

# CHESHIRE COUNTY CRICKET CLUB CONSTITUTION AND RULES

## 1. NAME

CHESHIRE COUNTY CRICKET CLUB (an unincorporated association)

## 2. OBJECTIVES

- 2.1 To lead, develop, support and facilitate the sport of men's (over the age of 18 years) representative able-bodied cricket in Cheshire in every way proper including selecting, and entering and managing teams to participate in appropriate matches and competitions.
- 2.2 To act at all times in accordance with these rules and the code of conduct and all applicable cricket laws in place from time to time.
- 2.3 To be a member of the Cheshire County Cricket Board Limited, (and by doing so become and remain an associate of the England and Wales Cricket Board Limited), the National Counties Cricket Association and such other bodies as the general committee deem appropriate.
- 2.4 To provide and to receive, if thought fit, administrative and financial help to and from the Cheshire County Cricket Board Limited, the England and Wales Cricket Board Limited, the National Counties Cricket Association and their constituent members and other bodies in whatever manner the general committee feels appropriate.

## 3. CLUB COLOURS

Purple, silver, black or blue with optional wheatsheaf in silver or gold.

## 4. MEMBERSHIP AND SUBSCRIPTIONS

- 4.1 Any membership classes are likely to include the following categories (and others as deemed appropriate):
  - 4.1.1 Life
  - 4.1.2 Full
  - 4.1.3 Cohorts (i.e. a 'body')
  - 4.1.4 Senior citizens
  - 4.1.5 Juniors.
- 4.2 Subscription levels for each membership category shall be agreed by the general committee and regular subscriptions due on 1 December annually.
- 4.3 Honorary life vice-presidents and honorary life members may be appointed at the annual general meeting as recommended by the general committee. These are offered in appreciation for exceptional services to the Club or as a mark of special recognition.
- 4.4 Membership is not transferable and must be available for production when seeking admission to games or meetings.
- 4.5 Admission charges and other ground charges may be payable by members for certain games.
- 4.6 The general committee shall have power to refuse an application for membership and may terminate the membership of anyone deemed to be in breach of the *County Club Code of Conduct*, without refunding any subscription that may have been paid.

5. **TRUSTEES**

Any Club property held for its own account (other than cash in hand and money on current and deposit accounts which are administered by the honorary treasurer) shall be vested in not less than two trustees appointed by the Club in general meetings who shall hold the same in accordance with the instructions of the general committee. These will normally be the Chair and Honorary Treasurer.

Anyone so appointed shall hold office until retirement or removed by the Club in a general meeting. Any trustee vacating office shall execute and do everything necessary for making over, transferring or otherwise dealing with the said property as directed by the general committee. A trustee acting in accordance with the instructions of the general committee shall be entitled to be indemnified by the Club and by its assets.

6. **FINANCE**

6.1 The financial year shall commence on 1 December annually, ending on the following 30 November.

6.2 The treasurer shall ensure records are kept of all income and expenditure. Examined accounts in compliance with relevant legal requirements and recognised accounting standards shall be presented to the annual general meeting within twelve months of the year end.

6.3 All accounts shall be managed by the honorary treasurer or such other member(s) of the general committee as that committee shall authorise.

6.4 The general committee must actively plan and monitor the financial position and performance of the Club against an annually approved budget and a financial forecast.

6.5 The general committee shall adopt appropriate and proportionate financial and operational policies and procedures.

6.6 Members' liability is limited to the assets of the Club.

6.7 The general committee shall maintain a risk register and systems for identifying, assessing and managing risk, and review it annually.

7. **OFFICERS**

7.1 The following shall be elected each year at the annual general meeting:

7.1.1 President (who may not be elected for more than three consecutive years)

7.1.2 Chair who, or a deputy, shall also be the formal representative at the Cheshire Cricket Board Limited and be responsible for seeking and representing the collective view of the general committee.

7.1.3 Honorary secretary

7.1.4 Honorary treasurer

7.1.5 Such other officers, if any, as the annual general meeting deem appropriate to elect.

8 **MANAGEMENT**

8.1 Shall be vested in the general committee (which, subject to any overriding powers of the members, shall be the ultimate decision-taking body of the Club and accordingly exercise its powers), comprising:

8.1.1 The officers

8.1.2 Members elected due to status/position ('ex-officio')

8.1.3 A maximum of three members elected at the annual general meeting for a period of two years, one of whom shall retire each year, and be eligible for re-election.

8.2 The general committee may appoint such roles as it seems fit, for example:

- Vice chair
- Honorary assistant secretary
- Honorary membership secretary
- Cricket chair
- Club captain(s)
- Team managers
- Coaches
- Safeguarding officer
- Equity diversity and inclusion officer
- Marketing / communications manager

People appointed to these positions (if not otherwise members of the general committee) may become ex-officio members of the general committee.

8.2.1 The general committee may co-opt members and approve the co-option of members to committees and sub-committees.

8.2.2 The general committee may make appointments as and when deemed appropriate to ensure it is of an appropriate size to meet the requirements of the Club, to effectively discharge its duties and to have the appropriate balance of skills, experience, independence and knowledge.

8.2.3 The following may attend general committee meetings but not vote:

- Representative of Cheshire County senior age men's cricket
- Hon. life vice presidents
- Representatives of other cricketing bodies as invited by the general committee.

8.3 Six members entitled to vote must be present to constitute a quorum. Meetings may be in person or virtually by electronic means.

8.4 The general committee shall exercise collective responsibility and no committee member may have unfettered ability to take a decision.

8.5 The general committee shall maintain a written statement of its roles and responsibilities and a code of conduct.

8.6 The general committee shall be responsible for setting, supporting and monitoring the strategy and performance, mission, values and culture of the Club, including county-wide business plans aligned with the ECB national strategy.

8.7 The general committee shall adopt the equity, diversity and inclusion policy of the Cheshire Cricket Board Limited in so far as it relates to and affects the activities and role of the County Club.

- 8.8 The general committee shall adopt the England and Wales Cricket Board Limited's current safeguarding policy as applies to National Counties clubs.

In line with the Cheshire Cricket Board, Cheshire County Cricket Club is committed to ensuring that all young people (aged under 18) and vulnerable adults involved with cricket in Cheshire have a safe, welcoming and positive experience. We comply with the England and Wales Cricket Board's current policy which promotes good practice, helps raise awareness and ensures people know what to do if they have concerns about children or the behaviour of adults in cricket.

Any concerns about child welfare should be directed initially to the county safeguarding officer who is available for help and advice.

- 8.9 The general committee may appoint other appropriate committees from time to time, focussing on specific areas such as:

- management
- cricket (who may appoint a selection committee)
- finance
- marketing / communications
- sponsorship
- membership

- 8.10 The general committee shall appoint the chair of any such committee or sub-committee, which shall report directly to it. Committees/sub-committees shall circulate their minutes to the general committee. The chair, honorary secretary and honorary treasurer may be ex-officio members of these committees and sub-committees as appropriate.

- 8.11 All meetings shall be presided over by their respective chair. If absent, members present shall elect an acting chair of that meeting.

- 8.12 Any votes at meetings shall be by a show of hands or by secret ballot (as decided by the chair or at the request of any of their respective members). A simple majority shall prevail.

- 8.13 Committees may make their own rules of procedure and the general committee may delegate powers to committees and sub-committees.

- 8.14 The general committee may fill any officer/elected member vacancies arising of that committee during that year. Posts will be held until the next annual general meeting.

## **9 ELECTION OF OFFICERS**

- 9.1 Nominations in writing proposed by one member, seconded by another member and with the permission of the nominee, must be submitted to the honorary secretary at least seven clear days prior to the date of the election meeting.
- 9.2 In the absence of any nomination, a nomination duly proposed and seconded may be made at the election meeting.
- 9.3 If any election is not contested, the nominee(s) shall be deemed elected.
- 9.4 Any contested election shall be conducted by secret ballot with the result decided by a simple majority.

## **10 ANNUAL, SPECIAL AND EXTRAORDINARY GENERAL MEETINGS**

- 10.1 Patron(s), the president, honorary life vice-presidents, honorary life members, life members and other members (except junior members) shall be the only people entitled to attend and vote at a general meeting. Proxy votes shall not be allowed.
- 10.2 A quorum is nine members present.
- 10.3 All business to be transacted at meetings must be specified in advance.
- 10.4 An annual general meeting shall be held on or before 30 November each year and include the presentation of an annual report, the annual accounts and the election of officers.
- 10.5 The president in office at the beginning of the meeting (or in their absence, the chair, or failing that, a nominated representative in office at the beginning of the meeting) shall chair the general meeting and shall be entitled to a casting vote, in addition to their own vote. The exception is where an election in which the person presiding is one of the nominees for election. In this case the casting vote will be exercisable by the next senior officer determined in the order of officers set out in Rule 7.
- 10.6 A special general meeting shall be convened by the honorary secretary at the request of the general committee or upon receipt of a written requisition stating the motion proposed and signed by at least 30 members.
- 10.7 A patron or patrons may be appointed at a general meeting to hold office until the next annual general meeting.
- 10.8 Independent examiners of accounts shall be appointed at the annual general meeting.
- 10.9 The honorary secretary shall give not less than 14 clear days' notice of a general meeting to members.
- 10.10 The notice for the annual general meeting will be published on the Club's website not less than 14 clear days before the date of the meeting.
- 10.11 Notices to members about a general or other meeting(s) or other notices may be given in person or by post or by electronic means.

## **11 DISSOLUTION**

- 11.1 A resolution to dissolve the Club shall be proposed only at a general meeting and shall be by a special resolution passed by a majority of two thirds of the members present and voting.
- 11.2 The dissolution shall take effect from the date of the resolution and general committee members shall be responsible for the winding-up of the assets and liabilities of the Club.
- 11.3 Any property remaining on the winding-up or dissolution of the Club after the discharge of the debts and liabilities of the Club shall be given or transferred to one of the following sporting or charitable bodies:
  - (i) the ECB, for use in community related initiatives for cricket, or
  - (ii) another amateur sports club for cricket, or
  - (iii) the Cheshire Cricket Board Limited, or
  - (iv) a registered charitable organisation.

## **12 ALTERATION OF RULES**

- 12.1 Must be proposed by one member and seconded by another member and submitted in writing to the honorary secretary at least 28 days before the date of a general meeting.

12.2 Must be approved by a majority of not less than two-thirds of the members present and voting.