



Paultons Cricket Club Club Constitution

1. **Name and Address-** The club should be called Paultons Cricket Club, hereafter referred to as the Club. Its registered address shall be The Cricket Pavilion, Whitemoor Lane, Ower, Southampton SO51 6AJ.

2. **Aims and Objectives -** The objectives of the Club shall be:
The promotion, playing and protection of the interests of cricket within the surrounding area of the Club.

To provide a clubhouse, cricket pitch, practice facilities and ground and their maintenance.

To ensure a duty of care to all members of the Club by adopting and implementing the following ECB Policies:

- (i) Safe Hands-Cricket's Policy for safeguarding children.
- (ii) ECB Club Inclusion & Diversity Policy.

And all future versions of these policies

To provide facilities and to foster and promote participation in the amateur sport of cricket, within the spirit of cricket in the local Community by providing opportunity for recreation, coaching, competition and social interaction, and the welfare of the Club and it's members.

To ensure that all members, playing or non-playing shall abide by the ECB Code of Conduct, which incorporates the Spirit of Cricket and the Laws of Cricket.

To ensure a duty of care to all members of the Club, by adopting and implementing:

the ECB Cricket Equity Policy,

the ECB "Safe Hands – Cricket's Policy for Safeguarding Children",

the ECB Cricket Unleashed Strategy

the ECB Inclusion and Diversity Policy,

and any future updates or revisions of these.

To ensure that all members are aware of, and follow the Club's:

Code of Conduct for Cricket Club Members & Guests.

Code of Conduct/Set of Rules for Young People

Club Inclusion and Diversity Policy

Safeguarding Policy Statement

Bar & Kitchen Management and Bar Rules

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



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3. **Affiliation**- The Club shall be a members club and shall conform to the laws of Cricket and shall be affiliated to the National and Local governing bodies-currently known as England and Wales Cricket Board and The Hampshire Cricket Board.
4. **Membership** - The categories of membership shall be;
- (i) Full Membership to include the President, Vice Presidents, Life Members, Playing members and such members appointed by the general committee.
 - (ii) Playing member, includes anyone paying the full membership rate applicable to their circumstances as at 31st May, (i.e. Student, unemployed)
 - (iii) Associate Membership- shall be available to any non playing person. They are permitted to enjoy the privileges of a full member in respect of the clubroom and bar, but shall not have the power to vote at the AGM or any EGM on any matter,
 - (iv) Honorary Membership- Honorary members may be admitted without payment.
 - (v) Hon Vice Presidents- shall be elected or re-elected at each AGM. An Hon vice president shall have served the Club meritoriously or have supported the Club financially. If elected vice presidents shall accrue the same rights and responsibilities as associate members.

Membership of the Club shall be open to anyone interested in the sport, 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 Level of subscriptions will be decided by the AGM and will be notified to the members. The Club can elect Honorary Life Members from the existing membership. A full member having attained 25 years service shall be made an Honorary Life Member.

a) Membership of the Club shall be open to anyone interested in cricket on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities, and the requirements of cricket, 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 have an equitable pricing policy and will keep subscriptions at levels that will not pose a significant obstacle to people participating.

c) Any person may apply to become a Full Member of the Club. Upon acceptance by the Club, Full Membership will take effect from the 3rd day after payment of the Annual Subscription in full, or as the Honorary Treasurer or Club Membership Secretary otherwise agree, and completion and signing of the Club Membership Application Form.
Full Senior Membership shall include spouse or partner as Associate Member only.

d) New players may join the Club initially as Temporary Members, but after playing 3 games for the Club, Annual Subscriptions will become due and they must apply to be a Full or Junior Member of the Club.



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e) Junior/Family Membership of the Club is open to all Colts and young players, still in full time education on the 1st April of the current season, playing for the Club. Upon acceptance by the Club, Junior/Family Membership will take effect from the 3rd day after payment of the Annual Subscription in full.

Junior Membership shall include members of the immediate family as Associate Members only.

f) Any person may apply to become a Social/Associate Member of the Club. Upon acceptance by the Club, Social/Associate Membership will take effect from the 3rd day after payment of the Annual Subscription in full.

g) All players shall be fully paid up Members of the Club, in order to be covered by the Club's insurance policies.

h) All paid up members of the Club will be deemed to have accepted and be subject to the Constitution of The Club and any Codes of Conduct that the Club has adopted.

Membership of the Club lapses if the Annual Subscription is not paid by the 1st of June.

i) The Club Management 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.

Any appeal against refusal or withdrawal of membership may be made to the Club Management Committee, who shall appoint an Appeals Committee to hear the appeal.

j) Only Full Members and Junior Members, who are 18 years of age or over on the 31st October during the current season shall be entitled to vote at any Annual or Extraordinary General Meeting called by the Club Management Committee.

Associate Members shall not have any voting rights at any EGM or AGM.

k) The Club Management Committee reserve the right to award LIFE MEMBERSHIP to any person who has provided outstanding service to the Club, over a period of time, and is nominated and approved by the Committee.

l) The Club Management Committee reserve the right to award HONORARY MEMBERSHIP to any person considered to be worthy of nomination, and is approved by the Committee.

m) The Club Membership Secretary shall hold a list of all Club members, for Insurance and Licensing purposes.

The subscriptions and match fees to be paid by members shall be decided for the ensuing year at the Annual General Meeting, or at an Extraordinary General Meeting to be held on or before 1st May, and shall become due on 1st May. Any member who fails to pay his subscription by 31st May, may be required to pay an additional 50% of the annual subscription, at the discretion of the committee

5. **Conditions of Membership-** No person shall be elected or admitted to membership or be entitled to the privileges of membership without an interval of at least 48 hours between application and admission as a member. The Club may refuse membership or expel from membership only for good or sufficient cause, such as



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- (i) Conduct or character likely to bring the Club or sport into disrepute.
- (ii) Breach of the various rules of entry into cricket organisations and competitions to which the Club belongs.

- 6. Visitors-** Any member of the Club shall have the privilege to introduce a guest or guests to the Club. The name(s) and address(es) of the guest(s) with the name of the member introducing them are to be entered in a visitor's book kept for that purpose.

Members introducing guests are responsible for seeing that this rule is complied with and the guest(s) must not purchase liquor from the bar. The number of guests per member shall be limited to three on any one occasion. Members shall be responsible for the conduct of their guests. No guest shall be allowed to remain in the Club after the member introducing them has left.

Visitors may be admitted to the Club premises on the occasion of matches played on the Clubs ground at Whitemoor Lane or occasion of social events being organised by or on behalf of the Club and for the benefit of the Club.

- 7. Management of The Club -** Subject to the Club Rules the running of the Club shall be vested in the Club Management Committee consisting of the Chairman, Vice Chairman, Secretary, Treasurer, Fixture Secretary, Club Welfare Officer, Membership Secretary, Club Captain, Colts Coordinator, Coaching coordinator and five elected members, two of whom may be associate members.

All committee members shall be ex-officio members of all committees of the Club with the exception of the selection committee. A quorum for general meetings will be 7.

At least 3 of the Club Management Committee must be unrelated to each other and not co-habiting.

The Club Management Committee shall consider and reflect the diversity and skills needed.

Club Officers and elected Committee Members shall be considered Full Members and shall have full voting rights at any EGM or AGM.

The Club Management Committee shall have the power to appoint sub committees and to co-opt any member or members for special purposes.

A quorum for a sub-committee shall be 3.

i} The Club Management Committee will have due regard to the law on disability discrimination and the safeguarding of children and vulnerable adults.

j) Any Club Member's personal data stored by the Club will be in accordance with the GDPR Regulations 2018.

No personal data will be disclosed to any third party, except for cricketing purposes, without the knowledge and approval of the Member

k} The Club Management Committee in office shall be responsible for all Club property and finance and shall administer and use such property and funds for the benefit of the Club and its Members.



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- l) All expenditure must be in line with delegated authorities agreed by the Club Management Committee.
- m) The Club Management Committee shall be responsible for the administration of the Club's finances, without taking on the personal responsibility for the debts of the Club.
- n) Any conditions considered by the Club Management Committee to be necessary for the Management and Good Order of the Club, not otherwise provided for in these rules, may be imposed from time to time by the Club Management Committee. Such conditions are to be confirmed at the next Annual General Meeting or Extraordinary General Meeting of the Club.
- o) The Trustees of the Club shall be appointed by the Club Management Committee and shall hold office until death or resignation or removal from office by a resolution of the Club Management Committee. The Trustees shall not be more than 4 in number nor less than 2, and the property of the Club shall be vested in them. They shall deal with the property of the Club as directed by resolutions of the Club Management Committee and they shall be indemnified against any risk and expense out of Club property. Whereby reason of death, resignation or removal, it becomes necessary to appoint a new Trustee, the Club Management Committee shall make such a resolution. For the purpose of giving effect to such a nomination, the Chairman is nominated as the person to appoint a new Trustee of the Club, within the meaning of the Trustee Act 1925 section 36. The Chairman shall be deemed to appoint the Trustee nominated by the Club Management Committee as the new Trustee of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment.
The names of the Club Trustees shall be confirmed at the Annual General Meeting.
- p) Any elected Club Management Committee member ceases to be such if they cease to be a member of the Club, resign or are removed from the Club Management Committee for any just cause.
- q) The powers invested in the Club Management Committee shall be used to advance the aims and objectives of the Club, in a manner consistent with Club Rules and General Law.
- r) Communication with the Club shall be through the Club Secretary, who will advise other Management Committee, and Club Members as appropriate.

8. **Colts Section-** The Colts section of the Club will be run by the general committee, but will have a designated sub committee consisting of the Colts Co-ordinator, Coaching Co-ordinator and three other members of the general committee. The members of the sub committee will have the power to elect any other members it sees fit to assist in the running of the colts section.

Colts Funding- The Colts section will have a separate bank account, overseen by the Club treasurer. All funds raised by the Colts section will be paid into this account.

A yearly consideration, the amount to be agreed by the general committee, will be transferred to the main club account, for use of the Club facilities.



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9. Meetings

Club Management Committee

a) The Club Management Committee shall meet at least a minimum of 4 times per year.

It may also be convened as often as appropriate, as situations dictate.

Committee meetings may be held either in person or by telephone, televisual or other electronic or virtual means agreed by the Committee in which all participants may communicate simultaneously with all other participants.

b) Whenever a Committee member has a personal interest in a matter to be discussed he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote, having no vote on the matter concerned.

Conflicts of interest must be recorded and minuted.

c) All Committee meetings shall be private and members of the Club Management Committee should not reveal to any non-Committee member how their vote or that of any other Committee member was cast.

Minutes of the Club Management Committee Meetings will be available from the Club Secretary.

d) All Club Management Committee members shall become jointly responsible for decisions reached in Committee.

e) All decisions shall be by simple majority of those voting.

f) The Honorary Club Secretary shall in the case of all Club Management Committee meetings give seven days notice to Committee members.

g) A quorum for all Club Management Committee meetings shall be seven full Club Management Committee members.

h) In the event of a tie during any vote during Club Management Committee meetings the Chairman will have the casting vote.

Annual General Meeting

An Annual General Meeting of the Club shall be held not later than 30th November in each year, unless in exceptional circumstances the meeting may be delayed until latest 28th February. Members will be informed by the Club Management Committee of the delay, the reason for the delay and the proposed new date.

At this meeting all officers and committees and cricketing officials of the club shall be elected for the ensuing year.



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Members must advise the Club Secretary, in writing, of any business to be included in the Agenda of the AGM, at least 7 days before the meeting.

At the commencement of the meeting no more nominations shall be accepted from the meeting for positions which already have nominations.

All Full Members, Vice Presidents and Honorary Life Members shall be given notice together with a copy of the agenda, and previous years AGM minutes at least 20 clear days prior to the proposed meeting date. Notice can be in the form of written mail or electronic mail.

A quorum for the AGM shall be 25% of Full Members, Vice Presidents and Honorary Life Members.

The following additional guidance will cover the conduct of the Annual General Meetings of Paultons Cricket Club.

- (i) Voting shall be limited to the President, paid up full members and Honorary Life Members present at the meeting.
- (ii) A list of eligible voting members will be displayed at the meeting.
- (iii) The nominations notice will remain in place until the meeting is called to order by the Chairman or his/her deputy, At the commencement of the meeting no more nominations shall be accepted from the meeting for positions which already have nominations.

At the AGM a selection committee will be elected and shall consist of the Saturday Captains or in their absence and at the discretion of such Captain, their Vice Captain and two other elected members (one of which will be the Sunday Captain). The selection committee will be responsible for Saturday and Sunday team selection only.

- 10. **Extraordinary General Meeting-** may be convened at the discretion of the general committee or on receipt, in writing, by the Honorary Secretary, of a request from at least 25% of the full membership. Such a meeting shall be convened within 21 days. Notice of an EGM and its agenda shall be circulated to all members at least 14 days before the date of the meeting. No proposal will be deemed carried unless it receives not less than two-thirds of the votes of those present and entitled to vote.
- 11. **Records-** Full records of Club Management Meetings and other meetings shall be kept by the Honorary Secretary.
At Club Management Committee meetings, the Club Safeguarding Officer shall report and any actions taken must be minuted.
- 12. **Finance-** Bank accounts shall be kept in the name of Paultons Cricket Club at a bank approved by the main Club Management Committee, into which all monies shall be paid. Cheques will be signed by the Treasurer and other nominated signatory. The Club Management Committee shall empower the treasurer to make online payments as required.
The Club Management Committee shall ensure that the Club maintains adequate and appropriate Insurance to cover the activities and assets of the Club.

The Club shall indemnify the Club Management 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, and will maintain adequate relevant insurance to cover such liabilities.

Other expenditure relating to the running of the Club, by an authorised Management Committee member will be allowed, within agreed budget limits.

- 13. **Accounts-** The accounts shall be audited for each year ending 30th September. The Treasurer shall prepare a statement at least 14 days before the Annual General Meeting.



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The Treasurer shall be responsible for keeping such proper books of account as will enable him to present at every AGM of the Club, or at any other time if required by the Club Management Committee, an accurate income and expenditure account with accompanying balance sheet duly audited by the Auditor appointed by the AGM at each AGM.

Annual Club Reports and Statement of Accounts must be made available, on request, for inspection by any member, and all Club Records may be inspected by any Committee Member.

All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

- 14. Property-** The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonable allowed by the rules.

The Club may provide sporting and related social facilities, sporting equipment, coaching courses, insurance cover, medical treatment, away match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Corporation Tax Act 2010.

The Club may also in connection with the sports purposes of the Club:

- (i) Sell and supply food, drink and related sports clothing and equipment.
- (ii) Employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Management Committee without the person concerned being present.
- (iii) Pay for reasonable hospitality for visiting teams and guests; and 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).

- 15. Trustees-** All the property of the Club shall be vested in the Trustees representing and acting for the whole of the members of the Club. There shall be appointed not less than three trustees who shall hold such property on trust for the benefit of the Club.

- 16. Acquisition of Land and Borrowing Powers-** The trustees may when authorised by a General meeting or by the Club Management Committee, hold, purchase or take on lease any land or buildings and may sell, exchange, mortgage, lease or build upon the land with power to alter, add, pull down buildings and rebuild.

The Trustees may when authorised thereto by the Club Management Committee obtain advances of money for the purposes of the club upon security of bonds or agreements or promissory notes or certificates of indebtedness or mortgages or charges of real property of the club or bills of sale on all or any of the goods and chattels of the Club upon such terms as to security interest and as to the time and manner of repayment of the principal as the Club Management Committee may determine.

- 17. Clubhouse and Bar-** The Club Management Committee shall arrange the running of the Club premises and the supply of intoxicating liquor within the Club premises and shall ensure the due observance of the provisions and regulations contained within the Licensing Act 1964 and all Acts thereto and of any conditions attached to any licence held by or on behalf of the Club for the supply of intoxicating liquor, or to any registration certificate granted in respect of the Club premises.

No person shall be paid at the expense of the Club any commission, percentage or similar payment on or with reference to purchase of intoxicating liquor by the Club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or behalf of the Club to members or guests apart from any benefit accruing to the Club as a whole.



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- 18. Property on Club Premises-** The Club will not be responsible for the loss or damage to the property of any person whilst on the premises of the Club.
- 19. Removal or Refusal of Membership, Discipline and Appeals-** Any complaints regarding the behaviour of members, guests or volunteers should be lodged in writing with the 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 Club Management Committee shall appoint a Disciplinary Subcommittee who will meet to hear complaints within 14 days of a complaint being lodged. Any person requested to attend a Disciplinary Subcommittee shall be entitled to be accompanied by a friend or other representative and to call witnesses.

The Disciplinary Subcommittee has the power to impose appropriate disciplinary action on behalf of the Club Management Committee, in line with the ECB and Hampshire Cricket Leagues' Disciplinary Procedure and Penalties) 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 of the hearing.

There shall be a right of appeal within 14 days of receipt of the disciplinary decision or decision to refuse membership:

- (i) Against the Disciplinary Subcommittee findings or the sanction imposed or both; and
- (ii) Against the Club Management Committee's refusal to admit a new member

In either case, the Club Management Committee shall appoint an Appeals Subcommittee. The Appeals Subcommittee shall have a minimum 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 14 days of the Secretary receiving the appeal. The individual who submitted the appeal shall be entitled to be accompanied by a friend or other representative and call witnesses. The decision of the Appeals Committee shall be **final and binding**.

20. Selection Policy

The Club will try to select the best, balanced sides in line with player availability, except in cases where youth development is considered beneficial to the development of the player and the Club.

21. Religion and Politics.

Paultons Cricket Club shall be Non-Sectarian, Non-Political and Non-Sexist.

- 22. Club Rules & Policies-** The Club Management Committee may make Club Regulations consistent with these rules and will publicise these to the members. A copy of the Club rules shall be permanently exhibited on the Club premises. These rules shall not be altered or repealed except at an Annual General Meeting or Extraordinary General Meeting of the Club. Written notice of any proposed alteration to these rules must be delivered to the Secretary not less than seven days before the Annual or Extraordinary General Meeting.

The Club Management Committee shall be the sole authority for the interpretation of these rules and the decision of the Club Management Committee on any matter affecting the Club and not provided for in these rules shall be final and binding upon the members.

All members will abide by the code of conduct and complaints procedure.



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The Club purposes may be changed to include other eligible sports if the Club Management Committee unanimously agree, and the members also agree to the change by a 75% majority of the votes cast.

24. Dissolution. (Closure of the Club?)

- 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 to be held not less than one month thereafter to discuss and vote on the resolution. If at that Extraordinary General Meeting the resolution is carried by at least two-thirds of the Full Voting Membership present at the meeting, the Club Management Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club.
- b) After settling all liabilities of the Club, any remaining assets shall be given or transferred to another CASC, cricket's governing body (ECB) or other local Cricket Club Association, or to a registered charity(eg The Lords Taverners) for use by them in related community sports.
- c) In no case shall the funds or assets be distributed to any members.

25. The Club Management Committee shall be empowered to take such action as may be considered necessary in the event of the any breach of the foregoing Rules.

26. Declaration

Paultons Cricket Club hereby adopts and accepts this Constitution as a current operating document regulating the actions of the Club and its members

Adopted at Paultons Cricket Club Annual General Meeting 2021

Mark Lamb
Chairman

Nicola Lamb
Hon Club Secretary