

KEYNSHAM CRICKET CLUB RULES

Introduction, status and purpose

1. Keynsham Cricket Club (**the Club**) is an unincorporated association and sports club established for the promotion and playing of cricket.
2. These rules (**the Rules**) have been adopted by the Club at its annual general meeting (**AGM**) held on [] 2016 and replace the previous Club rules with effect from that date. A copy of these rules will be displayed permanently in the Clubhouse and should be read by all existing and new members.

Membership of the Club

3. Club membership periods will run from 1 May to 30 April, with all membership fees to be paid by 31 May each year.
4. Membership fees will be reviewed annually each year and shall be payable for:
 - 4.1. Playing membership for players aged 18 or above on 31 August (**Playing Members**);
 - 4.2. Junior playing membership for players under 18 on 31 August (**Junior Members**);
 - 4.3. Full membership (non-players);
 - 4.4. Social membership for those being paid up members of the 250 Club (**Social Members**).
5. The members of the Club shall comprise Playing Members, Junior Members, [Full Members] and Social Members, Vice-Presidents, Life Members and Trustees (**the Members**). The Club Secretary will keep a register of Members.
6. Membership 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 shall be restricted according to available facilities on a non-discriminatory basis.
7. The Club and its assets shall be owned by the Members, save for Junior & Social Members who shall have no ownership rights in respect of the Club.
8. If any Member wishes to leave the Club, he or she may do so automatically by not paying membership fees by the due date of 31 May or by giving written notice of the same. If notice is given, the Member shall have no entitlement to repayment of any membership fee paid for that year.

General meetings

9. The AGM will be arranged by the Committee (as defined below) and must take place by 30 November each year. At least 14 days' prior notice of the AGM will be given to all Members by the Club Secretary. Any rule changes or resolutions passed may not be rescinded by the Committee until the next AGM.
10. Attendance of the AGM or any General Meeting (**GM**) shall be permitted to all Members. Only Playing Members, Full Members and Junior Members over the age of 16 who have played senior cricket (together, **Voting Members**) will be eligible to vote on debated issues put to the membership by the Committee.
11. A GM may be called by the Committee at any time or within 28 days on receipt of a written request by the Club Secretary of 10 Voting Members. Notice of any such meeting shall detail the purpose and subject in sufficient detail for consideration and shall be sent to each Member at least seven days prior to the day of the meeting. No other business shall be addressed.
12. [21] Voting Members are required to be in attendance to form a quorum for an AGM or GM.
13. The Chairman, or in his absence, Vice Chairman, shall preside at the AGM who, in addition to his vote as a full

member, shall have a casting vote if required. At all meetings requiring a vote, the majority shall prevail with each Voting Member having one vote.

14. Voting Members may vote in person or by appointing the Chairman or Vice-Chairman as his or her proxy.

Club appointments

15. The following appointments may be made at the AGM each year:

- 15.1. Chairman
- 15.2. Vice Chairman
- 15.3. Finance Manager
- 15.4. Club Secretary
- 15.5. Cricket Manager
- 15.6. Fixtures Co-ordinator
- 15.7. Premises Manager
- 15.8. Ground Manager
- 15.9. Fundraising Manager
- 15.10. Events Manager
- 15.11. Junior Chairman
- 15.12. Junior Secretary
- 15.13. Team Captains; and
- 15.14. a Players' Representative.

16. A list of nominations for the above roles (together with any other roles the Committee consider to be in the best interests of the Club) will be posted in the Clubhouse at least one month before the AGM. A proposer and seconder for each position is required for valid submission. If there is only one nominee for each of the above roles, they will automatically be elected. If there are multiple nominees, then a secret ballot will be held. Any resignation from office shall be filled by the remaining members of the Committee who, where practicable, shall appoint a person until the next AGM.

17. The role of Club President shall be an elected office for a five-year period at which point, he or she can either seek re-election at the AGM or step aside. Nominations for a replacement or competing candidate will be held by ballot at the AGM in the relevant year. If none are forthcoming, an appointment will be made at the discretion of the Committee.

18. The Committee shall have sole power to appoint as Vice-Presidents and Life Members those who are considered to have rendered valuable services (and in the case of Life Members exceptional service over a long period) to the Club. Such Members shall be granted the full privileges of the Club, including ownership and voting rights.

Club administration

19. The Club will be administered by a committee comprising the Chairman, Vice Chairman, Finance Manager and [Premises Manager] (the Committee) or such other appointees as are approved at the AGM.

20. The Committee shall meet at least 6 times a year as deemed appropriate by the Chairman and shall be entitled to, in their absolute discretion,:

- 20.1. invite such other Club officials to attend those meetings as they consider appropriate;
- 20.2. appoint a sub-committee or sub-committees of other appointed Club officials; and
- 20.3. delegate responsibility for work to Club officials or sub-committees.

21. The Committee shall make decisions by majority vote and the Chairman, or in his absence, Vice Chairman, shall preside at all Committee meetings and will have the casting vote if needed.

22. The Club Secretary will act under the control and direction of the Committee, and arrange and attend all meetings to record the minutes of the proceedings.

23. In the event of the whole of the Committee resigning at any one time, the Club Secretary must remain to call an Emergency General Meeting (which he shall have the power to convene) and obtain nominations for a replacement Committee. Following that appointment, the Club Secretary may choose to step down.

Financial management

24. The Committee shall have the power to control the finances and assets of the Club for normal operational trading including instructing the Finance Manager to seek funding to support the normal trading activities which may be secured over Club assets. Upon a majority decision they may purchase sell, exchange, demise, assign or otherwise dispose of or deal with its non-freehold or leasehold assets.
25. The Finance Manager will:
- 25.1. be responsible for all monies due to the Club and shall pay all debts of the Club as appropriate for the day to day running of the Club;
 - 25.2. provide the Committee with regular reports on the finances of the Club and at the AGM, a set of accounts showing the monies received and spent by the Club and a balance sheet showing the Club's assets and liabilities as at the end of September;
 - 25.3. upon the instruction of the Committee or within the normal operational scope of the office, have the power to issue orders to tradesmen or others for goods and other things necessary for carrying out the purpose of the Club. Spending above [£500] will require the majority authorisation of the Committee;
 - 25.4. recommend to the AGM the level of subscriptions and sundry fees for the following season. These will be agreed by the Members through a vote.

Team selection

26. Players will only be eligible for selection if they are Playing Members or Junior Members.
27. Players selected for matches must notify the Cricket Manager or Captain as soon as possible if unable to play.. Failure to notify will carry a fine and potential ban. Team selection will be posted on the Club Website by Thursday morning at the latest.

Club policies and disciplinary

28. There will be an ongoing policy of active recruitment of members with new players being eligible to join the Club at the discretion of the Cricket Manager and/or the Committee. Current members who fail to pay their subscription by 31 May, will be ineligible for selection at the discretion of the Committee, and any subsequent payment will carry a 25% surcharge.
29. Players, officials, members, supporters and employees of the club must adhere to the club code which prohibits racially abusive comments and actions against fellow players, officials, members, supporters and employees of the club including via social networking sites. Failure to comply with this instruction will result in disciplinary action being taken against the offender(s) as specified in the club/league constitution.
30. Any member whose conduct is considered prejudicial or detrimental to the Club maybe summoned after seven clear days' notice before the Management Committee to explain his/her conduct. Members will be expected to act in a considerate manner to other members and The Cricket Manager in relation to all matters, including selection. If a player is unable to play, reasonable notice will be offered. Players not acting appropriately or within the charter will be referred to the committee who will decide on an appropriate and commensurate action / sanction. The Committee shall have the power to reprimand, suspend or expel any such member. Any Member so suspended or expelled shall have the right of appeal to a special General Meeting of the Club. All players will be expected to sign a "Players Charter" governing a code of conduct on match days. They will also be strictly governed by the rules of the relevant league in which they are playing and any transgressions will be addressed by the Cricket Committee as well as the League management.

Club property

31. The land and/or buildings used by the Club utilises is held on trust by trustees and cannot be sold, exchanged,

mortgaged, leased or otherwise disposed of or dealt with without the consent of those trustees (**the Trustees**).

32. The appointment and replacement of the Trustees will be governed by the terms of the trust deed by which they were appointed and any applicable legislation, including the Trustee Act 1925. Trustees are obliged to act in the best interests of the membership as they see fit but will not be liable in any way for the financial circumstances of the Club.

Use of Clubhouse and other Club facilities

33. Whilst the Club is a members' club, the clubhouse and its facilities may also be used by:

33.1. opponents and their supporters who may be admitted to the premises and shall be entitled to the benefits of membership, including the purchasing of alcohol for consumption on the premises for the period of surrounding the game;

33.2. guests and friends and family of Members; and

33.3. by invitation of the Committee for special functions or social events.

34. Under the direction of the Events Manager and with the approval of the Committee, the Club may hold special functions or social events as part of a fundraising policy. Visitors and supporters to such functions or events, other than Members, shall be entitled to the benefits and be subject to the appropriate rules whilst in attendance.

35. The hours of opening for the Club bar shall be subject to current licensing laws other than when a Temporary Events Notice has been obtained for a special event. No alcohol will be permitted to be sold to any persons under the age of 18. The Club under the instruction of The Bar Manager or any other member of The Management Committee who may be in attendance reserve the right to refuse to serve any member or visitor if it is deemed that they are likely to break the law or act inappropriately in any way.

Amendments to or variation of the Rules

36. The Rules may only be altered or rescinded with the consent of [three-quarters] of the members present at an AGM or voting by proxy. Any proposed alteration of the Rules must be submitted in writing to the Committee at least 14 days prior to the date of such meeting and shall be posted to all members of the Club at least seven days before the date of the meeting.

Dissolution or winding up of the Club

37. Should the Club be unable to fulfil its financial or playing commitments, the Committee shall, at its discretion:

37.1. Call a GM to propose the winding up and/or dissolution of the Club;

37.2. Such a winding-up or dissolution shall be decided by three quarters of those present or voting by proxy.

38. The Committee under consultation with The Trustees and, if appropriate, the governing body of English cricket, and taking into account the club's obligations will then be responsible for the orderly winding up of the Club's affairs. The strategy must take into consideration the viability and requirements of affiliated sports clubs who may still be associated with the Club.

39. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining by donation to other local sports clubs interested in the promotion of cricket.