

OLD BRISTOLIANS' WESTBURY CRICKET CLUB RULES

Version: November 2013

The club was formed in 1995 by a merger between Old Bristolians' CC (founded 1899) and Westbury-on-Trym CC (founded 1859). The Cricket Club together with the Old Bristolians' Rugby and Hockey Clubs form the Old Bristolians' Sports Club and use the facilities of the Memorial Playing Field at Failand. The Committee of the Old Bristolians' Sports Club, which is made up of members from each playing club, is responsible for the maintenance and running of the ground and clubhouse, which belongs to the Old Bristolians' Society.

Membership of the Old Bristolians' CC was originally confined to Old Boys, scholars and past and present members of the staff of Bristol Grammar School. Whilst actively encouraging them to play for the Club, there is now no restriction on membership. The Club, however, will continue to have strong links with the school.

1. Name

(a) The name of the Club is "Old Bristolians' Westbury Cricket Club", hereafter to be referred to as "the Club". The Club shall be affiliated to the England and Wales Cricket Board through the Somerset Cricket Board.

(b) The colours of the Club shall be maroon, black, amber and green.

2. Aims and Objectives

(a) To play cricket and promote healthy competition and rivalry, in accordance with the laws of cricket.

(b) To foster and promote the sport of cricket at all levels within the community and within the sport, providing opportunities for recreation, coaching and competition.

(c) 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.

(d) To ensure a duty of care to all members of the club by adopting and implementing the ECB 'Safe Hands – Cricket's Policy for Safeguarding Children' and any future versions of that Policy.

(e) To ensure a duty of care to all members of the club by adopting and implementing the ECB Cricket Equity Policy and any future versions of that Policy.

(f) To encourage all members to participate fully in the activities of the club.

3. Membership

(a) Membership of the club 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 according to available facilities is allowable on a non discriminatory basis.

(b) The club may have different classes of membership and subscription on a non discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(c) Application for membership of the club shall be by applying to the Honorary Secretary (or to another Officer of the Club) and by payment of the relevant subscription/joining fees as determined by the General Committee.

(d) No person shall have the right to take part in the business of the club or to be selected for any club team unless the appropriate subscription has been paid by the specified date, or membership has been agreed by the Committee. In the short term, however, particularly where no committee meeting has taken place, the Selection Committee shall have the ability to agree temporary membership.

(e) The Club Committee may refuse or remove membership only for good cause, such as conduct or character likely to bring the club or cricket into disrepute. The inappropriate use of Social media sites to comment on any of the following; OBWCC, Club members, other Clubs and their members, the Cricket Leagues, League Officers and league organisation, the Umpires Associations and Umpires or any other body or individual

connected to cricket, will be considered conduct likely to bring the club or cricket into disrepute. Details of the disciplinary procedures to be followed in such cases are listed in section 12.

(f) All members shall be subject to these club rules and by joining the club will be deemed to accept these rules and any Codes of Conduct that the club has adopted. The rules identify those members eligible to vote at any General Meetings (sections 4 and 8 (g)).

(g) Any member may at any time, by giving notice in writing to the Honorary Secretary, resign his/her membership of the club, but shall not thereby extinguish any liability which he or she may have towards the club.

(h) Members of visiting teams and their guests shall become honorary members of the club for the day in question.

4. Classes of Membership

There shall be eight classes of membership. These are:

- Life Member
- Vice President
- Patron
- Full Member
- Student Member
- Vacation Member
- Youth Team Member (under 18 years of age at the 31st August of the previous season)
- Supporter Member

A list of members in each category shall be maintained by the Secretary or by another Officer of the club.

All members above the age of eighteen are "Voting Members" at General Meetings (AGMs, SGMs) – see also section 8(g).

5. Officers

The Officers of the club shall be proposed annually by the Committee and shall be selected from the list below. The committee will publish the list of officers and nominations for the forthcoming year in the notice of AGM. Further nominations may be made by club members. Nominations must be proposed and seconded in writing and received by the Club Secretary no later than seven days before the AGM.

Executive Officers

- Chairman
- Director of Cricket
- 1st Team Captain
- 2nd, 3rd, 4th & Sunday Team Captains
- Ladies Captain
- Secretary
- Treasurer
- Social Secretary
- Ladies Secretary

Non-Executive Officers

- Chairman of Selectors
- Youth Cricket Secretary
- Child Welfare Officer
- Fixture Secretary
- Press/Results Officer
- Club Coach
- 1st Team Coach
- Youth Coach

Honorary Officers

- President
- Life Members
- Vice-Presidents.

6. Election of Officers

(a) All Officers will be elected at the Annual General Meeting of the club and shall be chosen from the members of the club.

(b) All Officers shall be elected for a period of one year (until the following AGM), but shall be eligible for re-election to the same office or to another office in the following year.

7. Management Committee

(a) The affairs of the club shall be conducted by a General Committee (the Committee) comprising the elected Executive Officers. Only these members of the Committee shall be entitled to vote at Committee meetings.

(b) The Committee shall have power to co-opt members for specific reasons, as necessary.

Formally co-opted members shall be entitled to a vote on the Committee and shall serve for any period of time up to the next Annual General Meeting. Non-Executive Officers may attend committee meetings for the purpose of reporting and discussion but shall have no vote unless formally co-opted by the committee.

(c) The Committee shall meet once a month at the Clubhouse (or at an alternative venue, if agreed) or at such regular intervals as it shall decide.

(d) The quorum required for business to be agreed at Committee meetings shall be five, exclusive of those who may be co-opted.

(e) The duties of the Committee shall be:

- 1) To control the affairs of the club on behalf of the members.
- 2) To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The club shall maintain a bank account and the following Officers shall be authorised to sign club cheques: the Chair, Treasurer and other Officers as appropriate.
- 3) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional casting vote.

(f) The Committee shall have powers to appoint sub-committees as necessary and to co-opt advisers who may be non club members, invited to advise on specialist subjects.

The work of the General Committee shall be facilitated by the following subcommittees controlled by the following Officers:

Sub-Committee

Cricket Development and Operations;

- Chairman ; Director of Cricket
- attendance as requested by DoC

Selection;

- Chairman of Selectors
- Team Captains

Social & Fund Raising;

- Chairman; Social Secretary
- attendance as requested by SS

With the exception of the selection committee, sub-committees shall meet monthly or as required.

The selection committee shall meet weekly during the season and otherwise as necessary.

A report on discussions and decisions at each sub-committee shall be made to the following General Committee meeting.

Sub-committee members may attend any of the General Committee meetings.

(g) An elected Committee member ceases to be such if he or she ceases to be a member of the club, resigns by written notice, or is removed by the Committee for good cause after the member concerned has been given the chance of putting their case to the Committee. Appeal against removal may be made to the Appeals Committee. The Committee shall fairly decide time limits and formalities for these steps.

See section 12 (d) for further details of the Appeals procedure.

(h) The Committee has the power to:

- 1) Acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities
- 2) Provide coaching, training, medical treatment and related social and other facilities
- 3) Take out any insurance for club, employees, contractors, players, guests and third parties
- 4) Raise funds by appeals, subscriptions, loans and charges

- 5) Borrow money and give security for the same, and open bank accounts
- 6) Buy, lease or licence property and sell, let or otherwise dispose of the same
- 7) Make grants and loans and give guarantees and provide other benefits
- 8) Set aside funds for special purposes or as reserves
- 9) Invest funds in any lawful manner
- 10) Employ and engage staff and others and provide services
- 11) Co-operate with or affiliate firstly to any bodies regulating or organising the sport of cricket, secondly to any club or body involved with cricket and thirdly with government and related agencies
- 12) Do all other things reasonably necessary to advance the aims and objectives of the club.

NONE of the above powers may be used other than to advance the aims and objectives of the club in a manner consistent with the Rules and the general law.

8. General Meetings

a) The Annual General Meeting of the club shall be held at a time agreed by the General Committee between Nov. 1st and Dec.31st each year. Fourteen clear days notice of the Annual General Meeting shall be given to members by circulating a copy of the notice, together with the agenda, to every member at their home address or, where possible, by electronic communication.

The business of the Annual General Meeting shall be to:

- 1) Confirm the minutes of the previous Annual General Meeting and any Special General Meetings held since the last Annual General Meeting
- 2) Receive the annual report from the Chair
- 3) Receive reports from the Captains of each team
- 4) Receive the audited accounts for the year from the Treasurer
- 5) Elect the Officers of the Club (i.e. President; Vice Presidents, Chair etc.)
- 6) Receive Any other Business from the Membership

b) Nominations of candidates for Life Members or Vice Presidents shall be submitted to the Secretary. Nominations must be proposed and seconded in writing, by Voting Members, and received by the Club Secretary no later than seven days before the AGM.

c) Nominations for all positions, including President, new Life Members and new Vice Presidents shall be approved or otherwise decided by ballot at the Annual General Meeting. In the event of there being three or more nominees for one office, voting shall be on the basis of progressive elimination, unless one nominee has more than half of the valid votes cast.

d) Should no nomination for a particular office be received at the Annual General Meeting, or any office becomes vacant during the following season, the General Committee shall have the power to make an appropriate appointment without convening a Special General Meeting. Those members appointed in this way shall have the right to vote at Committee Meetings.

e) Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from no less than fifteen voting members of the club. At least fourteen days notice of the meeting shall be given to every member by circulating a copy of the notice, together with the agenda, to every member at their home address or, where possible, by electronic communication. The notice shall state clearly the purpose of the meeting.

f) All General Meetings will be conducted by the Chairman or, in his/her absence, by the President. In the absence of both officers by a deputy appointed by Voting Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Voting Members attending the meeting. Each Voting Member of the Club shall be entitled to one vote at General Meetings. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.

g) A quorum for a General Meeting shall be ten Voting Members. All members above the age of eighteen are Voting Members. At least one of the following Officers of the Club must be present, viz: Chair, Secretary and Treasurer.

9. Alterations to the Rules

Any proposed alterations to the club Rules may only be made at an Annual or Special General Meeting, convened after circulating the required written notice of the proposal. Any alteration or amendment 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 half of those Voting Members present at the meeting, assuming that a quorum has been achieved.

10. Finance

- a) All club monies shall be banked in an account in the name of the club.
- b) The Treasurer shall be responsible for the finances of the club and for providing a report on the financial position as required by the Committee.
- c) The amount of the annual subscription, match levy and any additional levies shall be decided annually by the General Committee.
- d) All players are expected to have paid their subscriptions in full by the first match. Failure to do so will incur an additional levy for each game played whilst the subscription is outstanding.
- e) The General Committee shall have the power to grant a concession with regard to the current annual subscription in appropriate cases.
- f) All subscriptions and other financial matters in dispute shall be referred for consideration to the General Committee, whose decision shall be final.
- g) The Treasurer shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club.
- h) The financial year will end on September 30th.
- i) The Treasurer will present a statement of annual accounts at the Annual General Meeting.

11. Property and Funds

- a) The property and funds of the club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits shall be reinvested in the club.
- b) The club may also in connection with the sports purposes of the club:
 - 1) Sell and supply food, drink and related sports clothing and equipment
 - 2) Employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present
 - 3) Pay for reasonable hospitality for visiting teams and guests
 - 4) Indemnify the Committee and members acting properly in the course of the running of the club against any liability incurred in the proper running of the club (but only to the extent of its assets).

12. Discipline and Appeals

- a) All complaints regarding the behaviour, conduct or character of members should be lodged with the Chair or Secretary in writing.
- b) The Committee shall appoint a Disciplinary sub-committee who will meet to hear complaints within fourteen 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 Committee (or its sub-committee) has the power to take appropriate disciplinary action, including the termination of membership.
- c) 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 fourteen days following the hearing.
- d) There shall be a right of appeal to the General Committee against either the finding or the sanction imposed (or both) following disciplinary action being taken. The General 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 twenty one 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.

13. Dissolution

a) If at any General Meeting of the club, a resolution be passed calling for the dissolution of the club, the Secretary shall immediately convene a Special General Meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.

b) If at that Special General Meeting, the resolution is carried by at least three quarters of the Voting Membership present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the club and discharge all debts and liabilities of the club.

c) The Committee will then be responsible for the orderly winding up of the club's affairs.

d) After settling all liabilities of the club, the Committee shall dispose of the net assets remaining to the following, in order:

- 1) Old Bristolians' Sports Club
- 2) Old Bristolians' Society
- 3) Another club with similar sports purposes which is a registered charity
- 4) Another club with similar sports purposes which is a registered Community Amateur Sports Club
- 5) The club's governing body, for use by them for related community sports.

14. Declaration

Old Bristolians' Westbury Cricket Club hereby adopts and accepts these rules as a current operating guide regulating the actions of all members.

SIGNED (CLUB CHAIRMAN)
NAME DATE

SIGNED (CLUB SECRETARY)
NAME DATE