

PORTHLEVEN CRICKET CLUB

CONSTITUTION

1. Name

The name of the club shall be Porthleven Cricket Club, hereafter to be referred to as “the Club” and shall be affiliated to the England and Wales Cricket Board through the Cornwall Cricket Board.

2. Aims and Objectives

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

To manage and maintain the Methleigh Bottoms Cricket Ground.

To ensure 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.

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

3. Membership

The Club shall consist of playing and Non-playing members. Membership shall be open to all interested in, or desiring to play cricket regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religious or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis.

The scale of the membership shall be decided at the Annual General Meeting but the General Committee shall be empowered to waive a Playing Member's subscription if special circumstances render such action desirable.

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 in to disrepute. Appeal against refusal or removal may be made to the Committee who shall appoint an Appeals Committee to hear the appeal.

All members will be subject to the regulations of the constitution and, by joining the Club, will be deemed to accept these regulations and the Club's codes of conduct.

4. Officers

The officers of the Club shall be as follows:

President (Non-Executive Officer)
Chairman
Secretary
Treasurer
Child Welfare Officer
Club Capt

5. Election of Officers

All executive officers shall be elected at the Annual General Meeting of the Club, from, and by, the members of the Club.

All officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

6. General Committee

The affairs of the Club shall be conducted by a General Committee comprising of the Executive Officers of the Club and 8 other members elected from, and by, the Full Members of the Club. Only these members of the General Committee shall be entitled to vote at General Committees.

The General Committee will be convened by the Secretary and shall meet once a month.

The quorum required for business to be agreed at General Committees shall be five.

The duties of the General 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 subject to an independent inspection before every Annual General Meeting. The Club shall maintain a bank current account and the following officers shall be authorized to sign Club cheques: two from the Chairman, Treasurer and Secretary.
- c). To co-opt additional members of the Committee as the Committee feel this is necessary. Co-opted members shall not be entitled to vote on the Committee.
- d). To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall be entitled to an additional casting vote.

The General Committee shall have the power to form Sub Committees to enable specific tasks to be completed. These Sub Committees will report to the General Committee on the progress of the task in hand.

Should any matter arise not provided for in these rules, the General Committee shall have the power to deal with the same.

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.

7. General Meetings

The Annual General Meeting of the Club shall be held not later than the end of January each year. 21 clear days notice shall be given to members of the Annual General Meeting by whatever means possible. Members must advise the Secretary of any other business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 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 independently inspected accounts for the year from the Treasurer.
- c). Receive the annual report of the Committee from the Secretary.
- d). Elect the Officers of the Club.
- e). Review club subscription rates and agree them for the forthcoming year.
- f). Transact such other business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

Nominations from candidates for election of Offices shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.

At all General Meetings, the Chair will be taken by the Chairman or, in his absence, by a deputy appointed by the Club or 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 Chairperson shall be entitled to an additional casting vote.

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

A quorum for a General Meeting shall be 12 Full Members and Officers of the Club including 2 from the Chairperson, Secretary and Treasurer.

An Extraordinary General Meeting of the Club may be convened at any time by the General Committee or on receipt by the Secretary of a request in writing from not less

than ½ the Full Members of the club. At least 21 days notice of the meeting shall be given.

8. 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 Members present at the meeting, assuming that a quorum has been achieved.

9. Finance

All Club monies shall be banked in the name of the Club in an account approved by the General Committee.

The Treasurer will be responsible for the finances of the Club

The financial year will end on 30 Sep every year.

The Treasurer will present a statement of annual accounts at the AGM.

Any cheques drawn against Club funds should hold the signatures of the Treasurer plus one of the officers listed in section 6 of this constitution.

10. 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 7 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 7 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 Appeal Committee shall be final and binding on all parties.

11. Dissolution

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.

If at that Extraordinary Meeting, the resolution is carried by at least two thirds of the Full Members present at the meeting, the General 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 of the Club's affairs.

After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

- a) to another club with similar sports purposes which is a registered charity and/or
- b) to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or
- c) to the Club's governing body for use by them for related community sports.

12. Declaration.

Porthleven Cricket Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed (Club Chairman)

Date

Signed (Club Secretary)