

Bronze Cricket Club



The Anson Ground
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Bronze Cricket Club Constitution

(1) Title & Affiliation

- (a) *The club shall be called BRONZE CRICKET CLUB and will hereafter be referred to as THE CLUB.*
- (b) *The Club is affiliated to the England and Wales Cricket Board through Staffordshire Cricket Board.*
- (c) *The Club and its members shall ensure that members, playing and non-playing, abide by the ECB Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket.*
- (d) *The Club shall adopt and implement the ECB Safe Hands – Cricket’s Policy for Safeguarding Children and any future versions of the policy. The Club must also have a separate club safeguarding Policy Statement, as required by the ECB.*
- (e) *The Club shall adopt and implement the ECB Anti-Discrimination Code of Conduct and any future versions of this policy.*

(2) Aims and Objectives

- (a) To foster and promote the sport of CRICKET at all levels within the community and within the sport, providing opportunities for recreation, competition and coaching, and shall adopt the ECB’s “Safe Hands the Welfare of Young People in Cricket Policy” and adhere to the policies and procedure therein.
- (b) To manage The Anson Ground, Chapel Lane, Great Barr.
- (c) To ensure a duty of care to all Members of THE CLUB.
- (d) To ensure that the provision of all THE CLUB’s services is fair to everyone.

- (e) To ensure that all present and future Members receive fair and equal treatment.

(3) Memberships

- (a) Membership of THE CLUB shall consist of officers of THE CLUB and its Members.
- (b) Membership of THE CLUB shall be open to any person completing a membership application form and by paying the relevant subscriptions/joining fees as determined by the Annual General Meeting of THE CLUB's Members. The Management Committee reserve the right to refuse membership where necessary for the good of THE CLUB.
- (c) There shall be five classes of membership available. These are:
 - i. Full Playing Member
 - ii. Junior Member (under 18 years old at time of membership application)
 - iii. Sunday Member
 - iv. Social Member
 - v. Honorary Member
- (d) 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 CLUB codes of conduct.
- (e) An Honorary Member is a title installed on a select group of long-standing members in recognition of work, effort and achievement for the club. The honour is one of stature only and carries no power over the Management Committee or trustees. Any future Honorary Membership must come from the Management Committee and forwarded to the existing Honorary Members to vote on. The vote must be a majority decision for the proposer to be accepted. A majority decision must also be made to remove any Honorary Member.
- (f) The Committee have the right to propose and the Honorary Members have the right to increase their number by one at any time and they have full voting rights at Annual General Meetings (AGM) and Extraordinary General Meetings (EGM).
- (g) "Voting Members" are defined as all classes of members except for junior members.

(4) Officers

- (a) The officers of the club shall be as follows:
 - i. President
 - ii. Chairperson
 - iii. Secretary
 - iv. Treasurer
 - v. Safeguarding Officer
 - vi. Youth Development Officer
 - vii. Social Secretary

(5) Election of Officers

- (a) All Officers shall be elected at the AGM of THE CLUB, from, and by, all Voting Members of THE CLUB.
- (b) All Officers are elected for a period of one year but may be re-elected to the same office or another office in the following year.

(6) Management Committee

- (a) The affairs of THE CLUB shall be conducted by the Management Committee comprising of the Officers of THE CLUB and other members to make up The Management Committee to a maximum of twelve, elected from, and by, all Voting Members of THE CLUB. In the event of insufficient numbers to make up the Management Committee, the elected Officers have the right to co-opt any Voting Member to the Management Committee with full voting rights. All Members of the Management Committee shall be entitled to vote at Management Committee meetings.
- (b) The Management Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year.
- (c) The quorum required for the business to be agreed at Management Committees shall be four.
- (d) The duties of the Management Committee shall be:
 - i. To control the affairs of THE CLUB on behalf of the Members.
 - ii. To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by Members. THE CLUB shall maintain a bank current account at a bank agreed by the Management Committee and all cheques hold the signatures of the Treasurer and another member of the management committee authorised to do so.
 - iii. To co-opt additional Members onto the Management Committee as the Management Committee feel this is necessary. Co-opted Members shall not be entitled to a vote on the Management Committee.
 - iv. To make decisions on the basis of a simple majority vote of which the Chairperson shall be allowed to vote. In the case of equal votes, the Chairperson shall have the casting vote.
 - v. To be responsible for adopting new policy, codes of conduct and rules that affect the organisation of THE CLUB in line with THE CLUB's constitution.

- vi. To adopt sub-committees that will aid the running of THE CLUB. A Disciplinary Chairman shall be elected by the Management Committee at the first Management Committee meeting following the AGM.
- vii. To sign, date and display the constitution on THE CLUB noticeboard at the first Management Committee meeting following the AGM.

(7) Annual General Meetings

- (a) The Annual General Meeting (AGM) of THE CLUB shall be held no later than the end of December each year. Fourteen days of notice shall be given to Voting Members of the AGM by posting the date, venue and time of the AGM on social media and the club website. Voting Members must advise the Secretary in writing or via email or social media of any proposed rule changes to be moved at the AGM 14 days before the AGM. The Secretary shall give notice of the agenda at the start of the meeting.
- (b) The business of the AGM shall be to:
 - i. Confirm the minutes of the previous AGM and any EGM, and minutes of meetings held since the last AGM.
 - ii. Receive the approved accounts for the year from the Treasurer.
 - iii. Receive the annual report of the Management Committee from the Secretary.
 - iv. To receive reports from senior captains on the previous season.
 - v. Elect the Officers of THE CLUB (i.e. President, Chairperson; Treasurer) and Captains.
 - vi. Review Club subscription rates and agree them for the forthcoming year.
 - vii. Transact such other business received in writing by the Secretary from Members received fourteen days prior to the meeting and included in the agenda.
 - viii. Transact any proposed rule changes received by the Secretary 14 days before the AGM.
- (c) Extraordinary General Meetings (EGM) may be convened by the Management Committee or on receipt by the Secretary of a request in writing from not less than five Voting Members of THE CLUB. At least fourteen days' notice of the meeting shall be given.

- (d) Nominations from candidates for election of Officers can be made in writing to the Secretary at least fourteen days in advance of the AGM date. Nominations can only be made by Voting Members and must be seconded by another Voting Member.
- (e) At all AGM's and EGM's, the Chair will be taken by the Chairperson or, in his absence, by a deputy appointed by THE CLUB or by Voting Members attending the meeting.
- (f) Decisions made at an AGM or EGM shall be a simple majority vote from all Voting Members attending the meeting. The Chairperson shall be allowed to vote on any issue but in the event of equal votes, the Chairperson shall have the casting vote.
- (g) A quorum for an AGM or EGM shall be ten Voting Members and four of the Management Committee, two of which must be the Chairperson, Treasurer or Secretary.
- (h) Each Voting Member of THE CLUB shall be entitled to one vote at an AGM or EGM.
- (i) Voting Members will be allowed to vote on all matters, except for Social Members who can vote on all matters except for captains.
- (j) Junior Members are not allowed to vote on any issue.

(8) Alterations to the Constitution

- (a) Any proposed alterations to THE CLUB constitution may only be considered at an AGM or EGM, convened with the required written notice of the proposal.
- (b) Any alterations or amendments must be proposed by a Voting Member of THE CLUB and seconded by another Voting Member. Such alterations shall be passed, if supported, by not less than two-thirds of all those Voting Members present at the AGM or EGM, assuming that a quorum has been achieved.

(9) Finance

- (a) All Club monies shall be banked in the bank account agreed by the Management Committee in the name of BRONZE CRICKET CLUB.
- (b) The Treasurer will be responsible for the finances of THE CLUB.
- (c) The CLUB's financial year will end 31st October.
- (d) The Treasurer will present agreed and checked statement of accounts at the AGM.
- (e) Any cheques drawn against Club funds should hold the signatures of the Treasurer and another member of the management committee authorised to do so.

- (f) Any member quoting THE CLUB for work must make a declaration of interest.

(10) Discipline and Appeals

- a) Any Member who wishes to complain about any other Member, regarding conduct or breaches of THE CLUB rules, must submit this in writing or by email within seven days of the alleged offence occurring to a Member of the Management Committee.
- b) The complaint must be submitted to the Disciplinary Chairman as soon as possible but within seven days. Where the Disciplinary Chairman is unavailable, or the complaint be about or from them, the Acting Disciplinary Chairman will be the first available from: President, Chairman, Secretary, Treasurer, Safeguarding Officer, Youth Development Officer or Social Secretary, followed by other members of the Management Committee in order of continuous length of service.
- c) The (Acting) Disciplinary Chairman will, within 48 hours, select a Disciplinary Committee, consisting of between 2 and 4 other members of the Management Committee. If the complainant or defendant is a member of the Management Committee, they shall be illegible to be on the Disciplinary Committee.
- d) The Disciplinary Committee will:
 - a. Inform the complainant and defendant that the complaint is being investigated
 - b. Investigate the complaint by asking for written statements from all involved
 - c. Dismiss the complaint or sanction the defendant dependent on the outcome of the investigation
 - d. Inform all parties of what action has been taken within 21 days of the Disciplinary Committee being convened
- e) Should any involved party be unhappy with the initial investigation, a full hearing can be requested within 7 days of the initial decision being informed and must take place in person or virtually within 14 days of being requested unless a valid reason for delay is considered and documented by the Disciplinary Chairman
 - a. The Disciplinary Committee will ask the complainant, defendant and any witnesses to attend, but non-attendance will not be prejudiced.
 - b. Following the hearing, the Disciplinary Committee must assess all statements and accounts given at the hearing to come to a determination, requiring a majority vote. In the event of a tie, the (Acting) Disciplinary Chairman will have the casting vote.
 - c. The determination will be provided to the defendant and complainant, in writing or by email, within 72 hours of the hearing.

- f) Should the complainant or defendant wish to appeal a Disciplinary Committee hearing, a Management Disciplinary Committee meeting shall be convened within 14 days of an appeal being requested, unless a valid reason for delay is considered by the (Acting) Disciplinary Chairman
- a. All Management Committee members, bar any previously disqualified member of the Disciplinary Committee, will be asked to attend
 - b. The Management Disciplinary Committee will ask the complainant, defendant and any witnesses to attend, but non-attendance will not be prejudiced.
 - c. Following the hearing, the Management Disciplinary Committee must assess all statements and accounts given at the hearing to come to a determination, requiring a majority vote. In the event of a tie, the (Acting) Disciplinary Chairman will have the casting vote.
 - d. The determination will be provided to the defendant and complainant, in writing or by email, within 72 hours of the hearing.
 - e. The outcome shall be final.
- g) The (Management) Disciplinary Committee shall have the power to warn, suspend or expel anyone who is found of bringing THE CLUB into disrepute or breaching the Code of Conducts or THE CLUB rules.

(11) Dissolution

- (a) If at any AGM of THE CLUB, a resolution be passed calling for the dissolution of THE CLUB, the Secretary shall immediately convene an EGM of THE CLUB to be held not less than one calendar month thereafter to discuss and vote on the dissolution.
- (b) If at the EGM the resolution is carried by at least two-thirds of the Voting Members present at the meeting, the Management Committee shall thereupon, or at such date as shall be specified in the dissolution, proceed to realise the assets of THE CLUB and discharge all debt and liabilities of THE CLUB.
- (c) After discharging all debts and liabilities of THE CLUB, the remaining assets shall not be paid or distributed amongst the Members of THE CLUB but shall be given or transferred to another voluntary cricket organisation having objectives similar to those of BRONZE CRICKET CLUB.

(12) Declaration

BRONZE CRICKET CLUB hereby adopts and accepts this constitution as an operating guide regulating the actions of its Members.

SIGNED (Club Chairperson)

SIGNED (Club Secretary)

DATE

Changelog

Version 4 (2022 AGM)

- Update adopted policies and codes of conducts

Version 3 (2021 AGM)

- Rename Club Welfare Officer to Safeguarding Officer
- Reduce minimum number of committee meetings to 4
- Rewrite Disciplinary Regulations
- Make clear that only Voting Members can make nominations

Version 2 (2020 AGM)

- Fix typos in 1a and 10a
- Remove fixtures secretary from named officers
- Rename Full Member to Full Playing Members and define Voting Members
- Update old Full Members references to Voting Members
- Make all Senior Captains give a report at AGMs instead of just Saturday Captains
- Remove the necessity of a neutral person checking accounts and make management committee responsible for checking it
- Update who should sign cheques to be the Treasurer and one other management committee member authorised by the bank to do so

Version 1 (2019 AGM)

- Removed references to student members
- Added requirement for constitution to be signed, dated and displayed at first committee meeting
- Replace requirement of AGM notice via letter with social media & website posts
- Remove requirement for AGM agenda to be circulated 14 days before the AGM
- Insert requirement for declaration of interest when members quote the club for work
- Begin changelog