

Rules & Constitution of Chelmsford Cricket club

1 Name & Colours

The club will be called **Chelmsford Cricket club** and will be affiliated to the **England & Wales Cricket Board (ECB)**. Club colours will be Maroon, Green and Gold.

2 Aims & Objectives

The aims and objectives of the club will be:

1. 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.
2. To encourage all members to participate fully in the activities of the club.
3. 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.
4. To ensure that all members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.
5. To ensure a duty of care to all members of the club by adopting and implementing the ECB Inclusion & Diversity Policy and any future versions of the Policy.

3 Membership

Membership will consist of and will be open to all irrespective of age, gender or gender identity, disability, race, ethnic origin, creed, colour, social status and sexual orientation, incorporating ECB Club Inclusion and Diversity Policy, subject to the payment of the appropriate subscription. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

Applications for membership shall be proposed and seconded and shall be considered by the Executive Committee. Membership fees will be set annually and agreed by the Executive Committee and determined at the Annual General Meeting. Membership fees will be payable by 31 May annually.

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. Members will be enrolled in one of the following categories. The first four categories will be defined as Full Members.

1. Full playing member age 21 and over
2. Full playing member age under 21

3. Full Time Education
4. Honorary Life Member
5. Associate Member
6. Colts (Junior) Member
7. Family Member
8. Social Member
9. Vice President

Associate Membership is intended for playing members who represent the club on six or fewer occasions during the season. Associate Members are not full playing members and full playing members will be given priority for selection to represent the club in the event of more members being available for competitive cricket on a given date. Any Associate Member can upgrade to full playing member status during the season if their circumstances change by payment of the difference in subscription levels.

Parents/Carers/Guardians and family of any of the categories of Members defined above shall be given automatic non-voting membership of the club as Family Members. This entitles Family Members use of non-playing facilities only.

All Members will be subject to these Rules and Constitution and by joining the club will be deemed to accept these rules and the subsequent Discipline and Appeals procedure that the club has adopted.

4 General Meetings

The club Secretary will give notice of the Annual General Meeting (AGM), which shall be no later than 30 November each year, and such notice shall not be less than 21 clear days' to all members. The Annual General Meeting will receive a report from Officers of the Executive Committee and a statement of the Accounts accompanied by the Examiners report shall be represented. Nominations for Officers and the Executive Committee, where possible, will be sent to the Secretary prior to the AGM. Election of Officers and of the executive Committee and the Examiner is to take place at the AGM.

The majority of the full membership will elect officers of the Executive Committee. Each voting member in attendance is entitled to a vote. Those entitled to vote are Full Members as defined by Rule 3 above; Social members or Vice- Presidents who are either playing members or Officers of the club, Executive Committee Members or Sports Club representatives and Social Members who are parents of Colts Members.

In electing Captains and Vice Captains only full playing members in attendance at the AGM shall be entitled to vote.

Special or Extraordinary General Meetings (EGMs) outside the AGM. Procedures and voting rights for EGMs will be the same as for the AGM.

Special or Extra-Ordinary General Meetings of the club shall be called on the authority of the Executive Committee or on receipt by the Hon. Secretary of a request for such a meeting signed by not less than twelve members of the club. Such meeting

will be convened giving not less than 7 days notice. Procedures and voting at EGM's will be the same as for the AGM.

5 Officers of the club

The Officers of the club shall be: -

President, Chairman, Vice-Chairman, Captains, Vice-Captains, Hon. Secretaries, Hon. Treasurer, Club Welfare Officer, and Hon. Examiner. Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-election.

6 Executive Committee

The club will be managed through an executive Committee which will consist of not more than 15 members as follows: Chairman, Vice Chairman, Hon. Secretary, Hon. Treasurer, Club Welfare Officer and other members who are duly elected at the AGM.

The Executive Committee will be convened by the Secretary of the club and held no less than eight times per year. The quorum of the Executive Committee shall be not less than 5 members. The Executive Committee will be responsible for developing and adopting new policy, codes of conduct and propose rules that affect the organisation of the club.

7 Selection Committee

The Selection Committee shall consist of the Team Captains or in the absence of the Captains, the Vice Captains of a team together with the Team Secretaries. The Selection Committee may invite, within their absolute discretion, guests to play in club fixtures; such guests are to pay the normal match levy and any membership, where appropriate.

8 Complaints & Discipline

Any complaints regarding the behaviour of members, guests or volunteers should be lodged in writing with the Hon. Secretary.

Where appropriate, the club's Conduct and Discipline Procedure sets out the expected levels of behaviour and other relevant matters to be adhered to. A copy is reproduced in the club's fixture card, displayed in the clubhouse and may be available from an Executive Committee member.

Any person that is the subject of a written complaint or appeal shall be notified of the procedures to be followed by the Executive Committee in reasonable time to prepare for any hearing.

The Executive Committee shall appoint a disciplinary sub-committee (Disciplinary Sub-Committee) who will meet to hear complaints within 21 days of a complaint being lodged. Any person requested to attend a Disciplinary Sub-Committee shall be

entitled to be accompanied by a friend or other representative and to call witnesses. The Disciplinary Sub-Committee has the power to take appropriate disciplinary action on behalf of the Committee, including the termination of membership or exclusion from Club premises.

The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the person against whom the complaint was made within 7 days following the hearing.

There shall be a right of appeal within 14 days of receipt of the disciplinary decision or decision to refuse membership

1. against the Disciplinary Sub-Committee's findings or the sanction imposed or both; and
2. against the Executive Committee's refusal to admit a new member

in either case, the Executive Committee shall appoint an appeals committee ("Appeals Sub-Committee"). The Appeals Sub-Committee shall consist of the Chairman and a maximum of two other members which shall not include members involved with the initial disciplinary hearing. The Appeals Sub-Committee shall consider the appeal within 14 days of the Hon. Secretary receiving the appeal. The individual who submitted the appeal shall be entitled to be accompanied by a friend or other representative and to call witnesses. The decision of the Appeals Sub-Committee issued in writing within 7 days of the appeal date, shall be final and binding on all parties.

9 Resignation

Any member may resign from membership by giving to the Hon. Secretary notice in writing to that effect. If the notice is given after the 30 April in any year they may be liable to pay their subscription for that year.

10 Finance

All club monies shall be banked in an account held in the name of the club. The financial year of the club shall end on 30 September. All cheques drawn against club funds should hold the signatures of the Treasurer countersigned by either the Chairman of the Executive Committee or the Hon. Secretary. Separate accounts may be set up for specific purposes subject to the approval of the Executive Committee and must also be in the name of the club with a minimum of 2 signatures including that of the Hon. Treasurer.

11 Amendments

No alteration or addition to these rules shall be made except at the Annual General Meeting or Special General Meeting called for that purpose and seven clear days' notice of the proposed addition or alteration must be given, in writing, to each voting member. Alterations must be agreed by a majority of the voting members in attendance.

12 Dissolution

A resolution to dissolve the club can only be passed at an AGM or special meeting called for that purpose through a majority of 2/3 vote of the voting membership (Rule 4) present. In the event of dissolution, all assets of the club that remain after the payment of all outstanding invoices will become the property of a charitable body connected with cricket, the body to be determined at such AGM or Special General Meeting.

13 Other

The Executive Committee shall decide any point not covered by these Rules.