

Chipping Sodbury Cricket Club Constitution

1. NAME

The club shall be called Chipping Sodbury Cricket Club.

2. OBJECT

The object of the Club shall be the advancement and playing of cricket, and, the provision of social and recreational facilities for the Members.

3. EQUITY POLICY STATEMENT

The club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of, for example - age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

4. COLOURS

The club colours shall be royal blue and gold.

5. MEMBERSHIP

The Club shall consist of the President, Life Members, Vice-Presidents, Full Playing Members, Family Members, Social Members, and Junior Members.

Members' spouses, partners and children to be considered as non-playing with no added subscription; if they play the appropriate subscription must be paid.

The parents/carers/guardians of Junior Members are members with non-voting rights. If they play, the appropriate subscription must be paid.

A register of all Members shall be kept by the Membership Secretary.

Membership shall be open to all and the club and its activities and will not discriminate, or in any way treat anyone less favourably on the grounds of age, gender, sex, disability, race, parental or marital status, pregnancy, religion or belief or sexual orientation. The Club being fully committed to ensuring that equity is incorporated across all aspects of its development. (The Club's Inclusion and Diversity

Policy has a separate document).

If an applicant for membership has been a member of another cricket club, the Membership Secretary will check with that club to ensure that the player has no outstanding debts with that club or is subject to any current cricket related disciplinary action. The Club reserves the right to take appropriate action. All decisions will be taken by the Management Committee by a simple majority vote.

5.1 REMOVAL OF MEMBERSHIP, DISCIPLINE AND APPEALS

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

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

The Committee shall appoint a Disciplinary Sub-Committee which will meet to hear the complaint within twenty-one 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.

- a. 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 14 days following the hearing.
- b. There shall be a right of appeal within fourteen days of receipt of the disciplinary decision or decision to refuse membership: against the Disciplinary Sub-Committee's findings or the sanction imposed or both; and, against the Committee's refusal to admit a new member.

In either case, the Committee shall appoint an Appeals Committee. The Appeals Committee shall have a maximum of three members which shall not include members involved with the initial disciplinary hearing but may include non-members of the Club. The Appeals Committee shall consider the appeal within twenty-one days of the 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 Committee shall be final and binding on all parties.

5.2 GUESTS AND TEMPORARY MEMBERS

A Member of the club may introduce and entertain up to two guests and shall enter their names and addresses in the book provided and shall be responsible for their behaviour whilst on the premises.

Members of visiting teams, together with their bona fide supporters, and officials of the game are deemed to be temporary members and can use club facilities. Intoxicating liquor may be sold to such persons by or on behalf of the Club. Intoxicating liquor may also be supplied to non-members attending a bona fide private function provided that the notice of such a function has been given to the Secretary at least forty-eight hours in advance. These persons shall become temporary members for the duration of the function.

No person shall be introduced who has been expelled from membership or whose presence or conduct shall be considered by the Management Committee to be objectionable or prejudiced to the interests of the Club.

5.3 AFFILIATION & ADHERENCE TO CLUB POLICIES

The Club is affiliated to the England and Wales Cricket Board through the Gloucestershire Cricket Foundation.

The Club and its members shall ensure that members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.

The Club adopts and implements ECB Safe Hands (Cricket's Policy for Safeguarding Children and Vulnerable Adults) and any future versions of that policy.

The Club adopts and implements both the ECB One Game Strategy and the club Inclusion and Diversity Policy and any future versions of these documents.

The Club adopts and implements the ECB Anti-Discrimination Code of Conduct and any future versions of this policy.

Members will adhere to the Club Social Media Policy.

Copies of all these documents are available on the club website.

6. PRESIDENT

The President shall be elected by the Members and shall hold office for a period of five years unless removed from office by resolution of the Members or by their resignation.

7. MANAGEMENT

The management of the Club shall be vested in the Club's Management Committee which shall be appointed annually at the Annual General Meeting.

7.1 COMPOSITION

The Management Committee shall comprise three groups: Cricket, Development and Finance. The composition of these groups is:

- Cricket Committee: Club Chair, Club Welfare Officer, Fixtures Secretary, Club Coach, Club Captains, Youth Team Managers, Officials Representatives, Membership Secretary as well as the Groundsman.
- Development Group: Club Chair, Treasurer, Secretary, Bar Manager, Website Supervisor, Press Officer, Social Media Supervisor, Pavilion Manager, Building Development Lead, Sponsorship Lead, Finance Group Representative, Membership Secretary, Merchandising Lead.
- Finance Group: Treasurer plus three others appointed by the Management Committee.

These groups will meet regularly and report to the Club's Management Committee at its bi-monthly meetings. Chairs will be elected by each committee.

7.2 ELIGIBILITY

All members shall be eligible for election to the Management Committee. The Annual General Meeting may defer the appointment of any person to the Management Committee if it so decides.

7.3 CO-OPTION

These groups shall have the power to co-opt members for specific purposes.

8. ANNUAL GENERAL MEETING

8.1 DATE OF AGM

The Annual General Meeting shall be held in the month of October each year, the date being decided by the Management Committee.

8.2 BUSINESS

The business of the Annual General Meeting shall be the following:

1. Review of Past Season
2. Presentation and Adoption of Accounts
3. Election of Club Officials
4. Review of Annual Subscriptions and Membership
5. Change to Club Rules
6. Election of Auditors
7. Additional items as received, and accepted, by the Chair prior to the meeting.

8.3 NOTIFICATION

The date of the Annual General Meeting shall be published in the pavilion at least 6 weeks prior to the meeting. The notice convening the Annual General Meeting shall stipulate the agenda for matters to be discussed at the meeting; matters for inclusion on this agenda must be handed to the Secretary at least 28 days before the meeting. Amendments to proposals and proposals from the floor may be taken during the meeting.

8.4 CHAIR OF THE ANNUAL GENERAL MEETING

The Chair at an Annual General Meeting shall be taken by the President, or in his/her absence by the Club Chair, or in his/her absence by the Vice-Chair. If none of these members are present, a member selected by the meeting shall preside.

8.5 NOMINATIONS

Nominations for the Officials shall be proposed and seconded by members of the Club who shall first ascertain the willingness of the nominee to stand for election. Any nomination received prior to the Annual General Meeting shall be published on the chart produced for this purpose on the Club notice board. This shall not preclude nominations from the floor during the meeting.

8.6 VOTING AND VOTING MEMBERS

All Life Members, Playing Members And Social Members, with fully paid subscriptions, can vote on general items. Junior members cannot vote at the AGM other than those participating in Senior cricket and who have reached the age of sixteen, who may vote for the positions of Captains and Vice-Captains. Voting shall be by a show of hands or by secret ballot if the Chair of the meeting thinks it appropriate. Members shall be entitled to vote for as many candidates as there are vacancies to be filled. Election and acceptance of proposals shall be by simple majority.

8.7 EXTRA-ORDINARY GENERAL MEETING

The committee, or any ten members, may at any time demand an Extra-Ordinary General Meeting. The request must be presented to the Secretary in writing detailing the business to be discussed. The Secretary shall call the meeting within six weeks of receipt of the demand and a minimum of seven days notice shall be given to all Club Members. The conduct of the meeting shall be the same as for the Annual General Meeting except that the business to be discussed shall be restricted to that purpose for which the meeting was called.

8.8 QUORUM

The Quorum at an Annual or Extra-Ordinary General Meeting shall be twelve Members.

9. FINANCIAL

9.1 ACCOUNTS

The financial year of the Club shall end on 31st August each year, to which day the Accounts of the Club shall be prepared and presented by the Treasurer, or a member of the finance group, for adoption at the Annual General Meeting. At this Meeting a persons or persons to act as Auditors shall be elected.

9.2 BORROWING

The Club shall be empowered to borrow money for the purpose of capital expenditure or running expenses as defined in section 2. Objects of the Club, provided that the sum to be borrowed does not exceed £5 000, and with approval and recommendation of the financial committee. If the sum to be borrowed exceeds this amount, the approval of the Members must be sought at either an Annual or Extra-Ordinary General Meeting. The Club shall be empowered to provide such security as is available to it for the purpose of any loan or montage or charge to secure any such borrowing.

9.3 ANNUAL SUBSCRIPTIONS

The Annual Subscriptions for all membership types shall be decided at the Annual General Meeting and shall be due by 1st January each year, and either paid in full by May 31st, or the member has committed to an installment programme.

Subscription rates will recommended by the Finance Group for adoption at the AGM.

9.4 WINDING UP THE CLUB

- a. The members may vote to wind up the Club at a properly convened general meeting. At least 75% of those attending and voting must support the proposal.
- b. The Committee will 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 Chpping Sodbury Town Trust for the benefit of local sport.

9.5 INCOME

The Club shall be non-profit making. All income shall be used or invested solely for the purposes of improving the Club.

10. BAR

10.1 ADMINISTRATION

The Management Committee delegates to the Bar Manager the responsibility for stocking and staffing the bar. This person shall be elected at the Annual General Meeting. Spend and profitability will be monitored by the Finance Group.

10.2 HOURS OF OPENING

Permitted hours for the opening of the Pavilion Bar on each day shall be decided by the Management Committee taking into account current licensing laws, ans our current licencse.

10.3 AGE LIMIT

No alcohol will be served to persons under 18 years of age.

11. CLUB POLICIES

11.1 COPIES OF POLICIES

A copy of the Club's Policies shall be provided to each member on payment of their first subscription, and available on the club website.

11.2 COMPLAINTS and GRIEVENCE

Any matter regarding Safeguarding must be reported to one of the club Safeguarding Officers; the matter will be dealt with in the strictest confidence, in all matters, and responded, or escalated as appropriate, within the terms of the club Safeguarding Policy.

Any Member having cause for general complaint shall submit their grievance in writing to the Club Secretary, who shall present this item to the next meeting of the Management Committee. The decision of the Management Committee shall be communicated by the Secretary, in writing, to the Member concerned.

11.3 CHANGE TO POLICIES

Changes to policies may only be made at an Annual or Extra-Ordinary General Meeting. The wording of the proposed changes shall be given in the notice of the meeting. Notification of any resulting change shall be given within twenty-eight days to the membership and appropriate bodies..

11.4 MATTERS NOT PROVIDED FOR IN THIS CONSTITUTION or POLICIES

Any matter not provided for in this constitution and policy may be decided for the time being by the Management Committee, until the next Annual or Extra-Ordinary General Meeting when the new rule may be discussed and adopted or rejected by the Members.

Adopted: 16th January 2023

Next Review: October 2023