

ABERDEENSHIRE CRICKET CLUB
CONSTITUTION
RULES, REGULATIONS and APPENDICES

This document dated March 2017 replaces all earlier Constitutions of the Club

Version considered and agreed at Committee 8th February 2017

Revision August 2021 for ratification at at the AGM (21
September 2021)

ABERDEENSHIRE CRICKET CLUB RULES AND REGULATIONS

(Note: In these Rules and Regulations words importing masculine, feminine or neuter genders shall each include the others)

1. The name of the Club shall be the 'ABERDEENSHIRE CRICKET CLUB' and its Constitution shall be deemed to be the provisions specified and contained in the Disposition of William Edward Nicol and Others, as Trustees for the Society or Syndicate, formed in concert with the Aberdeenshire Cricket Club Committee for the purpose of purchasing and laying out as a Cricket Ground the subjects and others therein described in favour of the Most Honourable Charles, Marquis of Huntly, and Others as Trustees for behoof of the said Aberdeenshire Cricket Club, dated 30th and 31st August, and 1st September, and recorded in the Division of the General Register of Sasines applicable to the County of Aberdeen the 15th September all in the year 1897, of the said subjects and the Buildings, Pavilion, Walls, Palings, and whole pertinents and other erections and fixtures thereon belonging to the said Aberdeenshire Cricket Club. (See appendix 4)

The object of the Club shall be to foster the game of cricket in all its aspects and at all levels.

Membership

2. (a) Any person 16 years and over shall be eligible for election to Ordinary, Playing, Life or Temporary membership of the Club and on payment of the appropriate subscription as provided under Appendix I.
 - (b) Any Ordinary member living outwith a radius of 50 miles from Aberdeen may be classified as a Country Ordinary member on payment of a reduced subscription as provided under Appendix 1. In all other respects they shall be classified as Ordinary members.
 - (c) Any Ordinary member may be classified as a Senior Ordinary member on attaining the state pensionable age and on payment of a reduced subscription as provided under Appendix 1. In all other respects they shall be classified as Ordinary members.
 - (d) Any Playing member over 16 but under 23 years of age may be classified as a University or College Student (full-time) Member on payment of a reduced subscription as provided under Appendix I. In all other respects they shall be classified as Playing members.
 - (e) Honorary members shall be classified as Ordinary members.
 - (f) Any Ordinary Member may be classified as an Ordinary Family Member on payment of subscription as provided in Appendix 1. An Ordinary Family Member will include husband, wife or partner and their children under 16. If the children play cricket they must pay cricket subscriptions.
 - (g) Any Ordinary Senior Member may be classified as an Ordinary Family Member on payment of subscription as provided in Appendix 1. An Ordinary Senior Family Member will include husband, wife or partner.

3. Temporary Membership, for the *duration* of one month at a time shall be at the discretion of the committee, subject to subscription as provided under Appendix 1.
4. Election to Junior Membership shall be open to any person under the age of 16 years (as at the date of the Annual General Meeting) inclusive and on payment of a subscription as provided under Appendix 1. A Junior member becoming 16 after the Annual General Meeting shall be eligible for election to become a Playing or Ordinary member on payment of the balance of subscription appropriate (see Appendix 1).
5. It shall be in the power of an Ordinary or Playing member to become a Life member of the Club by contributing to the funds as stated in Appendix 1.
Such Life membership shall be transferable once only and the transfer subject to the approval of the Committee. Recipients of transferred Life membership who are still under 18 years of age shall, however, be subject to the condition of Junior membership until such recipients reach the age of 18 years.

Privileges

6. Only Life, Playing, Junior, Temporary members and members of visiting cricket teams shall be entitled to play cricket on the ground.
7. Junior and Temporary members shall not be entitled to vote in the management of the affairs of the Club, nor shall they be responsible for its debts or proceedings.
8. All members shall have, subject always to any order made by the Committee, **free** admission to the Ground and Pavilion, and a member other than a Junior may, subject always to the approval of the Committee, introduce friends to the Pavilion as visitors, the introducing member being responsible for their friends' obedience to the Rules of the Club, and the member shall immediately upon such visitor entering the Club premises enter their own name and the name and address of the visitor in a visitors' book which shall be kept in the Pavilion for the purpose, and shall show the date of each visit. Such visitors shall remain in the Pavilion only as long as the member introducing them is there, and shall not be supplied with excisable liquor on the Club premises unless on the invitation and in the company of a member.

A person who is a lapsed member or who has been refused membership shall not be introduced to the Club as a visitor.

9. Life membership when fully paid up shall entitle the member paying it and the assignee to exemption from payment of all further annual subscriptions.
10. Only duly paid up Life, Junior, Playing and Temporary members, shall be eligible for selection to the Club's teams.
11. Only duly paid up members shall be entitled to use the Club's facilities. Junior members shall be entitled to use such facilities as are decided by the Committee

Elections to Memberships

12. Any person may apply for Life, Playing or Ordinary membership of Aberdeenshire C.C. by completing the Membership Application Form (available in the Club or from the Secretary)

The election of all members shall be vested in the Committee and a majority of two-thirds of the members present shall be required in the event of a vote.

Formal intimation of election to the Club shall in every case be sent to each new member upon election.

Resignations and Misconduct

13. Any member 18 years or over intending to resign from the Club should signify their intention of doing so in writing to the Membership Secretary on or before the date fixed for the Annual General Meeting. If any member fails to renew their membership by payment before the 30th April such a member will receive one written reminder from the Membership Secretary requesting payment. In the event of no payment or written notice of resignation being received by 21st May such a member shall be deemed to have forfeited their membership by default; their name will be removed from the list of members and such member shall become subject to the conditions of Rule 8.

In addition Life, Playing and Ordinary members resigning shall as from the dates of their respective resignations remain liable for a period of one year for the debts and charges against the Club as at the aforesaid dates of resignations. Should the said period expire without intimation of claim or assessment, liability shall cease.

14. In the event of the failure of a member to pay monies except subscriptions due to the Club when due and within 14 days of a written demand by the Treasurer, the Committee, after consultation shall call upon such member for an explanation. If such explanation is unsatisfactory, the Committee, provided there is a two-thirds majority of those present, shall request the member to resign, by letter from the Secretary. Should he/she not do so within 14 days thereafter the Committee shall have the power to expel the member from the Club.
15. If any member or guest shall, in the opinion of the Committee, act against the best interests of the Club the Committee shall discipline such persons. Members shall at all times be responsible for the conduct of their guests.

Management

16. The Office-bearers of the Club shall be a President, a Secretary, a Membership Secretary, and a Treasurer. One member may be both Secretary and Treasurer. There shall also be an Honorary President and Honorary Vice-Presidents, and the member who last held the office of President shall hold the office of Immediate Past President. All members who have previously held the office of President shall be deemed Past Presidents.
17. The President shall, ex officio, be a member of the Management Committee of the Club referred to under Rule 18, and shall occupy the Chair at all General Meetings and Meetings of the said Committee. In his/her absence a Chairman shall be elected by the Meeting. The Chairman at any Meeting shall have a deliberative and a casting vote.

The President may chair (if he/she wishes) any ad-hoc sub-committee. In such case the President will be responsible for ensuring minutes are taken and for reporting its decisions to the Committee.

The President will act as the line manager of the **Development Manager (or should he deem it more appropriate to elect another committee member more suitable, this can be done with agreement with all parties.)**

18. The ordinary business and affairs of the Club shall be handled by a Management Committee (hereinafter call 'The Committee') consisting of the President, Immediate Past President, Secretary, Treasurer, Membership Secretary, and the Convenors of the Management Sub- Committees (viz:-

Cricket, Match, Junior, Ground, House and Social Activities). The Honorary President shall be entitled to attend and vote at all Committee Meetings. The Aberdeenshire 1st XI Captain and, should it be valid, the Aberdeenshire Ladies 1st XI Captain shall be entitled to attend and vote at all Committee Meetings. Six members of the Committee shall form a quorum of this Committee.

Should the office of Honorary President, President, Secretary, Treasurer or Auditors become vacant, or should any other vacancy occur in the Committee after **either General Meeting**, the Committee shall have discretion to fill such vacancy or vacancies by co-option.

- 19.** The Committee shall have the power to interpret the Rules of the Club and to make such Bye-Laws as may be considered necessary for the good government and order of the Club providing no such Bye-Law shall conflict with any of the Rules.

The Committee shall have the power to employ Cricket Professionals, Cricket Coaches, Ground Curators, **Development** Manager, Chefs and other bar and kitchen staff; and to dismiss them. Each employee shall have a line manager to whom he/she shall report as necessary (see appendix 3).

The Committee shall be responsible for establishing a Health and Safety Policy for the Club. The implementation of the Policy in the various areas of the Club is delegated to the respective and appropriate Committee members.

The Committee shall meet at least monthly, and at the end of each meeting the date for the next meeting shall be fixed.

Committee members who wish to resign should do so, in writing to the President and / or Club Secretary giving a date and reason for doing so. The committee expects that a reasonable period of notice will be given (no less than 4 weeks) and that a handover is given to the new committee member taking on the role (whether temporary or permanent.)

- 20.** The teams for the various matches shall be chosen by a special committee to be called the Match Committee, consisting of three Playing, Ordinary or Life members, two of whom shall be the Cricket Convenor, who will act as chair, and the Match Convenor, together with the Captains of the 1st (Aberdeenshire), should it be valid, the 1st (Aberdeenshire Ladies) and 2nd (Mannofield) Elevens.

The captains of the 1st and 2nd Elevens shall have a casting vote in the selections of their respective teams failing which, the Chair shall have a casting vote. Captains of other Elevens shall be consulted on the selection of their respective teams and on other selections as necessary.

The Match Committee has the power to co-opt only in order to fill any vacancy which may occur during the season. Although not a Sub-Committee of the Committee, the Match Committee shall be subject to the general jurisdiction of the Committee through the Cricket Sub- Committee.

Duties of Committee Members and Office-Bearers

- 21.** The Secretary shall be the Executive Officer or Agent of the Committee and, ex officio, a member of all its Sub-committees. The Secretary shall issue the notices convening meetings; attend all General Meetings and meetings of the Committee and when necessary, its Sub-committees; take Minutes of the proceedings and issue them subsequently and prepare such reports as necessary other than financial statements falling within the duties of the Treasurer. Whenever the Secretary finds it necessary to act without the consent of the Committee he/she shall apply as soon as possible for that consent.

The Secretary will be responsible for all legal requirements pertaining to the Club such as licensing, fire (alarm and appliance) certificates, burglar alarm certificates, electrical appliance checks, health safety checks, employment insurances etc. While many of these may be devolved responsibilities of specific Convenors or the **Development** Manager, the Secretary should ensure that each requirement is met.

The Secretary will oversee the letting of any properties owned by the Club

The Secretary will act as the Club's final arbiter in any employee disputes.

22. The Treasurer shall receive all monies payable to the Club, and for banking the said monies. Only the Treasurer's or Membership Secretary's receipt shall be binding on the Club. He/she shall keep correct accounts and books showing the financial affairs of the Club and his/her intromission with its funds; shall see that all accounts due by the Club are paid, and that monies receivable are accounted for by the end of December when the financial year of the Club shall close, and he/she shall submit at the Annual General Meeting a duly audited Statement of the Club's financial position, and a similar statement, not necessarily audited, to the Committee at any time he/she may be required to do so.
23. The Membership Secretary shall be responsible for notifying members when subscriptions are payable; processing all applications for membership (as per Rule 12); keeping the membership records up-to-date; collecting subscriptions; and issuing receipts and fixture cards.

The Membership Secretary shall revise annually or as necessary APPENDIX 1 of the Constitution.

24. There shall be six Convenors appointed annually to the Management Committee viz. Cricket, Match, Ground, Junior, Social and House. Their roles are as defined in Appendix 2
25. The Convenors appointed to the Management Committee, together with the Secretary, shall be responsible for the day-to-day running of their respective activities.

Meetings

26. Two General Meetings of the Life, Playing and Ordinary members of the Club shall be held each year in the months of March and September/October. These meetings of the Club shall be convened by electronic communication failing which by circular to the Life, Playing and Ordinary members of the Club giving 14 days notice thereof, with memo, or agenda of the business to be conducted thereat.

At the September/October General Meeting all cricket related positions shall be elected to hold office: the Cricket Convenor, Junior Convenor, Match Convenor, the Captains and Vice- captains of the various Elevens and the Match Committee (as specified in Rule 20) shall be elected to hold office until the General meeting of the following year. The proposer of any nominee for any of the above posts may speak to such nomination for not more than 2 minutes.

In exceptional circumstances the 2 general meetings can be held at the same time (normally in September / October.)

27. At the March Annual General Meeting all general business of the Club will be transacted; there shall be submitted for approval the Treasurer's Accounts, which shall previously have been examined and reported upon by the Auditors, the Committee's Report upon the activities of the Club during the year, and the Committee's proposed arrangements for the ensuing season.

The Honorary President, Honorary Vice-Presidents, President, Secretary, Membership Secretary, Treasurer, the Committee (as specified in Rule 18), the Auditors, the Captains and Vice- captains

of the various Elevens and the Match Committee (as specified in Rule 20) shall be elected to hold office until the Annual General meeting of the following year. The proposer of any nominee for any of the above posts may speak to such nomination for not more than 2 minutes.

28. Nominations for Office-Bearers and Members of the Committee (as specified in Rule 25) and changes to the subscription (as specified in Rule 43), and any other motions must be submitted in writing to the Secretary, with the names of the proposer and seconder at least 10 days prior to the Annual General Meeting and such notices shall be displayed at least 5 days before the Meeting.

The Annual General Meeting may exercise the power to accept nominations from the floor only for posts for which no written nominations have been received as outlined in the preceding paragraph.

29. Special General Meetings of the Life, Playing and Ordinary members of the Club may be called by the Committee or on a requisition to the Secretary signed by at least 60 Life, Playing or Ordinary members at any time subject to 14 days notice by circular which will state the special object of such meeting.
30. The Resolutions of all General Meetings of the Club shall not be valid unless 30 Life, Playing or Ordinary members are present. Failing such a quorum the Meeting shall stand adjourned to the same day of the following week, at the same time and the Meeting so adjourned may then proceed to business irrespective of the number of members present. No meeting shall become incompetent to transact business from the want of a quorum arising after the Chair has been taken.
31. Any General Meeting duly constituted may adjourn to such time as the members present shall direct, and may continue any such adjournment from time to time, but no business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.
32. The method of voting at any General or Committee meeting of the Club shall be in such manner as the Chairman of the meeting, after consulting the general opinion of the members present, shall direct unless otherwise provided for under the Rules. A simple majority of those voting members present and voting shall suffice unless otherwise provided for by the Rules.

Legal and Financial Proceedings

33. The Management Committee shall have the power to begin or defend any proceedings taken by or against the Club. In any litigation in which it is considered that serious expenditure may be incurred, the Management Committee shall, after the pleadings are settled, or at such stage in any case as the Committee sees fit, call a Special General Meeting of the Life, Playing and Ordinary members of the Club with the attendance of the Solicitor to the Club to explain and consider the situation with a view to whether the litigation should be continued.
34. The Club's Bank Account or Accounts shall be in the name of the 'Aberdeenshire Cricket Club', and cheques thereon, up to an agreed limit, may be signed by the Treasurer: cheques above such agreed limit shall be signed by the Treasurer and countersigned by one of the authorised signatories on the Committee.

An excerpt Minute of the election of the Treasurer and other members of the Committee, certified by the Chairman of the Meeting, shall be furnished to the Bank as soon as possible after such election, with the necessary specimen signatures.

35. The Committee shall have power to authorise overdrafts on the Bank Account, or otherwise borrow, for the purposes of the Club, to an extent as may be fixed by the Committee from time to time, over

and above, and apart from, the Bonds secured by the heritable Properties of the Club, if any; and in that event shall furnish the bank or other Lender with an Excerpt Minute of the Meeting at which the Resolution was passed, certified by the Chairman, the said Excerpt Minute to state specifically the limit of the overdraft, or amount of the loan.

- 36.** Loans on Security of the Club's Heritable Properties shall be authorised only at a Special General Meeting called for that specific purpose.
- 37.** There shall be a defined subscription payable in advance by members (see Appendix 1). Subscriptions shall be changed only at the Annual General Meeting. The subscription year shall run for one year from 31st March.
- 38.** (a) A Playing member admitted after the 1st August shall only pay half the annual subscription due for that year.
- (b) An Ordinary member admitted after 1st January shall pay only half the annual subscription due for that year.
- 39.** The subscription of Life members, shall be placed to the credit of a separate Account earmarked "Life Membership Fund" and only one-tenth of the said subscription shall be taken into Revenue each year, at the 30th day of December, until the relative original payments become exhausted.
- 40.** No Office-Bearer or other Member of the Committee, and no manager or servant employed in the Club, shall have any pecuniary interest in the sale of Excisable Liquors or Food therein, or in the profits arising from such sale.

When in Committee any other item of Club business involves the possible pecuniary interest of any Committee Member, he/she shall declare an interest and withdraw forthwith from that part of the Meeting.

General

- 41.** The Licensing Regulations controlling the sale of excisable liquors on the Club's premises shall be strictly adhered to at all times. The Committee shall have the powers to open and close the bars as they see fit, always subject to the aforesaid Licensing Regulations.
- No excisable liquor shall be sold or supplied in the Club premises for consumption off the premises except to a member of the Club in person for the consumption by him or to a person holding an excise license for the sale of such liquor.
- Members of the Club may be permitted the use of the Club facilities for private functions at the discretion of the Management Committee and any application for an extension of the licensing hours in respect of such function shall be made by the Secretary of the Club.
- 42.** A Book containing the names and addresses of all the members of the Club shall be kept in the Pavilion, and members are required to communicate any change of address to the Membership Secretary. All notices posted to members under such address shall be considered as duly delivered.
- 43.** No notice shall be placed in any part of the Pavilion or Ground except by authority of the Committee.
- 44.** The Club colours shall be Oxford and Cambridge Blue in stripes separated by a narrow yellow stripe.
- 45.** A copy of the Rules and Regulations will be displayed at all times within the Clubhouse.

46. These, the General Rules and Regulations of the Club, shall not be changed except by a Special General Meeting of Life, Playing and Ordinary members called for that specific purpose, with not less than 14 days notice, and any amendments to the proposed alterations must be intimated in writing to the Secretary not less than 7 days before such meeting. Such competent amendments shall be displayed in the Clubhouse. No alteration in or addition to the Rules shall take effect unless with the approval of at least two-thirds of the members present at the meeting. No business will be competent at such a meeting except the acceptance in whole or in part, or rejection of the proposed alterations to the Rules specified in the notice calling the meeting or any competent amendments thereto.

(These Rules and Regulations, dated March 2017, supersede and replace all previous versions.)

Appendix 1

To be inserted with details of subscription fees for the year...

Appendix 2

- (A) The Cricket Convenor will be responsible for the day-to-day cricket requirements of the Club or where appropriate, through the Match Convenor, Junior Convenor, Club Coach, Club Captain, Ground Convenor, (and/or) Ground Curator.

The Cricket Convenor will be responsible for the employment, including accommodation, of the Club Professional, and for the Overseas Amateur(s)

The Cricket Convenor will be responsible for ensuring the Club Coach is briefed re duties etc.

The Cricket Convenor will organise Players Meetings, one pre and the other post season, and any others if required

The Cricket Convenor will chair Match Committee meetings (see Rule 20)

The Cricket Convenor (or representative) will attend such meetings of organisations which are not within the remit of the Match Secretary eg coaching organisations, Cricket Scotland meetings.

- (B) The Match Convenor will be responsible for all Senior cricket matches - the fixture lists, notifying players of selection and match arrangements including teas.

The Match Convenor will communicate as soon as available the season's fixture lists to Membership Secretary, Club Manager, Cricket Convenor and Ground Curator and will update changes to the appropriate persons as soon as known.

The Match Convenor shall attend as Club Representative the annual meetings of the organisations within which the Club competes.

The Match Convenor shall attend meetings of the Management and Match Committees.

The Match Convenor shall be responsible for appending the team selections to the Club Noticeboard

In any or all of the above areas it will be possible to have an Assistant whose responsibilities will be agreed by the Committee in advance of each season.

(Any requests for the use of Mannofield by outside clubs should be circulated between Match Convenor, Cricket Convenor and Club Secretary in the first instance).

- (C) The Ground Convenor will be responsible for the maintenance and upkeep of the Club as detailed- the grass areas including square, the practice nets, car park, permanent pathways, outdoor seating, perimeter walls, fences and hedging, the advertisement boards, the score boards and scoreboard.

The Ground Convenor will be responsible for the supervision of the Ground Curator within the scope of the former's contract and for any assistants.

The Ground Convenor will be the line manager of the Ground Curator and assistants.

- (D) The Junior Convenor will be responsible for organising and running the Junior Cricket Section involving the pre-season meeting, the coaching programme, junior matches (including travel when necessary), purchase and upkeep of junior cricket equipment.

Out of season the Junior Convenor shall ensure any suitable candidates are enabled to attend Coaching courses. The Junior Convenor (or representative) shall attend any meetings pertaining to Junior Cricket.

The Junior Convenor will liaise with the Cricket Convenor and Club Coach re coaches

The Junior Convenor will liaise, if necessary, with the Match Secretary re the use of Mannofield.

The Junior Convenor should liaise regularly with the Ground Curator re weather conditions for junior evenings (or days).

- (E) The Social Convener shall be responsible for drawing up and implementing a programme of social events for Club Members to take place throughout the year, including the provision of refreshments, food, entertainment and late licences, in conjunction with the Secretary and Club Manager where necessary.

- (F) The House Convener shall be responsible for ensuring the proper upkeep and maintenance of ALL the permanent buildings belonging to the Club.

The House Convener shall ensure fire alarm, burglar alarm, fire equipment and electrical equipment tests are timeously made and duly reported to the Club Secretary (see Rule 21)

Appendix 3

Line Managers

The Line Managers for the various employees of the Club are as below.

POST	LINE MANAGER
Development Manager	Club President
Chef	Development Manager
Club Cricket Professional(s)	Director of Cricket
Club Cricket Coach	Director of Cricket and Junior Convenor
Ground Curator(s)	Director of Cricket (or Ground Convenor)
Bar and waiting staff	Development Manager
Kitchen staff	Development Manager

Appendix 4

Rule 1 refers to a Disposition drawn up in 1897 and to the Trustees appointed to oversee this Disposition. The Disposition still applies and so the process of appointing Trustees also still applies.

The current President, Secretary and Treasurer are automatically Trustees while each is in office. It is also suggested that five others should be appointed by the Club Committee to become Trustees, an appointment which is for life or until any resigns. It is also suggested that when the number of Trustees (other than the Club Table officials) is reduced to three or fewer, the Committee should act, within six months, to return the number of Trustees to five.

The basic responsibility of the Trustees is to ensure that no Management Committee or General Meeting of the Club can decide to remove the possibility of the playing of Cricket at Mannofield as well as other aspects of the use and fabric of the Ground.

The five independent Trustees are currently :

Gordon Cochran
Gordon Evans
Ken Massie
Scott Massie
Colin Smith