



LITTLE HALLINGBURY CRICKET CLUB  
Gaston Green,  
Little Hallingbury,  
Bishop's Stortford  
CM22 7QR.

## **Club Constitution & Rules**

- 1) The Club shall be called Little Hallingbury Cricket Club. The Club colours shall be navy blue caps and sweaters trimmed with navy and light blue.
- 2) The objects of the club shall be to promote the game of cricket as a recreational activity for the enjoyment of all residents of and visitors to the village.
- 3) The Club shall consist of Life Members that have paid a lifetime subscription and Ordinary Members over the age of 18 that pay an annual subscription.
- 4) The President and Vice-Presidents shall be elected annually at the Annual General Meeting (A.G.M.)
- 5) Constitution & rules should be read in conjunction with Club values published February 2020.

### **Committee**

6) A Committee consisting of the Chairman, Secretary, Treasurer, Fixture Secretary, Captain from any senior playing XI; Head of Grounds, Head of Facilities, Child Welfare Officer, Head of Colts and Social Secretary shall manage the Club on behalf of the Members.

*[a] Three eligible attendees shall be a quorum.*

*[b] All club officials, including Captains, shall require a separate Member, other than themselves, to propose and second their nomination. Election of officials will be carried by simple majority of the Members at the AGM.*

*[c] Committee meetings shall be held with at least 7 days' notice.*

*[d] All votes will be carried by a simple majority with the Chairman having the casting vote.*

*[e] There shall be at least 3 Committee meetings per year.*

*[f] Any elected Committee Member who has not attended 3 consecutive Committee meetings, without due reason as assessed by the Chairman, shall be eligible for de-selection from the Committee at the next scheduled Committee meeting, by a majority vote of at least two thirds of those attending the Committee meeting including the Chairman.*

7) The officers and Members of the Committee shall be elected annually at the A.G.M. and subject to termination of their office by resignation or otherwise shall remain in office until their successors are elected at the A.G.M next following their election. The Committee shall have power to fill any vacancy that may occur. The retiring offices and Members shall be eligible for re-election. The committee shall have power to co-opt Members for specific purpose at any time.

### **AGM**

8) The AGM shall be held at any time during the month of February, or such month as decided by the Committee but at least once per year, to transact the following business:

a) To receive and, if approved, sanction a statement of the Club's accounts to the end of the preceding year.

b) To consider and, if approved, sanction any duly made alteration to the Rules.

c) To appoint Officers and other Members of the Committee.

d) To appoint an auditor or auditors, or such other person to second review the Annual statement of Accounts.

e) To deal with any special matter which the Committee desire to bring before the Members and to receive suggestions from the Members for consideration by the Committee, particularly with regard to the levels of subscriptions and match fees.

9) The financial year shall end on December 31st in each year and the accounts shall be audited by March 1st by the appointed auditors or such other person to second review the accounts.

10) Annual Subscriptions, Life Membership and Match fees shall be approved to be collected at the AGM, and that the level will be determined by the Committee at their first meeting following the AGM.

[a] Anyone not paying a match fee for a total of 3 games (Saturday or Sunday) shall not be entitled to be selected for further fixtures until the fees owed are paid.

[b] Notice convening the AGM shall be sent to all Members, not less than 14 days before the meeting and shall specify the matters to be dealt with.

### **Subscriptions and Membership**

11) The Annual Subscription shall be due on May 1st in each year and if not paid by June 30th shall be subject to a 50% surcharge. No Member shall be entitled to participate in any of the amenities or privileges of the Club if the subscription is unpaid.

12) Any person wishing to become a Member who is connected by birth, marriage or residence with Little Hallingbury need only be proposed by one Member. All other persons will require to be seconded by two Members. All shall be elected at the discretion of the Committee. Members elected after July 31st shall pay a subscription fixed by the Committee.

13) A Member List shall be maintained and be made available to the Committee on request. All Members agree to be bound by the Constitution and values of the Club. The Members List shall be maintained collectively by the Secretary, Treasurer, and the CWO [ Child Welfare Officer] for LHCC.

A Member of LHCC shall be Life Members that have paid a lifetime subscription and Ordinary Members over the age of 18 that pay an annual subscription. Junior Members are Under 18 on The

September 1<sup>ST</sup> of the preceding year and are not entitled to voting rights at the AGM and subsequently do not share any liability arising from the acts or omissions of the club.

➤ A category of **Associate Member** of LHCC shall also be deemed to exist which shall include:

[a] other players selected to play for a LHCC team on an occasional basis who have not paid an Annual subscription to LHCC,

[b] Parents or Guardians of Junior Members of LHCC.

➤ **Associate Members** shall not have to make any Subscription to LHCC nor have any voting rights at AGM nor SGM, nor any ownership of LHCC Assets or Liabilities.

They shall be able to use the club amenities and attend club events by invitation and on licence, and they shall be bound by the Club Constitution and Rules during the deemed tenure of their Associate Membership.

14) Any Member who resigns after May 1st shall be liable to the full Annual Subscription.

### **Club Disciplinary Matters**

15) The Committee have the power to expel any Member who offends against the Club Constitution and core values, or whose conduct shall, in the opinion of the Committee, render them unfit for Membership. Before any Member is expelled, the Secretary shall first give a verbal warning followed by a written warning that should be formally acknowledged by the Member in question. Should the offence persist, then notice shall be given to attend a meeting of the Committee, informing said Member of the complaints made against them. No Member shall be expelled without first having the opportunity of appearing before the Committee and answering the complaints made against them. At least three quarters of the Committee then present have to vote in favour of expulsion. A written record of all disciplinary communication should be kept by the Club Secretary. *Any decision to expel a Member must be ratified at the next AGM, or next SGM should Members call one. Should Members not ratify the expulsion the Member concerned will be reinstated.*

### **Other Disciplinary actions:**

16) The Committee is required to uphold the Club Rules and the conduct of its Members to uphold the values of the Club and the game of cricket.

[a] As well as having the power of expulsion as in Rule 15, the committee shall be able to summon a Member to attend a Disciplinary Hearing for which the Secretary shall give the Member seven days written notice to attend a Disciplinary Hearing meeting of the Committee and shall inform them of the complaints made against them in writing.

[b] The Member summoned shall have the opportunity to answer the complaints made against them by attending the Disciplinary Hearing.

[c] Following the Disciplinary Hearing, or the repeated failure of the Member to attend the Disciplinary Hearing without reasonable cause, the Committee shall have the power to address the disciplinary matter and can decide on a course of action supported by at least two thirds majority of the Committee then present, which it reasonably decides. It can issue formal written desist request, or written reprimand to a Member, or take such other reasonable, lawful action with a view to addressing the misconduct decided.

17) Neither the Club, nor the Committee, are responsible for anything lost or damaged on the Club premises. Members are requested not to leave monies or valuables unattended.

### **Special General Meeting**

18) A Special General Meeting [SGM] may be convened at any time by the Committee and SGM shall be convened by 21 days from the receipt of a request in writing, signed by not less than 7 Members, specifying the object of the meeting for any of the following purposes:

- a) To consider and if approved sanction any duly made alteration to the Club Rules.
- b) To deal with any special matter that the Committee may desire to put before the Members, including expulsion of a Member.
- c) To receive the resignation of the Committee or remove any Members or Member thereof from office and to fill any vacancy or vacancies caused thereby.
- d) To deal with any special matters which the Members wish to place before the Club. Notice convening a SGM shall be sent to the Members not less than 7 days before the meeting and shall specify the matters to be dealt with.

19) In the absence of the President or Chairman at a Committee or General Meeting, a Chairman will be elected to preside, and they shall have a casting or additional vote, in the event of an equality of votes. Every Member of the Club shall have the right to attend and vote at the General Meetings of the Club.

20) A quorum at an AGM or SGM shall be 7 Members.

21) The Committee shall have the power to alter the rules, but no such alteration shall take effect until the same has been confirmed at the next AGM or SGM convened for the purpose.

### **General**

22) Membership shall be open to all irrespective of age, sex and gender identity, disability, race, ethnic origin, creed, colour, social status or sexual orientation.

23) A resolution to dissolve the Club can only be passed at the AGM or SGM through a majority vote of the Membership. In the event of dissolution, any assets of the Club that remain after the Club has honoured any liabilities or commitments, including those related to grants, donations or gifts, will be distributed equally amongst the Membership, unless the Membership decide by majority vote to dispose of them otherwise.

24) To ensure a duty of care to all Members, the Club will adopt and implement the ECB 'Safe Hands' welfare of young people in cricket policy and any future versions of the policy.

25) A copy of these Club Rules will be given to every Member and displayed on the club website.

Adopted at AGM 28<sup>th</sup> February 2021.