

**HADLEIGH & THUNDERSLEY CRICKET CLUB**  
**Constitution – 2018/19**

**1. TITLE**

The name of the Club shall be Hadleigh & Thundersley Cricket Club.

**2. AIMS AND OBJECTIVES.**

- a) To promote and encourage the playing of Cricket.
- b) To provide social and recreational facilities for its Members.
- c) To promote the development of Cricket in the Community of Castle Point Borough.
- d) To meet the needs of local community groups within the Castle Point area by providing access to facilities for their use, subject to approval granted by the Club's Management Committee.

**3. COLOURS**

The Club Colours shall be Black, Red and White.

**4. COMMITTEE**

- a) The Management of the Club shall be vested in a Management Committee consisting of Officers of the Club (President, Chairman, Secretary, Treasurer, Cricket Manager, Club Captain, Bar Chairman & Chair of Social Committee) to be elected at each AGM {see rule 14(i)}. A quorum of the committee shall be three.
- b) Officers of the Club shall be elected at each AGM to serve as members of sub-Committees as per rule 14(i).
- c) The Management Committee shall have the power to make and alter bye-laws. Any new bye law or alteration to existing bye-laws shall be affixed to the Clubhouse notice board within seven days of such addition or alteration being made. Any resolution being passed by the Management Committee that is, in effect, a bye-law shall be included forthwith in the bye-laws and affixed within seven days to the Clubhouse notice board.
- d) The Management Committee shall have the power to appoint additional sub-Committees as necessary.
- e) The Management Committee shall have the power to deal with any contingencies not provided for by these Rules and Bye-Laws.
- f) The Management Committee and Officers shall be elected at the Annual General Meeting of the Club. Candidates for Membership of the Management Committee or Office must be members of the Club, properly proposed and seconded by members of the Club

All Members of the Management Committee and Officers retiring at the Annual General Meeting shall be eligible for re-election to the Management Committee or office.

**5. GENERAL MEETINGS**

- a) **ANNUAL** - The Annual General Meeting of the Club shall not be later than the first Monday in November each year to receive the Management Committee's Annual Report and the Year's Accounts, to elect the Management Committee and Officers for the ensuing year and to transact any other necessary business.
- b) **EXTRAORDINARY** – On receipt of a request signed by at least 10 playing members. The Management Committee shall forthwith convene an Extraordinary Meeting stating the object for which the meeting is called. No other business shall be transacted at this meeting.
- c) **VOTING** - All voting shall be a simple majority of members present with the exception of any changes in Rules as covered in Rule 7.
  - 1 Only Playing members aged 16 or over, and having no arrears, prior to the AGM and any member who on retirement from playing and having played for the Club for a minimum of two consecutive years and has an unbroken Social Membership thereafter and Retired players as above who have subsequently been made Hon Life Members or Hon Vice Presidents are eligible to vote at General Meetings.
  - 2 (a) In addition, current officers and recent past officers of the club, who are not playing members, or past non-playing members for a period of two years from standing down or being replaced, and having no arrears, will be entitled to vote at Annual General Meetings and Extraordinary General Meetings.
  - 2 (b) Social members, with unbroken social membership for a minimum of two consecutive years, and having no arrears, will be entitled to vote at Annual General Meetings and Extraordinary General Meetings, on general club matters only but are excluded from voting on all matters

concerning the playing of or management of cricket e.g. Team Captains, Vice Captains, Cricket Manager, and any other roles specifically relating to cricket.

3 Only members that meet the current voting regulations and have fully paid the appropriate annual subscription shall be entitled to vote at Annual General Meetings or Extraordinary General Meetings.

4 Any member that has any outstanding debt(s) in respect of unpaid annual subscriptions, match fees or any other debt to the club for whatever reason by the date of the Annual General Meeting, may not be proposed for, or seek election to, any official position within the club whatsoever for the following year, or until such time as the debt(s) have been paid in full.

d) **NOTICE OF GENERAL MEETING** - At least seven days notice together with an Agenda for a General Meeting shall be given.

#### 6. **PRESIDENT, CHAIRMAN, LIFE MEMBERS & VICE-PRESIDENTS**

a) A President and Chairman shall be elected at each Annual General Meeting.

b) Any number of Vice-Presidents and a maximum of two Hon Life Members may be elected at each AGM.

#### 7. **NEW RULES.**

No new Rule shall be made and no existing Rule altered or rescinded except by the Annual General Meeting or Extraordinary General Meeting called for that specific purpose. Such Motions shall require a two-thirds majority of members present in favour of any proposal.

#### 8. **FINANCIAL YEAR**

a) The Financial Year shall be from 1<sup>st</sup> May to 30<sup>th</sup> April following. The funds of the Club shall be deposited in the name of the Club at a Local Branch of an established Bank.

b) The account shall be conducted by any two signatures of the President, Chairman, Secretary and Treasurer and shall not at any time be overdrawn.

c) All surplus income generated by bona fide Club activities shall be re-invested in the Club and used for the benefit of all members. No surpluses or assets shall be distributed to members or third parties.

#### 9. **PLAYING MEMBERSHIP**

Playing Membership, open to all regardless of age, gender, disability, religion, ethnicity or sexual orientation, shall be by written application to the Management Committee whose duty shall be to investigate such applications and to accept or refuse them in the best interests of the Club. Membership of any category shall be deemed to include the Married or Common Law Partner whichever is applicable.

#### 10 (i) **SUBSCRIPTIONS**

The Annual Subscriptions for 2017/18 shall be

a) Playing Members over 18 and in **full-time employment** £110.00 per annum  
(Penalty of £20.00 if paid after 1<sup>st</sup> May.)

b) Playing Members over 16 and in **full time education/training** £ 50.00 per annum  
(Includes School/College/University/Apprenticeship)

c) Youth Members (Aged 11-16) £ 50.00 per annum  
(One child only -To include Social Membership for parents/guardians).

f) Junior Members Playing members under the age of 10 £ 25.00 per annum  
To include the cost of coaching and the use of the Club's facilities and equipment, plus Social Membership for parents.  
*Additional children from the same family in Youth or Junior categories will be charged at £25 each.*

g) Social membership (Over 16) £ 30.00 per annum

h) Honorary Members - the payment of an annual donation of £40 to club funds would be much appreciated.

**Notes:**

1. Ages of Youth and Junior players (U18: U16: U13: U11: U9) taken as at 1<sup>st</sup> September prior to the start of the new season.
2. All subscriptions include Social Membership and are payable to the Club Treasurer before **1<sup>st</sup> May** in each year.
3. Any Senior player that has not paid a full annual subscription, or not made an agreement with the Club Treasurer to pay in installments by 30<sup>th</sup> June, will incur a £20 penalty charge which will be added to the cost of the appropriate annual subscription; furthermore, from that date and until the club has received the appropriate payment including the penalty payment, they will not be selected for any club team in front of players who have paid a full subscription or have made prior arrangements with the Club Treasurer to pay by installments.

**(ii) MATCH FEES**

Match Fees will be set by the Management Committee in consultation with the Club Treasurer and Cricket Sub Committee and these will be notified to playing members prior to the start of the cricket season.

**11. CONDUCT OF MEMBERS**

- (i) The Management Committee shall have the power to call on any member to resign whose conduct in their opinion has been prejudicial to the best interests of the Club. Matters relating to indiscipline and/or bad conduct on the field of play, before, during or after any game will be subject to the current Disciplinary and Appeals procedure set out in (ii) below or the Regulations of the Cricket Leagues as published in the Shepherd Neame Essex League and the Essex Sunday League handbooks for that season. Matters relating to indiscipline will be dealt with by a sub-committee comprising the Club President or Club Chairman, the Cricket Manager or Social Chair (depending on membership status of the individual(s) involved) plus no more than two nominated members of the current Management Committee. This sub-committee has the authority to suspend any member at their discretion and/or recommend to the Management Committee any other action thought necessary.

**(ii) Disciplinary and Appeals Process**

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

Any person that 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 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 14 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:

- 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 21 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 Committee shall be final and binding on all parties.

**12. VISITORS (Subject to Police Approval)**

- a) Visitors must be introduced by Members who shall be responsible for the conduct of the visitor(s). No person who has been refused membership of the Club shall be introduced by a Member to the Club's premises as a visitor. Persons visiting the Club for the purpose of taking part in matches, competitions, games etc., may be permitted to enter the Club's premises and the Club may sell intoxicating liquor for consumption on the premises to such visitors. Visitors introduced by a Member in accordance with this Rule shall have their names and addresses entered in a Visitors Book kept for the purpose and the entry shall be countersigned by the introducing member.
- b) Subject to and in accordance with section 28 of the Licensing Act of 1964, the privileges of the Club, including the right to purchase intoxicating liquor and other commodities from the bar, shall be extended to the following persons:-
  - i) Members of visiting Cricket Clubs and their guests.
  - ii) Members of other sporting Clubs in Castle Point Borough invited by the Club.
  - iii) Any person or persons requested by the Management Committee, the Bar Committee or any other sub-Committee of the Club to attend at the Pavilion in connection with any Club activity.
  - iv) Any spectator using the Club's facilities with the approval of the Management Committee.
  - v) Any Member's guests using the Club's facilities when the member has been granted use of the Club's facilities by the Management Committee for a private function.

**13. HONORARY MEMBERS**

Honorary Life Members may be considered by the Management Committee for exceptional services rendered by individuals over an extended period of time in an official administrative, playing and/or social capacity. A maximum of two new Hon Life Members in any one year may be proposed by the outgoing Management Committee for election by the members at each AGM.

Honorary Life Members shall not be required to pay any annual social membership subscription and shall be entitled to all the benefits and privileges of membership.

Honorary Members e.g. Hon Vice Presidents and Complementary memberships - may be elected by the Management Committee on special occasions for services rendered and when it is considered to be for the benefit of the Club. Such elections shall be recorded in the minutes.

**14. ELECTIONS AT AGM.**

At each Annual general Meeting the following shall be elected:

President	Chairman
Hon. Life Members (max 2 per annum)	Hon. Vice Presidents
Hon. Secretary	Hon. Treasurer
Cricket Manager/Chair Cricket Committee	Club Captain
Chair of Bar Committee	Chair of Social Committee
Club Welfare Officer	Chair of Premises Committee
Community Manager	Auditor

The Chair of each Sub-committee (Bar, Premises, Social and Cricket) will be elected at the AGM and those appointed will serve as full members of the Management Committee thereafter and will be expected to attend regular Management Committee meetings to report on the activities and recommendations of their sub-committees.

ii) The following shall also be elected to serve on the Club's Management or Sub-Committees as follows:

- a) **ADMINISTRATION** - Chair - Hon. Secretary  
Assist. Hon. Secretary  
One elected member; plus CWO.
- b) **FINANCE & MARKETING** - Chair - Hon. Treasurer  
Assist. Hon Treasurer

- |    |                                 |   |       |  |
|----|---------------------------------|---|-------|--|
| c) | <b>CRICKET (ADMINISTRATION)</b> | - | Chair | - One elected member<br>Cricket Manager<br>Club & Team Captains and Vice Captains<br>Youth Officer<br>Match Secretary<br>Ground Manager<br>Fixture Secretary<br>One elected member |
| d) | <b>CRICKET (SELECTION)</b>      | - | Chair | - Cricket Manager<br>Sat 1 <sup>st</sup> XI/Club Captain<br>All other team Captains<br>Match Secretary<br>Youth Officer<br>Press Officer   |
| e) | <b>PREMISES</b>                 | - | Chair | - Club Chairman<br>Assist Hon .Secretary<br>Two elected members  |
| f) | <b>BAR</b>                      | - | Chair | - Bar Committee Chairperson<br>Five/Six elected members  |
| g) | <b>SOCIAL</b>                   | - | Chair | - Social Committee Chairperson,<br>Bar Committee rep; 4/5 Elected members.   |

**Each Chairman of above sub-Committees shall be elected under Rule 14(i)**

#### **15. THE CLUB TIE**

The tie shall be that which is decided by the Management Committee from time to time following a two-thirds majority vote of those members of the Committee present.

#### **16. SOCIAL MEMBERS.**

Social Membership is open to all regardless of age, gender, disability, ethnicity or sexual orientation and shall be by written application to the Management Committee whose duty shall be to investigate such applications and to accept or refuse them in the best interest of the Club.

Social Membership will comprise parents / guardians and any of their children/wards up to 18 years of age by the 1st May of the year in question. Children of Social members who have attained the age of 18 shall be given the option to become Social Members in their own right.

The subscriptions payable by Social members shall be such sum as shall from time to time be decided by the Club Members at the Annual General Meeting.

Adult (over 18 years of age) Social Members shall only be qualified to be officers or members of the Management Committee when elected at an Annual General Meeting and may then vote in Committee. The annual subscription of Social Members (over 18 years of age) inclusive of VAT is £30 per annum. The subscriptions are payable to the Club Treasurer before the **1st May** in each year.

#### **17 DISSOLUTION**

In the event of the dissolution of the Club all assets will be realised and, after the payment of all creditors and obligations, the remaining assets will be transferred to the Sport's Governing Body, the England and Wales Cricket Board (ECB) for discretionary use to support recreational cricket.

#### **18 BYE LAWS**

1. All disputes shall be settled by the Management Committee.
2. Any Member wishing to bring a complaint before the Management Committee must do so in writing.
3. The hours during which the Clubhouse may be used shall be defined from time to time by the Management Committee.
4. The Management Committee shall post rules governing the use of the Clubhouse on the Clubhouse notice board.
5. The Bar shall be opened for the sale of intoxicating liquor at the direction of the Bar Committee but in no circumstances beyond the limits of the existing licensing laws.
6. Members are expected to conform to acceptable standards of dress and appearance when using Club facilities. Anyone not observing such standards will not be welcome on Club premises.

7. H&TCC has adopted the England and Wales Cricket Board “Safe Hands – Welfare of Young People in Cricket” policy
8. Members using club facilities shall carry their membership card at all times, and shall produce a valid membership card to club officials upon request. Club officials may additionally request a form of photographic identification or other form of identification from any user of the club, member, visitor or guest, to verify who they are.

## **19 H&TCC CODE OF CONDUCT**

The Club has adopted the following Code of Conduct:-

This Code of Conduct applies to all matches played by this Club.

1. The Club accepts responsibility for the behaviour of its Officials, Players and Members and will take disciplinary action against any individual who fails to comply with this Code.
2. We will observe the highest standards of sportsmanship, behaviour and dress both on and off the field in keeping with the dignity and best traditions of the game.
3. We will not accept intimidation, aggressive behaviour and deliberate distraction of our Opponents
4. We will not accept dissent at Umpire decisions.
5. We have acquainted all our Officials, Players and Members of this Code.
6. We expect our Captains and Team Managers to exercise appropriate control over their teams.