

# Haverhill Cricket Club Constitution

## - Amended 2023



1. The club shall be called "Haverhill Cricket Club" (hereinafter called "the club"). The club shall abide by the rules of Haverhill Cricket & Sports Club to which it is affiliated. The club shall be affiliated to the England and Wales Cricket Board through the Suffolk Cricket Board. The club colours shall be Dark Blue and White.
2. The objectives of the club shall be to provide facilities for cricket, and the coaching of cricket for its members. To manage the Manor Road Cricket ground and any others that come under its control.

The club will 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.

The Club will 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.

The club will ensure a duty of care to all members of the club by adopting and implementing the ECB Cricket Equity Policy and any future versions of the policy.

3. The members of the Club shall consist of all fully paid up members of the club.

Membership of the club shall be open to anyone interested in the sport of cricket on application 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.

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. The levels of membership shall be Full, Junior & Social.

- a) Any persons may become Members on payment of the subscription and shall be entitled to equal rights and benefits in the club.

4. The officers of the Club shall consist of a President, Chairman, Secretary and Treasurer.
5. A committee consisting of the officers, team captains and up to 6 other persons will run the club on a day to day basis.

At committee meetings, 5 members shall form a quorum and at general meetings Fifteen shall form a quorum.

6. Each member who will be elected to serve on the Committee at the Annual General Meeting shall remain in office for one year.
7. The committee may from time to time appoint, from among their numbers, such as sub-committees as they deem necessary or expedient, and may depute or refer to them such of the powers and duties of the committee as the committee may determine. Such sub-committee shall have the power to co-opt not more than half their number of members of the Club who are not members of the committee and periodically report their proceedings to the committee and shall conduct their business in accordance with the directions of the committee.
8. The committee shall have the power to fill any vacancy on the committee and any member so chosen by the committee shall retire at the following Annual General Meeting, but shall be eligible as a candidate for election on the committee at such Annual General Meeting, but the proceedings of the committee shall not be invalidated in consequence of there being less than the prescribed number.
9. The Annual General Meeting of the Club shall be held in the month of January each year, upon a date and at a time to be fixed by the committee, for the following purposes:

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- 9.1. To receive from the committee a report, balance sheet and a statement of accounts for the preceding financial year.
  - 9.2. To elect a Chairman, Secretary and Treasurer and the members of the committee.
  - 9.3. To decide on any resolution which may have been submitted to the meeting. See point 10a.
10. Twenty-Eight days at least before the Annual General Meeting or and Special General Meeting, a printed or written notice of such a meeting should be sent to every member.
  - a) Any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Secretary not less than TWENTY-ONE days before the date of such meeting. Proposals and nominations can only be made by members and must be seconded by another member.
11. The committee may at any time, for any special purpose call a Special General Meeting, and they shall do so forthwith upon the request of any TEN of its members stating the purpose for which the meeting is required.
12. At least FOURTEEN days prior to any Annual General Meeting a printed version of the business to be transacted thereat shall then be forwarded to each member. No business other than that of which notice has been so given shall be brought forward at that meeting. A copy of the current balance sheet and statement of accounts shall be made available to members at the Annual General meeting.
  - a) Contact details for ALL members shall be requested on the annual signing on forms. It is the individual members obligation to make sure these details are current.
13. At all general meetings of the Club, the president and, in his absence, the chairman and, in the absence of both president and chairman, a member elected by the meeting shall take the chair.
14. The chairman, both in committee and at general meetings, shall in the case of equality votes, have a second or casting vote.
15. Any member considered to be in breach of the club's code of conduct, or being named by way of a complaint shall be required to respond in writing, within 14 days, to any enquiry from the committee and may further be required to attend a club disciplinary hearing, before the committee. Failure to either respond in writing or attend a disciplinary hearing may result in the immediate expulsion of the member. See point 16.
16. A formal disciplinary hearing will meet to hear from the member or members in breach of codes of conduct or club rules. Following the hearing the committee will decide on the action to be taken. All options are open to the committee, from an acceptance of innocence to expulsion from the club. The committee will convey the result of the hearing in writing within 14 days.
17. The committee shall, on a majority vote of those present, have the power to expel from the Club any member who shall be guilty of conduct which is in their opinion unbecoming him to belong to it, without giving any reason therefore.
18. Any person ceasing to be a member of the Club shall forfeit all right to claim upon the Club its property and funds.
19. The annual subscription and match fees for the club and for associate members shall be such sum as shall be fixed from time to time by the Club at the Annual General Meeting, and when so fixed shall be deemed to be the annual subscription and match fees payable by each member. The Committee reserves the right to waive or adjust Subs & match fees at their discretion.
20. All annual subscriptions shall be due in advance on the opening day of each team's playing season, and if the subscription of any member remains unpaid after four weeks of the due date, the committee shall have the power to deny the member concerned the privileges of the club.

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- 21.** The financial year of the Club shall end on the 31<sup>st</sup> December in each year to which day the accounts of the Club shall be balanced.
- 22.** At the Annual General Meeting in each year an auditor, not being an officer of the Club or member of the committee, shall be elected to serve as auditor for the ensuing year. The committee shall fill a vacancy occurring in the office of auditor during the year.
- 23.** Any member wishing to resign during the season shall give notice in writing to the Secretary of the Club. All refunds are at the discretion of the committee.
- 24.** At the end of each season the committee shall have the option to call each team captain to report on the previous year. The committee will then appoint team captains for the following season as soon as is possible having considered all suitable candidates.
- 25.** The Committee shall each year appoint a selection committee. The criteria for selection will be determined each season dependent upon the club circumstances.
- 26.** These rules may be added to, repealed or amended by resolution at any Annual or Special General meeting, provided that no such resolution shall be deemed to have been passed unless it be carried by a majority of at least two thirds of the members voting thereon assuming that a quorum has been achieved.
- 27.** If at any General Meeting of the club, a resolution be passed calling for the dissolution of the club, the Secretary shall immediately convene a Special General Meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution. If at that SGM, the resolution is carried by at least two thirds of the full voting membership present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the club and discharge all debts and liabilities of the club. The Committee will then be responsible for the orderly winding up the club's affair's subject to the Trustees charter.
- 28.** A copy of these rules shall be available to every member of the Club.
- 29.** The club fully implements the ECBs antidiscriminatory policy following ratification at the 2022 AGM.

R. Dovaston [chairman]

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## Appendix

### Discriminatory Complaints Procedure

In the event of a complaint being made of discriminatory behaviour against a member of Haverhill Cricket Club (hereinafter called the club) the matter shall be immediately referred to the senior coach for the session or the match.

The senior coach shall take full details of the complaint and refer the matter within 24 hours to the club Child Welfare Officer or in their absence to the club chairman or secretary to immediately contact the complainant to arrange a meeting with the above officials and the complainant.

The club member against whom the complaint is made will be asked by the senior coach to make a written statement and submit this to the club Child Welfare Officer within five days and will be suspended pending a full enquiry.

In the event of non-availability of the chairman and/or the Club Child Welfare officer, members of the club committee shall deal with the complaint.

In all cases the reports shall be heard by the full committee who will decide the appropriate action that may include asking for personal appearances from all the relevant parties to the hearing.

The club committee shall, where appropriate, notify the police, club insurers and ECB.

In all cases the interested parties shall have right of appeal to ECB CA.