



CLUB RULES & CONSTITUTION

1. NAME AND LOCATION

The Club shall be called **Shepshed Town Cricket Club**, located at **Morley Lane, Shepshed**.

2. AIMS

The Club is formed to provide the following for its members:

- a) A cricket field, clubhouse and ancillary facilities for the playing, development and participation of cricket under M.C.C. rules, and affiliated to the England and Wales Cricket Board (ECB) and the Leicestershire and Rutland Cricket Board. With particular regard to junior and youth participation.
- b) The promotion of the amateur sport of cricket in Shepshed and community participation in the same.
- c) To ensure a duty of care to all members of the club by adopting and implementing the ECB's "**Safe Hands – Welfare of Young People in Cricket Policy**" and any future versions of that policy. It shall adhere to and follow the directives, guidance and other policies of the ECB including:
 - i) Cricket Equity Policy
 - ii) Pathway to Talent Policy
 - iii) Safe Hands Policy
 - iv) Guidelines for Dealing with an Accident or Incident
 - v) Guidelines on Wearing of Cricket Helmets
 - vi) Junior Cricketers Playing in Adults Matches Policy
 - vii) Guidelines for the Selection of Young Players in Adult Cricket
 - viii) Fast Bowling Directive
 - ix) Fielding Regulations
 - x) Welfare Policy
- d) Facilities for social activities amongst its members and their guests.

3. FINANCIAL YEAR END

The financial year end of the Club will be 30th September each year.

4. MEMBERSHIP

- a) Membership of the Club shall be open to anyone interested in the sport of cricket 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 has 3 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.
- c) The 3 classes of membership are as follows:
- Life Members
The Club shall be able to elect any person who has rendered outstanding service to the Club as a Life Member of the Club subject to the recommendations of the Committee. Life members will pay no fees.
 - Ordinary Member
An ordinary member shall have voting rights subject to paying the membership fee and will have use of the Club's facilities.
 - Junior/Student Member (under 18 years old)
Those under eighteen years of age as at the last financial year end and will be members subject to paying the membership fee and will have use of the Club's facilities.
- d) The Club may refuse membership, or remove it, on the approval of the Board. The member will have the right to go through the appeals process.
- e) It shall be in the power of the Board to exclude such member from the Club until the outcome of the disciplinary hearing has been reached.
- f) Any member may resign his membership by giving to the Secretary notice in writing to that effect provided that if notice be given after the first of September in any year he shall be liable to pay his subscription for that year.
- g) Any person on ceasing to be a member of the Club shall forfeit all right to and claim upon the Club, its property and funds.

5. **NEW MEMBERS**

Membership will not be given until the payment of the membership fee has been paid. The new member will be allowed to use the Club facilities for one week only to allow sufficient time to pay the membership fee.

6. **FEES**

Membership Fees
Cricket Subscriptions
Match Fees
Training Fees

These will be agreed by the Board and voted on each year at the AGM.

7. COMPLAINTS, DISCIPLINE & APPEALS

All complaints regarding the behaviour of members should be lodged in writing or communicated directly with the Chairman. The Chairman will then hear the complaint and give his recommendation and decision in writing within 14 days.

Any member is entitled for the right of appeal to be heard by an Appeals committee consisting of the Vice-Chairman, Treasurer and Secretary. The Appeals committee shall consider the appeal within 14 days from the date that the Secretary receives the appeal. Any member requesting to attend an Appeals committee meeting shall be entitled to be accompanied by a friend or other representative and to call witnesses.

Disciplinary action can include the termination of membership and, or, a fine up to £10, or in the case of a player, additionally or instead of, a suspension of up to three games. In the case of a junior player the maximum fine shall be £5. Any member so fined shall not be eligible for selection until such fine is paid. If the fine remains outstanding for a period exceeding 14 days then membership shall be suspended until the fine is paid. If the fine remains unpaid after 4 weeks of suspension then membership shall cease.

The outcome of the Appeals hearing shall be put in writing to the person who lodged the complaint and the member to whom the complaint was made, within 14 days following the hearing. The decision of the Appeals committee shall be final and binding on all parties.

8. VOTING RIGHTS

Every member of the Club will have one vote at any AGM or SGM. In the event of a split vote, the Chairman shall have a second or casting vote.

9. PRESIDENT

The President shall be elected by the members and shall hold office until death or resignation unless removed from office by a resolution of the Committee or members.

10. OFFICERS

The Officers of the Club shall be the Chairman, Vice Chairman, Secretary and Treasurer. These will be elected each year at the AGM.

11. MANAGEMENT BOARD

The Management Board will consist of the Chairman, Vice Chairman, Secretary, Treasurer and the following Committees:

- Welfare
- Ground
- Cricket
- Bar & Social
- Fund Raising
- Marketing
- Junior Representative

A Chairman will be appointed for each Committee by the Officers of the Club with the Chairman having a second or casting vote. Each Committee Chairman will be responsible for appointing their own Committee members and submitting monthly reports in writing to the Board. The Treasurer will also submit the up to-date financial statements to the Board.

Terms of reference for each Committee will be issued each year by the Officers of the Club.

The Management Board will be responsible for the following:

- a) Running the affairs of the Club in a professional manner taking into account the needs of the Club and the membership.
- b) Ensuring financial stability.
- c) Keep proper records of Accounts and Board meetings.

The Committees shall meet every month and at such times deemed necessary by the Committee Chairmen.

12. CAPITAL EXPENDITURE

All capital expenditure over £500 must be approved by the Board. In exceptional circumstances expenditure can be approved by the Chairman, or Vice Chairman and Treasurer and this will be ratified at the next Board meeting.

It is essential that no expenditure is entered into that would contravene 11 b) above.

13. CLUB FINANCES

- a) No member shall receive any profit or remuneration from the funds or transactions of the Club. This does not prevent the Club employing a member or members, though not for playing, and remunerating them for providing goods and/or services on fair terms set by the Board without the person or persons concerned being present.
- b) No person shall at any time be entitled to receive at the expense of the Club or any member thereof any commission, percentage or similar payment on or with reference to purchases by the Club; nor shall any person directly or indirectly derive any pecuniary benefit from the supply of purchases by or on behalf of the Club to members or guests apart from any benefit accruing to the Club as a whole and apart from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Club.

14. TRUSTEES

- a) The property of the club shall be vested in four Trustees who shall be nominated by the Board and will be dealt with by them as the Board may from time to time direct by resolution (of which an entry in the minute book shall be conclusive evidence).
- b) The Trustees shall be indemnified against risk and expense out of the Club property.
- c) The Trustees shall hold office until death or resignation or until removal from office by the Board. Where due to such death, resignation or removal it is necessary that a new Trustee or

Trustees be appointed, the Board shall nominate the person or persons to be appointed the new Trustee or Trustees.

- d) For the purpose of giving effect to such nomination, the Chairman is hereby nominated as the person to appoint new Trustees of the Club within the meanings of Section 36 of the Trustee Act 1925 and he shall by deed duly appoint the person or persons so nominated by the Board.

15. ANNUAL GENERAL MEETING

Any two members may propose any other candidate or candidates for a Club position by notice in writing to the Secretary prior to the AGM. Nominations for positions as Club Officers must be made in writing to the Secretary at least fourteen days prior to the AGM. All such notices shall contain a statement that the candidate or candidates consent to the proposition.

- a) The Annual General Meeting of the Club shall be held on a Sunday in November each year at a time to be fixed by the Board for the following purposes:
- i) To receive the Annual Accounts for the preceding financial year.
 - ii) To elect a Chairman, Vice Chairman, Secretary and Treasurer.
 - iii) To appoint an auditor for the ensuing year. (refer to paragraph "e")
 - iv) To decide on any resolution that may be duly submitted (refer to paragraph b).
 - v) To decide the annual membership fees and annual member playing fees.
 - vi) To amend the rules as proposed in accordance with the prevailing rules.
 - vii) To elect Life Members where proposed.
- b) Any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Secretary not less than two weeks before the date of such meeting.
- c) At all general meetings of the Club the duly elected Chairman of the Club or, in his absence, another Officer of the Club, shall take the chair.
Every member present entitled to vote shall have one vote upon every motion and in the case of equality of votes the Chairman shall have a second or casting vote.

All elections to be carried out by secret ballot.

- d) At least fourteen days before the Annual General Meeting or any Special General Meeting, a printed or written notice of such meeting and of the business to be transacted thereat shall be sent to every member.
- e) At every Annual General Meeting a member of the Club not being a Trustee or member of the Board, shall be elected to serve as auditor for the ensuing year.
- f) The quorum shall be ten members.

16. SPECIAL GENERAL MEETINGS

The Board may at any time for any special purpose call an Special General Meeting. In addition, they shall do so forthwith upon the requisition in writing of any fifteen members stating the purposes for which the meeting is required.

17. CLUB RULES

The Club rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting, in the case of equality of votes the Chairman shall have a second or casting vote.

18. CLUBHOUSE

Visitors & Guests: Every member shall be allowed to introduce guests. The member must accompany the guest and both of them should sign the visitor's book.

Persons attending functions organised by non-members under a hiring agreement with the Club: There shall be no more than 12 such functions in any period of twelve months and no such functions shall take place without first obtaining the relevant license from the local authority for the event to take place. The cost of the license to be paid by the hirer before the application is submitted.

The Bar & Social Committee Chairman shall approve the use of the Clubhouse for non-member activities.

19. BYE LAWS

The Club's Bye Laws can be changed by the Board from time to time. The new Bye laws will be posted on the website and on the notice boards within the Clubhouse.

20. MISCELLANEOUS

- a) The words "him/his/he" shall refer to, where the text admits, the words "her/hers/she" all other terms (Chairman) shall be deemed to be gender non specific.
- b) All requests for the loan of kit or other items must be made to the Chairman or Vice Chairman. Should the Club's property be returned in an unsatisfactory condition the person who requested the loan will be held responsible and will replace or repair the property at his own expense.

21. CLUB DISSOLUTION

If at any General Meeting a resolution for the dissolution of the Club is passed by a majority of the members present the resolution shall then be presented to a Special General Meeting held not less than one month thereafter at which not less than one-half of the members shall be present.

The resolution shall be considered approved only by a majority of two thirds of the members voting thereon.

In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

- i) A registered charitable organisation (or organisations)
- ii) Another Club which is a registered CASC
- iii) The sports national governing body (ECB) for use by them for related community sports.

Upon the completion of such distribution, the Club shall be dissolved.

Signed

Print Name

Office Held

Signed

Print Name

Office Held

Appendices:

- Bye laws

BYE LAWS

1. All players shall conduct themselves on the field of play in accordance with the rules and traditions of cricket.
2. The team Captains shall be empowered to take such action as necessary in the event of misconduct by a player, or players, on or off the field of play. In such cases a full report of the incident must be presented to the Board at the next meeting and a decision of the Board on such matters will be final.
3. All players are expected to arrive in good time in order that matches are started at the correct time.
4. Any player who is selected to play cricket but is subsequently unavailable, shall be responsible for informing the team Captain or Committee Chairman at the earliest opportunity. Withdrawal from a team late in the week is discouraged since it is not in the best interests of the Club. Any member using this practise persistently may not be selected for any future game.
5. Visiting players and their guests shall abide by the Club rules as appropriate. Failure to do so may result in being requested to leave the Club and its grounds and a report submitted to the appropriate authorities.
6. No person under the age of 18 shall be supplied with alcohol by the Club.
7. Alcohol may be sold to visitors other than members or their guests but it must be consumed on the premises.
8. Purchases of alcohol and/or other drinks and confectionary for the Club shall be at the discretion of the Bar Committee.
9. Alcohol may be sold to people other than members or their guests but it must be consumed on the premises.
10. All children shall be kept under proper control whilst on the Clubs premises.
11. No animals shall be allowed into the Clubhouse with the exception of assistance dogs.
12. Animals may be allowed onto the Club's grounds subject to the animal being under strict and proper control by the owner who shall also be responsible for removing and disposing of any faeces which the animal disposes.