

Smallfield Cricket Club Constitution and Rules

General

1. The Club is called Smallfield Cricket Club, hereinafter called 'The Club' and the club is affiliated to the England & Wales Cricket Board through the Sussex County Cricket Board.
2. The affairs of the Club are governed by a committee consisting of, Chairman, Secretary, Treasurer, Fixture Secretary, Saturday & Sunday Captains, Social Secretary, Welfare Secretary and two other playing members [one from the league team and one from the Sunday team]. The President may also attend but not vote. A quorum shall be four of the mentioned officials, one of which must be the Secretary or Treasurer, not counting the President.
3. In the event of a vacancy arising on the committee, the remaining members of the committee shall have the right to co-opt.
4. A General Meeting may be called by a majority of two thirds of the paid up club members, fourteen days' written notice must be given.
5. The committee will call an Annual General Meeting for no later than the last Monday in March, at which all officers of the club will be elected by simple majority of those in attendance. Officers of the previous year may offer themselves for re-election if they so wish. All nominations must be proposed and seconded by Members of the Club. Reports from officials of the club will be given at the Annual General Meeting.
6. 21 days' notice of the AGM will be given in writing or email and a full agenda sent to all members at least 7 days before the meeting
7. Agenda items may be proposed by any member of the club and must be given in writing to the Secretary at least 14 days before the date of the AGM. Any other business (AOB) items will only be accepted at the AGM if the matter is urgent and has arisen after the 14-day deadline. Any matter known prior to this will not be accepted.
8. The quorum for the AGM will be 25% of the membership of the club as at the date of the AGM.
9. The Chairman, Secretary and Treasurer will be the Club's representatives to the Smallfield Sports' Association who shall have full powers to vote on behalf of the club.
10. The Honorary Treasurer is responsible for keeping the Club's financial records in such appropriate books and keeping these books in order.
11. Cheques will be signed by two officers of the club one must be either the Honorary Treasurer or Honorary Secretary. A balance sheet will be presented at the Annual General Meeting.

Aims & Objectives

12. To foster and promote the sport of cricket to all sectors of the community and within the sport, providing opportunities for recreation, coaching and competition.
13. To manage the playing and training facilities at the Recreation Ground, Plough Road, Smallfield, Surrey.
14. To ensure that all members playing or non-playing, abide by the ECB Code of Conduct, which incorporates the Spirit of Cricket and by the Laws of Cricket
15. To ensure a duty of care to all members of the club by adopting and implementing the ECB 'Safe Hands – Cricket's Policy on Safeguarding Children' and any future versions of the policy.
16. 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

Membership

17. Membership is open to all, whether players or non-players. All prospective members must complete an application form. (See also Equal Opportunity Statement).
18. The 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. Refusal or removal of membership may be appealed to the Committee who shall appoint a sub-committee to hear the appeal.
19. All members will be subject to the regulations of this constitution, club rules and any Codes of Conduct the club has adopted.

Annual Subscription & Match Fees

20. All questions regarding Annual Subscription and Match fees will be decided at the Annual

General Meeting. The club will keep subscriptions etc. at levels that will not pose a significant obstacle to people participating. The Annual Subscription is due on 1 May. The Committee may at its' discretion allow fees to be paid in instalments on 1 May and 1 July in any year. Failure to pay subs by 31 May in full or part or (if part paid by 31 May) by 31 July will result in rules 29 & 30 being invoked without exception.

21. New members joining the club after 1 June in any year will be allowed three grace matches before the annual subscription becomes due (match fees will, however, be payable). On playing the fourth game the annual subscription becomes due and the amount payable will be in proportion to the club year outstanding, in complete and part months from, and including, the month in which the first game was played (club year is 1 May to 30 April)
22. Any member in arrears on 1 September will be deemed not to be a member of the Club.
23. Any performances recorded whilst in arrears will not be computed for awards.
24. A £1.00 fine shall be payable by any player who does not pay the Match Fee on the day of the match. There will be no exceptions.

Selection

25. The selection Committee will comprise the Saturday and Sunday Captains and two other officers. In the absence of one or both of the Captains the Vice-Captains will deputize.
26. Team selection for both Saturday and Sunday or any other game arranged for any other day will be made on the Wednesday before the games. It is up to club members to inform the Selection Committee of their availability and to check whether they have been selected.
27. The Club will endeavour to ensure that all fully paid up member play at least one game on either a Saturday or Sunday once every other week.
28. Where a player makes him/herself unavailable for one weekend it will be deemed not to be de-selection and no game is guaranteed under rule 27. However this does not apply to players taking their annual holiday or who are injured during a game and unable to play the following week or weeks.
29. No player in arrears of subscription may play in the Saturday League or cup games until all ~~paid~~ members have been approached.
30. Any player in arrears of subscription after 15 May will not be selected to play in any game until all paid up members have been approached. Similarly if a player pays in two instalments ~~the same~~ applies to 1 July.

Captains

31. The League Captain may not also be Captain for friendly games, irrespective of when that team plays (20/20 and tour matches excepted). However, the Vice-Captain of the League team may be Captain of the other team and visa-versa.

Equal Opportunities Statement

32. Membership of the Club is open to all and no member or prospective member shall be discriminated against on the grounds of - race, colour, creed, religion, faith, ethnic origin, gender, age, sexual orientation or disability.

Child Protection Policy & Guidelines

33. All members and volunteers will comply with the Club's Child Protection Policy & Guidelines at all times in their dealings with the Club.
34. Any member who, following investigation, is found to be in breach of the provisions of the policy or guidelines will be expelled from the Club. (See also paragraphs 15 and 37 - 48)

Property and Funds

35. 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 & profits shall be reinvested in the Club
36. The club may also in connection with the sports purposes of the club:
 - a. Sell and supply food, drink and related sports clothing or equipment
 - b. Pay for reasonable hospitality for guests
 - c. Indemnify the Committee and members acting properly in the course of the running of the

club against any liability incurred in the running of the club (but only to the extent of its assets)

Discipline and Appeals

37. All complaints regarding the behaviour of members must be lodged in writing with the Secretary
38. The Committee shall appoint a Disciplinary sub-committee who will meet to hear the complaint(s) within 14 days of a complaint being lodged
39. Any member requested to attend a disciplinary sub-committee shall be entitled to be accompanied by a friend or other representative who is a member of the club and call witnesses. If the member who is called to attend a hearing is a under 18 years of age they may be accompanied by a representative from outside the club (e.g. parent, guardian, older sibling etc.)
40. The reason(s) for calling the member to a disciplinary hearing and any supporting documentation shall be given to the member at least two weekdays before the hearing
41. The sub-committee has the power to take appropriate disciplinary action, including termination of membership
42. Confirmation of 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 5 weekdays following the hearing
43. There is a right of appeal to the Committee against the decision and should be made in writing within 7 weekdays of receipt of the sub-committee's decision
44. The Committee will appoint an appeals committee consisting of three people, one of whom may not be a member of the club. No member who sat on the disciplinary sub-committee may sit on the appeal.
45. The Appeal's Committee shall consider the appeal within 7 weekdays of the Secretary receiving the appeal.
46. The appellant may be accompanied at the appeal in the same way as for the disciplinary hearing.
47. The decision of the Appeal's Committee shall be binding on all parties.
48. Apart from the written confirmation of the disciplinary sub-committee's decision all time scales can be varied by agreement of both sides but any delay must not ordinarily exceed 5 weekdays

Dissolution of the Club

49. If at any General Meeting of the club a resolution is passed calling for the dissolution of the club, the Secretary shall immediately convene a Special General meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.
50. If at that meeting the resolution is carried by at least two-thirds of the full voting membership present at the meeting, the Committee shall thereupon, or at such a date as shall have been specified in the resolution, proceed to realize the assets of the club and discharge all debts and liabilities of the club
51. The committee will be responsible for the orderly winding up of the club's affairs.
52. Any equipment or asset acquired by the Club by way of a grant within five years proceeding dissolution or through ongoing sponsorship will be offered free of charge [except any carriage costs] to other local cricket clubs by open advertisement. Otherwise, all the club's equipment and assets to be sold and after settling all liabilities of the club the Committee shall dispose of the net receipts remaining in equal shares to all who were paid up members at the time of the meeting dissolving the club.

Awards

53. Trophies will be awarded each year for playing performances. There are two standing awards:
 - Highest Individual Innings
 - Best Bowling in a Match

All other awards will be determined by the committee depending on the performances during the season.

54. The playing awards will be computed by aggregating all non-limited over games on whichever day they are played.
55. Outstanding performances in limited over games, scheduled for 40 or less overs, will be subject

to separate awards as determined by the Committee.

56. Other special awards may be made to players who: - score a century; take a hat trick; take 5 or more wickets in a match or any other outstanding performance that in the opinion of the Committee merit an award.
57. The Burstow Shield will be awarded to the Club Member who in the opinion of the Committee has contributed most to the Club in a non-playing role over the previous 12 months. No person may be awarded this trophy in consecutive years.
58. No performance registered whilst in arrears of annual subscription will be computed forwards-see also 23.

Young Players-Safety Helmets

59. The wearing of safety helmets when batting or fielding close to the bat (including wicket keeping) for players under 18 years of age, at midnight on 31 August in the year preceding the season, is compulsory unless written permission is given by their parent or guardian. However the Club reserves the right to bar a young player from playing without a helmet even if written permission is given.
60. Helmets to BS7928:1998 with a full grill must be worn.

Young Players-Fast Bowling

61. The English Cricket Board has given the following directive, which will be upheld by the Club.

Age	Max overs/spell	Max overs/day
up to 13	5	10
U14,U15	6	12
U16, U17	7	18
U19	7	18

A fast bowler is defined as a bowler to whom a wicket keeper in the same age group would normally stand back.

Other Matters

62. The committee will determine any other matter arising that does not fall within these rules, unless in the opinion of the Committee an Extraordinary General Meeting is required. In this case 14 days' notice or as much notice as practicable will be given.

Alteration to the Constitution and Rules

63. Any proposed alterations [except mandatory League or ECB requirements, which will be adopted by the Committee] to the Club Constitution and Rules may only be considered at an Annual or Extraordinary General Meeting, convened with the required written notice of the proposal (see paragraphs 4, 6, 7 and 45). Any alteration or amendment must be proposed by a full member and seconded by a full member unless the Committee proposes it. Such alterations shall be passed if supported by not less than two-thirds of those full voting members present at the meeting, assuming a quorum has been achieved.

Declaration

64. Smallfield Cricket Club hereby adopts and accepts this Constitution and Rules as a current operating guide regulating the actions of all members.

SIGNED (CLUB CHAIRMAN)

DATE 4 March 2009

NAME: Pat Cole

SIGNED (CLUB SECRETARY)

DATE 4 March 2009

NAME: Peter Marklew