

## **ROE GREEN CRICKET CLUB RULES & CONSTITUTION**

1. That the Club shall be called **ROE GREEN CRICKET CLUB** and shall consist of an unlimited number of members.
2. The objective of the Club shall be the development and furtherance of cricket.
3. That the Club shall be managed by a President, Chairman, Treasurer, Secretary, 1<sup>st</sup> and 2<sup>nd</sup> Team Captains and not less than five, nor a maximum of 10 of a Committee with the power to co-opt members for specific duties.
4. Any 5 (five) Committee Members shall form a quorum for Committee Meetings. In the absence of the Chairman, a chairman for the meeting shall be elected by the members attending.
5. That the Officers of the Club and the General Committee shall be elected at the Annual General Meeting (AGM). All voting members shall be given 14 days notice of the AGM. Notifications to include a copy of the accounts to be discussed at the AGM. Nominations for office shall close at midnight on the day before the date of the AGM. Nominations at the AGM be accepted only for those positions for which no nominations had been received.
6. That the membership of the Club shall consist of voting members (Vice-Presidents, Full Life Members, Full Members) and non-voting members (Life Social Members, Social Members and Junior Members).
7. By being a member of the Club, the individual agrees to adhere to the constitution as documented here and further agrees to act in a manner that will uphold and promote the good name of the Club.
8. Neither Junior Members nor Social Members shall be eligible to election to any office, nor vote at the General Meeting of Members. Attendance of such Members at any such General Meeting shall be at the discretion of the General Committee. Notwithstanding the existing Club membership rules, the Club will allow the Club cricketer professional to seek nomination for and election as the 1<sup>st</sup> XI Team captain or Vice Captain.
9. Each nomination of Membership of the Club must be proposed and seconded by two voting members on the Club's proposal form. This form shall be displayed within the Clubhouse for a minimum of 7 days before it shall be considered at a meeting of the General Committee. Objections to such applications should be made in writing to the Secretary with such notice so it can be heard in conjunction with the application at the next General Committee Meeting. Such election shall be by a simple majority of those present at the Meeting. Notwithstanding the above, the recruitment and admission of Youth Cricketers shall be managed by the Youth Cricket Coordinating Group. This rule is to be read in conjunction with Rule 11 c.
10. That Life Members and Vice- Presidents shall be elected at the discretion of the General Committee.

11. MEMBERSHIP:

- a) Membership shall be open to all irrespective of age, gender, disability, race, ethnic origin, colour, social status and sexual orientation.
- b) That the Annual Subscription shall be:
- Vice Presidents ..... by invitation
  - Vice Presidents (appointed after 2002) ..... minimum £20
  - Full Playing Members ..... £52.50
  - If paid before 1/5/09 ..... £42.50
    - Plus a match fee of £4.00 plus teas at actuals.
  - Junior Members (over 18 & under 21 at 1<sup>st</sup> January) ...£32.50
  - Junior Members (under 18 years of age at 1<sup>st</sup> January)..£44.00 (*This includes coaching fee, subscriptions and family membership. The fee is reduced to £37 for second and subsequent Junior Members of the same family*)
    - Plus a match fee of £2.00 plus teas at actuals when playing in a Senior Side
  - Social Members .....£7
  - Family Membership .....£12  
(Up to 2 non-playing adults plus unlimited non-playing dependents under 18 years of age at 1<sup>st</sup> January)
- Subscriptions are due on 1<sup>st</sup> October each year and must be paid by 1<sup>st</sup> April the following year. Any person not having paid their subscription by 1<sup>st</sup> April shall not be considered a member until their subscription has been paid and any person not having paid their subscription by 30<sup>th</sup> September shall not be considered as a Member for the ensuing year.
  - Any Full Member wishing to renew his membership and play for the Club will not be considered for team selection until they have paid their subscription
- c) In the event that an individual wishes to become a new full playing member, they must comply with Rule 9. They may, however, with the agreement of the Officers, enjoy the benefits of being a Full Member immediately once their application and subscription has been received, until they can be elected at the next Meeting of the General Committee. In the event of non-election, the subscription shall be refunded.
- d) Any Full Member wishing to leave the Club shall send a written resignation to the Secretary. Full Members wishing to transfer to another club shall be subject to the League's transfer regulations and shall have no debts owed to the Club. Any Full Member who transfers to another club shall be deemed to have resigned his/her Membership of the Club.

12. That at the requisition of four Members of the General Committee or seven voting members of the Club, the Secretary shall, at any time, call an Extraordinary General Meeting giving one week's notice of the same and stating business.

13. That no member of the Club be allowed to go to ballot for election to office and no member be allowed to nominate or second any nomination unless the nominee's, proposer's and seconder's subscriptions have been paid.

14. That the General Committee have the power to suspend or expel any member whom they consider guilty of conduct derogatory to the welfare of the Club.

15. That no rule shall be altered or added without the consent of two-thirds of the Annual General Meeting. Any proposed amendment to rules requires 14 days notice in writing to the Secretary stating full proposal.

16. RULES FOR THE LICENSED BAR IN THE PAVILION

- a) The Bar shall be controlled by the General Committee and their nominees. The nominees will be responsible for all Financial matters pertaining to the operation of the Bar, subject to the approval of the General Committee. Monthly accounts shall be submitted to the General Committee and an Audited Financial Statement shall be submitted to the AGM.
- b) The permitted hours for the supply of alcohol will be such as may be determined from time to time by the General Committee in accordance with the relative provisions of the Licensing Act for the time being in force, as notified by the Justices Clerk. At all times the permitted hours must be completely adhered to. The Secretary shall be responsible for the renewal of the Bar Licence at the appropriate date.
- c) Members of visiting Clubs are admitted to the Club premises, or to such part thereof as the General Committee shall from time to time determine on the occasion of official or other visiting Sports Clubs, together with their guests, will be entitled to matches and to purchase intoxicating liquor under the provisions of section 28 of the Licensing Act 1961.
- d) All Vice-Presidents, Life Members, Full Members and Social Members shall be entitled to enjoy the Bar facilities of the Club. Such members partaking in these privileges must produce a current membership card when so requested by an official of the Club, or member in charge of the Bar.
- e) A current list of members and the names and addresses and status, together with a copy of the Rules of the Club, shall at all times be available for inspection in the Pavilion.
- f) No member or guest under eighteen years of age will be permitted to buy, sell or consume intoxicating liquor on the Club premises.
- g) Visitors, other than as members or guests of a member of a recognised visiting sports club, may partake of the privileges of the Bar as guests of Vice-Presidents, Full Members or Social Members. Such visitors names and addresses to be entered into the Visitors Book on the bar and the book to be countersigned by the host. Visitors may only so attend on two occasions in any one year as a guest of the same member.
- h) Persons other than members will be admitted and allowed to partake of the privileges of the Bar and facilities of the Club if they have hired the Clubroom or are attending a private function organised by a member and for the sale of intoxicating liquor to such persons for consumption on the premises. These occasions to number no more than 12 in a year and a Member of the Club will be present on such occasions.
- i) No person shall be introduced as a visitor or guest into the Club whose membership has been previously suspended, the terms of which necessitated reapplication for membership. Attendance on Club premises shall only be permitted once such a successful application for membership has occurred.
- j) That only alcohol purchased from the Bar may be consumed within the perimeter of the Club.

## 17. PROPERTY OF THE CLUB

- a) The Club may receive and disclaim property of any nature whether or not it is subject to any express conditions or trusts. The Club may purchase, or otherwise acquire and hold, property of any nature and may sell, lease, mortgage or otherwise deal with the same. Any property belonging to the Club shall be invested in the names of not more than seven, nor less than two Trustees who may be appointed from time to time by the General Committee
- b) The Trustees shall in all respects act as required by the General Committee and a copy of the Minutes of the General Committee, signed by the Chairman, shall be conclusive evidence of its decision.
- c) Any Trustee may be removed from office by resolutions passed at a meeting of the General Committee by a vote of not less than two-thirds majority of the members of the General Committee present and voting at the meeting.
- d) The Trustees shall be effectually indemnified from and against any liability costs, expenses and payments whatsoever, which may be properly incurred or made by them, in relation to the trusts of the property and investments of the Club, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the Club.

## 18. RULES RELATING TO FINANCE

- a) The financial year shall end of the 30<sup>th</sup> day of September in each year.
- b) The income and property of the Club and all money received by, or on behalf of, the Club shall be applied solely towards the furtherance, promotion and execution of the objects of the Club and no portion thereof shall be paid by way of dividend, bonus or profit to any member of the Club provided that nothing herein expressed or contained shall prevent the payment in good faith or remuneration of expenses, or both, to any Officer or servant of the Club or any member of the Club or other person or persons, for services actually rendered by them to the Club.
- c) All monies payable to the Club shall be received by the Treasurer or such other Officer or such Bank as shall be appointed to receive the same. All funds belonging to the Club shall (unless invested) be deposited in a Banking Account in the name of the Club and no sums shall be drawn from this Account, except by cheques signed by such person, or persons, as the General Committee shall direct. Any money not required for immediate use may be invested by the General Committee as herein authorised. The Treasurer shall cause true accounts to be kept of the receipts, expenditures, assets and liabilities of the Club and shall place before the members of the Club at each annual general meeting a properly audited statement of income and expenditure and balance sheet made up to the end of the previous financial year.
- d) If at any time the Club in general meeting shall pass a resolution authorising the General Committee to borrow money, the General Committee shall there upon be empowered to borrow, for the purposes of the Club, such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in the such resolution and thereupon the Trustee shall, at the direction of the General Committee, make all such dispositions of Club property or any part thereof and enter into such agreement in relation thereto as the General Committee deem proper for giving security of such

loans and interest. All members of the Club, whether voting on such resolution or not, and all persons becoming members of the Club after the passing of such resolution, shall be deemed to have assented to the same as if they had voted in favour of such resolution.

#### 19. RECORDS AND MINUTES

- a) Records shall be taken and Minutes kept in such form as the General Committee may direct of the proceedings at all Meetings of the General Committee and of Sub-Committees and the minutes of such meetings shall be confirmed at and signed by the Chairman of a subsequent meeting and when so confirmed and signed shall be conclusive as to all matters and things therein recorded and purported to have been done or directed to be done.
- b) A resolution in writing, signed and agreed by all members of the General Committee, for the time being shall be as valid and effectual as if it had been passed at a meeting of the General Committee duly called and held and may consist of several documents in the right form, each signed by one or more members of the General Committee.

20. The General Committee shall complete an annual review of all the Club's insurance policies.

#### 21. DISSOLUTION OF THE CLUB

If at any General Meeting a resolution for the dissolution of the Club shall be passed by a majority of the members present and at a special general meeting held not less than six weeks thereafter (of which not less than four weeks written notice shall have been given to each member) and at which not less than one-half of the members shall be present, that the resolution shall be confirmed by a resolution passed by a majority of two-thirds of the members voting thereon, the General Committee shall thereupon, or at such future date as shall be specified in such resolution, proceed to realise the property of the Club and after the discharge of all liabilities, shall divide the same rateably in proportion to the amount each member has paid in subscriptions among all the members and upon the completion of such division, the Club shall be dissolved.

#### 22. INTERPRETATION

If there shall be any ambiguity or indifference of opinion concerning the purport or interpretation of any rule and to deal with any matter not provided for in these rules, reference shall be made in writing to the Secretary who shall refer the matter to the General Committee. The decision of the General Committee shall be final and binding upon all parties

In the above rules 18 to 21, the term "member" is confined to all voting members.

#### 23. DISCIPLINARY PROCEDURES

- a) It shall be a disciplinary offence for any player, in the course of, or in connection with a match, to misconduct himself or act at any time in a manner calculated to prejudice the good name or interests of Roe Green Cricket Club
- b) For the purpose of these rules, the expression "the player" shall throughout be deemed to mean and include not only any player, whether a professional or otherwise, but also any member or official of the Club involved in any

incident of possible misconduct occurring on the field of play, or on the premises of the Club.

- c) Upon receipt of a complaint, the Secretary shall, in the first instance, appoint a member of the Committee to conduct an informal grievance investigation to seek a satisfactory resolution of the problem.
- d) If the procedure in 23(c) above does not resolve the problem, the Secretary shall, upon receipt of a signed written complaint, institute a formal Disciplinary Meeting, which shall consist of a Panel of a minimum of four and a maximum of seven Committee Members in addition to the Chairman. The Secretary shall be present in his capacity to record the minutes of the meeting and shall not vote or take part on any issue. Such meetings shall be conducted according to the principles of natural justice. At least 7 days notice of the hearing and of the alleged offence shall be given to the member.
- e) The member shall be entitled to attend the hearing. Both the complainant and the disciplined member has the right to call upon a witness. Such attendance shall only be to provide verification of events and the witness shall play no other role in the hearing or process. In the case of the member in question being under 18 years of age on the date fixed for the Disciplinary hearing, it shall take place in the presence of a parent or guardian of the player, or another appropriate adult.
- f) If the panel of the Disciplinary Committee finds that unethical behaviour has occurred, the Club shall have the power to impose fair and reasonable sanctions on the member consisting of one or more of the following:
  - Record a reprimand and warn as to future conduct. This shall remain on file for future reference
  - Suspend a player from being considered for selection for a specified period
  - Suspend from membership for a specified period.
  - Seek redress from the member for any loss or damage incurred by the Club as a result of the actions of the member
  - Terminate membership of the Club including attendance at the Club Premises or Club-related events.
- g) The complainant or the disciplined member shall have the right of appeal to the Secretary against the first decision within 7 days of the original Disciplinary hearing.
- h) The Secretary, or his representative, together with a minimum of 4 and a maximum of 7 Committee Members, who were not involved in the Disciplinary hearing, shall conduct a full and fair Appeals hearing. The decision of the Club Appeals panel shall be final and binding.

24. The Club will follow the rules as laid down by the ECB in their Welfare of Young People in Cricket Policy (and all updates of those rules) in respect of the following:

- Child Protection Policy.
- Code of Conduct for Club Officials and Volunteers.
- Code of Conduct for Parents/Guardians.
- Equity Policy Statement.
- Health & Safety Policy
- Guidelines for Dealing with an Incident/Accident (with use of Reporting Form).

## 25. YOUTH CRICKET

The Youth Cricket Section is a constituent part of Roe Green Cricket Club and shall act under the control of the Club's General Committee. Notwithstanding this, it shall have its own constitution and shall be managed by a Youth Cricket Co-ordinating Group (YCCG) which shall comprise of

- Youth cricket Co-ordinator
- Club Treasurer
- Team Managers
- Coaches
- Parents