



# Constitution

As amended March 2024

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## 1. Name

- a) The name of the organisation shall be Glenrothes Cricket Club, hereinafter referred to as GCC or the 'Club'.

## 2. Objectives

- a) The Club is established to pursue the following objectives:
  - i) Participation in the sport of cricket, hereinafter referred to as the 'sport'.
  - ii) The organisation, management and development of the game of cricket in the Glenrothes area.
  - iii) Membership of appropriate leagues for the purpose of establishing regular competitive play for the club's representative teams.
  - iv) The provision of training and playing facilities for its members.
  - v) Promoting and maintaining the highest standards of technical competence and safety in the sport.
  - vi) Upholding the rules and laws of the sport.
  - vii) Providing equal opportunities for successful participation by all sections of the community.
  - viii) The promotion of the sport.

## 3. Affiliations

- a) The Club shall pay affiliation fees to the relevant national and local or league bodies approved by the Management Committee and shall appoint representatives to such bodies as required. These are currently Cricket Scotland Council Limited (operationally referred to as Cricket Scotland - the sports National Governing Body) and the Strathmore & Perthshire Cricket Union (SPCU).
- b) The Club shall act as a main partner of Gilvenbank Community Sport Hub (GCSH), providing appropriate representation on the GCSH Board and pay the required annual fee. GCSH manages the lease and facilities for the Gilvenbank Park sports facilities.

## 4. Membership

- a) All members are subject to the Constitution of the Club and the regulations of the National Governing Body.

- b) Membership of the Club is open to all and no application for membership will be refused other than reasonable grounds.
- c) There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation, political or other opinion. The club is opposed to all forms of discrimination and are committed towards their elimination at all levels of the sport and to address issues of discrimination and inequality directly within the club and the wider game.
- d) All applications for membership shall be accompanied by the appropriate annual membership fee, which shall thereafter be payable on demand. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. Subscriptions and associated fees, for each category, for the following season shall be fixed at the Annual General Meeting. Subscriptions shall be payable before 31 May in each season or as advised by the Management Committee. Such subscriptions will include an amount to cover membership of GCSH.
- e) Members shall be enrolled on one of the following categories:
- **Senior** - shall be one who plays, or wishes to play cricket that has gained the age of 18 years. This level of membership is an all-inclusive membership level, other than where a "pay as you go" option is provided.
  - **Concession** - shall be one who plays, or wishes to play cricket that has gained the age of 18 years and is either in full time education, is unemployed or has reached the age of 60. This level of membership is an all-inclusive membership level, other than where a "pay as you go" option is provided. Should the members status change during the year, the Management Team shall review.
  - **Youth** - shall be one who plays, or wishes to play senior level cricket that has not gained the age of 18 years. This level of membership is an all-inclusive membership level.
  - **Junior** - shall be one who plays, or wishes to play junior cricket only. Adult family members who do not play cricket will automatically obtain an Associate membership.
  - **Associate** – shall either be a past player or someone who wishes to support the club through a non-playing membership.
  - **Honorary Member** – shall be one who has been awarded such status for services to the club (such as serving the Club for many years as a coach, committee member, umpire or volunteer), on the proposal of any two members, and unanimous approval of the Management Team. An Honorary Life Member may not be a current player.
- f) Senior or Concession members with children or other dependents playing cricket with the club will be entitled to a discount on the Junior and Youth membership(s) rates.

- g) Those genuinely needing help to pay membership fees may get support from the club and should not impact on their full membership rights.
- h) All members are entitled to vote at General Meetings and may be elected to serve on the Management Committee.
- i) All members will receive a website link of the relevant Code of Conduct, the Club's Child Protection Policy and the Constitution.

## **5. Safeguarding, Inclusion and Conduct**

- a) Everyone who plays cricket in Scotland and is involved in the game has a responsibility to adhere to the Spirit of Cricket, which underpins all cricket activities and all that we do in connection with the game. The Spirit of Cricket runs throughout all behaviours expected of all participants and everyone involved in the game at all times.
- b) Everyone involved with the club is expected to maintain a high standard of behaviour as laid down by the Cricket Scotland Code of Conduct and supporting policies within the club.
- c) The Club shall adopt and implement Cricket Scotland's Safeguarding policies and Equality and Inclusion policies and any future versions of those policies.
- d) The Club shall adopt, support and implement other properly implemented Cricket Scotland or SPCU policies that are consistent with the Club's purpose.
- e) Anyone found in breach of such codes may be liable to such action as laid down in such policies.

## **6. Suspension, Refusal or Termination of Membership**

- f) The Management Committee shall be entitled to:
  - i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the club as set out in Rule 2 of this Constitution.
  - ii) For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full Management Committee before a final decision is made.
  - iii) Any reason for refusal or termination must be communicated in writing to the individual and can be appealed to a body other than the committee/individuals making the original decision e.g. disciplinary committee or AGM.
- g) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Management Committee and at general meetings,

and shall be suspended from taking part in any event under the control of the club until such fees are paid.

- h) Any member under suspension shall be barred from taking part in any match or event under the control of the Club.
- i) Notification of the termination of a membership will be forwarded to the National Governing Body.

## 7. Colours

- a) The club colours shall be royal blue and yellow.

## 8. General Meetings

### **a) Annual General Meeting (AGM)**

- i) The AGM shall be held each year at such time and place as determined by the Management Committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. It is recommended that the AGM is held before the last day of November. At each AGM the following business shall be conducted:
  - (1) Receive and confirm the minutes of the previous AGM.
  - (2) Presentation of the Club's financial accounts for the year.
  - (3) Presentation of the Club's projected financial situation for the forthcoming year, and the setting of all fees.
  - (4) Presentation of Chairperson's report.
  - (5) Election of officers to the Management Committee.
  - (6) Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM, and any other business deemed relevant by the Chairperson.
- ii) Notice of the AGM shall be a minimum of 21 days.
- iii) A quorum for an AGM shall be eight members or 25% of voting membership, whichever is smaller.

### **b) Extraordinary General Meeting (EGM)**

- i) An EGM may be called upon the written demand of:
  - 33% of the membership.
  - The Chairperson.

- 2/3 majority of the Management Committee.
- ii) Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed.

## **9. Rules for General Meetings**

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson, or in their absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote, or eight such members, whichever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

## **10. Election of Officers to the Management Committee**

- a) The members of the Management Committee shall be drawn from membership, as defined in clause 4 of this Constitution.
- b) Candidates shall be elected by a simple majority through a show of hands or equivalent (though people impacted may be asked to leave the meeting for a short period for the vote if required) at a General Meeting, and shall be members of the Management Committee from the conclusion of the General Meeting until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the Secretary not less than fourteen days before the Annual General Meeting.
- d) Uncontested posts may be filled by nomination(s) and election at a General Meeting.
- e) The Secretary shall send all members a list of all nominations not less than seven days prior to the General Meeting.

## **11. Members of the Management Committee**

- a) The Management Committee shall consist of the following officers:
  - i) Chairperson
  - ii) Secretary
  - iii) Treasurer
  - iv) Club Captain(s)
  - v) Head of Junior Cricket
  - vi) Match Secretary
  - vii) Safeguarding Officer - incorporating Child and Vulnerable Adult Wellbeing and Protection Officer role (preferably two CWPO officers, male and female)
  - viii) Committee Members (covering other roles including, but not limited to, Communications Manager, Grounds Manager, Social Manager, Youth Representative and General Committee Member)
  - ix) Team Managers/Coaches/Captains (all non voting unless elected at a General Meeting)
- b) No person may hold multiple roles, other than general committee member responsibilities, on the Management Committee other than in exceptional circumstances.
- c) As detailed above, all elected members of the Management Committee shall be entitled to one vote each at meetings, except the Chair of the meeting who may have the deciding vote in the event of a tie.
- d) The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- e) The Management Committee may appoint any sub-committees it may deem necessary to deal with the matters of the Club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the Management Committee by a representative elected by that sub-committee.
- f) A Disciplinary Officer will be appointed by the Management Committee to consider all issues which have been raised in relation to the conduct of players or volunteers, and will administer a disciplinary process and keep record of any sanctions handed down.

## **12. Rules for the Management Committee**

- a) The Chairperson shall chair the meeting, or in their absence one of either the Secretary or nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the Management Committee shall be given by the Secretary, except when:
  - i) The date of the meeting had been agreed at the previous Management Committee meeting, in which case seven days notice shall be given.
  - ii) In an emergency, the Chairperson may call a meeting at four days notice.
- c) The quorum shall be four of those Officers entitled to vote, otherwise no formal decisions can be made.
- d) All members of the Management Committee as listed at rule 10 shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the Club.

## **13. Finance**

- a) The income and property of the Club, however derived, shall be applied solely towards the objectives of the Club as set out in rule 2 of this Constitution. All surplus income or gains must be reinvested in the club, nor may club assets in cash or kind be distributed to members or third parties.
- b) The Club shall have the power to raise money by means of yearly affiliation fees and match fees as determined by the Management Committee at a General Meeting.
- c) All monies shall be lodged in the bank account in the name of the Club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the Club, of which two signatories shall be needed. Where personal relationships exist in key roles then an alternative signatory may be assigned.
- e) The financial year of the Club shall run from 1 December to 30 November.
- f) Expenditure above agreed budget levels, as recorded within the club's financial operational procedures, may only be authorised at a Management Committee meeting.



## **14. Ordinary Benefits**

- a) The Club shall only provide the ordinary benefits of an amateur sports club for members and their guests:
  - i) The provision of sporting facilities.
  - ii) Reasonable provision and maintenance of club-owned sports equipment.
  - iii) The provision of suitably qualified coaches.
  - iv) Provision for reimbursement of the cost of coaching courses.
  - v) Insurance cover.
  - vi) The provision of medical treatment.
  - vii) The reimbursement of necessary and reasonable travel and/or subsistence (travelling to away matches) expenses incurred by players, match officials, coaches, first aiders and accompanying individuals.
  - viii) Reasonable provision of post-match refreshments for players and match officials.
  - ix) The sale and supply of food or drink as a social benefit which arises incidentally from the sporting purposes of the club.

## **15. Amendments to the Constitution**

- a) This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

## **16. Priority**

- a) Interpretation of all the Rules must be consistent with the statutory requirements for Community Amateur Sports Clubs (CASCs) as first provided for by the Finance Act 2002.

## **17. The Dissolution of the Club**

- a) Any resolution to dissolve the Club may be passed at any General Meeting provided that:
  - i) the terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that

- ii) at least twenty eight days of the proposed resolution shall be given in writing by the Secretary to all members, and that
  - iii) such a resolution shall receive the assent of two thirds of those present and entitled to vote.
- b) If, upon the winding up or dissolution of the Club, there remains after the satisfaction of all the Club's debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects (that is, aims and activities) similar to the objects of the Club by resolution passed at a General Meeting at or before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable objects.

## 18. Declaration

- a) It is hereby certified that this document represents a true and most up to date version of the Constitution of Glenrothes Cricket Club.

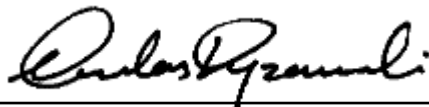
**Chairperson**



Joe Burton

Date 21/03/24

**Secretary\***



Nic Krzyzanowski

Date 21/03/24

\*Head of Junior Cricket and Interim Secretary