****

**Pudsey St Lawrence**

**Cricket Club**

**Constitution**

****

**RULES OF PUDSEY ST LAWRENCE CRICKET CLUB**

**As Revised and Approved at Annual General Meeting**

**January 2022**

1. **DEFINITIONS**

1.1 The following terms and expressions shall be used through the rules

‘The club’: Pudsey St Lawrence Cricket Club

‘Member’: A person duly elected as a member of the club in accordance with these rules.

1.2 All references to the masculine gender shall include the feminine

**2.0 NAME, ADDRESS, OBJECTIVES**

2.1 The name of the club shall be Pudsey St Lawrence Cricket Club and the address shall be Tofts Road, Pudsey, West Yorkshire LS28 7SQ

2.2 The objectives of the club shall be:

a) The promotion of Pudsey St Lawrence Cricket Club and the promotion of playing cricket

b) The provision of opportunities for sport, recreation, social amenities and refreshments for the benefit of its members and guests

c) The provision and maintenance of a club house and ground at Tofts Road, Pudsey aforesaid

**3.0 MANAGEMENT TEAM**

3.1 The management of the affairs of and concerns of the club shall be entrusted to the management team

3.1.1 This shall comprise; the President (Ex-officio), Chairman, Secretary, Treasurer, League Representative and six (6) other members of the club

3.1.2 The officials and general members of the management team shall be elected by the members on an annual basis at the Annual General Meeting

3.1.3 The term of office of the officials shall be for one (1) year. For management team members three (3) years on a rotation basis

The management team shall have power at any time and from time to time to;

3.1.4 Fill any casual vacancy among the officials. Any official or member of the management team so appointed shall hold office until the next following Annual General Meeting, but shall be eligible for re-election

3.1.5 ‘Co-opt’ a member of the management team as and when they so determine. Such a ‘co-opt’ member shall have all the same rights, powers. And duties of a duly elected member save that he shall serve for a term of one (1 year

3.1.6 Demand permission of all books and funds of the officials

3.1.7 Decide all disputes and their decision will be final

3.1.8 Summon at Extraordinary General Meeting of all members as and when they so determine

3.2 The management team shall meet on the second Tuesday of every calendar month, or as determined by the management team

3.3 At all meetings of the management team eight (8) shall form a quorum

3.4 The Chairman of the club shall preside at all general meetings, but if he shall not be present within fifteen (15) minutes after the time appointed for the meetings, or had satisfied his inability to be present at the meetings, the management team members present (entitled to vote) shall choose one (1) of the number to be the Chairman of the meeting

3.5 If there shall be any equality of votes upon any question the Chairman shall have a second or casting vote

3.6 The Secretary shall have the power to call members of the management team should any important business arise

3.7 The management team shall have the power to expel any member who shall offend against the rules of the club or whose conduct shall in the opinion of the management team render him unfit for membership of the club. Before any such member is expelled, the Secretary shall give him seven (7) days’ notice in writing to attend a meeting of the management team and shall inform him in writing of the complaint/s made against him. No member shall be expelled without first having the opportunity of appearing before the management team and answering the complaint/s made against him nor unless two-thirds of the management then present a vote in favour of his expulsion

3.8 The Secretary shall record the proceedings of every minute of the club in a minute book kept for the purpose. The Secretary shall also be responsible for the organisation of the business of the club and shall in other ways promptly perform his secretarial duties

3.9 At its first meeting after the Annual General Meeting of the club, the management team may appoint one (1) or more sub-committees consisting of management team members for such purposes as it may deem appropriate. The President to preside at any meeting of a Finance sub-committee

3.10 The management team may, from time to time, make, vary and revoke by-laws (not inconsistent with these rules) for the regulation of the internal affairs if the club and the conduct of members. The by-laws for the time being in force shall be binding on all members of the club

3.11 An update from the Safeguarding Officer in line with the club’s ‘Clubmark’ status will form part of the meeting’s agenda under the agenda item ‘Junior cricket’

**4 GENERAL MEETINGS**

4.1 An Annual General Meeting of the club at which thirty (30) shall form a quorum, shall be held on the second Friday in January each year, any in any event no more than fifteen (15) months after the previous Annual General Meeting. The President shall preside AGMs.

4.2 At the Annual General Meeting the following business shall be conducted;

4.2.3 The presentation and (if accepted) the passing of the accounts for the previous financial year ended 30th September, prior to the meeting when accounts have been audited by the club’s auditors

4.2.4 The election of the officials and management team

4.2.5 The election of an auditor who shall audit the club’s accounts

4.2.6 The approval of the annual membership subscriptions

4.2.7 Such other business as shall have been communicated to the Secretary and included in the ‘Notice of Meeting’ which shall have been exhibited at the club house in accordance with rule 4.3

4.3 The Secretary shall at least fourteen (14) days before any general meeting display at the club house a ‘Notice of Meeting’, stating date, location and time of the meeting and the business to be conducted

4.4 Only members over the age of 18 years shall be eligible to vote at a general meeting

4.5 Nominations of members (who have been members for at least twelve (12) months to serve on the management team shall be delivered to the Secretary at least twenty one (21) days prior to the Annual General Meeting of the club)

4.5.1 Such nominations shall indicate the position which the nominee is intended to represent

4.5.2 The election of the management team shall take place at the Annual General Meeting

4.5.3 The candidates having the highest number of votes shall fill the appropriate vacancies

4.5.4 In the event of a tie in votes arising between two (2) or more candidates for the elected places on the management team, the same shall be resolved by a further ballot between the candidates concerned

4.6 Full accounts of the financial affairs of the club duly audited by the auditors shall be made available at the club house at least fourteen (14) days prior to the Annual General Meeting

4.7 An Extraordinary General Meeting may be convened at any time, and shall be convened within twenty one (21) days of the requisition of one-fifth of the members of the club for the time being, or twenty five (25) members whichever is the lesser amount . Such requisitions must state the purpose for which such a meeting is required

**5 TRUSTEES**

5.1 There shall be a maximum of five (5) Trustees of the club who shall be appointed from time to time as necessary by the club in management team meetings from members who are willing to be so appointed

5.2 A Trustee shall hold office during his lifetime, or until he ceases to be a member of the club, or until he resigns as a Trustee by notice in writing given to the management team, or until a resolution removing him from office shall be passed at the Annual General Meeting of the club by a majority comprising at least two-thirds of the members and voting thereon

5.3 All property of the club including land and investments shall be held by the Trustees for the time being in their own names so far as necessary and practicable for the use and benefit of the club. On the death, resignation or removal from office of a Trustee, the management team shall take steps to procure the appointment of a new Trustee in his place and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all club property into the names of the Trustee as constituted after the said appointment

5.4 The Trustees shall in all respects act with regard to any property of the club held by them in accordance with the direction of the management team and shall have power to sell, lease, mortgage or pledge any club in compliance with the management team’s direction; but no purchaser, lease, or mortgage shall be concerned to enquire whether any such direction has been given

5.5 The trustees shall be indemnified against risk and expense out of the club property

5.6 The Trustees will be responsible for the orderly winding up of the club’s affairs. After settling all liabilities of the club, the Trustees shall dispose of the net assets remaining to; the club’s national governing body for use by them for related community sports

**6.0 MEMBERSHIP**

6.1 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

6.2 Application for membership of the club shall be by completion of a membership application form and by payment of the relevant subscription/joining fees as determined by the Annual General Meeting of the club

6.3 The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will have an equitable pricing policy and will keep subscriptions at levels that will not pose a significant obstacle to people participating

6.4 Every member shall pay forthwith on being admitted a member of the club the appropriate subscription. Thereafter, members shall pay the appropriate annual subscription which shall be due on the first day of February in each year. Such subscriptions shall be deemed to be a debt due to the Treasurer of the club for the time being and if any membership shall be terminated. Any member wishing to resign must give notice to the Secretary on or before the last day of September or, if having received his card and wishing to cease membership shall return his card within fourteen (14) days or be answerable for his subscription

6.5 Honorary life members can be elected at the Annual General Meeting on the recommendation o the management team for the conspicuous service to the club or community in general. They shall enjoy the same rights and privileges and be subject to the same rules and by-laws as other members

6.6 Every member shall be entitled to use the facilities of the club at no charge, other than as determined by the management team

6.7 Members shall be admitted to all Bradford League fixtures in accordance with the rules of the Bradford League, an extract of which appears as follows; ‘free entry to all league matches, charges made for Priestley Cup’

**7 FINANCE**

7.1 Bank accounts on behalf of the club shall be held at a bank as determined by the management team. These accounts are to titled ‘Current Account’ and ‘Deposit Account’

7.2 Cheques and withdrawals from both accounts are to be signed by any two if the following; President, Chairman, Treasurer, Secretary

7.3 Accounts may also be held on behalf of the club at a Building Society as determined by the management team and on signatories the nominated

7.4 All expenditure by the club must be sanctioned in advance by the management team meeting monthly, save that single payments of less than £50 may be made by the Treasurer and ratified by the Finance sub-committee

7.5 No money or property of the club or any gain arising from the carrying on the club shall be applied otherwise than for the benefit of the club as a whole, or for some charitable or benevolent purpose chosen by resolution at a meeting of the management team

7.8 No person shall at any time be entitled to receive at the expense of the club or any member thereof any commission, percentage or similar payment on or with reference to purchase of intoxicating liquor by the club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club to member’s guests apart from any benefit acquiring to the club as a whole or a part also from any benefit which a person derives, indirectly by reason of the supply giving rise to, or contributing to, a general gain from carrying on of the club

7.9 If at any time, the club in management team meeting shall pass a resolution authorising the management team to borrow money, the management team shall thereupon be empowered to borrow for the purpose of the club an amount of money either at one time or from time to time and at such rates of interest and in such form and manner and upon such securities as shall be specified in such resolution and thereupon the management team shall make all such dispositions pf the club property or any part thereof and enter into such agreements in relation thereto as the management team may deem proper for giving security for such loans and interest. All members of the club, whether voting on such a resolution or not and all persons becoming members of the club thereafter the passing of such a resolution shall be deemed to have consented to the same as if they had noted in favour of such a resolution

**8.0 SOCIAL**

8.1 The hours permitted by law for the supply of intoxicating liquor

8.2 Any extensions to hours are to be determined by the management team and approved by the licensing justices

8.2.1 No intoxicating liquor shall be supplied to members or to any other person on the club premises otherwise that by on behalf of the club and intoxicating liquor will not be supplied to a person under eighteen (18) years of age

8.2.2 The management team shall arrange the supply of intoxicating liquor by the club to members and any other persons authorised as foresaid to be on the club premises and shall secure the due observance of the provisions of the Licensing Act 1964 and all other Acts relating thereto and to any Registration certificate granted in respect of the club premises

 8.3 Drink purchased from the bar shall be consumed in the confines of the club house and grounds

8.4 The members of ALL TEAMS VISTING THE GROUND OF Pudsey St Lawrence Cricket Club for the purpose of participating in pre-arranged matches, games and official club functions; and the officials or members, games and official club functions; and members or any committee which may have been concerned with the organisation of such matches, games and official club functions shall have the right to use the refreshment pavilion or other club house provided by the club and to purchase intoxicating liquor for consumption on the premises on the day of the match, game or official club function

8.5 The management team shall appoint a manager to run the bar

8.5.1 Such manager may be a paid employee of the club

8.5.2 Other bar staff may be employed by the management team on a regular or casual basis and may be paid by the club

**9 VARIATIONS AND AMENDMENTS**

9.1 The club has adopted and implements the ECB Child Protection Policy ‘Safe hands – welfare of young people in cricket’ through its continued commitment to maintaining its ‘Clubmark’ status

9.2 The club has adopted the ECB’s cricket equity policy and will ensure no individual is discriminated against on the grounds of age, gender, disability, race, parental or marital status, pregnancy, religion or belief or sexual orientation

These rules may be revoked, added to or altered by a majority comprising at least two-thirds of the numbers present and voting at any general meetings of the club of which notice has been duly given as foresaid specifying the intentions to purpose the revocation, addition or alteration together with full particulars thereof

**10 REMOVAL OF MEMBERSHIP, DISCIPLINE AND APPEALS**

10.1 Any complaints regarding the behaviour of members, guests or volunteers should be lodged in writing with the Secretary

10.2 Any person that is the subject of a written complaint or appeal shall be notified of the procedures to be followed by the Secretary in reasonable time to prepare for any hearing

10.3 The management team shall appoint a disciplinary sub-committee (Disciplinary Sub-Committee) who will meet to hear complaints within twenty one (21) days of a complaint being lodged. Any person requested to attend a Disciplinary Sub-Committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Disciplinary Sub-Committee has the power to take appropriate action on behalf of the management team, including the termination of membership or exclusion from the club premises