

Bearsted Cricket Club Committee

The Green, Bearsted, Kent



Hon. President
Gareth Oakland

Hon. Chairman
David Patton

Hon. Secretary
Steve Pearce

Bearsted Cricket Club Committee Structure 2023

The following are the roles and responsibilities of the BCC Committee and Officers for season 2023 onwards. Should you be interested in volunteering to take on one of these important roles starting on 1st December 2023 for the 2023 season (voted in at the AGM at the end of November 2022) please contact the Hon. Secretary.

All roles are open for nominations and roles where incumbents are in place for 2023 can be challenged.

Anyone wanting to stand for a position will require a nomination which is seconded, with all submissions received by the Hon. Secretary (Steve Pearce – stephenandkatie@btinternet.com) no later than 48 hours prior to the AGM. Only in special circumstances can a person be nominated to challenge for an Officer position at the AGM and at the sole discretion of the Chairman will this be accepted.

The BCC AGM 2022 will take place at 8pm on Thursday 24th November at the Pavilion.

Officer Roles	Incumbents for 2023	High-Level Responsibilities
Chairperson	David Patton	<ul style="list-style-type: none">Responsible for the successful running of BCC, in line with the club constitution and to ensure its status as an active and growing sports club for all members and the communityTo run the club committee and chair efficient and effective monthly committee meetings (last Thursday of each Month from Dec to Oct)To organise the Annual General Meeting
Secretary	Vacant	<ul style="list-style-type: none">Primary point of contact for all official communications between the club and other local organisations, the local community and residents of the Green.To call and maintain accurate minutes of monthly committee meetings, ensuring the running of the club in line with the terms of the constitution.To chair the monthly committee meetings in the absence of the Chairperson
Treasurer	Tim Lush	<ul style="list-style-type: none">Accurately maintain, control and coordinate the finances of the club including banking / accounts (club income and expenditure) and required insurancesManage all required invoicing (including sponsors), payments to 3rd parties and the identification and chasing of outstanding debtPrepare the annual accounts and liaise with auditor for sign-off of accountsAttend monthly committee meetings and provide regular updates on the financial status of the club.
Fixture Secretary	Vacant	<ul style="list-style-type: none">Coordinate and arrange all senior league and friendly fixtures (men's and women's)Coordinate and arrange all junior league and friendly fixtures (U11 – U15)Liaise with the Grounds Manager and Facilities Manager to ensure availability of pitches and facilitiesAttend monthly committee meetings
Club Safeguarding Officer	Vacant	<ul style="list-style-type: none">To help safeguard young people by assisting in the promotion and implementation of the welfare of young people in cricket current legislation at a club level.To be the first point of contact in the club for the reporting of child welfare and protection concerns.To be a committee member.To uphold confidentiality, as far as is practically possible, in all child protection matters.To assist in the raising of awareness of others in cricket at a club level in respect of child protection.



Strictly Private and Confidential

Any comments, questions or queries please contact David Patton, Hon. Chairman Bearsted Cricket Club
(chairman@bearstedcricketclub.co.uk)

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Colts Chairperson	Vacant	<ul style="list-style-type: none"> Ideally qualified, or willing to qualify as a youth coach, maintain an oversight and leadership of all things relating to the ongoing development and safe operation of junior cricket at Bearsted CC To coordinate age group cricket, practice and matches (friendly and league) through the active support of dedicated age group managers, qualified club coaches and parents. Encourage more junior cricket participation and engagement with current members, new members and the local community. Create a safe and strong pathway for junior players into regular senior cricket. Attend monthly committee meetings
Club Captain (1 st XI Captain)	Mark Sandhu	<ul style="list-style-type: none"> Responsible for the success of and positive engagement with all members of the playing side of the club across all areas including senior men's, senior women's and junior age groups, including being main point of contact for new player enquiries. To manage player availability, organise and actively participate in team selection meetings to ensure the most appropriate teams are selected for league and friendly matches across the senior men's side club. To captain the KCVL Saturday 1st XI and recruit and Vice-Captain to provide support and step in as needed. To organise and promote engagement in accessible senior men's weekly training sessions, focused on skills development, fitness and team building for all senior men's players Attend monthly committee meetings
2 nd XI Captain	Tim Croom	<ul style="list-style-type: none"> To support the confirmation of player availability for the 2nd XI and actively participate in team selection meetings to ensure the most appropriate teams are selected for 2nd XI league and friendly matches across the senior men's side club. To captain the KCVL Saturday 2nd XI and recruit and Vice-Captain to provide support and step in as needed. To promote 2nd XI squad engagement weekly senior men's training sessions, focused on skills development, fitness and team building. Attend monthly committee meetings
3 rd XI Captain	NEW	<ul style="list-style-type: none"> To support the confirmation of player availability for the new 3rd XI and actively participate in team selection meetings to ensure the most appropriate teams are selected to support the development of the 3rd XI friendly side as well as matches across the senior men's side club. To captain the new Saturday 3rd XI, focused on offering access to additional access to matches for more senior players and emerging juniors, and recruit and Vice-Captain to provide support and step in as needed. To promote 3rd XI squad engagement weekly senior men's training sessions, focused on skills development, fitness and team building. Attend monthly committee meetings
Sunday XI Captain	Alex Lush	<ul style="list-style-type: none"> To support the confirmation of player availability for the Sunday XI and actively participate in team selection meetings to ensure the most appropriate teams are selected for Sunday League and friendly matches and other matches across the senior men's side club. To captain the KVL Sunday XI and recruit and Vice-Captain to provide support and step in as needed. To promote Sunday XI squad engagement weekly senior men's training sessions, focused on skills development, fitness and team building. Attend monthly committee meetings
Women's Captain	NEW	<ul style="list-style-type: none"> Responsible for the success of and positive engagement with all members of the Women's playing side of the club, including being main point of contact for training sessions and new player enquiries. To support the confirmation of player availability for the Women's matches and arrange selection meetings To captain Women's XI in matches and tournaments and recruit and a Vice-Captain to provide support and step in as needed.



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		<ul style="list-style-type: none">To organise and promote Women's weekly training sessions, focused on skills development, fitness and team building.Attend monthly committee meetings
Other Committee Roles		<ul style="list-style-type: none">
Grounds Manager	Simon Barker	<ul style="list-style-type: none">Manage the maintenance of the playing areas at both the Green and Hollingbourne to the highest possible standardsOrganise and liaise with the local parish councils and external suppliers to arrange specialist treatmentsMaintain all existing and new club owned grounds equipment
Facilities Manager	NEW	<ul style="list-style-type: none">Responsible for monitoring and managing the maintenance, tidiness and cleanliness of the club facilities including the Pavilions on the Green and at the Hollingbourne Cricket GroundEnsure that consumables and stock level at both locations are maintained including personal / cleaning products and food / beverage products.
Social & Events Manager	NEW	<ul style="list-style-type: none">Responsible for proposing, organising, promoting and running social events that engage and involve, where and when appropriate, all active members of the club (including vice presidents), sponsors and occasionally the wider communityIncludes taking the lead on organising the Annual Club Weekend and Annual Club Social / Dinner as part of the committee.
Comms. Manager	NEW	<ul style="list-style-type: none">Responsible for management of all internal and external promotional communications via the club website, app and social media channelsDevelop a strategy for better and more regular engagement with members, sponsors and the wider community.



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