

Farnsfield Cricket Club Constitution and Club Rules

Including:-

- Appendix 1 Farnsfield Cricket Club Code of Conduct for club members, guests and visitors
- Appendix 2 Farnsfield Cricket Club All Players Code of Conduct
- Appendix 3 The current ECB Safe Hands Policy Statement
- Appendix 4 The Resource meeting Agenda

1. Name

The Club is called Farnsfield Cricket Club.

2. Purpose and Objectives of the Club

- a) Principally to actively promote and participate in the sport of amateur cricket.
- b) To provide the Members with facilities for sporting and social activities, and to provide a sporting interest for the residents of Farnsfield and the surrounding area.
- c) To provide and maintain the playing fields, Club Houses of Farnsfield Cricket Club and any other premises leased or agreed to be supported by the Club.
- d) Membership of the Club is open to all regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation upon membership may be made based upon available facilities on a non-discriminatory basis. The Club reserves the right to decline any membership application.
- e) The Club fully adopts and supports the principles and guidelines contained within the ECB policies and procedures.
- f) Every member (including all Officers of the Club and Trustees) shall be subject to all ECB Codes of Conduct.
- g) The documents relating to behaviour at this club are:-

The Farnsfield Cricket Club Constitution and Club Rules, i.e. this document in its entirety includes:-

- Appendix 1 Farnsfield Cricket Club Code of Conduct for club members, guests and visitors
- Appendix 2 Farnsfield Cricket Club All Players Code of Conduct
- Appendix 3 The current ECB Safe Hands Policy Statement
- Appendix 4 The Resource meeting Agenda

All members should read all the above documents as they will be bound by them.

- h) The Club, through its Management Committee, may at any time redraft or create new Codes of Conduct which shall be adopted by the Club after consultation with the members by publishing the proposed new or amended Code of Conduct. Paid-up members will be given 30 days to respond. Subject to any responses, the proposed Code of Conduct may be adopted by the Management Committee on behalf of the Club 14 days after the date for responses has expired.

The Club's Constitution and Rules and all Codes of Conduct shall be available, on request, from the Secretary, and will be published on the Club's web site.

- i) Whistleblowing. Should any member feel unable to resolve a complex issue through the normal channels such as through Committee members then the Club's whistleblowing policy is that the complex issue may then be raised with any Trustee. Trustees change from time to time, they are currently located on the Club's web site.

3. Classes of Membership, membership cards, new membership, subscriptions and termination.

Farnsfield Cricket Club is a members' Club.

The membership of the Club is divided into the following classes whose annual subscriptions shall be approved at the Annual General Meeting in conjunction with the appropriate Resource.

a) Class A

Playing members who are subdivided into groups as follows:

- (i) Playing Members aged 18 years or over on the 1st of March.
- (ii) Playing Members who are in full time education (16 hours per week or more), apprenticeship or unemployed will pay the same membership fee as junior playing members.
- (iii) Life members who are also playing members
- (iv) Playing Members aged 5 to 17 years on the 1st day of March. These will be known as Junior Playing Members and have no voting rights and neither Junior Playing members nor their guests may use this membership to purchase alcohol.
- (v) Limited Match Members. This membership is available to those who do not have the ability to play a full season. A match membership fee of £15 per match plus the match fee must be paid before a Limited Match Member can play.
- (vi) Women's Playing Member, same subscription as a Class A. iv.

In addition to the annual subscription a match fee will be payable which will be fixed by the Cricket Resource from time to time. The Cricket Resource may, at its discretion, charge a reduced first annual subscription to a new playing member who joins part way through the season. This will be done on a Pro-Rata basis. Supported funding packages may be available by application to the Cricket Resource.

b) Class B

- (i) Honorary Life Members can only be nominated at the Annual General Meeting. The proposer and seconder must already be paid up members.
- (ii) Life Members are those people who wish to pay one lifetime payment in lieu of all future subscriptions. The cost of this membership will be 20 times the price of the annual Class C Membership.

Life Members who wish to become playing members are entitled to deduct the sum of Class C membership from the Class A membership fee.

c) Class C

Will be non-playing members.

d) Class D

Day Members are members of visiting teams with their guests, Farnsfield Cricket Club members with their guests or members of any bona fide club, society or organisation using the Club's facilities with the consent of the Management Committee or the appropriate Resource.

Day Members which will include Member's Playing Guests, shall have no vote at any time and shall not be qualified to be officers or members of the Management Committee or any Resource, unless by specific invitation of the Management Committee. Any person at the Club whose membership does not fall into Class A, B or C must become a Day Member. The fee for Day Membership will be a till receipted charge of £1. Visiting umpires and ECB officials are deemed to be "honorary day members" and will be exempted from the fee. There will be occasions, such as Bonfire Night or Venue Hires where the entry or rental fee includes the cost of Day Membership.

e) Class E

Members who are 65 or older and who have already paid a one-year membership fee of any class in the previous season are not expected to pay any further fees, however they are subject to the usual match fees.

f) Annual Membership Cards

Following acceptance of a membership application and receipt of payment of due membership fees, a Membership Card will be issued. A current Card is regarded as evidence of up-to-date Membership and is not transferable.

g) Admission of New Members

Admission of any new Member will be confirmed by the Management Committee in association with the appropriate Resource who may refuse and/or cancel membership without stating reasons if it considers this to be in the best interests of the Club, its members and/or the sport.

As part of membership, it is the responsibility of every member to ensure that their current personal details (name, address, email and contact telephone numbers) are provided.

h) Subscriptions and Match Fees

Subscriptions payable will be displayed on the Club noticeboard and website. The Club operates a No Pay/ No Play policy. All annual subscriptions (except the first subscription of a new Member) are due on or before the 1st day of April in each year. All membership subscriptions will be paid via the Club's web site.

If any Member has not paid the stated membership fees by the 1st May, the arrears situation will be passed to the Management Committee who will seek an understanding and a way forward. Any Playing Member cannot play if they have not paid the appropriate match fee.

i) Termination of Membership

The Club may refuse to renew membership or expel from membership only for good and sufficient cause, such as conduct or character, likely to bring the Club or sport into disrepute. The member in question may choose to follow the Complaints Procedure.

Any member may resign their membership by giving the Honorary Secretary written notice to that effect. Every such notice will be deemed to take immediate effect without re-imburement.

4. Communication with members

- a) Farnsfield Cricket Club is fully committed to clear and transparent communication of opportunities, events, results, selection and news about the club and across all its activities.
- b) The communications will be delivered to our membership through a variety of media such as Email, SMS, WhatsApp, other social media platforms, paper and on club noticeboards. The intention is that every member will be contacted through the platform of their choice. Resources and the management committee will review and refine the process.
- c) Communication will be subject to the following seasonal variance, "In season" and "Off-season". January to September-end is recognised as "In season", and regular communications are anticipated during this period covering:
 - 1. Awareness of training sessions
 - 2. Match information and reports
 - 3. Resource committee meetings, news and developments
 - 4. Fundraising and sponsorship opportunities

5. Club social events and competitions
 6. Venue hire
 7. Awards and recognition of members.
 8. There will be reduced communications during the "Off season", the period between October and December
 9. AGM's, EGM's and other infrequent events will be communicated to members in accordance with the club rules
- d) Communications to non-members
1. Club social events
 2. Fundraising and sponsorship opportunities
 3. Support for local businesses that contribute to the club
 4. Venue hire
 5. Liaison with the local press / social media
- e) Social Media
1. Farnsfield Cricket Club operates under the direction of the ECB on all social media matters. You can see the ECB social media guidelines on the ECB website. All members' social media activities should be governed by good citizenship including respect for others.
 2. FCC accepts no responsibility for the use of social media (including postings, image use, content or opinions) for non-club social media accounts or content.

5. Complaints Procedure

- a) Any complaint made by any member and /or a person under 18 and /or parent/guardian must be made in the first instance to the Club Safeguarding Officer and the Club Secretary who shall deal with it in accordance with the procedure set out in the ECB "Safe Hands" policy. The Club Secretary must copy the complaint to the committee member who chaired the most recent Resources meeting. The complaint must be lodged within 14 working days of the breach being alleged.
- b) The Club Secretary and any further committee investigating a complaint will rely on the latest membership details on the Club's membership database to contact those members involved. These details should include the postal address, the email address and telephone numbers of members.
- c) The Management Committee shall then appoint a Disciplinary Sub-Committee (the make-up of which shall not only include members of the Management Committee) who will meet to hear complaints within one calendar month of the complaint being lodged. Any member requested to attend a Disciplinary Sub-Committee shall be entitled to be accompanied by a friend (or where relevant a parent or guardian) or other representative and to call witnesses. All meetings of the Disciplinary Sub-Committee with others will be referred to as "Hearings." The Disciplinary Sub-Committee will investigate the alleged breach and will report back to the Management Committee with its findings and recommendations within 30 working days of the first meeting to discuss the complaint. This will be known as "Recommendations".
- d) The Management Committee having considered the Recommendations of the Disciplinary Sub-Committee has the power to take appropriate disciplinary action, including the termination of membership. This will be known as "The Decision." The Decision shall be put in writing to the member who lodged the complaint and the member against whom the complaint was made within 14 working days of receipt of The Recommendations.
- e) There shall be a right of appeal to an Appeals Committee (whose composition shall not include any member of the Disciplinary Sub-Committee) against The Decision following

The Decision being taken. An appeal should be lodged with the Club Secretary within 7 calendar days of receipt of The Decision. The Management Committee shall immediately appoint an Appeals Committee (a maximum of three). The Appeals Committee shall consider the appeal within 14 working days of receipt of the Appeal or as soon as possible thereafter. The individual submitting the appeal shall be entitled to be accompanied by a companion, this could be a supporting family member, a friend, or where relevant a parent or guardian and to call witnesses and/or provide any written representations in support of the Appeal Any supporting written representations must be lodged with the Appeals Committee two working days ahead of the Appeal hearing . The decision of the Appeals Committee shall be given in writing within 14 working days of the Appeal and its decision shall be final and binding on all parties.

6. Welfare of Young People and Safe Hands policy

- a) The Club shall adopt and implement the ECB Safe Hands policy for Safeguarding Children and any future versions of that policy.
- b) All members of the Club are required to understand and adhere to the ECB Code and the Farnfield Cricket Club Safeguarding Policy Statement. See Appendix 3 and the Club noticeboard.
- c) The Management Committee shall appoint a Club Safeguarding Officer to ensure compliance with safeguarding legislation and the ECB Safe Hands policy.
- d) The Club shall adopt and implement the ECB Anti-Discrimination Code and ECB Club Inclusion and Diversity Policy in any future versions of this policy.

7. Management of the Club

- a) The management of the Club (except as otherwise provided by these rules) shall be deputed to a Management Committee of not more than 10 members from classes A i, ii and iii, B, C or E.
- b) The Management Committee shall be elected at the Annual General Meeting or at an Extraordinary General Meeting called for that purpose.
- c) The Management Committee must include the Chair, Secretary, Treasurer, the Club Safeguarding Officer and three members of the Cricket Resource.
- d) At the Annual General Meeting all members of the Management Committee shall retire and be available for re-election, should they so decide, except for the Treasurer and Secretary.
- e) The Treasurer and Secretary shall retire and be available for re-election six months after the date of the AGM.
- f) Potential candidates for election to the Management Committee may be proposed by any two members from classes A i, ii and iii, B, C or E, in writing to the Secretary no less than 28 calendar days prior to the Annual General Meeting (or Extraordinary General Meeting if so called).
All candidates must conform to all regulatory requirements in place at the time of the application.
- g) The Management Committee has the power to appoint a Member to fill any vacancy on the Management Committee until the next Annual General Meeting.
- h) The Management Committee and Resource Groups will meet at least ten times a year to examine the accounts and the affairs of the club. These meetings will be known as Resource

Meetings. Should it be necessary, the Management Committee may meet without the Resource Groups. A minimum of 50% Committee members shall form a quorum. Minutes will be taken of all the proceedings of the Management Committee and Resource Meetings and will be open to the inspection of any Member of the club.

- i) Any Member of the Management Committee absent from six consecutive meetings without due cause may be considered as having resigned and will be so informed in writing.
- j) The Management Committee may also from time to time appoint such Resource Groups as they may deem necessary or expedient and may depute or refer to them such of the powers and duties of the Management Committee as the Management Committee may determine. All Resource Groups are to report their proceedings to the Resource Meetings and will conduct their business in accordance with the directions of the Management Committee.
- k) The Management Committee has the power to deal with all matters not covered by these rules.

8. General Meetings (Annual or Extraordinary)

- a) The Annual General Meeting is to be held no later than 28 February each year on a date and time to be fixed by the Management Committee, and displayed on the Club Noticeboard and the club website one month in advance, for the following purposes:
 - 1. to receive from the Management Committee a report, balance sheet and statement of accounts for the proceeding financial year
 - 2. to elect the officers of the Club and Members of the Management Committee
 - 3. to decide on any business or resolution which has been properly submitted with at least 28 calendar days prior notice.
- b) The Management Committee may at any time for any special purpose call an Extraordinary General Meeting.
- c) 51% of each membership category A i, ii and iii, B, C or E may at any time for any special purpose call an Extraordinary General Meeting.
- d) A minimum of one calendar months' notice must be given before an Extraordinary General Meeting can be held. A notice and the purpose of the meeting will be posted on the Club Noticeboard and the Club Website. No business, other than that of which notice has been given can be brought forward to such a meeting.
- e) At all General Meetings a Committee member, holding the role of collaborative chair, or in their absence a member selected by the Management Committee, will take the chair. Members from categories A i, ii and iii, B, C and E are entitled to one vote upon every motion. Motions are decided upon a simple majority of those Members present and eligible to vote, and in the case of tied votes, the Chair shall have the casting vote.
- f) The quorum at all general and extraordinary meetings will be seven members belonging to membership categories A i, ii and iii, B, C or E plus three members of the management committee.
- g) If the Club passes a resolution at a General Meeting authorising the Management Committee to borrow money, the Management Committee may borrow on behalf of the Club. The resolution must specify the amount (whether borrowed at one time or in instalments), the interest rate, and the form of security required. Following such a resolution, the Trustees shall, as directed by the Management Committee, take any necessary steps to secure the loan against Club property, including entering into agreements or making dispositions of Club property as the Management Committee considers appropriate. Once the resolution is passed, all members shall be deemed

to have consented to it, regardless of how they voted.

9. Amendment to Rules

Any repeal, addition or amendment of these rules shall be effected at the Annual General Meeting or at an Extraordinary General Meeting convened specifically for that purpose subject to rule 6 (b and c) by simple majority of those entitled to be present.

10. The President

- a) The Club will have a President. The intention is that in one year the President will be a known member who is involved in the Club and in the following year the President will not necessarily be a member of the Club but will be a person who holds an appreciation of the game, a member of the local community and will become an Honorary member for the duration of the Presidency. Should the person cease to be a member for any reason they will also cease to be President.
- b) Proposals from members should be submitted 30 calendar days before the AGM and the President will be elected by vote at the AGM. In the absence of any such proposals or election, the Committee and Resources will, by common agreement, directly approach a known member who is involved in the Club or a person who holds an appreciation of the game and a member of the local community with the purpose of appointing them President.
- c) The office of President will be for one year and will be an Honorary role.

11. Club Accounts and Finance

- a) The Club will have monthly management accounts available within 4 weeks of the calendar month end.
- b) The Treasurer will produce annual accounts which will be available for the AGM.
- c) Transactional Accounts to be opened must be approved by two committee members.
- d) Expenditure to be incurred must be approved by two committee members.
- e) Invoices to be paid will be submitted to and paid by the Treasurer but need authorising by two committee members. The Treasurer may, due to keeping the show on the road, approve invoices up to £250 but they will still need approving by two committee members at a later date.
- f) All supply must be subject to at least two quotations.
- g) All remuneration and changes to must be approved by at least two committee members.
- h) The Club bank account will need a minimum of two correctly mandated signatures.

12. Club House

- a) The premises shall be opened to members as the Management Committee and appropriate Resources shall from time to time determine. The Management Committee and appropriate Resources may close it from time to time if they deem it necessary to do so for cleaning, maintenance, repairs, or trading issues. Such closures should not prevent the playing of

sporting activities nor breach any League rules for the provisions of such facilities on sporting occasions.

- b) Verification of membership status may be requested at any time.
- c) Regulations made by the Management Committee and appropriate Resource may lay down the conditions upon which any game may be played in the Club House and may prohibit any games, the playing of which are unlawful or would in the opinion of the Management Committee be injurious to the interests of the Club.
- d) Every member is allowed to introduce visitors as per our rules of membership subject to such regulations as are made from time to time by the Management Committee and appropriate Resource.
- e) No person can be introduced as a visitor into the club who has been expelled from Farnsfield Cricket Club membership or whose conduct or presence in the club is considered by the Management Committee and appropriate Resource prejudicial to the interests of the club and/or the sport.

13. Licensed Bar

- a) The purchase and sale of intoxicating liquor is only available to members as per our rules of membership and will be at the delegated discretion of the Commercial, Membership, Club House and Ground Resource Groups.
- b) The permitted hours for the supply of intoxicating liquor will be in accordance with the licenses approved by Newark and Sherwood District Council.

14. Cricket Resource

1) Elections: to the Cricket Resource Officer positions.

- a) There are two types of Officer within the Cricket Resource - Annual and Seasonal. Both types must be elected or re-elected at the club's AGM.
- b) Annual positions are the Head of Cricket, Head of Women's Cricket, Head of Junior Cricket, Head of Grounds, Head of Selection and the Cricket Secretary. The Club's recommendation is that a handover period of four weeks is essential when an officer decides to resign. Following any Annual Officers resignation, the remaining Annual Officers will put forward a name of a replacement to the Management Committee for approval/rejection. At any time at least two Annual Officers must be in post.
- c) Seasonal positions are the Captains of the Women's teams and the Captains of the open age cricket teams.
- d) The Officers are responsible for the running and organisation of the Cricket Resource on the basis agreed with the Management Committee.
- e) Each year, the Seasonal Officers of cricket will be voted in at the annual players meeting. Any playing member over the age of 18 can put themselves forward for the Seasonal Officers positions by expressing their interest to the Annual Officers four weeks prior to the Annual Players Meeting. The Annual Players Meeting will be held at least four weeks prior to the Club AGM.
- f) The Annual Officers will submit the names of all the proposed Officers to the Management Committee, including the Club Safeguarding Officer for approval four weeks before the AGM. The Club Safeguarding officer will initiate Enhanced DBS checks.
- g) All Officers must evidence their Enhanced DBS to the Club

- Safeguarding Officer prior to the first match of the season.
- h) The Cricket Resource will also include the Club Safeguarding Officer as member.

2) Meetings

- a) The Officers of Cricket will meet at least six times throughout the year to discuss the day-to-day operation of the cricket resource. Attendance can be any Over 18 Playing Member and any member of the Management Committee. The decision capability is limited to cricket, except for Safeguarding matters which will take direction from the Club Safeguarding Officer.
- b) These meetings will be minuted and shared with the Cricket Resource and the Management Committee.
- c) Three Officers of Cricket will represent the Cricket Resource at the Resource Meeting.
- d) At least one players meeting will be held a year.
- e) All communication matters are covered in the Clubs general communication policy which is at Para 4 Communications.

3) Complaints

If any member wishes to raise a complaint in relation to another member of the club they must do so in writing to the Club Secretary who will inform the committee member who chaired the most recent Resources meeting. The complaint must be lodged within 14 calendar days of the breach alleged. The Club Secretary and the committee member will then follow the Complaints procedure under Para 5 "Complaints".

4) Selection of Players

1. The Selection Policy for all Cricket at Farnsfield Cricket Club will take account of the following factors:
 - a) Commitment to training.
 - b) General contribution and attitude towards the club.
 - c) Contributing to a supportive environment for all club members.
 - d) Performance including both on match days and in training sessions.
 - e) General conduct in line with the 'spirit of cricket'.
 - f) Adherence to the Club Rules, particularly its Players Code of conduct.
2. **The following factors may contribute to a players Non Selection:**
 - a) Annual Subs and Match Fees: Annual subs must be paid before the first league game of the season. Players will not be selected if annual subscriptions have not been paid by the deadline. Match fees: If two match fees are overdue the player will not be eligible for selection until the overdue amount is paid.
 - b) Individuals should approach the Head of Cricket if they are unable to meet payment criteria to discuss alternative arrangements. Their approach will be in strict confidence.
 - c) Availability: All players have a responsibility to ensure their availability is recorded to ensure their Captain/Coach is aware. Persistent unavailability or withdrawal in the week prior to any game, without good reason, may lead to future non-selection.
 - d) Any breach of the Club's rules and the Players Code of Conduct may lead

to a player's non-selection.

- e) A player's conduct outside the Club may contribute to their non-selection where the Management Committee or the Cricket Resource feels it would bring the Club's reputation into disrepute.

5) Open Age Cricket

In Open Age Cricket, with there being multiple sides, a Selection Committee is used to determine where players will play. The following terms apply for Open Age Cricket only:

- a) The selection for all games will be confirmed and published on the club's agreed communication channels and any team management app, at least 48 hours before the scheduled start time of that game.
- b) The Selection Committee for all teams can be made up of the following individuals: Captains and the Head of Selection. At least one member from each team will be required to be involved in selection decisions.
- c) The role of each Selection Committee member is as follows: **Captains:** To select & captain their respective XIs: **Head of Selection:** Where issues cannot be resolved by the Selection Committee, the decision of the Head of Selection will be final.

6) Player's Rights

All players have the following rights when being selected across the club.

- a) All players have the right to inform Captains of their preferred roles. This will be taken into account.
- b) Players have a right to feel they are being treated without prejudice in selection. If any player does not feel they are being fairly treated in selection, then they should speak to their Captain in the first instance.
- c) If they feel unable to do so or if the player still feels prejudiced against, then they should approach their Officer of Cricket in the next instance. All such approaches will be held in strict confidence. The Officer of Cricket will consult with the Head of Cricket on any of these matters in strictest confidence.
- d) If the issue cannot be resolved, the player has the right to follow the Club Complaints procedure.

7) Ethos and Principles Guiding Selection

- a) All players are members of the club, and not of any single team. Players may therefore be selected to fulfil any role, in any team, and are expected to do so.
- b) The 1st XI will be prioritised in all competitive fixtures.
- c) In competitive games, players will be given a clear role by their Captain.
- d) Where a player may move between teams from the previous week, the reasons for that will be communicated by one of the Selection Committee, either in person or by telephone prior to publication of the teams. Where a player aged under 18 is affected, the conversation will take place with that player's parents.
- e) Selection decisions will take into consideration the development needs of junior players in the club. Where these needs are not met on any Saturday, they will take precedence on the Sunday.

8) Purchasing Policy

When purchasing items that are related to the Cricket Resource including kit, bats, balls, apparel, male, female and unisex items etc. All items over £250 must have two quotes, signed off by two officers of cricket. When purchasing gender specific items, the two people must have at least one signing off person of that gender. Agreements must be sent to the Club Treasurer and Honorary Secretary for record keeping. Any sole supplier agreement or similar must be approved by the Management Committee.

9) Sponsorship

Players are actively encouraged to seek sponsorship for the club to help build the club's reputation and finances to support the needs of cricket. Any player wishing to be sponsored must inform the Cricket Secretary who will then liaise with the player and their sponsor of their required steps. Players wishing to be sponsored must complete a membership form and possess a membership card.

10) Use of Facilities

- a) Any Playing Member has the right to use the club's cricket facilities at any time when other pre-organised events are not taking place. Any Playing Member under the age of 18 must be accompanied by an adult/guardian whilst using the facilities outside of club training/match times.
- b) If the players would like to use a bowling machine, there must be an ECB Level 2 Coach (equivalent) present on the ground for safe use and practice purposes.
- c) When using the facilities at the Club, any damage that is caused by a member must be reported immediately to an Officer of Cricket. This will then be dealt with in consultation with the Management Committee and appropriate Resource.
- d) If any agreements have been made with external coaches or organisations to use Farnsfield Cricket Club facilities these must be formally agreed by the Management Committee and reviewed on an annual basis. Any organisation/external coach is welcome to use the facilities provided an agreement has been made with the Management Committee, but this cannot impact on any Club related activity. Any external organisation or coach must consult with the Head of Cricket for appropriate times of use, and a price should be agreed.

15. Interpretation of Rules

The Management Committee is the sole authority for the interpretation of these Rules and also upon any matters arising not provided for in these Rules and affecting the Club. Interpretation of all Rules must be consistent with the statutory requirements for Community Amateur Sports Clubs ("CASC"), as provided for in the Finance Act 2002. The Management Committee's decision shall be final.

16. Trustees of the Club

- a) The number of Trustees will not be more than six nor less than three. The property of the Club (other than cash which is under the control of the Honorary Treasurer) is vested in the Trustees.
- b) They will deal with the property of the Club as directed by resolution of the Management Committee (of which evidence of a minute of a Management Committee meeting will be conclusive evidence).
- c) The Trustees will hold office until death or resignation or until removed from office by a resolution of the Management Committee who may for any reason which may seem sufficient to a majority of those present and voting at any meeting, remove any Trustee or

Trustees from the office of Trustee.

- d) Whereby reason of such death, resignation, or removal it shall appear necessary that the Management Committee deems it expedient to appoint an additional Trustee or additional Trustees, the Management Committee will, by a majority resolution, nominate the person or persons to be appointed the new Trustee or Trustees.
- e) For the purpose of giving effect to such nomination the Chair will appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and will by Deed duly appoint those nominated by the Management Committee as the new Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 will apply to any such appointment.

17. Winding up

For consideration to be given to the winding up of the Club, an Extraordinary General Meeting must be called by the Management Committee. The Honorary Secretary will circulate the proposition to Members at least one calendar month prior to the Extraordinary General Meeting being held. A resolution to wind up the Club can only be passed by 75% majority of those Members present and entitled to vote at the Extraordinary General Meeting. If the proposal to wind up the Club is passed, the Management Committee and Trustees will have sole responsibility for the orderly winding up of the Club's affairs. Once all liabilities of the Club have been settled, the Management Committee shall dispose of any remaining assets to one or more of the following:

- a) A registered charitable organisation(s)
- b) Another Club which is a registered CASC
- c) The sport's national governing body for use by them for related community sport.

18. General

- a) No Member shall, except for providing goods and services on fair and equitable commercial terms at the request of the Management Committee, receive any profit, salary or emoluments from the Club.
- b) No member, either directly or indirectly, shall at any time be entitled to receive at the expense of the Club or of any Member any commission, percentage or similar payment with reference to any purchases made by the Club without the approval of the Management Committee.
- c) No Member either directly or indirectly may receive any benefit from any external party without the approval of the Management Committee
- d) No Member will give the address of the Club in any advertisement or use the Club address for business purposes except where such advertisement or use is on behalf of the Club and with the express agreement of the Management Committee.
- e) Every Member of the Club, when renewing their membership, will each year communicate any amendments relating to their personal details including home address, contact numbers and email address.
- f) A copy of these rules will be displayed on the Club premises.

APPENDIX 1

FCC Code of Conduct for all Club Members, Guests and Visitors

Members, guests and visitors of Farnsfield Cricket Club are required to abide by this Code of Conduct and any subsequent updates as may be in force, and by their presence on club premises or at club events or activities are deemed to have accepted and to abide by this Code and any other relevant Codes of Conduct, Rules or Regulations the Club has adopted.

All members, guests and visitors of Farnsfield Cricket Club will:

- 1) Respect the rights, dignity and worth of every person. Adhere to the Club's **zero tolerance policy to the use of drugs and banned substances**. Any person found to breach this will be banned from the Club
- 2) 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
- 3) Not condone, or allow to go unchallenged, any form of abuse and discrimination
- 4) Display high standards of behaviour.
- 5) Not provide children with alcohol when they are under the care of the Club.
- 6) Follow, know and understand ECB guidelines set out in the 'Safe Hands - Cricket's Policy for Safeguarding Children' and any other relevant guidelines issued.
- 7) Report any concerns in relation to a child, following reporting procedures laid down by the ECB.
- 8) In addition to the above, all Club Officers and Appointed Volunteers will:
 1. Have been appropriately vetted, if required, before taking on their role
 2. Hold relevant qualifications and be covered by appropriate insurance.
 3. Always work in an open environment (i.e. avoid private or unobserved situations and encourage an open environment)
- 9) If a breach of the provisions or principles of this Code occurs or is reasonably suspected to have occurred the Club reserves the right to take such action as it deems appropriate, including but not limited to asking the person responsible for the breach to leave the Club premises. Any disciplinary or complaint hearings in connection with a breach of these rules shall be dealt with in accordance with the disciplinary procedure as set out in the Club Constitution and Rules as may be amended from time to time.
- 10) Any police involvement in relation to any event or individual at the Club will be reported to the Secretary, the Club safeguarding officer, who will inform the Management Committee of the incident.

APPENDIX 2

Farnsfield Cricket Club All Players Code of Conduct

We are an amateur club run by committed volunteers and for us to achieve the club's ambitions everyone has their part to play. The Player's Charter defines what you can expect of Farnsfield Cricket Club and what Farnsfield Cricket Club expects of you. Adhering to the standards within the Players' Charter will ensure that you have played your part in helping Farnsfield Cricket Club be successful.

What can you expect from Farnsfield Cricket Club

1. **Good communication & clear information:** To inform you which team you are selected for with explanation/reason of any decision made. To provide details of where and when the match is to be played and the meeting place/time you must attend.
2. **Good conduct:** To provide support and guidance where conduct falls below expectations. To inform Players and Parents of the requirements of Cricket at the Club.
3. **Good timekeeping:** To enable the team to have the best match day preparation, all players must ensure they are on time and ready to play. Captains will lead by example and arrive at the agreed meeting time.
4. **Encouragement to develop:** Player development is encouraged throughout the club at all levels. Each player will be given every chance to play at the highest standard possible for them as an individual.
5. **Fairness:** a player's commitment towards playing and training will reflect on team selection. Should players choose to miss cricket matches for other activities their selection cannot be guaranteed upon their return.

What is expected from you as a player for Farnsfield Cricket Club

1. **Support the development of the club.** Farnsfield Cricket Club aims to develop all levels of cricketers. Players will play where they have been selected to facilitate club development. It is expected that players commit to supporting the Club both off and on the pitch by, for example: supporting Junior training, attending fund raising events and volunteering.
2. **Good conduct:** At all times conduct yourself in an appropriate manner. Treat the opposition, match officials, your teammates and team captain with respect both off and on the field. Play the game within the spirit of cricket and promote the positive aspects of cricket i.e. fair play. Actively discourage unfair play, rule violations and arguing with match officials. Recognise good performance not just match results. Respect opinions when making decisions about participation in Cricket. Develop an appropriate relationship with all players based on mutual trust and respect.
3. **Laws and Rule.** Respect the laws and rules of the Club and the game and play within them, respecting the decisions of Club and match officials. Ensure that activities are appropriate for the age, maturity, experience and ability of the individual.
4. **Safeguarding:** You are expected to follow our Safeguarding Policy which is the ECB Safeguarding policy. This changes from time to time and is available on the Club's website, the ECB website or by request to the Club Safeguarding Officer.
5. **Prompt payment of annual subs and match fees** – Annual subs must be paid before the first league game of the season. Players will not be selected if annual subscriptions have not been paid by this deadline. All players must ensure that their match fee is paid prior to the game commencing. Should any game be cancelled the players' payment will carry forward to the next available game.
6. **Training:** Attend training sessions regularly both in the winter and throughout the cricket season. Take a full and active part in all aspects of the training sessions.
7. **Pre & Post match requirements:** It is your responsibility both before and after games & training to help put out and put away relevant equipment. Offer to help, do not assume that someone else will do this.

8. **Regular availability:** Make yourself available for selection throughout the season. If for any reason you are not able to play, you must inform your captain as soon as possible.
9. **Prompt communication:** it is essential that when you are contacted regarding your availability for a forthcoming game, you respond promptly. Team selection will be made assuming you are unavailable if you have not responded.
10. **Good timekeeping:** In order for us to prepare for a match, your Captain needs you to be there at the stated time. The stated time for each match is the latest time you should arrive. If, for any reason you are running late, you must inform your Captain.

Contraventions of the Players' Code of Conduct and Complex Issues

1. If any playing member contravenes the Players' Code of Conduct at any time it will be dealt with immediately by the Cricket Resource.
2. Any contravention of the Players' Code of Conduct can be raised by any member to an Officer of Cricket. This will be shared in the first instance with the Officer of Cricket aligned to that section, for example the Head of Junior Cricket for anything related to Junior Cricket or the Head of Women's Cricket for Women's Cricket. Once this has been raised, then that Officer shall liaise with the Cricket Secretary who will ensure that a meeting between that member and two non-conflicted Officers of Cricket is set up. They will review the evidence and decide on any course of action, consulting the Management Committee if required.
3. If two non-conflicted Officers of Cricket cannot be determined, the Cricket Secretary shall inform the Management Committee who will then take over the matter.
4. Following any issue arising under this heading, the Cricket Secretary will inform the Club Secretary and one other member of the Management Committee.

APPENDIX 3

The ECB Safe Hands policy statement, which changes from time to time, is currently located on the Farnsfield Cricket Club website, the ECB website and with the Club's Safeguarding Officer.

APPENDIX 4

Resource Meeting Agenda

1. Minutes of the last meeting
2. Matters Arising & Outstandings
3. Any Major Topic
4. Legal - Are we suing or being sued?
5. Signing and contractual agreements – any new ones or changes. (Leases, supply agreements, licences, capex)
6. Cricket Resource Report
7. Financial Tracking Resource Report.
8. Big Projects Resource Report
9. Media, Marketing, Communication, Website and IT Resource Report
10. Commercial, Membership, Clubhouse & Grounds Resource Report
11. Regulations Resource Report
12. Any other business
13. Our KPI's
14. Date & Time of Next Meeting
15. Chair of Next Meeting

For reason of ease of reading and drafting, these Rules have been written in a single gender but all references in these Rules to male gender (e.g. him, he, his, etc.) should be seen as equally applying to female gender (her, she, hers, etc.).

Adoption

These Rules are hereby signed and adopted as the Constitution of the Farnsfield Cricket Club.

Club Chair:

Trustee:

Date Signed:

To be reviewed before each AGM