

RULES / CONSTITUTION OF FERRING CRICKET CLUB

1. Name

The name of the Club is Ferring Cricket Club.

2. Location

The Club's headquarters shall be situated at Little Twitten Recreation Ground, Sea Lane, Ferring, West Sussex.

3. Colours

The club colours shall be dark blue and gold.

4. Club Purposes

The purposes of the Club are to play and promote the amateur sport of cricket in Ferring and encourage community participation in the same.

5. Membership

(a) Membership of the Club shall be open, on application, to anyone interested in participating in the sport 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.

(b) The Club shall have classes of membership as follows:

1. Full Member
2. Junior Member (under 18 or under 21 if a full-time student)
3. Colt (under 15).

(c) The Club Committee may refuse membership, or remove it, only for good cause, such as conduct or character likely to bring the Club or sport into disrepute or to be detrimental to the interests and welfare of the Club. Appeal against refusal or removal may be made to the Members.

6. Subscriptions and Match Levies

(a) Categories and amounts of subscriptions shall be determined at the Annual General Meeting. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(b) Annual subscriptions shall be payable by 1st June and, if not paid by 30th June, notice may be posted to the Member at their last known address. If payment is not made within 14 days of posting such notice they shall cease to be a Member unless the Committee decides otherwise after receiving a satisfactory explanation from the Member concerned.

- (c) Match levies, as determined at the Annual General Meeting, shall be payable on each match day.
- (d) The Committee shall have power, in cases it considers to be appropriate, to remit the whole or any part of any Member's subscription or match levy.

7. The Committee

(A) Role

- (i) Subject to these Rules, the Committee shall have the power and responsibility to control the affairs of the Club and manage its funds and assets.
- (ii) The Committee shall ensure that accurate accounts of the finances of the club are maintained through the Treasurer. The Club shall maintain a bank current account and the following three Officers shall be authorised to sign Club cheques: the Chair, Treasurer and Secretary (or, by exception, one other Committee Member in lieu of the Secretary decided on by the Committee).

(B) Composition etc

- (i) The Committee shall comprise at least 6 and not more than 12 members (including all Club Officers elected at the AGM other than the President).
- (ii) The Committee may co-opt Members or Vice Presidents (up to the maximum permitted number) to serve until the end of the next AGM.
- (iii) Any Committee Member may be re-elected or re-co-opted without limit subject to the above.
- (iv) A Committee Member ceases to be such if he or she ceases to be a Member of the Club or a Vice President, resigns by written notice, or is removed by the Committee for good cause after the person concerned has been given the chance of putting his/her case to the Committee with an appeal to the Club Members, or is removed by Club Members at a general meeting. The Committee shall fairly decide time limits and formalities for these steps.

(C) Committee Meetings

- (i) The Committee may decide its own way of operating. Unless it otherwise resolves, the following rules apply:
 - (a) at least four Members must be present for the meeting to be valid;
 - (b) Committee meetings shall be held face to face;
 - (c) the Chair, or whoever else those present choose, shall chair meetings;
 - (d) decisions shall be by simple majority of those voting;
 - (e) the Chair of the meeting shall not have a casting vote.

(D) Delegation etc.

The Committee may delegate any of their functions to sub-committees but must specify: the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or change its mandate and operating terms.

(E) Disclosure

Annual club reports and statements of account must be made available for inspection by any Member and all club records may be inspected by any Committee Member.

8. President and Vice Presidents

- (a) The Members may at any time invite suitable persons to become Vice Presidents of the Club. The Chair will write to all Vice Presidents annually informing them of Club news and activities and seeking a donation to support Club funds at a minimum level, as determined by the Chair.
- (b) The Committee, by collective agreement and from time to time, may invite suitable persons to become Life-Vice Presidents of the Club. These will be persons who, in the opinion of the Committee, have made outstanding contributions to the running and promotion of the Club. The Chair will write to all such Life-Vice Presidents annually, informing them of Club news and activities.
- (c) The Committee will invite a suitable Vice President to act as President of the Club.

9. All General Meetings

- (a) All Members may attend all General Meetings of the Club in person.
- (b) Such meetings need 14 days' written notice to Members. The agenda shall be circulated not less than 7 days before the meeting.
- (c) No Member shall be debarred from introducing any subject deemed by the Chair of the meeting to be of interest or suitable for discussion at a General Meeting, but a Member wishing to move any valid resolution at such meeting shall give notice by sending a copy thereof in writing to the Secretary not less than 7 days prior to the date of the meeting.
- (d) The quorum for all General Meetings is ten Members or one third of the total membership, whichever is the greater.
- (e) The Chair, or (in his or her absence) another Member chosen at the meeting, shall preside.
- (f) Except as otherwise provided in these Rules every resolution shall be decided by a simple majority of the votes cast on a show of hands, for which purpose each Member of whatever class shall have one vote (except Colts, who shall not be permitted to vote).

- (g) The Chair of the meeting shall have a second or casting vote in the event of an equality of votes on any resolution or amendment.
- (h) Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the Committee and publicised to Club members.
- (i) The President and Vice Presidents may attend any General Meeting of the Club in person. They shall be entitled to speak at General Meetings but not to vote, unless the Vice President is a Club Officer or co-opted Member of the Committee (as provided in Rule 10(c)).

10. Annual General Meeting (AGM)

The Club will hold an AGM once in every calendar year and not later than February of each year. At or for every AGM:

- (a) the Members will elect Officers including a Chair, Treasurer, Secretary, Match Secretary, Team Secretary, Captains and Vice-Captains of both weekend teams, all of whom shall be *ex-officio* members of the Committee, to serve until the next AGM;
- (b) nominations may be proposed by Members to the Secretary not more than 14 days prior to the AGM and nominations may also be made at the meeting. In either case the nominee must indicate a willingness to stand for election as a Club Officer. In the event of there being more than one nomination, a ballot shall be taken;
- (c) Vice Presidents may be nominated by Members and elected as Club Officers at the AGM, or co-opted on to the Committee by Committee members. As elected Club Officers, such Vice Presidents will be entitled to vote at General Meetings and meetings of the Committee. Vice Presidents, whether or not elected as Club Officers, shall have no right of nomination;
- (d) the outgoing Committee will invite the current President to continue in the role. In the event that the President no longer wishes to continue, then the incoming Committee will consider inviting a new President from amongst the current list of Vice Presidents;
- (e) the Treasurer will produce accounts of the Club for the previous year ending 31st December, audited as the Committee shall decide;
- (f) the Members will appoint a suitable person to audit the accounts;
- (g) the Committee will present a report on the Club's activities since the previous AGM; and
- (h) the Members will discuss and vote on any resolution (whether about policy or to change the Rules) and deal with any other business put to the meeting.

11. Extraordinary General Meetings (EGM)

An EGM shall be called by the Secretary within 14 days of a request to that effect from the Committee or on the written request of not less than 10 members signed by them. Such EGM shall be held on not less than 14 nor more than 21 days' notice at a place decided upon by the Committee or, in default, by the Chair.

12. Complaints

Any complaint by a Member must be made in writing to the Secretary who shall then report it to the Committee, whose decision thereon shall be final.

13. Conduct of Members

All Members are required to comply with the Ferring Cricket Club Members' Charter, Code of Conduct and Spirit of Cricket, which are appended to this Constitution. In the event of the Committee considering the conduct of any Member to be detrimental to the interest and welfare of the Club, it may call upon such a Member for an explanation within 14 days (and meanwhile at its discretion may suspend the Member) and if such explanation be unsatisfactory or not forthcoming, the Committee shall have the power to suspend or terminate their membership forthwith.

14. Protection of Minors

- (a) The Club will abide by any guidelines given by the England and Wales Cricket Board (ECB) and also the relevant Local Authority in connection with the protection of minors. The Club also reserve the right to undertake any investigation into an individual's previous employment/coaching appointments as it deems necessary. Any transgression will result in disciplinary action being taken against the individual as per Rule 5(c) or reported to the relevant outside authority, i.e. the Police or Local Authority.
- (b) In particular the Club will adopt and implement the ECB "Safe Hands – Cricket's Policy for Safeguarding Children" and any future revisions of, or amendments to, the policy. A Club Welfare Officer will be appointed.
- (c) All players up to the age of 18 years must wear a protective helmet when batting or keeping wicket whilst standing up to the stumps. The helmet must conform to British Standard BS 7298:1998. Parents or Legal Guardians may give written notice to the team captain or Committee allowing this rule to be waived in individual cases.
- (d) If, in the opinion of a team captain, the presence of a minor on the playing field is considered to be potentially dangerous and poses a risk to the safety of the minor, he has the right to recommend to the umpires and/or the minor's parent to remove him/her.

15. Non-Profit Making

All surplus income or profits shall be re-invested in the Club. No surpluses or assets will be distributed to Members, Officers, or third parties.

16. Amendments to Rules

- (a) These Rules may be amended at a general meeting by two-thirds of the votes cast but not (if relevant) so as to jeopardise the Club's status as a Community Amateur Sports Club and not in any event to alter its purposes (unless the procedure set out in 16(b) has been followed or winding up provisions made).
- (b) The Club Purposes may be changed to include another eligible sport if the Committee unanimously agree and the Members also agree the change by a 75% majority of votes cast at a General Meeting.

17. Winding Up the Club

- (a) The Members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- (b) The Committee will then be responsible for the orderly winding up of the Club's affairs.
- (c) After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - another Club with similar sports purposes which is a registered charity and/or
 - another Club with similar sports purposes which is a registered Community Amateur Sports Club and/or
 - the Club's governing body for use by them for related community sports.

Adopted at a meeting held

at The Henty Public House, Ferring

on 29 January 2017

Signed

Name

Signature

[Name and signature of chair of meeting]

Witnessed

Name

Address

Occupation

Signature

[Name, address, occupation and signature of witness]

Revision 2 dated 28 January 2017
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