

# THORNTON DALE CRICKET CLUB CONSTITUTION

## **1 Name**

The name of the Club is 'Thornton Dale Cricket Club', which may be abbreviated as 'TDCC' or referred to as 'the Club'. The Club will be affiliated to the England & Wales Cricket Board through the Yorkshire Cricket Board

## **2 Aims and Objectives**

- a) To promote, foster and safeguard the sport of cricket at all levels within the community and within the sport
- b) To provide opportunities for recreation, coaching and competition, especially to the young people of the village and surrounding area
- c) To manage the Club, including working closely with other bodies concerned with the playing, development and governance of the sport of cricket and specifically with the Thornton Dale Sports Pavilion Association which holds the lease for and manages the Club facilities
- d) To work closely with other sports clubs and associations having an interest in the use of playing fields and associated facilities within the village of Thornton Dale
- e) To ensure that all members, playing and non-playing, abide by the ECB 'Code of Conduct' and by the Laws of Cricket
- f) 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 the ECB 'Cricket Equity Policy' and any future versions of such policies
- g) To encourage all members to participate in the activities of the Club

## **3 Membership**

- a) Membership of TDCC will be open to anyone interested in cricket regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs
- b) Membership of the Club is free subject to approval of the application by the Committee. Those intending to be junior or senior playing members, officers or other relevant position should complete a Membership Form; non-playing membership is by verbal agreement, except for c)
- c) Parents/Carers or Guardians of junior members (18yrs or under at the previous September) will themselves be deemed to become members of the Club upon signing the Membership Form on behalf of their child, such membership being for the duration of the child's junior membership
- d) Playing members must pay the relevant subscription or fees as determined by the Annual General Meeting of the Club, such payments being determined at levels that will not pose a significant obstacle to people participating
- e) No person will be eligible to take part in the business of the Club or be eligible for selection for any team unless he/she is an approved member and as a playing

- member he/she has paid the appropriate subscription or fees by the specified date (or by other arrangement agreed by the Committee)
- f) The Committee may refuse membership or remove it only for good cause such as conduct or character likely to jeopardise the welfare of a member and/or 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 adjudicate
  - g) The Committee may propose that individuals be appointed as Vice Presidents or Honorary Members in recognition of particular service to the Club. Such appointments as members are subject to election at the Annual General Meeting
  - h) All members are entitled to take part in the business of the Club through representation to the Committee, election onto the Committee and/or by attendance/voting at General Meetings
  - i) 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
  - j) Members of TDCC are automatically Associate Members of Thornton Dale Sports Pavilion Association

#### **4 Management of the Club**

- a) The affairs of the Club will be managed by its Officers consisting of President, Chair, Vice Chair, Secretary/Treasurer and Club Welfare Officer, all elected at the Annual General Meeting from and by the members of the Club. They shall be assisted by committee members also elected at the AGM or nominated on a temporary basis by the elected Committee as specific needs arise during the year. Only these members of the Committee shall be entitled to vote at Committee meetings
- b) A quorum for full Committee meetings will be two Officers and three Committee members. The Committee will meet as often as the business of the Club requires and will have the power to appoint sub-committees as necessary. Advisers or others who may be non club members may be invited to attend meetings but may not vote
- c) Decisions will be made within Committee meetings on the basis of one vote per Committee member and by simple majority vote. In the case of equal votes, the Chair will be entitled to the casting vote
- d) The Secretary/Treasurer will normally convene meetings and will keep a record of all full Committee meetings with business transacted. This Officer will receive and pay all monies via the Club accounts. The Club will maintain bank accounts as appropriate and cheques will require the signature of both the Secretary/Treasurer and Chair. The Secretary/Treasurer will arrange for a statement of annual accounts to be prepared and checked for submission to the AGM. Honorarium fees and expenses for the Secretary/Treasurer will be agreed by the Committee and reviewed annually
- e) Officers and other Committee members will be elected for a period of one year, but will be eligible for re-election
- f) An elected Committee member ceases to be such if he or she ceases to be a member of the Club, resigns, 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 will fairly decide the time frames and formalities for these steps

- g) Ground staff will be appointed by the Committee to look after the cricket pitches and will liaise with others who may be separately appointed by other clubs or associations in this regard. Fees and expenses for the services of ground staff will be agreed by the Committee and reviewed annually. Other services and facilities such as the pavilion building, outfield grass cutting and fencing/ditching are maintained through agreements with Thornton Dale Sports Pavilion Association
- h) Appropriate insurance will be taken out and appropriate licences/permissions will be ensured with regard to any events/activities. All appropriate care will be taken in regard to health, hygiene, safety & security, in conjunction with TDSPA
- i) Appropriate emergency equipment such as fire extinguishers, first aid kit and appropriate emergency procedures will be in place, in conjunction with TDSPA
- j) The Committee reserves powers to manage the Club properly and to the best of their ability to advance the Aims and Objectives of the Club and within the terms of its Constitution. The Club will indemnify any individual against any liability incurred in such running of the Club (to the extent of its assets) unless improper conduct is proven

## **5 General Meetings**

- a) The AGM will be held before the commencement of the season, normally January/February. Members should be given a minimum of 14 days' notice
- b) The AGM will run to a fixed agenda with no Any Other Business. This will include minutes of previous AGM, presentation of Club accounts, election of Officers, election of Vice Presidents and Honorary Members, election of Committee members, election of Captains and Vice Captains for teams, appointment of other roles, level of playing subscriptions/match fees
- c) A quorum for the AGM will be 3 Officers and 6 other Committee members. Voting will be by simple majority, with each member of the Club entitled to one vote. A casting vote is retained by the Chair
- d) No alterations or additions to the Constitution can be made except at the AGM or at a Special General Meeting called for this purpose. A SGM may be called for other exceptional purposes either by the Committee or by any member of the Club subject to a written request and the signed support of at least 20 members including the approval of at least 1 Officer. At least 14 days' notice will be required to be given for a SGM by the Secretary/Treasurer and a quorum as for an AGM must be achieved. Voting entitlements will also be as at an AGM. Any decisions about the Constitution at an AGM or SGM or about other issues at a SGM will be passed if supported by not less than two-thirds of full voting members present, assuming that a quorum has been achieved

## **6 Other Rules and Procedures**

- a) Senior teams will be selected according to the Club Selection Policy
- b) No home match will commence without the permission of the Captain/Junior Coach and/or Groundsman, normally by mutual agreement
- c) The Captain or Groundsman may enforce attention to the pitch after a senior game
- d) On the day of a game or training session, the Captain or Junior Coach is responsible for holding and preparing appropriate records about players to ensure their welfare, especially young persons. He/she should also ensure emergency

- equipment and procedures are in order. He/she will ensure records/ procedures are carried out with regard to the payment of subscriptions/match fees
- e) On the day of a game or coaching session, the Captain/Junior Coach will maintain order on the pitch and in the pavilion and ensure that players' conduct is responsible at all times, including in relation to the ECB 'Safe Hands' Policy and Code of Conduct and/or Set of Rules for Young People. He/she will report any serious and/or unresolved incidents which could jeopardise the welfare of a member and/or bring the reputation of the Club or cricket into disrepute to the attention of the Secretary/Treasurer or Club Welfare Officer, who will respond according to the procedure f) below
- f) All incidents as e) above and other complaints regarding the behaviour of members should be lodged by approaching the Secretary/Treasurer or Club Welfare Officer who may request the complaint in writing. The Welfare Officer and at least one other Officer will discuss the best form of investigation and course of action in the circumstances and in line with relevant policies, codes and other regulations. Through the Club Welfare Officer in tandem with the Secretary/Treasurer, a Disciplinary Sub-Committee will be appointed who will meet to hear complaints within 14 days of the incident/complaint being lodged. Any member requested to attend such a disciplinary sub-committee will be entitled to be accompanied by a friend or representative and to call up to 3 witnesses. The Committee through its sub-committee has the power to take appropriate disciplinary action, including the termination of membership. The outcome of the hearing will be put in writing to the complainant where appropriate and certainly to the member against whom the complaint was made within 7 days following the hearing. There shall be right of appeal to the Committee against either the finding or the sanction. The Committee will appoint an Appeals Committee consisting of the Club Welfare Officer and maximum two others who will not have been involved in the original hearing and may be non-members. The Appeals Committee will consider the appeal within 14 days of the Secretary/Treasurer receiving the appeal in writing. The appellant will be entitled to be accompanied by a friend or representative and call maximum 3 witnesses. The decision of the Appeals Committee will be final and binding
- g) If at any General Meeting of the Club a resolution be passed calling for the dissolution of the Club, the Secretary/Treasurer will convene a Special General Meeting within one month. If at that SGM the resolution is carried by at least two thirds of full voting members present, the Committee will proceed to wind up the Club, realising its assets and discharging all debts and liabilities. Any surplus assets will be disposed of by donation to appropriate community sports

## **7 Declaration**

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

**Signed by 3 Officers**

**Date**

**President**

**Chairman**

**Secretary/Treasurer**