



Rainham Cricket and Football Club

Affiliated to the Essex CCB and the Essex FA

Spring Farm Park, Lambs Lane North, Rainham, Essex. RM13 9XF
www.rainhamcc.co.uk | @RainhamCricket | fb.com/RainhamCC

Established 1896



Constitution

1. Name

1.1 The name of the Club is Rainham Cricket and Football Club, hereafter to be referred to as "the club" and the club shall be affiliated to the England and Wales Cricket Board through the Essex County Cricket Board, and the Essex County Football Association.

2. Aims and Objectives

- 2.1 To foster (facilities for, and promotion of participation in) the sport of amateur cricket at all levels within the community and within the sport, providing opportunities for recreation, coaching and competition.
- 2.2 To manage the Club House and cricket facilities at Spring Farm Park, Lambs Lane North, Rainham, RM13 9XF and other venues at which the club plays home games.
- 2.3 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.
- 2.4 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 the Policy.
- 2.5 To ensure a duty of care to all members of the club by adopting and implementing the ECB Cricket Inclusion and Diversity Policy and any future versions of the Policy.
- 2.6 To provide association football for its members.
- 2.7 To encourage all members to participate fully in the activities of the club.

3. Membership

- 3.1 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.
- 3.2 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.
- 3.3 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.
- 3.4 No person shall be eligible to take part in the business of the club or eligible for selection for any club team unless the appropriate subscription has been paid in full by 1st June each year.
- 3.5 The club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or cricket into disrepute. Appeal against refusal or removal may be made to the Committee who shall appoint an Appeals Committee to hear the appeal.
- 3.6 All members will be subject to the regulations of the Constitution and by joining the club will be deemed to accept these regulations and any Codes of Conduct that the club has adopted. The Constitution shall identify those members eligible to vote at any General Meetings.



4. Classes of Membership

- 4.1 There shall be 5 classes of membership available. These are:
- Full Member
 - Junior Member - those under 16 years of age on 1st May of the current year
 - Intermediate Member - those either students in full time college or university education or anyone that is unemployed
 - Associate Member - partners and parents of the above, club sponsors, or others who the General Committee consider their objective is to further the Object of the Club.
 - Honorary/ Life Member - Full members who have been deemed by the General Committee to be exempt from further annual subscription charges.
- 4.2 A list of members in each category shall be maintained by the Club Secretary.
- 4.3 All members will have voting rights (Junior Members have full voting rights for all matters that concern the club, with the exception of any matters that relate to the bar).
- 4.4 Any member not able to pay the fee at the time of renewal or within one month after that date owing to illness or other acceptable reason, may apply in writing to have their membership held over and pay the full amount within two months of renewal date after which time the membership shall become void.
- 4.5 Any new players, guests or visitors that play at least 6 games a season will be expected to pay their relevant full yearly subscriptions for the year.
- 4.6 Any coach that attends at least half the youth team training sessions is exempt from paying their annual subscription, as long as they have all relevant Disclosure, Safeguarding Young Cricketers and First Aid Certificates in date.
- 4.7 A discounted membership (to be determined by the committee) shall be offered to parents who have multiple children who are members.

5. Officers

- 5.1 The Officers of the club shall be as follows:
- Executive Officers
 - Club Chairman
 - Club Secretary
 - Treasurer
 - Club Captain
 - Youth Manager
 - Director of Football
 - Non-Cricket Director
 - Officers
 - Other Captains (2nd XI, 3rd XI, 4th XI, Sunday XI)
 - Bar Manager
 - Media Manager
 - Club Welfare Officer
 - Club Development Manager
 - Head Groundsman
 - Social Secretary
 - Fixture Secretary
 - Club Administrator
 - Any other relevant position (details specified according to club circumstances e.g. other member of the Bar Committee, sub-committee leaders etc.)



- Honorary Officers (if applicable)
 - Life Members
 - President
 - Vice-President(s)

6. Election of Officers

6.1 All Officers shall be elected at the Annual General Meeting of the club from, and by, the members of the club. A non-member can also be elected if the membership feels there is a reasonable expectation that they will become a member during the next season.

6.2 All Officers shall be elected for a period of one year, but shall be eligible for re-election to the same office or to another office the following year.

7. Management Committee

7.1 The affairs of the club shall be conducted by a Management General Committee (the Committee) comprising the Executive Officers of the club and up to 6 other members elected from, and by, the Membership of the club. Only these members of the Committee shall be entitled to vote at Committee meetings.

7.2 The Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year (normally monthly).

7.3 The quorum required for business to be agreed at Committee meetings shall be four.

7.4 The duties of the Committee shall be:

- a. To control the affairs of the club on behalf of the members.
- b. 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 current account and the following Officers shall be authorised to sign club cheques: any two from the Chair, Treasurer and Secretary.
- c. To co-opt additional members of the Committee as the Committee feel is necessary. Co-opted members shall not be entitled to a vote on the Committee and shall serve until the end of the next Annual General Meeting.
- d. 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.

7.5 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.

7.6 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.

7.7 The Committee has the power to:

- a. acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities
- b. provide coaching, training, medical treatment, and related social and other facilities
- c. take out any insurance for club, employees, contractors, players, guests and third parties
- d. raise funds by appeals, subscriptions, loans and charges
- e. borrow money and give security for the same, and open bank accounts
- f. buy, lease or licence property and sell, let or otherwise dispose of the same
- g. make grants and loans and give guarantees and provide other benefits
- h. set aside funds for special purposes or as reserves
- i. invest funds in any lawful manner
- j. employ and engage staff and others and provide services



- k. co-operate with or affiliate firstly to any bodies regulating or organising the sport of cricket and secondly any club or body involved with cricket and thirdly with government and related agencies
 - l. do all other things reasonably necessary to advance the aims and objectives of the club.
- 7.8 NONE of the above powers may be used other than to advance the aims and objectives in a manner consistent with the Rules and the general law.
- 7.9 There shall be a committee to select teams for matches on every Monday evening throughout the playing season and the committee shall consist of the Captain (or Vice-Captain) of each XI, and one Officer from the Club to ensure that all players selected are eligible to play.

8. General Meetings

- 8.1 The Annual General Meeting of the club shall be held not later than the end of November each year. 21 clear days written notice of the Annual General Meeting shall be given to members by circulating a copy of the notice to every member at their home address or via email and posting the notice on the club notice board. Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 10 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 days before the meeting.
- 8.2 The business of the Annual General Meeting shall be to:
- a. Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
 - b. Receive the audited accounts for the year from the Treasurer
 - c. Receive the annual report of the Committee from the Secretary
 - d. Elect an auditor
 - e. Elect the Officers of the Club (i.e. President; Vice Presidents, Chair etc.)
 - f. Review club subscription rates and agree them for the forthcoming year
 - g. Transact such other business received in writing by the Secretary from members 10 days prior to the meeting and included on the agenda.
- 8.3 Nominations of candidates for election of Officers shall be made in writing to the Secretary at least 10 days in advance of the Annual General Meeting date, or 6 days in the event of a Special General Meeting (SGM). Nominations can only be made by Members and must be seconded by another Member. No member shall nominate or second more than three General Committee candidates to be elected. In the event of no nominations being received for an Officer or committee position in writing by the required date (10 days for an AGM or 6 days for an SGM), then nominations will be allowed at the actual AGM or SGM as long as there is a quorum
- 8.4 Special General Meetings (SGM) may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than 10 members of the club. At least 14 days notice of the meeting shall be given.
- 8.5 At all General Meetings, the Chair will be taken by the Chairman or, in their absence, by a deputy appointed by Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority vote from those Members attending the meeting. If anyone is unable to attend General Meetings and wishes to cast a vote then the vote must be sent to the Club Secretary in writing prior to the AGM or SGM. In the event of equal votes, the Chair of the meeting shall be entitled to an additional casting vote.
- 8.6 A quorum for a General Meeting shall be 10 Members and any other categories of membership entitled to vote (as outlined by the membership section of this Constitution) and Officers of the Club including at least (1 or 2) from the Chair, Secretary and Treasurer.
- 8.7 Each Member of the Club shall be entitled to one vote at General Meetings.

9. Hours

- 9.1 The Club shall be open for the use of members as deemed appropriate by the General Committee.
- 9.2 The hours during which intoxicating liquor may be supplied shall be normal permitted hours of the District in agreement with the local authority.



- 9.3 The General Committee shall have the right at any time to curtail these hours.
9.4 Bar opening hours shall be as per the existing bar opening hours licence as specified by the local authority.

10. Bar Management

- 10.1 The sale and supply of intoxicating liquor shall be under the control of the General Committee elected at each Annual General meeting. A member of the General Committee must be on hand at locking up times on all occasions and ensure the clubhouse is left tidy upon departure.
- 10.2 No person shall be paid any commission, percentage or similar payments on or with reference to purchases 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 members or guests apart from any benefit accruing to the Club as a whole. Any gain arising out of the carrying on of the Club or the sale of intoxicating liquor shall be applied for the benefit of the Club.
- 10.3 The Bar committee will consist of a Bar Chairman and two other members chosen by the Committee, of which the Bar Chairman shall alone be responsible for the purchase and supply of intoxicating liquor and all other bar items (crisps, soft drinks etc.) by the Club. The Club Treasurer shall keep accounts of all such purchases and supplies. The accounts shall be prepared monthly during the playing season by the Treasurer and reported at each Committee Meeting. A full set of accounts will be presented and passed by members at the Annual General Meeting.

11. Alterations to the Constitution

- 11.1 Any proposed alterations to the club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Member of the club and seconded by another Member. Such alterations shall be passed if supported by not less than two-thirds of those voting Members present at the meeting, assuming that a quorum has been achieved.

12. Finance

- 12.1 All club monies shall be banked in an account in the name of the club.
- 12.2 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.
- 12.3 The Treasurer shall ensure that the club maintains adequate and appropriate insurance to cover the activities of the club.
- 12.4 The financial year will end on the date of the Annual General Meeting.
- 12.5 The Treasurer will present an audited statement of annual accounts at the Annual General Meeting.
- 12.6 Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two Officers.

13. Property and Funds

- 13.1 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. No surpluses or assets will be distributed to members or third parties.
- 13.2 The club may also in connection with the sports purposes of the club:
- sell and supply food, drink and related sports clothing and equipment
 - employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present
 - pay for reasonable hospitality for visiting teams and guests
 - 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).



14. Discipline and Appeals

14.1 All complaints regarding the behaviour of members should be lodged in writing with the Secretary.

14.2 The Committee shall appoint a Disciplinary sub-committee of 3 (2 committee members and 1 non-committee member) who will meet to hear complaints within 10 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.

14.3 The outcome of the disciplinary hearing shall be put in writing by the Club Secretary to the person who lodged the complaint and the member against whom the complaint was made within 7 days following the hearing.

14.4 There shall be a right of appeal to the Committee against either the finding or the sanction imposed or both following disciplinary action being taken, which must be made in writing to the Club Secretary within 7 days receipt of the Disciplinary sub-committee written outcome. The Committee shall appoint an Appeals Committee of 3 (2 committee and 1 non-committee member) which shall not include members involved with the initial disciplinary hearing. The Appeals Committee shall consider the appeal within 14 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.

15. Dissolution

15.1 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.

15.2 If at that Special Meeting, the resolution is carried by at least two-thirds (three quarters) of the Full 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.

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

15.4 After settling all liabilities of the club, the Committee shall dispose of the net assets remaining to one or more of the following:

15.5 to another club with similar sports purposes which is a registered charity and/or

15.6 to another club with similar sports purposes which is a registered Community Amateur Sports Club and/or

15.7 to the sport's governing body for use by them for related community sports.

16. Declaration

16.1 Rainham Cricket Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of all members.

SIGNED (CLUB CHAIRMAN)

NAME

DATE

SIGNED (CLUB SECRETARY)

NAME

DATE

