

Woodford Cricket Club

Moor Lane, Woodford, Stockport, Cheshire SK7 1PW



WOODFORD CRICKET CLUB

CONSTITUTION AND RULES

1. Official Name

The Official Name of the club shall be “The Woodford Cricket Club” (the club or WCC).

2. Affiliation

(2a) The Club is affiliated to the England and Wales Cricket Board through the Cheshire Cricket Board.

(2b) The Club and its members shall ensure that members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.

(2c) The Club shall adopt and implement the ECB Safe Hands – Cricket’s Policy for Safeguarding Children and any future versions of the policy. The Club must also have a separate club safeguarding Policy Statement, as required by the ECB.

(2d) The Club shall adopt and implement the ECB Club Inclusion and Diversity Policy and any future versions of this policy.

(2e) The Club shall adopt and implement the ECB Anti-Discrimination Code and inclusion policies and any future versions of this policy.

3. Purpose

The purposes of the Club are to play, promote and provide facilities for the sport of cricket on an amateur basis in Woodford, Cheshire and to promote and support community participation in the same.

4. Membership

(4a) 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, except as a necessary consequence of the requirements of cricket.

(4b) The Club may have different levels 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.

(4c) Any person may be admitted as a member of the Club who has:

- (i) Completed a form of application for membership.

- (ii) Paid the prescribed subscription in accordance with [paragraph 7] within 28 days of the date of their application or nomination [being made OR being approved by the Executive Committee].
- (iii) No person shall be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection for any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Committee [Two days must also have passed since the application for membership was submitted before membership can be granted.]¹
- (iv) Completed fully Play cricket membership process.
- (v) Must have paid all match fees set at AGM meeting.
- (vi) Use of WCC payment methods for all membership levels and weekly match fees, training fees. This may include use of third-party provider, which will require you to register at no cost.

(4d) The Club shall operate the following classes of membership:

- (i) Vice Presidents
- (ii) Playing Members (Seniors, over 40's)
- (iii) Junior Members (under 18 or still in education)
- (iv) Patrons (Non-playing)
- (v) Social Members
- (vi) Temporary Members

(4e) The period of Membership shall be from 1st January of one year to 31st December in year and a member shall continue to be liable to pay the appropriate membership fee for each annual period they are a member until they give notice of resignation in writing to the Honorary Secretary. Once paid all membership fees shall not be refundable unless otherwise authorised by the Executive Committee. Senior members that have not paid the full annual membership and choose to leave will still have league registration where applicable to be held by WCC, and appropriate league administrators and future clubs will be informed as required.

5. Removal of Membership, Discipline and Appeals

(5a) Any complaints regarding the behaviour of members, guests or volunteers should be lodged in writing with the Secretary.

(5b) 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.

(5c) The Committee shall appoint a disciplinary sub-committee (Disciplinary Sub-Committee) who will meet to hear complaints within [21] days of a complaint being lodged. Any person requested to attend a Disciplinary Sub-Committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Disciplinary Sub-Committee has the power to take appropriate disciplinary action on behalf of the Committee, including the termination of membership or exclusion from Club premises.

(5d) 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 following the hearing.

(5e) There shall be a right of appeal within 14 days of receipt of the disciplinary decision or decision to refuse membership:

- against the Disciplinary Sub-Committee's findings or the sanction imposed or both; and
- against the Committee's refusal to admit a new member

In either case, the Committee shall appoint an appeals committee ("Appeals Committee"). The Appeals Committee shall have a maximum 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 [21] 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 to call witnesses. The decision of the Appeals Committee shall be final and binding on all parties.

6. Appointment of Officers

(6a) The members of the WCC will appoint the following from its Members: President, Chairperson, Vice-Chairperson, Honorary Treasurer, Honorary Secretary and Honorary Fixtures Secretary and Club Safeguarding Officer (together the Officers).

(6b) The officers shall be elected by ballot at the Annual General Meeting (AGM) and will hold office until the conclusion of the next AGM.

7. Temporary Membership

(7a) The Executive Committee shall be deemed to elect as Temporary Members of the Club:

- On the day on which any opposing Club shall play on the ground all Members and associates of such opposing club
- Any friend or friends personally introduced by a Member of the Club, provided that such friend or friends only remain on the Club premises while the member introducing them is present.

8. Annual General Meeting (AGM)

(8a) An annual general meeting (AGM) shall be held each calendar year, as soon as possible after 30th September and the agreed date shall not be longer than 15 months from the date of the previous AGM. Twenty-one (21) days' notice of the AGM will be given by the Club Honorary Secretary to the Members.

(8b) At the AGM annual reports from the Executive Committee will be given and the audited statement of accounts up to the end of the Club's financial year shall be presented to the Members. In addition, the following shall be the business conducted at the AGM:

- To receive reports on the previous year (1st January to 31st December), including reports from the Honorary Treasurer and Club Chairperson.
- To appoint the officers and the Honorary Auditor for the ensuing year. The Honorary Secretary shall receive nominations for Officers not less than seven days prior to the AGM.
- To appoint the Captains and Vice-Captains of each Senior Team and Chairperson of Selectors who together will form the Selection Committee as agreed by the Executive Committee
- To elect the Junior committee, to consist of a Junior Co-ordinator, Club Welfare Officer, and at least two other members.
- To transact such other business as may be notified on the Agenda Paper to be circulated at least seven clear days before the day of the AGM.

(8c) A Special General Meeting shall be summoned by the Chairperson and/or the Honorary Secretary, independently in their own right, or on receipt of a requisition signed by one third of the Members or 30 Members, whichever is the least. 21 clear days' notice shall be given to all members of the time, date and place of the meeting and of the business to be transacted (but see Rule 10(c)) and that no business shall be transacted at Such Special General Meeting other than of which written notice has been so given.

(8d) A quorum for an AGM or a special General Meeting shall be 15 Members holding voting rights present. All classes of Member may attend the AGM except Temporary Members. Voting rights at an AGM or Special General Meeting shall be restricted to the Officers (see Rule 6), Playing Members and Patrons (Non-playing). Members who cannot attend may lodge their vote, by written proxy, with the AGM Chairperson.

9. Subscriptions

(9a) The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(9b) The subscriptions of all classes of membership shall be as determined annually at the Annual General Meeting. The Honorary Treasurer may however, at his discretion in exceptional individual circumstances, appoint a subscription rate lower than that specified.

(9c) Members who have not paid the appropriate subscription by the end of March shall be denied all entitlements of membership and shall not be eligible for selection to play on any teams until such time as the outstanding subscription is paid in full.

10. Club Management

(10a) The Club Executive Committee shall be entitled to.

- (i) Implement rules intended to limit membership of the Club according to available facilities and resources on a non-discriminatory basis, and
- (ii) Refuse to admit any person as a member, or revoke any person's membership, only for good cause (such as conduct or character likely to bring the Club or sport into disrepute).
- (iii) Nominate persons as Patrons (non-playing), without payment, who are active within the Club and provide exceptional service to the organisation.
- (iv) Nominate additional members to the Exec Committee as required.

(10b) The Club will be managed by an Executive Committee which shall be constituted as follows: -

- (i) Ex-Officio Chairperson, Vice Chairperson, Honorary Treasurer, Honorary Secretary, Club Safeguarding Officer
- (ii) A member of: (i) The Selection Committee
(ii) The Junior committee

A quorum for a meeting of the Executive Committee shall be three members present and entitled to vote in accordance with Rule 6(a)

(10c) The Chairperson may call a meeting of the Executive Committee when he considers it necessary or desirable.

(10d) The Chairperson, in his absence the Vice-Chairperson, shall preside at all meetings of the Club and of the General Committee and in the absence of both a Deputy Chairperson shall be appointed by the meeting for that meeting only.

(10e) The Chairperson of any meeting whatsoever shall have a casting vote if required but a casting vote only.

(10f) 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 requested to stay), not be counted in the quorum for that agenda item and withdraw from the vote and have no vote on the matter concerned.

(10g) The Club use its best efforts to ensure that the bar in the Clubhouse is open for the sale of intoxicating liquors at such reasonable times as laid down by the Executive Committee and in accordance with the Club's licence and the regulations laid down by the Licensing Authority.

(10h) The Club Safeguarding Officer (CSO) shall ensure compliance with safeguarding legislation and the ECB Safe Hands Policy. The CSO shall report to the Executive Committee and any such reports, together with any action taken, must be minuted.

(10i) The Club will indemnify all Officers, Committees and Members acting properly in the course of the running of the Club against any costs, liabilities and/or expenses incurred in the proper running of the Club (but only to the extent of its assets).

11. Property, Funds and Benefits

(11a) There shall be not less than two Trustees who shall be elected at an AGM and shall hold office until death, incapacity or resignation or unless removed from office by resolution at an AGM. The property owned by the Club shall be vested in the Trustees and they shall deal with this as directed by resolution of the Executive Committee (of which an entry in the approved minutes shall be conclusive evidence). The Trustees shall be indemnified out of the Club's property against all costs, claims and demands suffered or incurred by the Trustees in the proper execution of their duties.

(11b) The Executive Committee shall be responsible for:

- (i) The administration and control of the Club's property, its preservation and development and the control of its use;
- (ii) The administration and control of the finances of the Club. The payment of Chief Rent, rates and taxes (if any) shall have first claim upon the Club's resources and the Executive Committee shall be required to make provision to this end.

(11c) 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 are reinvested in the Club.

(11d) The Executive Committee may authorise the provision of 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 Finance Act 2002.

(11e) The Executive Committee may authorise in connection with the sports purposes of the Club:

- (i) The sale and supply of food, drink and related sports clothing and equipment via third party providers, this will be via written contract overseen by the Executive Committee

- (ii) Employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
- (iii) Pay for reasonable hospitality for visiting teams and guests.

(11f) All cheques drawn against the Club's Bank Accounts shall be signed by the Honorary Treasurer and countersigned by the Chairperson or one other authorised Member. The signatories are to be different Members and not related to one another. Any form of electronic banking must include safeguards to ensure that all movements of monies from the Club's Bank Accounts are authorised in a similar format to the controls that apply to cheque signatures.

12. Winding Up

(12a) The Members may vote to wind up the Club at a Special General Meeting, provided that 21 clear days' notice must be given of any Special General Meeting at which it is intended to propose a resolution to wind up the Club.

(12b) Any resolution to wind up the Club shall only be passed if the resolution is supported in a vote by:

- (i) 75% of all persons being Members of the Club at the date on which notice of the Special General Meeting is given to Members; and
- (ii) 75% of the persons being present at the Special General Meeting and voting on the resolution.

(12c) If a resolution to wind up the Club is passed in accordance with clause 12(b), the Executive Committee will be responsible for the orderly winding up of the Club's affairs.

(12d) After settling all liabilities of the Club, the Executive Committee shall authorise the Trustees to dispose of the net assets remaining to one or more of the following: -

- (i) To another Club with similar sports purposes which is a registered charity and/or
- (ii) To another Club with similar sports purposes which is registered CASC and/or
- (iii) To the Club's governing body for use by them for related community sports.

13. Priority

(13a) Where there is any conflict between any of the above Rules ("key Rules") and any other rule or rules, the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASC's (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002).

(13b) The decision of the Executive Committee on all matters concerning the construction and interpretation of any of these Rules shall be final.

(13c) These Rules shall not be altered, abrogated or added to except either at an Annual General Meeting after due notice on the Agenda Paper as circulated to members, or at a Special General Meeting summoned in accordance with Rule 8(c) provided that in this case 21 clear days' notice of the proposal shall be given in writing to all members and there shall be at least 15 Members present and voting.

(13d) These amended "Constitution and Rules" supersedes the existing "Woodford Cricket Club Rules" dated March 2000 and the "Constitution of the Woodford Cricket Club Junior Section" dated 18th December 2006 and the previous version of 2021.

Adopted at the AGM 2nd November 2023:

Signed.....D Williams.....

Name.....David Williams.....

Chair of Meeting

Witnessed.....Simon Elms.....

Name.....Simon Elms.....

Signature...S Elms.....

Club Honorary Secretary