



WEST CHILTINGTON & THAKEHAM CRICKET CLUB
Established 1921

West Chiltington and Thakeham Cricket Club

Rules and Constitution

1. The Club shall be called the "West Chiltington and Thakeham Cricket Club" ("the Club") and shall be affiliated to the England and Wales Cricket Board through the Sussex Cricket Foundation.
2. The Club colours to be green and gold and the Club badge to be a gold-coloured windmill on a green background.
3. The rules of the Club regarding the game shall be in accordance with the laws laid down by the Marylebone Cricket Club.
4. Club Members.
 - 4.1. The Club consists of a President, Honorary Life Members, Vice Presidents, Full Members, Junior Members, Social Members, Associate Members, and Temporary Members.
 - 4.2. The Club shall have a President elected by the members in general meeting. The post shall be effective for five years unless terminated earlier by death or resignation.
 - 4.3. Honorary Life Members may be elected by the Club members in general meeting as an honour for services rendered to the Club.
 - 4.4. Vice Presidents shall be elected by the Management Committee for the time being.
 - 4.5. Full/Student Members are playing members of the Club aged 17 years or over; Junior members are playing members of the Club aged 16 years or under.
 - 4.6. Applications for Full, Junior, and Social membership may be accepted when accompanied by the required subscription, the name, address and contact details of the candidate. 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 codes of conduct that the Club has adopted.
 - 4.7. Associate Members are the legal guardians of junior members who have paid their subscription fee.
 - 4.8. Temporary Members are playing members of the Club who pay daily match fees and not a full subscription due to their infrequent participation; membership is granted for match day only.

4.9. Only the President, Honorary Life Members, Vice Presidents, and Full Members shall be entitled to vote or hold full office. The Committee may from time to time make such regulations as they think appropriate in relation to the Junior Members of the Club.

4.10. All membership categories shall be open to all irrespective of age, gender, disability, ethnicity, nationality, religion or other beliefs, social status and sexual orientation. However, limitation of membership and setting of membership fees according to the available facilities is allowable on a non-discriminatory basis.

4.11. Membership runs from 1st April in one year to the 31st March of the following year.

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

5. Disciplinary Procedures

5.1. 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 one week where reasonably possible 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.

5.2. 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 seven days following the hearing.

5.3. 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 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 thirty 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 Appeals Committee shall be final and binding on all parties.

6. Subscriptions and Playing Fees

6.1. Subscription and playing fees shall be determined by the members in general meeting.

6.2. Part of this subscription as determined by the Management Committee will be automatically paid as a membership fee to the West Chiltington Sports Association provided that membership does not conflict with the rules of this Association.

7. Club Management.

7.1. The management of the Club shall be entrusted to a Management Committee ("the Committee") to be elected by the Club at the Annual General Meeting ("AGM") and these Members will hold office until the following AGM where they will be eligible for re-election.

7.2. The Committee will consist of the Chairman, Hon Sec, Hon Treasurer, 1st XI Captain (or representative), Colts Chairman (or representative) and Child Welfare Officer.

7.3. The Committee may also arrange for the election to the Committee at the AGM other Club members to carry-out other tasks.

7.4. The Committee may appoint any member of the Club to fill any vacancy.

7.5. All members of the Committee shall have equal voting rights. All matters not unanimously agreed upon shall be decided by vote and in all cases of equality the Chairman shall have the casting vote.

7.6. The Committee shall be responsible for either approving or not approving all applications for membership and their decision shall be final and binding on all parties.

7.7. The Committee shall propose all Club members for membership of the West Chilton Sports Association.

7.8. Whenever juniors have subscribed as members of the Club, their involvement with the Club and the policies and procedures to manage them safely will be defined and implemented by the "Club Youth Policy" document, and this document will be updated and reviewed on a regular basis.

8. Annual General Meeting (AGM) and Extraordinary General Meeting ("EGM").

8.1. The AGM of the Club shall be held annually during the closed season and not more than 15 months shall elapse between one AGM and another. The Honorary Secretary shall give not less than 21 days notice of the date of the AGM to all members whose annual subscription shall have been paid for the previous season. All members are entitled to attend the meeting but only members listed in para 4.9 above shall be entitled to vote. No decision at such meeting shall be made unless 12 members are present and any decision must carry a two-thirds majority vote of all members present and voting.

8.2. The Committee may at their discretion call an EGM at any time on giving not less than 10 days notice by circular to all members specifying the purpose for which the meeting is called. No decision at such meeting shall be made unless 12 members are present and any decision must carry a two-thirds majority vote of all members present and voting.

8.3. The Committee shall also call an EGM on written request of 12 members of the Club.

9. Committee Meetings.

9.1. The Committee shall hold meetings on not less than 6 occasions each year and any 4 Committee members shall form a quorum.

9.2. The Committee may appoint Sub-Committees but no final decisions shall be made by such Sub-Committees without reference to the main Committee.

10. The Committee shall be empowered to borrow for the purposes of the Club such amount of money as the Committee shall determine and at such rate of interest and in such form upon such security as the Committee shall resolve.

11. The Club shall hold its bank accounts at such bank as recommended by the Honorary Treasurer and as determined from time to time by the Committee. There will be a minimum of 2 and a maximum of 4 signatories to such accounts, one of whom will be the Honorary Treasurer, all signatories to be found from current Committee members. To allow online banking, all payments may be authorised by 1 signatory, usually the Honorary Treasurer, but payments in excess of £500.00 must be agreed by the Chairman or in his unavoidable absence another signatory, such agreement to be in writing for which emailed notification will be acceptable.

12. The Honorary Treasurer will maintain necessary records of the Club's financial activities and shall produce an income & expenditure account to Committee meetings and to the AGM as at the 31st October preceding such AGM.

- 13.** Any member holding Club money must pay this into the Club's bank account or hand it over to the Honorary Treasurer, or the nominated representative, as soon as practicable together with details of how the amount has been arrived at.
- 14.** The Honorary Secretary shall keep minutes of all meetings of the Committee as well as of the AGM and any EGMs.
- 15.** No alteration of the Rules and Constitution are to be made except at the AGM or an EGM and 10 days notice to all Club members of any proposed alteration shall be given by the Honorary Secretary prior to the dates of these meetings.
- 16.** The Committee has the power to hire out or loan equipment or facilities belonging to the Club.
- 17.** The Club will ensure all Members follow the rules as laid down by the ECB (and all updates of those rules) and incorporate them in all operation documents where applicable in respect of the following:
 - 17.1. ECB Code of Conduct which incorporates the Spirit of Cricket.
 - 17.2. The Laws of Cricket.
 - 17.3. ECB 'Safe Hands – Cricket's Policy for Safeguarding Children'.
 - 17.4. ECB Cricket Equity Policy.
- 18.** The Club takes seriously its responsibilities to all Club members, including the welfare of junior Club members. To this end, the Club fully endorses the ECB policy on the Welfare of Young People in cricket, and adopts the systems and procedures as outlined in the ECB "Safe Hands" policy. Further, to comply with ECB child protection and guidelines, the Club will appoint a Club Welfare Officer, to whom all child protection concerns should be initially addressed.
- 19.** The Club is run on a non-profit making basis and re-invests any profits into the Club or its facilities. In the event that the Club is wound up (other than for the purposes of reconstruction or amalgamation), any asset realised from the winding-up shall be passed to the Fields in Trust, Registered Charity 306070.