

Brockley Cricket Club Constitution

1. Name

The name of the club is Brockley 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 Suffolk Cricket Board.

2. Aims and objectives

- 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
- To manage Brockley Cricket Ground
- To ensure that all members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of cricket and 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 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

- 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. 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.
- Application for membership of the club shall be on completion of a membership application form and payment of the relevant subscription/joining fees as determined by the Annual General Meeting of the club.
- 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.
- 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.
- All members will be subject to the regulations of the Constitution and by joining the club 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

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

- Full member
- Junior Member (Under 18 years of age at the beginning of the current year (non-voting))
- Parents/Carers of junior members automatically become non-voting members
- Social members (non-voting)
- Family member (non-voting)
- Honorary/Life member (non-voting)

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

5. Officers

The Officers of the club shall be as follows:

Executive Officers

- Chair
- Secretary
- Treasurer
- Child Welfare Officer
- Fixture Secretary

Honorary Officers (when applicable)

- Patron
- President
- Life Vice-Presidents
- Vice-Presidents

6. Election of Officers

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.

7. Management Committee

The affairs of the club shall be conducted by a Management Committee (the Committee) comprising the Executive Officers of the club and at least eight 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. The Committee shall be convened by the Secretary and shall meet at agreed intervals and not less than four times per year. The quorum required for business to be agreed at Committee meetings shall be 5. The duties of the Committee shall be:

- To control the affairs of the club on behalf of the members
- To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members 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 Chairman, Treasurer and Secretary
- 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
- 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:

- Acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities
- Provide coaching, training, medical treatment, and related social and other facilities
- Take out insurance for club, employees, contractors, players, guests and third parties
- Raise funds by appeals, subscriptions, loans and charges
- Borrow money and give security for the same and open bank accounts
- Buy, lease or licence property and sell, let or otherwise dispose of the same
- Make grants and loans and give guarantees and provide other benefits
- Set aside funds for special purposes or as reserves
- Invest funds in any lawful manner
- Employ and engage staff and others and provide services
- 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 or related agencies
- 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. General Meetings

The Annual General Meeting of the club shall be held not later than the end of February each year. Fourteen clear days written notice of the Annual General Meeting shall be given to members by circulating a copy of the notice to every member by e-mail or post. Members must advise the secretary in writing of any other business to be moved at the Annual General Meeting at least seven days before the meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than three days before the 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 statement of accounts for the year from the Treasurer
- c. Receive the annual report of the Committee from the Secretary
- d. Elect the Officers of the Club (i.e. President, Vice Presidents, Chair etc)
- e. Review club subscription rates and agree them for the forthcoming year
- f. Transact such other business received in writing by the Secretary from members seven days prior to the meeting and included in the agenda

Nominations for Officers can only be made by Full Members and must be seconded by another Full 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 Full Members of the club. At least seven 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 Full Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Full 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 ten Full Members and any other categories entitled to vote (as outlined by the membership section of the Constitution) (usually 25% of the voting membership) and Officers of the club including at least one or two from the Chair, Secretary and treasurer. Each Full Member of the club shall be entitled to one vote at General Meetings.

9. 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 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.

10. 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 December 31st. The Treasurer will present a statement of annual accounts at the annual General Meeting. All cheques drawn against club funds should hold signatures of the Treasurer and the Secretary.

11. 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 (though not for playing) and remunerate them for providing goods or 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)

12. Discipline and appeals

- a. Conduct and Behaviour
 - All players and club officials should conduct themselves within the “standards of behaviour” as set out within the rules of the leagues within which the club’s teams play
 - Failure to comply with these standards may lead to disciplinary action, irrespective of an alleged breach being related to a match not under jurisdiction of these leagues
- b. Procedure
 - Any alleged breach of the “standards of behaviour” should be notified in writing to the Club Secretary
 - Any complaint so received should be referred to the Club Chairman
 - Upon receipt of any complaint the Club Chairman should, as soon as practical, consider the complaint and resolve it in one of the following two ways:
 - i. Take no action
 - ii. Refer the matter to a disciplinary hearing
- c. Disciplinary Hearing
 - In any case which is referred for a Disciplinary Hearing at least seven days notice in writing of the hearing and of the alleged offence(s) shall be given to the member or official
 - The player or official shall be entitled to attend the hearing and to be supported by a club colleague and to be allowed to call witnesses
 - The hearing shall be conducted by the Disciplinary Committee of the Club which shall consist of the following: Club Chairman or Vice-Chairman, Club Secretary, 1st team captain or vice-captain, 2nd team captain or vice-captain, Sunday team captain or vice-captain
 - A minimum of five persons should make up the committee. If five members are not available from the above list the Chairman should co-opt members to complete the quorum
- d. Penalties
 - If at the hearing the disciplinary Committee finds the alleged offence proven it shall have the power to impose one of the following penalties:
 - i. To require the player or official to submit appropriate letters of apology within a specified time
 - ii. To record a reprimand and to give a warning as to future conduct
 - iii. To suspend the player or official for one or more games (league or otherwise)
 - iv. To expel the player from the club
 - The Disciplinary Committee shall have the power to suspend the enforcement of any part of the penalty it imposes for such a period and to such terms and conditions it deemed appropriate
 - Decisions of the Disciplinary Committee shall be by majority vote; where necessary the disciplinary Chairman shall have a casting vote

13. Dissolution

- a. If at any General Meeting of the club, a resolution is 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 (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 realize 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

