



WALTON-ON-THAMES CRICKET CLUB

CLUB CONSTITUTION AND RULES

1 NAME

- 1.1 The Club shall be known as 'Walton-on-Thames Cricket Club' ('the Club') and shall be affiliated to the Club Cricket Conference, the Surrey Championship and to the England and Wales Cricket Board through the Surrey Cricket Board.
- 1.2 The Club's legal structure shall be that of an unincorporated association.
- 1.3 The Club colours shall be scarlet, black and old gold

2 AIMS AND OBJECTIVES

- 2.1 The objects of the Club shall be:-
 - 2.1.1 to promote community participation in healthy recreation by the provision of facilities for playing the game of cricket in Walton-on-Thames, providing opportunities for recreation, coaching and competition.
 - 2.1.2 to manage the Ashley Park Pavilion and Ground.
 - 2.1.3 to ensure that all members, playing and non-playing, abide by the ECB Code of Conduct, which incorporates the Spirit of Cricket, and by the Laws of Cricket. Copies of these documents are available on the Club's website.
 - 2.1.4 to encourage all members to participate fully in the activities of the Club.
 - 2.1.5 to ensure that the income and property of the Club shall be applied solely to the promotion of the objects of the Club as stated in clause 2.1.1 above and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise, to any member of the Club or third parties.



3. POLICIES

- 3.1 The Club shall adopt and implement the ECB ‘Safe Hands’ Policy and any future versions of the Policy. This is cricket’s policy for safeguarding children. A copy of this Policy is available on the Club website.
- 3.2 The Club shall adopt and implement the ECB Cricket Equity Policy and any future of that Policy. A copy of this Policy is available on the Club website.
- 3.3 The Club shall adopt and implement a Data Protection Policy and any future of that Policy. A copy of this Policy is available on the Club website.
- 3.4 The Club shall adopt and implement the Anti Bullying Policy and any future of that Policy. A copy of this Policy is available on the Club website.
- 3.5 The Management Committee shall be empowered to adopt further policies for the betterment of the Club and shall ensure that copies of all policies are available on the Club Website.
- 3.6 The Management Committee shall be empowered to amend all existing policies as it thinks appropriate and for the betterment of the Club.

4. MEMBERSHIP

- 4.1 Membership of the Club shall be open to anyone interested in the sport of Cricket and Membership Classes will consist of:
 - President*
 - Life Members*
 - Vice Presidents*
 - Senior Playing Members*
 - Junior Playing Members (“Swans” in the Under 10 to Under 18 age groups)
 - Junior Playing Members (“Cygnets” in the Under 5 to under 9 age groups)



- Family Members
- Social Members

*Full Members

A list of Members in each category shall be maintained by the Secretary or other Officer of the Club.

- 4.2 The President and Officers of the Club shall be elected at each Annual General Meeting and shall retire at the next Annual General Meeting. The President and Officers retiring at an Annual General Meeting may stand for re-election at that meeting. The Management Committee may elect additional Vice Presidents at any time as if they had been elected at the last Annual General Meeting.
- 4.3 Life Members shall be elected at Annual General Meetings upon the recommendation of the Management Committee.
- 4.4 The Management Committee shall consider all applications for membership, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other belief, and may elect to membership by simple majority. The Management Committee shall decide the date from which the applicant may enjoy the privileges of membership.
- 4.5 Upon notification of election to membership, the appropriate subscription shall become due from and payable by the new member and a copy of these Club rules will be available to the new member.
- 4.6 In the event that the Management Committee considers a member has, through action, word or deed, brought the Club into disrepute, it shall have the power to terminate that membership with immediate effect and without compensation.



5 CLUB OFFICERS

5.1 The Executive Officers of the Club shall consist of the following:

- Chair
- Head of Pavilion & Ground
- Head of Communications
- Head of Cricket
- Head of Finance
- Head of Bar and Cafe
- Head of Social
- Head of Special Projects
- Treasurer
- Secretary
- Fixture Secretary
- Captains and Vice Captains of all Saturday and Sunday teams
- Junior Manager
- Commercial Manager
- Bar Manager
- Bookings Manager
- Pavilion Manager
- Club Welfare Officer
- Club Safeguarding Officer

5.2 The Honorary Officers of the Club shall consist of the following:

- President
- Life Members
- Vice Presidents

5.3 The Officers shall be elected at an Annual General Meeting and hold office until the next following Annual General Meeting.



5.4 In the event that any vacancy among the Officers exists following an Annual General Meeting, the Management Committee shall have the power to fill any vacancy at any time.

5.5 Junior Members shall not be entitled to be Officers of the Club.

6 MANAGEMENT COMMITTEE

6.1 The affairs of the Club shall be conducted by this Committee of Executive Officers as follows:

- Chairman
- Head of Pavilion & Ground
- Head of Communications
- Head of Cricket
- Head of Finance
- Head of Bar and Cafe
- Head of Social
- Head of Special Projects
- Treasurer
- Secretary

6.2 The Management Committee shall have the power to co-opt not more than two additional members.

6.3 The President shall be entitled to attend any meetings of the Management Committee.

6.4 At any meeting of the Management Committee, three shall form a quorum.

6.5 Decisions made by the Management Committee will be by way of a simple majority. In the event of a tied vote, the Chairman will have the second or casting vote.



7 GENERAL MEETINGS

- 7.1 The Management Committee may, whenever it thinks fit, convene a General Meeting to be held at such time and place as it determines.
- 7.2 A General Meeting of Members to be known as an Annual General Meeting ('AGM') shall be held each calendar year with no more than fifteen months elapsing between each meeting.
- 7.3 An Extra-Ordinary General Meeting ('EGM') may be called at any time at the discretion of the Management Committee or shall be called upon receipt by the Secretary of a signed requisition of not less than twelve members. Such a requisition shall contain particulars of the matters to be put before the meeting.
- 7.2 A minimum of twelve full members shall form a quorum at a General Meeting, an AGM or an EGM.
- 7.3 Not less than fourteen days' notice in writing shall be given to all members of the date, time, place and agenda of an AGM by circulating a copy of the notice to members at their home address by post or email or posting on the Club website. The agenda shall make provision for discussion of any matters arising under Rule 7.7.
- 7.4 The Club's financial year shall end on 30 September (or such other date as prescribed from time to time at the AGM) and the AGM shall be held at a time and place agreed by the Management Committee.
- 7.5 Accounts for the preceding financial year, reviewed and approved by the Management Committee and certified by the Treasurer as being in accordance with the books and records of the Club, shall be circulated to all members with the notice convening the AGM and will be presented for approval at that meeting.



- 7.6 The Executive Officers shall be elected at each AGM. All Executive Officers retiring at an AGM shall be eligible for re-election. Only members who have been nominated in accordance with the following procedure shall be eligible for election:
- (a) Every member entitled to vote shall be sent a nomination form with the notice convening the meeting.
 - (b) Nominations bearing the signature of the nominee, proposer and seconder must be returned to the Secretary not less than two days before the date of the meeting. Nominations can only be made by Full Members and must be seconded by Full Members.
 - (c) If no nominations for one or more offices are received by the Secretary within two days of the meeting, the Management Committee shall have the power to nominate member(s) for the office(s) concerned, either at the AGM or at any time thereafter
- 7.7 Any member wishing to raise a matter at the AGM must give written notice to the Secretary not less than two days before the date of the meeting, specifying the matter(s) (s)he wishes to raise. Should any matter raised by a member be unresolved at the AGM and is subsequently referred to the Management Committee, the member in question shall be invited to attend that part of a Management Committee meeting at which the matter is to be discussed.
- 7.8 Not less than fourteen days' notice in writing shall be given to all members of an EGM. The notice shall specify the time, date and place of the meeting and shall contain particulars of the matters to be discussed.
- 7.9 The election of Executive Officers and approval of all other matters at AGMs or EGMs shall be voted on either by a show of hands or, at the discretion of the Chairman, by way of ballot. Junior Members shall not be entitled to vote at a General Meeting of the Club. In the event of a tied ballot, the Chairman may have a second or casting vote. In the event of a member wishing to vote by proxy, such



proxy must be given in writing to the Secretary not later than two days before the date of the AGM or EGM. Each member of the Club entitled to vote shall be allowed one vote per resolution.

8 ALTERATIONS TO THE RULES

8.1 Any proposed alterations to the Club Rules may only be considered at an AGM or EGM 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 Voting Members present at the meeting, assuming that a quorum has been achieved.

9 SUBSCRIPTIONS AND MATCH FEES

9.1 The subscriptions and match fees to be levied for a forthcoming season will be reviewed by the Treasurer and the Management Committee on an annual basis and a proposal put to each AGM for approval by the members.

9.2 All subscriptions shall fall due for payment on 1 May. Any member whose subscription remains unpaid after 31 May shall, at the discretion of the Management Committee, cease to enjoy the privileges of membership.

9.3 The Management Committee may, in exceptional circumstances, reduce or waive the annual subscription due from any member and may make such regulations for the waiver of match fees it considers equitable.

10 DISCIPLINE AND APPEALS

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

10.2 The Management Committee shall appoint a Disciplinary sub-committee which will meet to hear complaints within seven days 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 Management Committee (or its sub-committee) has the power to take appropriate disciplinary action, including the termination of membership and refusal of membership from applicants for membership of the Club.

- 10.3 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.
- 10.4 There shall be a right of appeal to the Management Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The Management Committee shall appoint an Appeals Committee (a maximum of three) 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 seven 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.

11 WINDING UP OF THE CLUB

- 11.1 Full members may vote to wind up the Club at a properly convened General Meeting, if supported by not less than 75% of those present and eligible to vote.
- 11.2 The Management Committee shall be responsible for the orderly winding up of the Club's affairs.
- 11.3 After settling all liabilities of the Club, the Management Committee shall dispose of the remaining net assets to one or more of the following:
- (i) another club with similar sporting purposes which is a charity and/or



- (ii) another club with similar sporting purposes which is a registered CASC and/or
- (iii) the Sport's national governing body for the use by them for related community sports.

12 MISCELLANEOUS

12.1 The Management Committee shall have the power to deal with any matter not provided for by these Rules.

12.2 The hours permitted for the supply of intoxicants and liquors shall be decided by the Management Committee from time to time within the limits permitted by the Licensing Acts currently in force or such hours as shall be decided by the Licensing Justices for the district, subject to and following registration by the Clerk to the Justices. The Club Registration Certificate together with a notice of the hours permitted shall be kept in the bar and be available for inspection by any member.

13 DECLARATION

13.1 Walton-on-Thames Cricket Club hereby adopts and accepts these Rules as a current operating guide regulating the actions of all Members.

Signed (Chairman)

Name

Date

Signed (Secretary)

Name

Date