

The Pavilion
Castle Hill Ground
Leicester Road
Uppingham
Rutland
LE15 9SP



1. Name

The name of the Club is 'Uppingham Town Cricket Club', hereafter to be referred to as "the club" and the club shall be affiliated to the England and Wales Cricket Board through the Leicestershire and Rutland Cricket Board (LRCB). The Club colours shall be green and gold. The Club Headquarters shall be The Pavilion, Castle Hill, Leicester Road, Uppingham, Rutland, LE15 9SP

2. Aims and Objectives

- To foster and promote the sport of cricket at all levels within the community and within the game itself. Provide opportunities for recreational cricket, coaching and competition.
- To ensure that all members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and the Laws of Cricket.
- To ensure a duty of care to all members of the club by adopting and implementing 'Safe Hands' – The ECB's Policy for Safeguarding Children and any future versions of the Policy.
- 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 encourage all members to participate fully in the activities of the club.

3. Membership

- a) Membership of the club shall be open to anyone interested in the sport of cricket on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis.
- b) The club may have different classes of membership and subscription on a non discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c) Application for membership of the club shall be by completion of a membership application form and by payment of the relevant subscription/joining fees as determined by the Annual General Meeting of the club. Annual subscriptions shall be due on the 1st April each year ahead of the new season and playing members will be reminded of any outstanding subscriptions due on 1st May. If not settled by 31st May that playing member will not be eligible for team selection or use of the clubhouse or practise facilities. The Selection Committee, Captains and Junior managers will be asked to abide by these rules. Wives, husbands, girlfriends, boyfriends and families to be honorary members at the Committee's

discretion. Any guest player playing more than two games shall be expected to pay the full subscription.

- d) 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 in line with the procedure in section 12.
- e) 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. The Constitution shall identify those members eligible to vote at any General Meetings.
- f) A member may personally introduce friends as guests, but no person shall be introduced more than twice within three months and no member may introduce more than four friends at any one time. Visitors and members introducing them should sign their names in a book provided for that purpose.
- g) Any member of a Club, Association or Team playing in any organised game against the Club and not more than fifty other persons in the aggregate accompanying such members shall (unless the Committee otherwise determine) be Honorary Members of the Club for the day on which such game is taking place.

4. Categories of Membership

Classes of membership shall be as follows:

- a) **Senior Player** – 18 on 1st September in the previous year and not in full time education.
- b) **Student Player** – in full time education which is current or concludes in July of that year's season, and 18 on 1st September in the previous year.
- c) **Junior Player**
 - Under 18 – school years 11, 12 & 13 (or age equivalent)
 - Under 15 – school years 9 & 10
 - Under 13 – school years 7 & 8 plus all junior school years
- d) **Friday Night Players** – those that play social cricket on Friday nights only
- e) **Social Members** – those subscribed, but not through a 'playing membership'
- f) **Honorary Life Member** – nominated by the Operating Committee annually in recognition of the individuals contribution to the club. No subscription fee.
- g) **Vice President** – a donation to the club of an amount equivalent to a 'senior player' subscription in the current year.
- h) **Honorary Vice President** - nominated by the Operating Committee annually in recognition of the individuals support to the club. No subscription fee.

A list of members in each category shall be maintained by the Operating Committee. From the above categories, adult members and juniors in year 11 and over are considered 'full members' and as such carry one vote at any Annual General Meeting or Extraordinary General Meeting.

Each of the following categories (a, b, c, f, g, & h) include 4 honorary social memberships as part of the subscription. The Friday Night Players and Social Memberships include 1 honorary social membership. Such honorary social memberships do not count as 'full members' and as such have no voting rights

A hardship policy exists within the membership categories, which is applied at the discretion of the Welfare Officer and Deputy Welfare Officer. In addition children of school age who receive free school meals should be allowed a free membership on exactly the same basis as their peers. Verification of this is to be managed by the Welfare Officer and Clubmark Co-ordinator.

5. Officers

5.1 The Executive Officers of the club duly elected at the club's Annual General Meeting (AGM) and sitting on the club's Operating Committee (OC) shall be as follows:

- a) Chair of Operating Committee
- b) Vice Chair of Operating Committee
- c) Secretary of Operating Committee
- d) Treasurer(Finance Chair)
- e) Club Captain
- f) Cricket Committee Chair
- g) Junior Cricket Committee Chair
- h) Ground Committee Chair
- i) Clubhouse Committee Chair
- j) Uppingham Town Cricket Club Supporters Association Chair
- k) Club Welfare Officer
- l) Clubmark Co-ordinator

5.2 Honorary Officers:

- a) President
- b) Honorary Life Members
- c) Honorary Vice Presidents

5.3 Holding Trustees:

The persons nominated to hold property both realty and personally for and on behalf of the members of the club, and are hereafter called "the Holding Trustees"

- a) Chair of Operating Committee
- b) Vice Chair of Operating Committee
- c) Secretary of Operating Committee
- d) Treasurer

5.4 Other Elected Officers:

- a) Auditor
- b) Deputy Welfare Officer
- c) Fixture Secretary

6. Election of Officers

The Executive Officers (5.1), Honorary Officers (5.2) and Other Elected Officers (5.4) are nominated and elected at the Annual General Meeting of the club by the 'full members' of the club. All Officers shall be elected for a period of one year, but shall be eligible for re-election to the same office or to

another office the following year unless they notify the committee otherwise one month before the AGM.

No one individual can be voted to undertake more than 1 Executive Officer role within the overall club structure enabling the club to uphold the principle of involving more volunteers and sharing the burden of volunteers contributions. The only exceptions to this are for anyone undertaking the Vice Chairman, Secretary, Clubmark Co-ordinator or Welfare Officer Roles – under this exception individuals are limited to 2 roles only.

The appointment of senior league and friendly Captains and Vice Captains will be managed by the Cricket Committee. The Cricket Committee's recommendations will be proposed by the Cricket Committee Chair to, and ratified by, the Operating Committee ahead of the AGM.

The Junior Committee Chair shall appoint the age group Junior Managers

7. Operating Committee (OC)

The affairs of the club shall be conducted by an Operating Committee (OC) comprising the Executive Officers of the club elected at the Annual General Meeting (section 6). Only these members of the Committee shall be entitled to vote at OC meetings.

The OC will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year. The quorum required for business to be agreed at OC meetings shall be 7 which must include two of the Holding Trustees.

Committee objectives;

- a) To control the affairs of the club on behalf of the members.
- b) To keep accurate accounts of the finances of the club through the Finance Chair. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The club shall maintain a bank current account and the following Officers shall be authorised to sign club cheques: any two from the Chair, Treasurer and Secretary.
- c) To co-opt additional members of the Committee as the Committee feel is necessary. Co-opted members shall not be entitled to a vote on the Committee and shall serve until the end of the next Annual General Meeting.
- d) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional casting vote.

The Committee shall have powers to appoint sub-committees as necessary and to co-opt advisers who may be non club members invited to advise on specialist subjects. An elected Committee member ceases to be such if he or she resigns by written notice, 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 shall fairly decide time limits and formalities for these steps.

The Operating Committee has the power to:

- a) Acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities.
- b) Provide coaching, training, medical treatment, and related social and other facilities.
- c) Take out any insurance for club, employees, contractors, players, guests and third parties.
- d) Raise funds by appeals, subscriptions, loans and charges.
- e) Borrow money and give security for the same and open bank accounts.
- f) Buy, lease or licence property and sell, let or otherwise dispose of the same.
- g) Make grants and loans and give guarantees and provide other benefits.
- h) Set aside funds for special purposes or as reserves.
- i) Invest funds in any lawful manner.
- j) Employ and engage staff and others and provide services. This excludes any proposal to pay playing/ coaching Professional Cricketers - this would be subject to an EGM and members voting on a proposal.
- k) Co-operate with or affiliate firstly to any bodies regulating or organising the sport of cricket and secondly any club or body involved with cricket and thirdly with government and related agencies.
- l) Do all other things reasonably necessary to advance the aims and objectives of the club.

None of the above powers may be used other than to advance the aims and objectives in a manner consistent with the rules and the general law.

8. General Meetings

The Annual General Meeting of the club should be held not later than the end of December each year. 21 clear days written notice of the Annual General Meeting shall be given to members by circulating notice to every member by email and posting the notice on the club website. Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 14 days before the meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 days before the meeting.

The business of the Annual General Meeting shall be to:

- a) Confirm the minutes of the previous Annual General Meeting and any Extraordinary General Meetings (EGM) held since the last Annual General Meeting.
- b) Receive the audited accounts for the year from the Finance Chair
- c) Receive the annual report of the Operating Committee from the Secretary
- d) Elect the Executive Officers of the Operating Committee
- e) Elect the Honorary Officers of the club
- f) Elect the auditors of the club
- g) Elect the Deputy Welfare Officer of the club
- h) Review club membership subscription rates and agree them for the forthcoming year.
- i) Transact such other business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

Nominations of candidates for election of Offices shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.

At all General Meetings, the Chair will be taken by the Chair of Operating Committee or, in their absence, by a deputy appointed by Full Members attending the meeting.

Decisions made at a General Meeting shall be by a simple majority vote from those Full Members attending the meeting. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.

A quorum for a General Meeting shall be 10 'Full Members' and Officers of the Club including at least 2 from of the Holding Trustees.

Each 'Full Member' of the Club shall be entitled to one vote at AGMs.

9. Alterations to the Constitution

Any proposed alterations to the club Constitution may only be considered at an Annual or Extraordinary General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a 'Full Member' of the club and seconded by another 'Full Member'.

Such alterations shall be passed if supported by not less than two-thirds of those 'Full Members' present at the meeting, assuming that a quorum has been achieved.

10. Finance

All club monies shall be banked in an account in the name of the club. The Finance Chair shall be responsible for the finances of the club and for providing a report on the financial position as required by the Committee. The Finance Chair shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club. The financial year will end on 30th November. The Finance Chair will present an audited statement of annual accounts at the Annual General Meeting. Any cheques drawn against club funds should hold two signatures from the following Executive Officers of the OC - the Chair, Treasurer or Secretary.

11. Property and Funds

The property and funds of the club cannot be used for the direct or indirect private benefit of members and all surplus income or profits shall be reinvested in the club.

The club may also in connection with the sports purposes of the club:

- a) Sell and supply food, drink and related sports clothing and equipment.
- b) Employ members and remunerate them for providing goods and services, on fair terms set by the OC without the person concerned being present.
- c) Pay for reasonable hospitality for visiting teams and guests.

- d) Indemnify the OC and 'Full Members' acting properly in the course of the running of the club against any liability incurred in the proper running of the club, but only to the extent of its assets.

12. Complaints, Discipline and Appeals

All complaints regarding the behaviour of members should be lodged in writing with the Secretary.

The OC shall appoint a Complaints/ Disciplinary Committee (Appendix 1) who will meet to hear complaints within 7 to 28 days of a complaint being lodged. The appointed Committee will respond in the most appropriate timescale given the nature of the issue. Any member requested to attend a Committee hearing shall be entitled to be accompanied by a friend or other representative and to call witnesses. The OC or its appointed Committee has the power to take appropriate action, including the termination of full membership.

The outcome of the Hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days following the hearing.

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 (Appendix 2) who shall consider the appeal within 7 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.

13. Dissolution

If at any General Meeting of the club, a resolution be passed calling for the dissolution of the club, the Secretary shall immediately convene an Extraordinary General Meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Special Meeting, the resolution is carried by at least three quarters of the Full Voting Membership present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the club and discharge all debts and liabilities of the club.

The Committee will then be responsible for the orderly winding up of the club's affairs.

After settling all liabilities of the club, the Committee shall dispose of the net assets remaining to one or more of the following:

- a) To another club with similar sports purposes which is a registered charity.
- b) To another club with similar sports purposes which is a registered Community Amateur Sports Club.
- c) To the governing body for cricket to be used by them for related community sports.

14. Extraordinary General Meetings

An Extraordinary General Meeting (EGM) may be convened at any time by the Committee and shall be convened within 21 days on the requisition of 10 full members writing and countersigning a letter to the Secretary stating the purpose for which a meeting is required. The Secretary should call the meeting in the club premises at any time stating the time when and where it will be held and the business to be conducted. The business at an EGM shall be limited to that provided by these rules and those further matters specified in the notice convening the meeting.

A quorum for a Extraordinary General Meeting shall be 10 'Full Members' and Officers of the Club including at least 2 from of the Holding Trustees.

Each 'Full Member' of the Club shall be entitled to one vote at EGMs.

15. Opening Hours

The Club shall be opened and closed at such hours as may be from time to time fixed by the OC and as posted in the club. The permitted hours shall as may be from time to time be determined by the OC in accordance with the provisions of the Licensing Act, 2003 and as notified to the Licensing Officer of the Council.

16. Donations

Any member of the club can propose donations to Charities or other registered Community Amateur Sports Clubs following approval by the OC.

17. The Holding Trustees for the Club

The Holding Trustees shall on behalf of the Club:

- a) Hold all investments and properly of whatsoever kind that now are or may in the future be transferred to or vested in them or placed under their control as trustees of the club upon trust for the members of the club.
- b) Are empowered to raise moneys and enter into all legal Documents and Deeds including, but not limited to, Legal Charges and Mortgages for and on behalf of the club to effect and perfect the raising of such moneys.

Persons dealing with the Holding Trustees may rely on and shall accept a Certificate that:

- a) The Holding Trustees are authorised to enter into any transaction, including the purchase of land for and on behalf of the Club.
- b) The Holding Trustees may raise money by way of loan charge or mortgage on any specifically named asset of the Club whether realty or personally for and on behalf of the club.
- c) Confirms the correct identity of the Holding Trustees for the time being and that shall be sufficient evidence that the club has so authorised such transactions without further enquiry provided that a Certificate is signed by the OC Chair and counter-signed by the OC Secretary of the club.

18 Sale of Alcohol

- a) 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
- b) Alcohol is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the club
- c) In so far as it is not managed by the club's Operating Committee, the purchase of alcohol for, and the supply of alcohol by, the club are managed by a committee whose members are members of the club, have obtained the age of 18 years
- d) No arrangements are, or are intended to be, made for any person to receive at the expense of the club any commission, percentage or similar payment on, or with reference to, purchases of alcohol by the club
- e) No arrangements are, or are intended to be, made for any person directly or indirectly to derive any pecuniary benefit from the supply of alcohol by or on behalf of the club to members or guests, apart from any benefit accruing to the club as a whole, or 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

19. Declaration

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

Appendix

1. **Complaints/ Disciplinary Committee** – will be made up from Executive Officers of the club for the initial meeting:
 - a. Maximum of 4 members as nominated by the OC
 - b. The Chair may co-opt an additional specialist adviser if the situation demands it
2. **Appeals Committee** – will be made up from Executive Officers of the club:
 - a. Maximum of 3 members as nominated by the OC, none of whom can have been involved with any initial complaint/ disciplinary hearing
 - b. The Chair may co-opt an additional specialist adviser if the situation demands it

Uppingham Town Cricket Club – Constitution

Chair of Operating Committee

Secretary of Operating Committee

Charlie Scott

Claire Cox

Date:

Date:

Name: Charles Scott

Name: Claire Cox

This version of the club constitution was formally accepted and adopted at the Annual General Meeting held at The Clubhouse, Castle Hill Ground, Leicester Road, Uppingham, Rutland on 14th December 2014