

# Southend-on-Sea & EMT Cricket Club

Founded Pre-1850

Affiliated to the ECCB, SEDCB, CCC, SOSSC and Devon CCA



## Club Constitution

### Name and Objects

1. The full name of the Club shall be the "Southend-on-Sea & EMT Cricket Club" hereinafter referred to as "the Club".
2. The Headquarters of the Club shall be the Cricket Pavilion, Southchurch Park, Southend-on-Sea, Essex, SSI 2YN or any other such address as the Club may in General Committee determine.
3. The aims and objectives of the Club will be:
  - To promote the game of cricket and other related sports and social activities and functions.
  - To offer coaching and competitive opportunities in cricket.
  - To promote the Club within the local community and cricket.
  - To manage the Club and to develop its cricket grounds as appropriate.
  - To ensure all members, playing and non-playing conform to the Laws of the game and Codes of Conduct.
  - 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 provide all its services in a way that is fair to everyone.
  - To ensure that all present and future members receive fair and equal treatment.
4. The Club shall be affiliated to the South Essex District Cricket Board, Essex County Cricket Board, Cricket Club Conference, Evening League and Devon Cricket Board.
5. The colours of the Club shall be green, white and red and the badge of the Club should be the Southend Borough Council Crest with its motto '*Per Mare, Per Ecclesiam*'.

### Duty of Care

6. The Club aims 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.
7. 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.
8. The Club is committed to ensuring that all Children participating in cricket have a safe and positive experience and aims to ensure all members and guests adhere to the Club's "*Safeguarding Policy Statement*".

## Code of Conduct

9. The Club aims to ensure that all members and guests adhere to the Club's "*Code of Conduct for Cricket Club Members and Guests*".
10. The Club aims to ensure that all members and guests that are ECB-qualified Coaches adopt and adhere to the "*ECB Coaches Code of Conduct*".

## Membership

11. Membership shall be open to all irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. The General Committee shall determine admittance to membership.
12. Members will be enrolled in one of the following categories:
  - Full Playing Member
  - Junior Member
  - Youth Member
  - Life Member
  - Vice President
  - Social Member
  - Associate Member
13. Candidates for membership of the Club shall forward their names and addresses to the Honorary Secretary. Persons may not be admitted to membership, or be admitted as candidates for membership to any of the privileges of membership, without an interval of at least two days between their nomination or application and their admission; and persons becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
14. Candidates for membership shall be elected by either a majority vote of the Selection Committee or General Committee whichever is appropriate. When a candidate has been duly elected, notice to that effect shall be sent to him/her together with a copy of these Rules, to which he/she shall conform, by the Honorary Secretary and a request to forward his/her subscription to the Honorary Treasurer.
15. Any member wishing to resign shall give notice to the Honorary Secretary by letter before 1st May; failing this he/she shall be liable to pay the current year's subscription.
16. Junior members (i.e. members under 18 years of age) shall have all the privileges of full members, but shall not be served with intoxicating liquor on Club premises.

## Organisation and Management

17. The management of the Club shall be vested in a General Committee elected at an Annual General Meeting. The General Committee in addition to the powers of authority of this Constitution may exercise all powers and authority and undertake all acts in the furtherance of aims for which the Club is established and not hereby expressly directed.
18. The Officers of the Club shall comprise the President, Chairman, Honorary Secretary, Honorary Treasurer, Fixture Secretary, Club Captain and Youth Manager.

19. The General Committee shall comprise the above Officers, the Captains / Managers of the elevens, at least one member from each of the sub-committees; if not already represented and anyone who holds a position of responsibility within the Club.
20. The General Committee can co-opt onto the committee any member if it believes it will benefit the Club.
21. The General Committee will be convened by the Honorary Secretary of the Club and be held no less than six times per year.
22. The management of the Club may be delegated by the General Committee to the following sub-committees:

Selection (Playing) sub-committee

- The Selection sub-committee shall comprise the Chairman or Club Captain and Captains and Vice Captains of all Saturday and Sunday elevens. It shall be responsible for the selection of teams, net practices, teas, playing equipment and facilities and all other matters directly related to the playing of cricket, this will include the handling of disciplinary matters surrounding matches. Additional members e.g. Youth Manager, Midweek Manager, Tour Manager, Honorary Secretary, Honorary Treasurer and Club Coach may be co-opted to serve on the sub-committee as necessary.

Bar and Pavilion sub-committee

- The Bar and Pavilion sub-committee shall comprise one member of the General Committee appointed by that committee and two members of the Club. It shall be charged with the promotion, operation and maintenance of the bar, and the purchase for and supply by the Club of intoxicating liquor, tobacco, and other bar refreshments. It shall also be charged with the day-to-day care, maintenance and upkeep of the pavilion e.g. repairs etc.
  - Any other matters not covered by the above sub-committees may be delegated to any further sub-committees as decided by the General Committee.
23. Five persons shall constitute a quorum of the General Committee, three for the Playing sub-committee, two for the Bar and Pavilion sub-committee and 25% of the full paying membership, life members and officers of the Club for any Annual General Meeting or Special Meeting.
  24. In the event of any Office becoming vacant or any member of the General Committee or sub-committee retiring the General Committee shall have the power to co-opt to fill the vacancy.
  25. The General Committee will be responsible for adopting new policy codes of conduct and rules that affect the organisation of the Club.

**Annual General Meeting and Special General Meeting**

26. The Annual General Meeting shall be held on a convenient date fixed by the General Committee to pass the accounts, elect Officers and members of sub-committee, and transact such other business as may arise. There shall not be more than fifteen months between one AGM and the next.
27. 21 days notice of Annual General Meeting or Special General Meeting shall be given by circular to all members either by post or electronic mail.
28. Any ten members, or one fifth of the total membership as defined in 9 should the total number of members fall below fifty, shall be able to call upon the Honorary Secretary to summon a Special General Meeting. Such notice shall be given in writing and signed by all the applying members and shall state

clearly for what purpose such Special General Meeting is to be called. Upon receipt of such Notice the Honorary Secretary shall forthwith circularise the members as for any other General Meeting.

29. Any motion put to an Annual or Special General Meeting or any other matter requiring a vote at an Annual or Special General Meeting shall be decided by a vote on show of hands. If the majority of members present support the motion or proposal it shall be deemed passed. In the event of a tie the Chairman of the Club shall have the casting vote.
30. The Honorary Treasurer shall draw up the accounts annually, to be audited independently or by a member either appointed at the Annual General Meeting or by the General Committee, such accounts to be presented to and passed by the Annual General Meeting.
31. The Annual General Meeting shall have power at its discretion to elect Life Presidents, Vice Presidents, Life Members and Patrons who shall enjoy all the amenities of the Club. Election shall require a two-thirds majority of votes cast in favour.
32. A nomination for a member to be elected as a Club Official will not be accepted at an Annual General Meeting if the member is not present or the Honorary Secretary has not received a letter confirming his willingness to stand.
33. A nomination for a member to be elected as a Club Official will not be accepted at an Annual General Meeting or Special Meeting if the member's subscription, or part of, or other monies owing to the Club are outstanding, unless the member has set up a bank arrangement agreed by the Honorary Treasurer and confirmed by the General Committee to repay the outstanding amounts.
34. The Officers of the Club, members of committees and Captains will be elected at the Annual General Meeting, by a simple majority of votes cast, to serve for one year. Vice-Captains will be appointed by the Captain of the eleven concerned.

### Voting

35. At all meetings of the Club, including Annual General Meeting and Special General Meeting, each member shall be entitled to one vote with the exception of Junior Members who are under 16 on 1st September preceding the meeting. In the event of a tie the Chairman of the meeting shall have the casting vote. Voting at all meetings shall be by a show of hands except where the General Committee or Chairman of the meeting decides voting shall be by ballot. At all meetings decisions shall be made by simple majority.
36. A member whose annual subscription, or part of, or has other monies owing to the Club will not be allowed to vote at an Annual General Meeting or Special Meeting, unless prior arrangements have been agreed by the Honorary Treasurer and confirmed by the General Committee to repay the outstanding amounts.

### Financial Year, Subscriptions and Fees.

37. The Club's financial year shall be from 1st January to 31 December.
38. The Annual Subscriptions and match fees for members shall be agreed at the Annual General Meeting or Special General Meeting. These meetings can delegate the setting of such subscriptions and fees to the General Committee if it is deemed necessary. Subscriptions will be set on a non discriminatory and fair basis. The club will aim to keep subscriptions at levels that will not pose a significant obstacle to anyone who wishes to participate.

39. Subscriptions shall become due on the 1st April each year. A subscription is deemed to be overdue if not paid by the second Saturday in May.
40. Any other monies or fees are deemed to be overdue if not paid within 14 days of the due date.
41. Any member authorised to collect monies or fees for or on behalf of the Club shall pay such monies to the Treasurer within 14 days of collection.
42. Any member who is overdue with subscriptions or fees shall be required to pay the outstanding amount plus 20% of the original amount unless the member has set up a banking arrangement agreed by the Honorary Treasurer and confirmed by the General Committee to pay subscription or fees. This will take effect from 1st April 2005.
43. No person will be eligible for selection or take part in the business of the Club unless the appropriate fees and subscriptions have been paid by the due date, unless otherwise agreed by the General Committee.
44. The rates for tea, beer whip, scorers/umpires fees or other charges shall be determined by the team captain as appropriate.
45. The Club may hire out the pavilion and it's facilities at the discretion of the General Committee for such functions and at such charges as it is deemed appropriate.

### Discipline and appeals

46. The behaviour of all members of the Club will be governed by the Essex League Code of Conduct and the "Model Discipline Regulations" of the England and Wales Cricket Board.
47. All complaints regarding the behaviour of members involved in a match should be reported to the Selection sub-committee at the next meeting prior to selection taking place, and they will have the power to take appropriate disciplinary action.
48. All other complaints regarding the behaviour of members that could be regarded as detrimental to the Club or bring the sport into disrepute should be submitted in writing to the Honorary Secretary within 2 weeks of the incident.
49. The General Committee will meet within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
50. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 21 days of the hearing.
51. There will be a right of appeal to an Appeal Board. The Board will be appointed by the General Committee and consist of 3 members not part of the original decision making committee. The decision of the Appeal Board shall be final and binding on all parties
52. The members have the right to represent themselves or/and have a friend present at any disciplinary hearing.

### Bar and Pavilion

53. The sale of intoxicating liquor for consumption only on the Club premises will be permitted during the following hours subject to observance of all local and statutory licensing regulations:

Monday – Saturday

10:00 - 23:00 (23:20)

Sunday, Christmas Day & Good Friday

12:00 - 22:30 (22:50)

(You are allowed 20 minutes drinking up time)

54. The Honorary Secretary shall apply to the Local Licensing Authority for such extensions of these hours as the law may allow, upon receiving the instructions of the General Committee.
55. The Bar sub-committee shall arrange the supply of intoxicating liquor by the Club to its members at such prices as it deems fit. Furthermore;
  - No person shall receive at the expense of the Club any commission, percentage, or similar payment on or with reference to purchases of intoxicating liquor by the Club.
  - No person shall directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or guests, apart from any benefit accruing to the Club as a whole and apart also from 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. Any such benefit shall accrue to the Club as a whole and be enjoyed by the members, in the form of reduced prices for intoxicating liquors or improved amenities or other benefits at the Club premises, at the discretion of the Bar sub-committee.
56. The Bar sub-committee shall keep proper accounts of the purchase and supply of intoxicating liquor and shall once in every year present to the Annual General Meeting a report and financial statement for the preceding year.

## General

57. Subject to any restrictions which may from time to time be imposed by the General Committee, the following persons shall be entitled to admission to the Club premises:
  - Members as per Clause 12
  - Member's guests
  - Members of visiting teams and their guests.
  - Guests in relation to hire functions (Clause 45)
58. There shall be kept at the Club premises a Visitors book that both the member and his guest or guests shall sign. Members introducing guests shall be responsible for the observance of Club rules.
59. All cheques should be signed by any two of the following Officers of the Club: the Chairman, the Honorary Secretary, the Honorary Treasurer, or any other General Committee Member deemed appropriate by the General Committee. Specimen signatures to be forwarded to the Bank on appointment.
60. The General Committee shall have the power to call a Special General Meeting for the transaction of any urgent business.
61. Any point not provided for in the Club Constitution or Rules shall be left to the decision of the General Committee.
62. Alterations to the constitution of the Club shall only be made at an Annual General Meeting or Special General Meeting called for that purpose. 14 days notice in writing shall be given to the Honorary Secretary of any proposed alterations to the constitution prior to an Annual General Meeting or Special General Meeting. Formal agenda to be circulated by the Honorary Secretary at least 7 days prior to the Annual General Meeting or Special General Meeting.

## Dissolution

63. A resolution to dissolve the Club can only be passed at an Annual General Meeting or Special General Meeting. The adoption of any resolution for the dissolution of the Club requires the support of at least two-thirds of those present and subject to there being a quorum as defined in Clause 23.

64. In the event of dissolution, any assets of the Club that remain will become the property of the South Essex District Cricket Board.

## Declaration

65. Southend-on-Sea Cricket Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: \_\_\_\_\_ Date: [ \_\_\_\_\_ ]

Name: \_\_\_\_\_  
Chairman

Signed: \_\_\_\_\_ Date: [ \_\_\_\_\_ ]

Name: \_\_\_\_\_  
Honorary Secretary

Adopted at the Extraordinary General Meeting held on [ \_\_\_\_\_ ]