

Oaksey Cricket Club

Club Constitution

1. Name

- 1.1 The name of the Club shall be OAKSEY CRICKET CLUB (OCC) (the 'Club') and will be affiliated to the Cotswold District Cricket Association (CDCA) and the England and Wales Cricket Board (ECB).

2. Aims and Objectives

- 2.1 The aims and objectives of the Club shall be to promote the playing of cricket in the village and surrounding areas of Oaksey and to promote social interaction among the Club's members, families and friends.
- 2.2 The Club will ensure a duty of care to all members of the club, provide all its services in a way that is fair to everyone and ensure that all present and future members receive fair and equal treatment.
- 2.3 The Club will actively encourage the participation of young cricketers and will ensure their welfare by adopting the ECB Welfare of Young People Policy – Safe Hands. (as set out in Appendix 1)
- 2.4 To ensure a duty of care to all members of the club by adopting and implementing any future versions of the Policy (and any other relevant policies of the day)

3. Officers of the Club

- 3.1 The officers of the club shall be: President, Chair, Honorary Secretary, Club Welfare Officer (CWO) and Treasurer.
- 3.2 Financial statements will be prepared by the Treasurer and approved by the officers prior to presentation to the Management Committee and the Club.

4. Management Committee

- 4.1 The affairs of the Club, in matters not reserved for the decision of the members in general meetings shall be managed by the Management Committee.
- 4.2 The Management Committee shall be elected at the Annual General Meeting and shall consist of: Chair, Honorary Secretary, Treasurer, CWO and the Club Captain and co-opted members on a need by need basis.
- 4.3 The Management Committee must retire annually but will be eligible for re-election.

- 4.4 The Management Committee shall meet whenever business requires it.
- 4.5 At all meetings of the Management Committee 4 members shall form a quorum.
- 4.6 The Chair shall have a second or casting vote when it is necessary to decide any issue.
- 4.6 The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organization of the Club.
- 4.7 The Management Committee will have the powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfill its business.
- 4.8 The Management Committee shall have sole power to elect persons to membership of the Club and expel or suspend any member of the Club who willfully infringes the rules of the Club or whose conduct is considered to be detrimental to the Club's best interests.
- 4.9 The Management Committee shall be responsible for disciplinary hearings of members who infringe club rules, regulations and constitution.
- 4.10 The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

5. Membership

- 5.1 Membership should consist of officers and members of the Club.
- 5.2 All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the Club has adopted.
- 5.3 Members will be enrolled in one of the following categories and be listed on the Members register:
 - **Full:** Members shall enjoy all the facilities of the Club and will be eligible for selection for any of the senior teams.
 - **Vice Presidents:** Shall enjoy all facilities and pay an annual donation to support the clubs workings and have the option to be selected for friendlies
 - **Student:** (Age 18 or more at 1 May of that year but still receiving full-time education). Members shall enjoy all the facilities of the Club and will be eligible for selection for any of the senior teams.
 - **Junior:** (Age 17 or less at 1 May of that year) Members shall enjoy all the facilities of the Club (except they shall not be served intoxicating liquor) and will be eligible for selection for any of the teams within their age group.
- 5.4 Temporary membership is granted to the family and friends of any member and to the players, family, friends and supporters of any visiting club, following their being signed in by the home team Captain.

6. Membership fees

- 6.1 Membership fees and subscriptions shall be determined at the Annual General Meeting.
- 6.2 Match fees may be levied in addition to annual subscriptions.
- 6.3 Membership fees will become due on 1 May of the respective season.

7. Finance

- 7.1 All Club monies will be banked in an account held in the name of the Club.
- 7.2 The Treasurer will be responsible for the finances of the Club.
- 7.3 The financial year of the Club will end on 31st December.
- 7.4 A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- 7.5 Any cheques drawn against Club funds should hold the signatures of the Treasurer plus one other Officer or in the treasurers absence another of the approved signatories (of which there are at least three).

8. Disciplinary Procedure

- 8.1 It is unacceptable for any player, official or supporter to act in a way that would bring OCC into disrepute.
- 8.2 Players must all adhere to OCC's Code of Conduct (Appendix 2). Any player acting in breach of the Code of Conduct may be called before the Disciplinary Committee.
- 8.3 There will be no standing disciplinary committee. Such committee will be formed when an incident is made known to the Management Committee under the terms of 4.7 of this Constitution.
- 8.4 The Disciplinary Committee will convene within 14 days of any incident.
- 8.5 The Disciplinary Committee will inform the player of the time and date of the hearing in writing or via email.
- 8.6 The player, if 18 or over, may be accompanied by his team captain.
- 8.7 The player, if under 18, must be accompanied by his/her parent/guardian, or alternatively the player's parent/guardian may elect a Member of OCC to accompany the player. (This must be communicated to the Disciplinary Committee in writing). The Disciplinary Committee will also request that the player's coach (or captain if incident occurred representing a men's team) attend the hearing.
- 8.8 The Disciplinary Committee will pass judgment within 7 days of the hearing.
- 8.9 The Disciplinary Committee's decision will be confirmed to the player and anyone involved in the incident in writing.

- 8.10 The Disciplinary Committee has the power to suspend, with immediate effect, a player for a maximum period of 4 weeks. If the Disciplinary Committee feels that a more severe punishment should be passed, then the Disciplinary Committee will pass the case over to the Management Committee.
- 8.11 The player has the right to appeal the judgment. This appeal must be submitted in writing to the Hon Secretary within 7 days of the Disciplinary Committee making their decision.
- 8.13 The Management Committee will hear the appeal within 7 days of receiving notice of the appeal. If the Disciplinary Committee's decision is upheld, it is within the Management Committee's power to increase the punishment. If the appeal is successful, the Management Committee has the power to reduce or overturn the Disciplinary Committee's decision.
- 8.14 There is no appeal against the Management Committee's decision.

9. Annual General Meetings

- 9.1 An Annual General Meeting (AGM) of the Club shall be held every year following the close of the season, at a time determined by the Management Committee but before the commencement of the new season.
- 9.2 An Extra-Ordinary General Meeting (EGM) shall be called by the Club Secretary at the direction of the Management Committee or upon written request of at least SIX members of the Club who shall, in their request, specify the business to be transacted.
- 9.3 Notice of all General Meetings will be given by the Club Secretary of not less than SEVEN days.
- 9.4 At all General meetings, TWELVE members shall form a quorum.
- 9.5 At the AGM all general business of the Club will be transacted.
- 9.6 The AGM will receive a report from Officers of the Management Committee and a statement of the audited accounts.
- 9.7 Nominations for Officers of the Management Committee shall be sent to the Club Secretary prior to the AGM.
- 9.8 Voting rights at General Meetings shall be as follows:
 - **Full Members** shall be entitled to vote on any matter.
 - **Vice Presidents** shall be entitled to vote on any matter.
 - **Student Members** shall be entitled to vote on any matter.
 - **Junior Members** shall have no vote on any matter.

10. Dissolution

- 10.1 The Club may be dissolved by a resolution passed by two-thirds majority of Full Members of the Club present and voting at a special meeting convened for the purpose.
- 10.2 Any assets remaining after the settling of any debts and liabilities shall be applied towards charitable bodies within Oaksey, which have similar aims to those of the Club. Such charitable bodies to be decided and approved by the aforesaid majority.

11. Amendments to the Constitution

- 11.1 The Constitution shall only be changed through agreement by TWO THIRDS of the Full Members present at an Annual General Meeting or Extraordinary General Meeting.
- 11.2 Members with rights to vote on amendments will be registered with the Club Secretary as a member in the appropriate category at the time of AGM or EGM.

List of Appendices:

Appendix 1: Oaksey Cricket Club Safeguarding Policy Statement

Appendix 2: Code of Conduct for Oaksey Cricket Club Members and Guests

Adopted by Oaksey Cricket Club at the AGM of & December 2016

Signed

Secretary

Club Welfare Officer

Club Captain

Chairman

Appendix 1

Oaksey Cricket Club Safeguarding Policy Statement

Oaksey Cricket Club (The Club) is committed to ensuring all Children (defines as all persons under the age of 18) participating in cricket have a safe and positive experience.

We will do this by:

- Recognising all children participating in cricket (regardless of age, gender, race, religion, sexual orientation, ability or disability) have the right to have fun and be protected from harm in a safe environment
- Ensuring individuals working within cricket at, or for, our club provide a welcoming, safe, and fun experience for children
- Adopting and implementing the England and Wales Cricket Board (ECB) “Safe Hands – Cricket’s Policy for Safeguarding Children” and any future versions of this
- Appointing a Club Welfare Officer (CWO) and ensuring they attend all current and future training modules required by the ECB
- Ensuring all people who work in cricket at, or for, our club (such as staff, officials, volunteers, team managers, coaches and so on) have a responsibility for safeguarding children, and understand how the “Safe Hands Policy” applies to them
- Ensuring all individuals working within cricket at, or for, the club are recruited and appointed in accordance with ECB guidelines and relevant legislation
- Ensuring all individuals working within cricket at, or for, the club are provided with support, through education and training, so they are aware of, and can adhere to, good practice and Code of Conduct guidelines defined by the ECB, and the club
- Ensuring the name and contact details of the CWO is available:
 - As the first point of contact for parents, children and volunteers/staff within the club
 - As a local source of procedural advice for the club, its committee and members
 - As the main point of contact within the club for the ECB County Welfare Officer and the ECB Safeguarding Team, and
 - As the main point of contact within the club for relevant external agencies in connection with child safeguarding
- Ensuring correct and comprehensive reporting procedures exist for raising and managing child safeguarding concerns
- Providing an environment where the views of children, parents and volunteers are sought and welcomed on a range of issues. This will help us to create an

environment where people have the opportunity to voice any concerns (about possible suspected child abuse/neglect, and/or about poor practice) to the CWO.

*Details of the County Welfare Officer will be made available, in case the CWO is unavailable, or the concern relates to the CWO.

- Ensuring all suspicions concerns and allegations are taken seriously and dealt with without delay and appropriately.
- Ensuring access to confidential information relating to child safeguarding matters is restricted to those who need to know in order to safeguard children – including the CWO and the appropriate external authorities, such as the Local Authority Designated Officer (LADO), as specified within ECB child safeguarding procedures.

Useful Safeguarding Contacts

Cricket Contacts for Safeguarding (please complete local details)

Club Welfare Officer

County Welfare Officer – refer to <http://www.wiltshirecricket.co.uk/schools-and-youth-cricket/welfare/>

ECB Safeguarding Team ECB

Lord's Cricket Ground

London NW8 8QZ

T 020 7432 1200

E safeguarding@ecb.co.uk

Local Contacts for Safeguarding (please complete local details)

Local Authority Designated Officer
(LADO)

Local Children's Social Care
(including out of office hours
contact)

Please note: In an emergency,
the Samaritans will hold the
Social Care Duty Officer's contact
number.

The Samaritans T 08457 909090

Local Police Child Protection
Teams.

In an emergency contact via **999**.

Appendix 2

Code of Conduct for Oaksey Cricket Club Members and Guests

All Members and Guests of this Cricket Club will:

- Respect the rights, dignity and worth of every person within the context of cricket
 - Treat everyone equally and not discriminate on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, religious belief, class or social background, sexual preference or political belief
 - Not condone, or allow to go unchallenged, any form of discrimination if witnessed
 - Display high standards of behaviour
 - Promote the positive aspects of cricket, for example fair play
 - Encourage all participants to learn the Laws and rules and play within them, always respecting the decisions of match officials
 - Actively discourage unfair play, rule violations and arguing with match officials
 - Recognise good performance not just match results
 - Place the well-being and safety of children above the development of performance
 - Ensure activities are appropriate for the age, maturity, experience and ability of the individual
 - Respect children's opinions when making decisions about their participation in cricket
 - Not smoke, drink or use banned substances while working with children in the club
 - Not provide children with alcohol when they are under the care of the club
 - Follow ECB guidelines set out in the "Safe Hands – Cricket's Policy for Safeguarding Children" and any other relevant guidelines issued
 - Report any concerns in relation to a child, following reporting procedures laid down by the ECB
- * Members and guests include all members and officers of the cricket club and all guests of those members and officers, as well as all individuals who watch/attend/participate/officiate in matches hosted by the club in whatever capacity.

In addition to the above, all Club officers and appointed volunteers will:

- Have been appropriately vetted, if required
- Hold relevant qualifications and be covered by appropriate insurance
- Always work in an open environment (i.e. avoid private, or unobserved, situations and encourage an open environment)
- Inform players and parents of the requirements of cricket
- Know and understand the ECB's "Safe Hands – Cricket's Policy for Safeguarding Children"
- Develop an appropriate working relationship with young players, based on mutual trust and respect
- Ensure physical contact is appropriate and necessary and is carried out within recommended guidelines with the young player's full consent and approval
- Not engage in any form of sexually related contact with a young player. This is strictly forbidden, as is sexual innuendo, flirting or inappropriate gestures and terms. The ECB adopts the Home Office guidelines. These recommend "people in positions of trust and authority do not have sexual relationships with 16-17 year olds in their care"
- Attend appropriate training to keep up to date with their role, especially with respect to the safeguarding of children

What Members should expect from other Members:

Oaksey Cricket Club (OCC) is fully committed to playing cricket within the spirit of the game. OCC believes that it is important that our Members should, at all times, show respect to players, officials and supporters. Members are encouraged to share any concerns or complaints regarding the behaviour of our members with the Disciplinary Committee. As a player of the Club, you are expected to abide by the following rules which are an integral part of this Code of Conduct:

1. All OCC players must play within the laws of the game.
2. All OCC players must treat all officials, team-mates, opponents and supporters with respect.
3. OCC players are encouraged to approach training and matches in a positive frame of mind.
4. OCC players must remain dignified in victory and defeat.
5. All players must treat the Club's facilities and kit with care.

6. All OCC players must accept the umpire's decision and show no dissent during or after the match.
7. Players should keep to agreed timings for matches and practice or inform their captain if they are going to be absent or late.
8. Players must wear suitable kit for matches and practice sessions, as stated below.
9. Players kit must be of clean and presentable condition.
10. Players subs must up to date for the current season
11. Players must pay any fees for matches on the day.
12. Foul and /or abusive language on or off the field is unacceptable.
13. Intimidation, aggressive behaviour and /or deliberate distraction of opponents by words or actions are unacceptable.
14. Players are not allowed to smoke or consume alcohol on the pitch at any time.
15. Players are not allowed to take recreational or illegal drugs of any kind on the Club premises or whilst representing the Club.
16. It is expected that teams will do their utmost to win but the highest standards of sportsmanship in keeping with the spirit of the game should be displayed.

Dress Code: The Oaksey Cricket Club colours are Dark Blue and Green. The Club requests that only OCC or plain shirts, caps, sun hats and jumpers are worn. Club polo shirts are the preferred attire before and after the game on match days.

Cricket shoes should be white.

Discipline:

See Section 8 of the Oaksey Cricket Club Constitution for Disciplinary Procedure.

OCC expects anyone involved with the club to act in a way that is befitting a club of our stature. Any incidents involving any Supporters, Life Members or Officials will be dealt with by the Management Committee.