

# CONSTITUTION

The club shall be known as **Northleach Town Cricket Club**.

## Aims

To promote and participate in all aspects of the game of cricket within the Northleach community, and to recognise and uphold the ECB Code of Conduct and Spirit of Cricket.

## 1. Club Management

### Officers

The club shall be administered by the Management Committee which shall comprise: the Chairman, Secretary, Treasurer, Saturday League Captain, "A" side Captain, Youth Development Officer, Fixture Co-ordinator, Grounds Officer, and Club Coach. These committee members shall be elected at the Annual General Meeting in line with the schedule below. The Management Committee shall co-opt other members as required throughout the year:

<b>Chairman</b>	as appropriate
<b>Secretary</b>	biennially
<b>Treasurer</b>	biennially
<b>Saturday League Captain</b>	annually
<b>Sunday "A" side Captain</b>	annually
<b>Youth Development Officer</b>	biennially
<b>Fixture Co-ordinator</b>	biennially
<b>Grounds Officer</b>	biennially
<b>Club Coach</b>	biennially

### Formation of Committee sub-groups

The Management Committee shall comprise several discrete sub-groups as defined below, for the purposes of prompt action completion and responsibility allocation, with reports back to the Management Committee:

<b>Playing group</b>	Club Coach, 1 <sup>st</sup> XI Captain, 1 <sup>st</sup> XI Vice-captain, "A" side Captain
<b>Commercial group</b>	Chairman, Secretary, Treasurer
<b>Equipment &amp; Facility</b>	Chairman, Grounds Officer, Youth Development Officer
<b>Tour</b>	Group to be convened for each Tour event, aimed at confirming all relevant details

### Meetings

The Committee shall meet on a regular basis throughout the calendar year, 5 members personally present shall be a quorum. If within 30 minutes from the allotted time for the meeting a quorum is not present, the meeting shall be dissolved and reconvened for another date and time, giving at least 7 days notice of such meeting. Minutes of the meeting shall record all relevant action points, and shall be available for all members to view.

### Annual General Meeting

The Annual General Meeting shall be held annually, on a date to be specified by the Committee, for the purposes of the Presentation of Annual Reports, the Accounts, electing Officers, fixing the annual subscription for members, and the transacting of such other business as may have been notified to the Secretary no later than 3 days before the meeting. The Secretary shall give members not less than 7 days notice of the AGM.

### Extraordinary General Meeting

An Extraordinary General Meeting shall be called at any time, as deemed necessary by the committee or upon receipt of a duly proposed and seconded motion from club members. At least 7 days notice shall be given to members.

### Voting at General Meeting

Each fully paid-up member shall be entitled to one vote at any general meeting of the club, and each motion placed before such a meeting shall be resolved by a simple majority of the votes of members present at the meeting.

### Amendment

Any motion, duly seconded, proposing alteration to this constitution, shall be decided at the AGM, or at an Extraordinary General Meeting convened for that purpose. Notice of such motions should be submitted to the Secretary in writing no later than 28 days before the AGM, or 2 months prior to any Extraordinary General Meeting.

## **2. Sports Equity & Ethics**

### **Membership**

Membership of the club shall be dependent upon on membership of the Northleach Sports & Social Club, Cotswold District Cricket Association, G.C.B. and E.C.B. To this end the subscription fee payable to the club shall include subscriptions to the aforementioned associations.

Membership shall not be limited to Northleach residents, but shall remain open to all, irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status and sexual orientation

### **Membership fees**

The Committee shall recommend the membership fee for each year at the AGM, to include entry to any competitions.

All fees due to the club are to be paid in a timely manner as agreed by the Management Committee and AGM where appropriate. Late and non-payers may be subject to disciplinary action.

### **Discipline within Northleach Town Cricket Club**

Northleach Town Cricket Club is committed to maintaining the highest standards of behaviour and conduct in all aspects of the game of cricket. The ECB Code of Conduct, incorporating the Spirit of Cricket, is applied to all matches played, and to off-field activities included within the club's diary of local events.

Any contravention of the rules of the club or acts/behaviour not in keeping with the aforementioned code of conduct will be dealt with according to the model guidelines as prescribed by the ECB and CDCA policy documents

## **3. Coaching/Competition**

### **The role of a Coach within the club**

There should be a minimum of one member qualified to at least Level 1 on the ECB Coaching Scheme, and preferably Level 2 or beyond. The appointment of Club Coach will be through the AGM as above if there is more than one member with appropriate qualifications. The club undertake to fund such training courses as are necessary to ensure continuity of the Club Coach role.

The coaching members should take a leading role in all practice sessions, with the aim of developing the appropriate skills of players at all levels of the club.

### **League competition**

The club shall maintain at least one team within the CDCA Saturday League, and provide all necessary resources to maintain the best results achievable for that team.

If possible, it is the longer-term aim of the club to enter a second side into this league.

### **Friendly cricket**

The club shall arrange fixtures on a non-League basis, whether they be on weekends or mid-week, with the aim of ensuring opportunities for the playing of cricket for all members of the club. A primary concern for friendly fixtures is the inclusion of junior players, with a mix of senior members, to ensure the younger members are given adequate opportunity to play the game and to partake within all elements of cricket.

The club shall provide the "A" side Captain with whatever support is necessary to complete all of the friendly fixtures, which includes equipment and financial assistance as required.

## **4. Duty of care/Child Welfare**

### **Youth Protection**

Northleach Town Cricket Club has formally decided to ensure a duty of care to all members of the club by adopting and implementing the ECB Safe Hands – Welfare of Young People In Cricket Policy and any future versions of the policy.

This involves the appointment of a Child Welfare Officer, to be registered with the ECB and Glos. Cricket Board, whose role will satisfy all requirements as decreed by the ECB. This officer does not automatically sit on the Management Committee, but will have access to that committee at any time for referral of complaints or to witness any relevant discussion.

### **Youth Development**

The club undertakes to promote cricket within all age groups of the local community, which shall include coaching and practice sessions for all junior players. The club shall ensure that all junior players are allowed the best opportunity at any given time to play to the highest level within the club, subject to all safety requirements being met. It is the stated aim of this club to develop all junior players to the best of the individual's ability and desire.

Where appropriate, the club will promote junior players to the trials for District and County teams, with the consent of the parent/guardian. The club will endeavour to include such junior players within the League competition and provide all coaching available at that time, to ensure greatest benefit is gained by the player in question.

### **Volunteers**

The club will involve any number of volunteers through the year, in a variety of roles, to ensure a high degree of ownership and belief within the club by all members. Duties performed by such volunteers may include: ground preparation and maintenance, fund-raising activities, match day organisation and teas preparation, and other activities as required.

Any volunteer involved with junior players shall be accompanied at all times by a senior member of the club, and shall be briefed by the Child Welfare Officer prior to any such activity.

***March 2005***