

# BRAYWOOD CRICKET CLUB

## Constitution

### 1. Name

The club shall be called Braywood Cricket Club. The club shall be affiliated to the England and Wales Cricket Board through the Berkshire Cricket Board. The colours of the club shall be black and amber.

### 2. Aims

- 2.1 To provide opportunities for recreation, coaching and competition in cricket.
- 2.2 To manage The Turnbull Cricket Ground.
- 2.3 To encourage members to participate in the activities and management of the club.
- 2.4 To adopt and implement a policy for safeguarding children (Appendix C).
- 2.5 To ensure that members abide by the regulations of this constitution and codes of conduct.
- 2.6 To adopt the regulations and codes of conduct of competitions in which the club participates.
- 2.7 To meet the requirements of the licensing authority under the Licensing Act 2003.

### 3. President, Vice-Presidents and Trustees

A President and Vice-Presidents shall be elected at the AGM. Trustees shall be proposed by the Committee and elected at the AGM when required.

### 4. Membership

4.1 Members shall be subject to the regulations of the constitution and by joining the club shall be deemed to accept these rules and codes of conduct.

4.2 Candidates for membership shall be proposed and seconded by members and approved by the Committee. The name and address of any candidate must be displayed on the club premises in a part frequented by the members for no fewer than 14 days before being considered for membership.

4.3 Members shall not be eligible to take part in the activities of the club, vote at General Meetings or Committee meetings or be eligible for selection for any club team unless the annual subscription has been paid by the specified date and other debts to the club have been paid. The Committee may cancel membership if outstanding monies have not been paid in full.

4.4 Membership categories shall be:

- Playing member
- Non-playing member
- Life member

4.5 Playing membership shall be restricted to persons not less than 14 years of age on 1<sup>st</sup> January of the year of joining, unless otherwise accepted by the Committee. Playing membership shall be valid from 1<sup>st</sup> May to 30<sup>th</sup> April the following year. Playing members may opt for Non-playing membership by notifying the Treasurer and paying the annual subscription by the specified date, and be permitted to revert to Playing membership at any time by notifying the Treasurer and paying the appropriate annual subscription.

4.6 Non-playing membership shall be restricted to persons not less than 18 years of age on 1<sup>st</sup> January of the year of joining. Non-playing membership shall be valid from 1<sup>st</sup> May to 30<sup>th</sup> April. Non-playing Members shall not be eligible to vote at General Meetings.

4.7 Life membership shall be granted in recognition of services to the club through a proposal by the Committee put forward at the AGM. Existing Playing members and Non-playing members shall be eligible for proposal for Life membership.

## **5. Membership fees**

5.1 Membership fees shall be paid by Playing members and Non-playing members. Fees shall be paid by annual subscription and shall be set at the AGM. The Committee may grant exemptions of annual subscription in exceptional circumstances and if it is deemed to be in the best interests of the club.

5.2 Reduced annual subscriptions may be agreed at the AGM for Playing members below the age of 18, under 21 and in full-time education, or above state pension age and for Playing members restricted to midweek matches only.

5.3 Subscriptions shall become payable by new members within 14 days of their acceptance by the Committee. Subscriptions from the previous year's members shall be due by 31st May. A rebate for punctual payment of Playing member subscriptions may be agreed at the AGM.

5.4 A match fee shall be payable for each match in which a member plays. The match fee shall be set by the Committee and may be altered by the Committee at any committee meeting. The Committee may grant exemptions of match fees in exceptional circumstances and if it is deemed to be in the best interests of the club.

## **6. Officers**

6.1 The following officers shall be elected at the AGM:

- Chairman
- Secretary
- Treasurer
- Fixture Secretary
- Social Secretary
- Bar Chairman
- Juniors Manager
- Club Welfare Officer
- League Representative
- Groundsman

6.2 The following captains shall be elected at the AGM:

- Club Captain
- 1<sup>st</sup> XI Saturday Captain
- 1<sup>st</sup> XI Saturday Vice-Captain
- Sunday Captain
- Sunday Vice-Captain
- 2<sup>nd</sup> XI Saturday Captain
- 2<sup>nd</sup> XI Saturday Vice-Captain
- Twenty20 Captain

6.3 To avoid a conflict of interest the Club Captain shall not be elected to any other captaincy role.

6.4 Up to seven members shall be elected at the AGM to form the Committee subject to the maximum Committee size being eighteen.

6.5 The election of officers, captains and committee members shall be carried out by secret ballot. Candidates must be members of the club and at least 18 years old. Where more than two candidates stand, the elected person must have an overall majority. If this is not fulfilled, the nomination of the one with least votes shall be withdrawn and a new ballot held.

## **7. Committee**

7.1 The business of the club shall be conducted on behalf of members by the Committee comprising the officers, captains and committee members.

7.2 The quorum required for business to be agreed at committee meetings shall be six.

7.3 The Committee shall make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall have an additional casting vote.

7.4 The Committee shall have the authority to appoint sub-committees at any time.

7.5 In the event of any situation arising for which this constitution does not make provision, the matter shall be dealt with by the Committee as it thinks fit.

## **8. Finance**

8.1 All club monies shall be banked in an account held in the name of the club. Any cheques drawn against club funds shall hold the signatures of the Treasurer and one other member of the Committee. The Committee shall carry out regular inspections of the account to verify transactions, including those made electronically. Any member shall be entitled to inspect the banking records by making a suitable arrangement to attend for that purpose at a committee meeting.

8.2 The financial year of the club shall end on 31<sup>st</sup> October. An independently verified statement of annual accounts shall be submitted by the Treasurer at the AGM. An independent verifier shall be appointed by the Committee.

8.3 The Committee may, should the occasion demand and without prior reference to the members, borrow such sums as may be required for capital expenditure purposes only up to the amount of £5,000 (five thousand pounds).

## **9. Cricket management**

9.1 A Selection Committee shall manage cricket matters. The Selection Committee shall comprise the Club Captain, as chairman, and the captains appropriate to the teams and day under consideration. The vice-captain shall deputise if the captain cannot attend. The Selection Committee shall meet on Wednesday at 8.00 pm to select teams for the weekend and as notified beforehand to select teams for midweek matches. Selection shall be made from the availability sheet. Selection Committee shall be a sub-committee.

9.2 In the event of a selected player being absent at the commencement of the game, and probable lateness not having been previously notified to the club, the selected twelfth man shall play.

## **10. Juniors cricket**

A Juniors Committee shall manage the provision of junior cricket and shall comprise the Juniors Manager as chairman, the Club Welfare Officer and one other member of the Committee. The Juniors Committee shall be a sub-committee.

## **11. General Meetings**

11.1 The Annual General Meeting (AGM) shall be held not later than 31<sup>st</sup> March in each year.

11.2 Playing members and Life members shall have the right to vote at General Meetings.

11.3 The quorum required for General Meetings shall be twelve.

11.4 The AGM shall make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall have an additional casting vote.

11.5 An Extraordinary General Meeting (EGM) may be called by the Committee at any time and shall in any case be called by it upon receipt of a written request signed by not fewer than twelve members of the club, or by one-fifth of the membership who have the right to vote, whichever is the lesser. The purpose of the EGM shall be stated in such a request and no other business shall be discussed. Not less than seven days' notice shall be given of any such meeting. Procedures for an EGM shall be the same as for the AGM.

## **12. Discipline and appeals**

Members shall be subject to a Code of Conduct which incorporates the Spirit of Cricket (Appendix A). Members should be aware that consuming, or being under the influence of, alcohol or illegal drugs during a match shall be regarded as a serious disciplinary matter. Any alleged breach shall be dealt with through an Internal Club Inquiry (Appendix B).

## **13. Dissolution**

A resolution to dissolve the club shall only be passed at an AGM or EGM by a three-quarters majority vote. In the event of dissolution, any assets of the club that remain shall be transferred to another cricket club with similar aims or to the England and Wales Cricket Board.

## **14. Constitution**

This constitution shall not be amended except at the AGM or at an EGM called for that purpose. The Secretary must receive a copy of any proposed alterations at least fourteen days before such an AGM or EGM. A copy of this constitution shall be posted in a prominent position on the club premises.

## **15. Declaration**

Braywood Cricket Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: SHWest

Date: 4<sup>th</sup> February 2011

Name: Stuart West  
Chairman

Signed: JENunn

Date: 4<sup>th</sup> February 2011

Name: James Nunn  
Secretary

# Appendix A

## Spirit of Cricket: Preamble to the Laws

*Cricket is a game that owes much of its unique appeal to the fact that it should be played not only within its Laws but also within the Spirit of the Game. Any action which is seen to abuse this spirit causes injury to the game itself. The major responsibility for ensuring the spirit of fair play rests with the captains.*

1. There are two Laws which place responsibility for the team's conduct firmly on the captain.

### Responsibility of captains

The captains are responsible at all times for ensuring that play is conducted within the Spirit of the Game as well as within the Laws.

### Player's conduct

In the event of a player failing to comply with instructions by an umpire, or criticising by word or action the decision of an umpire, or showing dissent, or generally behaving in a manner which might bring the game into disrepute, the umpire concerned shall in the first place report the matter to the other umpire and to the player's captain, and instruct the latter to take action.

### 2. Fair and unfair play

According to the Laws the umpires are the sole judges of fair and unfair play.

The umpires may intervene at any time and it is the responsibility of the captain to take action where required.

### 3. The umpires are authorised to intervene in cases of:

- Time wasting
- Damaging the pitch
- Dangerous or unfair bowling
- Tampering with the ball
- Any other action that they consider to be unfair

### 4. The Spirit of the Game involves RESPECT for:

- Your opponents
- Your own captain
- The roles of the umpires
- The game's traditional values

### 5. It is against the Spirit of the Game:

- To dispute an umpire's decision by word, action or gesture
- To direct abusive language towards an opponent or umpire
- To indulge in cheating or any sharp practice, for instance:
  - (a) to appeal knowing that the batsman is not out
  - (b) to advance towards an umpire in an aggressive manner when appealing
  - (c) to seek to distract an opponent either verbally or by harassment with persistent clapping or unnecessary noise under the guise of enthusiasm and motivation of one's own side

### 6. Violence

There is no place for any act of violence on the field of play.

### 7. Players

Captains and umpires together set the tone for the conduct of a cricket match. Every player is expected to make an important contribution towards this.

# Appendix B

## Internal Club Inquiry

### 1 – Internal Club Inquiry

1.1 The Committee, of its own volition and without any need for the receipt of a written complaint or other prompting, shall convene an Inquiry where any alleged case occurs of conduct which is against the Spirit of the Game, or otherwise as the Committee may think fit.

1.2 The purpose of the Inquiry shall be to establish the facts and, where appropriate, to take the necessary disciplinary action so as to ensure that the Club does not fail properly to control or discipline its players, and to ensure that the Club acts in a manner designed to protect its good name and that of cricket generally.

1.3 Any Member requested to attend an Inquiry, or any Appeal thereafter, shall be entitled to be accompanied at the Inquiry by a friend or other representative.

### 2 – Penalties

2.1 If the Inquiry finds the misconduct proved, the Club shall have the following powers:

2.1.1 To require the Member to write letter(s) of apology within a specified time.

2.1.2 To record a reprimand and to give a warning as to future conduct.

2.1.3 To impose a fine.

2.1.4 To suspend the Member's right to be considered for selection to play in one or more matches.

2.1.5 To suspend the Member's membership of the Club for a period.

2.1.6 To terminate the Member's membership of the Club, if the conduct constitutes gross misconduct.

2.2 If the Club thinks fit, more than one of the penalties may be imposed.

### 3 – Appeals Procedure

3.1 The Member shall have the right to appeal to the President of the Club, or to the nominee of the President, for a review of the findings of the Inquiry and of the penalty or penalties imposed.

3.2 The decision of the President or his nominee shall be final and binding, in all cases.

## Appendix C

### Safeguarding Policy

Braywood Cricket Club is committed to ensuring that all children (under 18) participating in cricket have a safe and positive experience.

We will do this by:

- Recognising that children participating in cricket (regardless of age, gender, race, religion, sexual orientation, ability or disability) have a right to have fun and be protected from harm in a safe environment.
- Ensuring that individuals working within cricket at or for our club provide a safe, positive and fun cricketing experience for children.
- Adopting and implementing the England & Wales Cricket Board (ECB) Safeguarding Policy.
- Appointing a Club Welfare Officer and ensuring that they attend training modules required by the ECB and the NSPCC so that they have the necessary skills to be able to undertake their role effectively.
- Ensuring that all people who work in cricket at or for our club, (such as officials, volunteers, team managers, coaches) understand that the Safeguarding Policy applies to them according to their level of contact with children in cricket.
- Ensuring that all individuals working within cricket at or for the club are recruited and appointed in accordance with ECB guidelines.
- Ensuring that all individuals working within cricket at or for the club are provided with support through education and training so that they are aware of and can adhere to good practice and code of conduct guidelines defined by both the ECB and the club.
- Ensuring that the name and contact details for the Club Welfare Officer are available as the first point of contact for parents, children and volunteers within the club,
  - as a source of procedural advice for the club, its committee and its members,
  - as the main point of contact within the club for the ECB County Welfare Officer and the ECB Child Protection Team,
  - as the main point of contact within the club for relevant external agencies in connection with child welfare.
- Ensuring that correct and comprehensive reporting procedures exist for raising and managing safeguarding and child protection concerns. Such procedures will recognise the responsibility of the statutory agencies and will be in accordance with pre-defined safeguarding and child protection procedures as defined by the ECB, statutory agencies and Local Safeguarding Children Board guidelines and policies.
- Providing everyone connected with the club (including parents, children and volunteers) with the opportunity to voice any concerns which they have about possible suspected child abuse or about poor practice to the Club Welfare Officer.
- Ensuring that all suspicions, concerns and allegations are taken seriously and dealt with swiftly and appropriately.
- Ensuring that access to confidential information relating to child welfare matters is restricted to the Club Welfare Officer and the appropriate external authorities as specified within ECB safeguarding and child protection procedures.