





## **ALTON CRICKET CLUB**

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### **5 ELECTION OF OFFICERS**

- 5.1 All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the Members of the Club.
- 5.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

### **6 GENERAL COMMITTEE**

- 6.1 The affairs of the Club shall be controlled by a general Committee comprising of the Executive Officers of the Club and 8 other Members elected from, and by, the Full Members of the Club. The General Committee shall meet at agreed intervals and not less than four times per year.
- 6.2 Sub-Committees will be formed by and report to the General Committee, to run the various parts of the club and will cover, for example, Colts, Cricket, Grounds and Clubhouse, Social and Fund Raising. These Sub-Committees will have a Chairperson and Secretary who are on the General Committee and they may co-opt Members on to the Sub-Committees as required.
- 6.3 The duties of the General Committee shall be:
- 6.3.1 To control the affairs of the Club on behalf of the Members
- 6.3.2 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 current account and the following Officers shall be authorised to sign Club cheques: two from the Chairperson; Treasurer and Secretary
- 6.3.3 To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the Committee.
- 6.3.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

### **7 GENERAL MEETINGS**

- 7.1 The Annual General Meeting of the Club shall be held not later than the end of February each year. 14 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member either by email or posted to their home address and posting the notice on the Club website and notice board. Members must advise the Secretary in writing of any 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.
- 7.2 The business of the Annual General Meeting shall be to:
- 7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting



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- 7.2.2 Receive the audited accounts for the year from the Treasurer
- 7.2.3 Receive the annual report of the Committee from the Chairperson or Secretary
- 7.2.4 Elect an auditor
- 7.2.5 Elect the Officers of the Club
- 7.2.6 Transact such other business received in writing by the Secretary from Members 10 days prior to the meeting and included on the agenda. The agenda will also include "Any Other Business", but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.
- 7.3 Special (Extraordinary) General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 12 Full Members of the Club. At least 14 days notice of the meeting shall be given.
- 7.4 Nomination 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 nominated at the Annual General Meeting. Nominations can only be made by Full Members and must be seconded by another Full Member.
- 7.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.
- 7.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.7 A quorum for a General Meeting shall be 20, comprising 17 Full Members and 3 Officers of the Club, including 2 from the Chairperson, Secretary and Treasurer.
- 7.8 Each Full Member of the Club shall be entitled to one vote at General Meetings.
- 7.9 Each Honorary and Associate Member of the Club who is on the Club Committee shall be entitled to one vote at General Meetings.

## **8 ALTERATIONS TO THE CONSTITUTION**

- 8.1 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 Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

## **9 CLUBHOUSE BAR RULES**

- 9.1 The Clubhouse, at Jubilee Playing Fields, shall be open at the discretion of the Club Committee.
- 9.2 Guests may be admitted to the Club if accompanied and signed in by a Member, Honorary Member or Associate Member. A Member, Honorary Member or Associate Member is permitted to sign into the Club up to four Guests in any one day.



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- 9.3 A visiting party or Club may be signed into the Club as such, provided that a list of names of all those persons attending is supplied in advance.
- 9.4 The sale and supply of intoxicating liquor shall be in accordance with the provisions of the Licensing Act 1964 and of Acts relating thereto and of any conditions attached to any Certificate of Licence held by on behalf of the Club for such sale and supply. There shall be no supply of intoxicating liquor to persons under the age of 18 years.
- 9.5 Intoxicating liquor may not be sold on the Club premises unless sold by a Member (non-Junior) who has been authorised by the Club to be on Bar Duties.
- 9.6 Intoxicating liquor may not be sold to any person unless they are:
- 9.6.1 A Full Member, Honorary Member or Associate Member of the Club
- 9.6.2 A Member of a visiting Club or Association, be it sporting or social events taking place within the Club or on the sporting facilities within the Club grounds.
- 9.7 The permitted hours for the supply of intoxicating liquor in the Clubhouse shall be in accordance with the appropriate licensing laws.

### **10 DISCIPLINE**

- 10.1 The current version of the ECB "Disciplinary Model Rules" will be incorporated into the Rules and Constitution of the Club along with the current version of the Club Charter.
- 10.2 The Committee may expel any Member whose conduct is considered prejudicial to the best interests of the club. No Member, who ceases from any cause to be a Member, shall be entitled to or have any claim upon the property of the Club.

### **11 WELFARE**

- 11.1 The Club will ensure a duty of care to all members of the Club by adopting and implementing the ECB 'Safe Hands – Welfare of Young People in Cricket' policy and any future versions of the policy".

### **12 DISSOLUTION**

- 12.1 If at any General Meeting of the Club, a resolution were 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.
- 12.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General 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. Any assets of the club that remain will become the property of the HCB.