



Founded 1908

Quatt Cricket Club

Constitution



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1. Name & Address

The name of the Club is Quatt Cricket Club, hereafter to be referred to as "the club" and the club shall be affiliated to the England and Wales Cricket Board through the Shropshire Cricket Board.

The club colours shall be green and yellow.

The Clubs Premises are located in Quatt on the A442 Bridgnorth to Kidderminster road. The Club provides for the benefit of members a pavilion consisting of Home and Away changing rooms, men's and ladies toilet facilities, a tea room and kitchen area.

2. Trustees

The Trustees of Quatt Cricket Club shall be The Chairman, The Honorary Secretary and The Honorary Treasurer for the time being.

3. Aims and Objectives

To foster and promote the sport of amateur cricket at all levels within the community and within the sport, providing opportunities for recreation, coaching and competition.

To manage the facilities of Quatt Cricket Club

To 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.

To 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.

To 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.

To encourage all members to participate fully in the activities of the club.

4. Membership and subscriptions

- (a) 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.
- (b) 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.

- (c) Application for membership of the club shall be by completion of a membership application form and by payment of the relevant subscription/joining fees as determined by the Annual General Meeting of the club.
- (d) No person shall be eligible to take part in the business of the club or eligible for selection for any club team unless the appropriate subscription has been paid by the specified date or membership has been agreed by the Committee.
- (e) The club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or cricket into disrepute. Appeal against refusal or removal may be made to the Committee who shall appoint an Appeals Committee to hear the appeal.
- (f) All members will be subject to the regulations of the Constitution and by joining the club will be deemed to accept these regulations and any Codes of Conduct that the club has adopted. The Constitution shall identify those members eligible to vote at any General Meetings.
- (g) Membership of Quatt Cricket Club will be by the payment of Subscription determined by the Annual General Meeting. Membership is over a 12 month period from 1 January to 31 December.

Subscriptions shall become due on the 1st January each year or upon admission to the Club. Subscriptions not paid by 31st May each year shall be liable to a levy for late payment as determined by the Committee. The name of each member failing to pay the said subscription before 1st July shall be posted on the Clubhouse noticeboard. Such members shall not be considered for selection until the subscription, together with late payment levy, has been paid.

If any member allows the said subscription to remain unpaid after 1st September the Hon. Secretary shall give him notice of fact and if the amount is not paid within 14 days, membership will be forfeited.

Newly elected members shall not be considered for selection if their subscriptions have not been paid within 30 days.

No member may be admitted to membership, nor as a candidate for membership, be given any of the privileges of membership for a period of two days from their application for membership and their admission of members.

Any person under the rules of the club becoming a member without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between becoming members and their admission.

Guests of Members – any adult member may introduce to the club up to five people on up to 6 occasions per year. That member shall be responsible for the conduct of those persons and entertain them at the expense of the member.
Each guest will be correctly signed in the book as provided by the Club.

Visiting Teams – members of visiting teams and their supporters shall be deemed to be members of Quatt Cricket Club for the day of the competition in which they are engaged.

If a member does not adhere to these rules and regulations the Committee shall have the power to discipline the member or even terminate membership. All members have the right to appeal any decision made by the Committee (see section 14).

5. Classes of Membership

There shall be 5 classes of membership available. These are:

- Full Member
- Junior Member (Under 18 years of age at the beginning of the current year)
- Social Member
- Family Member
- Honorary/ Life Member

A list of members in each category shall be maintained by the Secretary or other Officer of the club.

6. Officers

The Officers of the club shall be as follows:

Executive Officers

- Chair
- Vice Chair
- Secretary
- Treasurer (Chair of Finance Committee)
- Club Welfare Officer
- Club Captain
- Chair of Buildings and Grounds Committee
- Chair of Fund-Raising committee
- Chair of Player and Player Development Committee

Honorary Officers

- President
- Vice-President

7. Election of Officers

Officers shall be elected at the Annual General Meeting of the club from and by, the members of the club. Officers shall be elected for a period of one year, but shall be eligible for re-election to the same office or to another office the following year.

8. Management Committee

The affairs of the club shall be conducted by an Executive Committee (the Committee) comprising the Executive Officers of the club. Only these members of the Committee shall be entitled to vote at Committee meetings.

Sub-committees will convene on a regular basis. Sub-Committees will be comprised of

club-members co-opted by the Chair of that sub-committee. Sub-Committees will report to the Executive Committee through the Chair of the Sub-Committee.

The Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year.

The quorum required for business to be agreed at Committee meetings shall be three.

The duties of the Committee shall be:

- a) To control the affairs of the club on behalf of the members.
- b) To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The club shall maintain a bank current account. Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other approved officer.
- c) To co-opt additional members of the Committee as the Committee feel is necessary. Co-opted members shall not be entitled to a vote on the Committee and shall serve until the end of the next Annual General Meeting.
- d) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional casting vote.

The Committee shall have powers to appoint sub-committees as necessary and to co-opt advisers who may be non club members invited to advise on specialist subjects.

An elected Committee member ceases to be such if he or she ceases to be a member of the club, resigns by written notice, or is removed by the Committee for good cause after the member concerned has been given the chance of putting their case to the Committee. Appeal against removal may be made to the Appeals Committee. The Committee shall fairly decide time limits and formalities for these steps.

The Committee has the power to:

- a) acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities;
- b) provide coaching, training, medical treatment, and related social and other facilities;
- c) take out any insurance for club, employees, contractors, players, guests and third parties;
- d) raise funds by appeals, subscriptions, loans and charges;
- e) borrow money and give security for the same, and open bank accounts;
- f) buy, lease or licence property and sell, let or otherwise dispose of the same
- g) make grants and loans and give guarantees and provide other benefits;
- h) set aside funds for special purposes or as reserves;

- i) invest funds in any lawful manner;
- j) employ and engage staff and others and provide services;
- k) co-operate with or affiliate firstly to any bodies regulating or organising the sport of cricket and secondly any club or body involved with cricket and thirdly with government and related agencies; and
- l) do all other things reasonably necessary to advance the aims and objectives of the club.

NONE of the above powers may be used other than to advance the aims and objectives in a manner consistent with the Rules and the general law.

9. General Meetings

The Annual General Meeting of the club shall be held not later than the end of February each year at a time specified in the clubhouse or such other venue as the Committee may determine. Fourteen clear days notice of the Annual General Meeting shall be communicated to all club members and the notice of meeting shall be posted on the club noticeboard.

Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 7 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 5 days before the meeting.

The business of the Annual General Meeting shall be to:

- a) Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting;
- b) Receive the audited accounts for the year from the Treasurer;
- c) Receive the annual report of the Committee from the Secretary;
- d) Elect an auditor if necessary;
- e) Elect the Officers of the Club (i.e. President; Vice Presidents, Chair etc.);
- f) Review club subscription rates and agree them for the forthcoming year; and
- g) Transact such other business received in writing by the Secretary from members 7 days prior to the meeting and included on the agenda.

Nominations of candidates for election of Offices shall be made in writing to the Secretary in advance of the Annual General Meeting date or submitted to the Secretary at the time of the meeting. Nominations can only be made by Full Members and must be seconded by another Full Member.

Extraordinary General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than six Full Members of the club. At least 14 days notice of the meeting shall be given.

At all General Meetings, the Chair will be taken by the Chairperson or, in their absence, by the Vice Chairperson or a deputy appointed by Full Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Full Members attending the meeting. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.

A quorum for a General Meeting shall be 12 Full Members and any other categories of membership entitled to vote (as outlined by the membership section of this Constitution) and Officers of the Club including at least 2 from the Chair, Secretary and Treasurer.

Each Full Member of the Club shall be entitled to one vote at General Meetings.

10. Alterations to the Constitution

Any proposed alterations to the club Constitution may only be considered at an Annual or Extraordinary General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Voting Members present at the meeting, assuming that a quorum has been achieved.

11. Finance and Financial Reporting

All club monies shall be banked in an account in the name of the club.

The Treasurer shall be responsible for the finances of the club and for providing a report on the financial position as required by the Committee.

The Treasurer shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club.

The financial year will end on 31st December.

The Treasurer will present an audited statement of annual accounts at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other approved officer.

Books of account, financial and other administrative records will be made available for inspection by any member within 28 days of such a request being received in writing by the Committee.

Books of account are to be maintained by the Treasurer. The Treasurer will be a suitably qualified person appointed by the members of the Club. The Treasurer will present a report regarding the Club's finances at Annual General Meeting, and as requested by the Committee.

12. Property and Funds

- (i) The club is a non-profit organisation. The property and funds of the club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits shall be reinvested in the club. In no circumstances will surpluses be distributed to members or third parties.
- (ii) The club may also in connection with the sports purposes of the club:
 - (a) sell and supply food, drink and related sports clothing and equipment
 - (b) employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present. Members cannot be employed to play, although they can be employed to coach or perform other duties.
 - (c) pay for reasonable hospitality for visiting teams and guests
 - (d) indemnify the Committee and members acting properly in the course of the running of the club against any liability incurred in the proper running of the club (but only to the extent of its assets).

13. The Selling of Alcohol

Where the club may hold a license for the sale of alcohol, such products may only be purchased by the Club from reputable sources.

No club member may benefit materially from the purchase by the club of alcohol related products.

No arrangements can be made for any person to receive at the expense of the club any commission, percentage or similar payment on, or with reference to, purchases of alcohol by the club.

No arrangements can be made for any person directly or indirectly to derive any pecuniary benefit from the supply of alcohol by or on behalf of the club to members or guests, apart from:

- any benefit accruing to the club as a whole or;
- any benefit which a person derives indirectly by reason of the supply giving rise or contributing to a general gain from the carrying on of the club.

The purchase and supply of alcohol will be managed by the Committee.

14. Discipline and Appeals

All complaints regarding the behaviour of members should be lodged in writing with the Secretary.

The Committee shall appoint a Disciplinary sub-committee who will meet to hear

complaints within 14 days of a complaint being lodged. Any member requested to attend a Disciplinary sub-committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Committee (or its sub-committee) has the power to take appropriate disciplinary action, including the termination of membership.

The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days following the hearing.

There shall be a right of appeal to the Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The Committee shall appoint an Appeals Committee (a maximum of three) 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 14 days of the Secretary receiving the appeal. The individual submitting 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.

15. Dissolution

- a) If at any General Meeting of the club, a resolution be passed calling for the dissolution of the club, the Secretary shall immediately convene an Extraordinary General Meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.
- b) If at that Extraordinary Meeting, 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.
- c) The Committee will then be responsible for the orderly winding up of the club's affairs.
- d) After settling all liabilities of the club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - to another club with similar sports purposes which is a registered charity and/or;
 - to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or;
 - to the club's governing body for use by them for related community sports.

16. Declaration

Quatt Cricket Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of all members.

SIGNED (CLUB CHAIRMAN)

NAME

DATE

SIGNED (CLUB SECRETARY)

NAME

DATE

Appendix 1

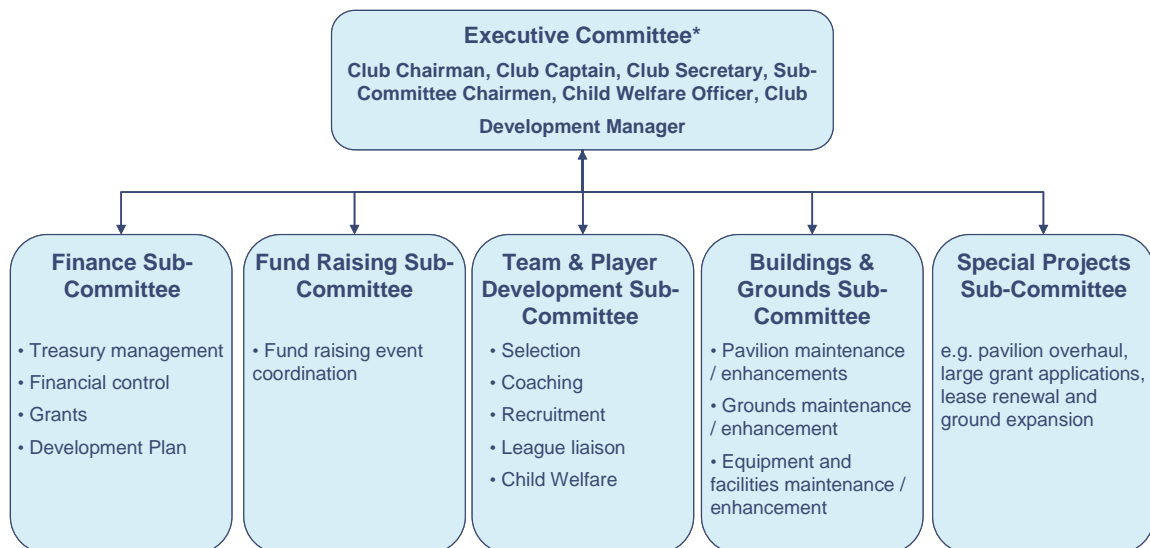
Trustees and Committee Members for 2011

Trustees

Chairman: Paul Griffiths
Secretary: Kelly Evans
Treasurer: Adrian Evans

Committee Members

Vice Chairman: Mike Parker
Club Captain: Barry Jones
Child Welfare Officers: Claire Hakeman, Malcolm Williams
Team and Player Development Sub-Committee Chairman: Craig Jones
Fund Raising Sub-Committee Chairman: Eugene McCarney
Buildings and Ground Sub-Committee Chairman: Mike Parker
Club Development Manager and Grant Co-ordinator: Bethan Evans
1st Team Captain: Adrian Evans
2nd Team Captain: Nick Dooley
3rd Team Captain: Paul Griffiths
Ladies Captain: Kelly Evans
Press Officers: Howard Saunders



Appendix 2

Responsibilities of Trustees

Trustees:

- have ultimate responsibility for the work of the club
- must act in the best interests of the club
- take decisions about the future of the club
- ensure the organisation remains sustainable
- consider likely future challenges and prepare the club to face them
- ensure the club is working within the law
- be accountable for the organisation
- support the committee
- monitor to ensure the club is meeting objectives
- ensure the committee is working effectively and efficiently

Roles of Trustees

Chair:

- leads the management committee, ensuring it fulfils its responsibilities for the governance of the club
- sets the agenda and chairs committee meetings
- act as a figurehead for the club, representing it at functions, meetings, events and for publicity purposes
- if the organisation has paid staff it will be the chair's role, in conjunction with other trustees, to supervise the staff

Secretary:

- carries out the secretarial functions necessary to support the work of the committee
- liaises with the chair to put together the agenda for meetings
- takes accurate minutes of the meetings which form the legal record of the decisions taken by the organisation
- sends out copies of the minutes and agenda to other committee members
- deals with any written correspondence as requested by committee members
- passes on relevant written enquiries to the appropriate group member
- prepares papers and carries out the administration of the Annual General Meeting

Treasurer:

- prepares and presents regular financial reports to the committee
- maintains the financial records
- prepares financial records to support applications for funding
- ensures payment of expenses and acts as signatory for cheques

Appendix 3

The Preamble – The Spirit of Cricket

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 the 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 decisions 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 and team
- The role 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 to this.

Proactive Shropshire Premier Cricket League

www.shropshirepl.play-cricket.com

Shropshire Cricket Leagues

<http://shropshiecl.play-cricket.com/home/home.asp>

Women's Midlands League

www.wml.play-cricket.com