

LANCING MANOR CRICKET CLUB CONSTITUTION

- 1) The name of the organisation shall be Lancing Manor Cricket Club; hereafter referred to as the "Club".
- 2) The main purposes of the Club are to provide facilities for and to promote participation in the amateur sport of cricket in Lancing and the wider area, associated social activities and good fellowship for the benefit of all its members. All members will abide by the England and Wales Cricket Board (ECB) Code of Conduct, which incorporates the Spirit of Cricket and the Laws of Cricket. The Club ensures a duty of care to all its young members by its adoption and implementation of the ECB's "Safe Hands – Cricket's Policy for Safeguarding Children" and any future versions of the policy.
- 3) An Annual General meeting will be held between January and February of each calendar year. All Club members shall receive notice of the agenda not less than fourteen days prior together with minutes of the previous AGM. That notice can be provided either in electronic or written format.
- 4) The following positions shall be elected annually at the Annual General Meeting: Chairman, Hon. Secretary, Hon. Treasurer, Fixture Secretary, Team Secretary, Team Captains, League Representative, Colts Coordinator, Club Welfare Officer, President and Vice Presidents.
- 5) The following elected Club Officers will automatically become members of the Management Committee, hereafter referred to as the "Committee": Chairman, Hon. Secretary, Hon. Treasurer, Fixture Secretary, Team Secretary, Team Captains, League Representative, Colts Coordinator, Club Welfare Officer and two elected Club members.
- 6) Being the organ of general Club business the Committee members will meet on a regular basis to undertake its responsibilities. All Committee members will receive notice of meetings not less than seven days prior, together with a copy of the minutes of previous meeting and agenda.
- 7) A separate Sub-Committee will be established each year to take responsibility for all aspects relating to the Colts teams. Membership of this Sub-Committee shall consist of the Colts Coordinator and Colts Team Managers. It will have the power to co-opt as necessary.

- 8) Amendments to the Club Constitution require submission to and approval of an Annual General Meeting or Extraordinary AGM. Fourteen days notice of agenda will be given in case of the latter.
- 9) Resolutions which affect the membership will not be put to the Committee unless a minimum of five members are present.
- 10) Minutes of all meetings will be taken and submitted for approval as item 2 of the appropriate subsequent meeting.
- 11) Membership of the club shall be open to anyone interested in the sport 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.
- 12) The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will aim to keep subscriptions at a level that will not pose a significant obstacle to people participating.
- 13) Applications for membership will be considered by the Committee. Approval will permit the elected member to participate in all activities. Voting rights and the right to seek election to any office will become operative after a further 28 days have elapsed.
- 14) The Club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- 15) Membership and match fees will be as agreed at the Annual General Meeting and will be at a level to discharge Club liabilities regardless of any other income. "Liabilities" shall be deemed to be sufficient liquid funds to administer the business for a further twelve months.
- 16) The annual membership fee is due currently on 1st March. If the fee remains unpaid after 1st June, membership is deemed lapsed until such time as it is paid.
- 17) Notice of membership and match fee rates and conditions will be shown in the Annual Fixture Card as a Constitution extract.

- 18) The Committee will ensure that no lapsed member is selected or invited to participate in any formal Club activity ahead of a paid member.
- 19) The club must provide within its membership for juniors to be individual members of the club. The club must also provide that the parent / carer / guardian of that child are given automatic non-voting membership status of the club as part of that junior membership.
- 20) Club funds will be banked with a financial institution in a suitable account in the name of the Club. Cheques will be issued under a two of three signatory arrangement – (i) Chairman, (ii) Hon. Treasurer, (iii) Hon. Secretary.
- 21) All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.
- 22) The Hon. Treasurer will submit an Annual Statement of Account to the Annual General Meeting and such interim statements as deemed necessary to the Committee.
- 23) The Annual Statement of Account will be audited at the discretion of the Committee – such appointment and appropriate fee to be decided by the Committee. Whenever practicable to be undertaken by an auditor outside the Club.
- 24) Appeals from Club members that affect them personally can be submitted to the Committee in writing for consideration. Any member can attend Committee for appeal or complaint decision, provided brief details of complaint or appeal are previously lodged.
- 25) All members having indicated availability will be expected to make appearance where and when selected.
- 26) Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC (Community Amateur Sports Club), a registered charity or the sport's governing body for use by them in related community sports.