office the following year. The following specific roles shall be elected at each AGM:

- Chairman
- Vice chairman
- Club Captain
- Treasurer

- Secretary
- Fixture Secretary
- Colts Manager

(b) In addition, between five and six individuals shall be elected as general Committee members whose roles and responsibilities shall be determined after the Committee has been convened.

(c) All Committee Members shall be Members of the Club at the time they are elected. Candidates for Committee posts shall be nominated by at least two Full Members prior to the AGM in order to be eligible for election to the Committee. The deadline for nominations to be received shall be determined by the Secretary, and the Members shall be informed by suitable means at least 21 days before this deadline is reached. Election shall take place by a vote of the members of the club held at the AGM. In the event that only one Member is suitably nominated for a post, that Member shall be elected unopposed.

6. Functioning of the Committee

(a) The affairs of the club shall be conducted by the Committee as duly elected. Only members of the Committee shall be entitled to vote at Committee meetings. The Committee shall have the power to devolve certain issues to sub-Committees if it chooses to do so. Such sub-Committees shall be comprised of Members of the Club, and shall be chaired by a member of the full Committee.

(b) The Committee will be convened by the Secretary and shall meet at agreed intervals and not fewer than four times per calendar year.

(c) The quorum required for business to be agreed at Committee meetings shall be at least half of the Members of the Committee from time to time.

(d) The duties of the Committee shall be:

- i) To control the affairs of the club on behalf of the members.
- ii) To keep accurate accounts of the finances of the club through the Treasurer. These should be available for inspection by Members on reasonable notice, and should be provided at each Annual General Meeting.
- iii) 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 next Annual General Meeting.
- iv) 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.

(e) 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 two thirds majority vote of the Committee for good cause. Such removal shall only occur after the member concerned has been provided with suitable opportunity to make submissions to other Members of the Committee. Appeal against removal may be made to the Appeals Committee. The Committee shall fairly decide time limits and formalities for these steps.

(f) The Committee shall have the power to:

- i) acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities;
- ii) provide coaching, training, medical treatment, and related social and other facilities;
- iii) take out any insurance for club, employees, contractors, players, guests and third parties;
- iv) raise funds by appeals, subscriptions, loans and charges;
- v) borrow money and give security for the same, and open bank accounts;
- vi) buy, lease or licence property and sell, let or otherwise dispose of the same;
- vii) make grants and loans and give guarantees and provide other benefits;
- viii) set aside funds for special purposes or as reserves;
- ix) invest funds in any lawful manner;
- x) employ and engage staff and others and provide services;
- xi) 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;
- xii) do all other things reasonably necessary to advance the aims and objectives of the club.

(g) None of the above powers may be used other than to advance the aims and objectives of the Club in a manner consistent with section 1 of this Constitution and the laws of England and Wales.

7. General Meetings

(a) The Annual General Meeting of the club shall be held after the Club has played its last cricket fixture of the season, and not later than the end of November each calendar year. 21 calendar days written notice of the Annual General Meeting shall be given to Members by suitable electronic or physical means. 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 7 days before the meeting.

(b) The business of the Annual General Meeting shall be to:

- i) Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
- ii) Receive the accounts for the year from the Treasurer
- iii) Receive the annual report of the Committee from the Secretary
- iv) Elect the Officers of the Club (i.e. President, Vice Presidents, Chair etc.)
- v) Review club subscription rates and agree them for forthcoming year
- vi) Transact such other business received in writing by the Secretary from members (14) days prior to the meeting and included on agenda.

(c) Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not fewer than a quarter of the Full Members of the club.

(d) At least 21 days notice of a General Meeting shall be given by suitable electronic or physical means.

(e) At all General Meetings, the Chair will be taken by the Chair, or, in their absence, by the Deputy Chair. Decisions made at a General Meeting shall be by a simple majority vote from those Members attending the meeting, with each Full Member or Student Member over the age of 18 on 1 January in the year of the AGM holding a single vote. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.

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

8. Alterations to the constitution

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

9. Finance

(a) All club monies shall be banked in an account in the name of the club.

(b) 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.

(c) The Club's financial year will end on 1st October.

(d) The Treasurer will present a statement of annual accounts at the Annual General Meeting.

(e) Any cheques drawn against club funds should hold the signatures of the Treasurer plus at least one other Officer from the Chair, Deputy Chair, Secretary and Club Captain.

10. Property and Funds

(a) 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.

(b) The club may also in connection with the sports purposes of the club:

- i) sell and supply food, drink and related sports clothing and equipment
- ii) employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present
- iii) pay for reasonable hospitality for visiting teams and guests

iv) 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).

11. Selection

(a) Selection for the teams of the Club shall be from amongst the Members of the Club. Such Members shall have paid their membership dues in full for that year in order to be considered for selection, unless otherwise agreed by the Treasurer. The Treasurer shall only have the authority to defer or stage payment of membership dues, and shall not have the power to cancel membership dues for any Member without a vote of the Committee.

(b) Selection for senior teams shall be carried out by the captains of the relevant teams, and shall reflect the criteria set out in the Club's Selection Policy as amended from time to time.

12. Discipline and Appeals

(a) The Club shall assemble from time to time a Disciplinary Committee which is responsible for considering disciplinary sanctions against Members of the Club. The Committee shall, by majority vote, appoint each year a suitable Full Member to the Chair of the Disciplinary Committee. The Chair of the Disciplinary Committee shall not be the Chair of the Club or the President of the Club.

(b) Disciplinary proceedings shall be commenced under the following circumstances:

- i) A formal complaint is made against a player of the club regarding their behaviour in a match played by the Club by the opposing captain;
- ii) Any league which the Club is part of requests that the Club consider disciplinary sanctions against one of its Members;
- iii) A complaint is made by a Full Member of the club about the behaviour of another Member
- iv) The Child Welfare Officer raises concerns about the behaviour of a Member of the Club towards one or more Junior Members of the Club.

(c) Such complaints shall be made to the Chair of the Disciplinary Committee in a physical or electronic written form.

(d) Upon receipt of a complaint, the Chair of the Disciplinary Committee shall convene a Disciplinary Panel, as set out in the club's Disciplinary Policy, and shall have the power to receive and request evidence from Members of the club, and from third parties, at the Disciplinary Committee deems appropriate. Prior to introducing any sanctions against a Member, the Disciplinary Committee shall hold an oral hearing to permit that Member to present their case and any mitigating circumstances.

(e) The form of disciplinary proceedings, and the range of sanctions available to the Disciplinary Committee, shall be such as set out in the Club's Disciplinary Policy, as approved by the Annual General Meeting or a Special General Meeting.

(f) In the event that sanctions are imposed, the Member on whom they are imposed shall have the right of appeal to an Appeal Panel, which shall be chaired by the Chair or President of the Club and comprise at least three Full Members of the Club. The Appeal Panel shall have an entirely new composition, and shall not contain any members of the Disciplinary Panel which originally imposed sanctions on that Member. The Appeals Panel shall have the form, responsibility, and powers as set out in the Club's Disciplinary Policy.

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 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:

- 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.

(e) Other than for settling of debts, no disbursements shall be made to Members of the Club.

14. Declaration

(a) Pinner Cricket Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of all members. This Constitution shall come into force immediately upon its approval by the AGM.