

# **LEWES ST. MICHAEL'S CRICKET CLUB**

## **CLUB RULES**

[as amended at the AGM on 12 November 2004]

### **1. TITLE**

The name of the club shall be Lewes St. Michael's Cricket Club (hereinafter referred to as 'the Club').

### **2. AIMS**

- (a) To encourage the playing of the game of cricket through the provision of practice and playing facilities, coaching and fixtures for all playing members.
- (b) To afford all members such benefits and privileges as it may be possible to arrange.
- (c) To ensure all members, playing and non-playing, conform to the Laws of the game and Codes of Conduct.
- (d) To encourage members of all categories to participate in the life of the Club through playing, coaching, social and fund-raising activities and general management.

### **3. THE OFFICERS**

The Officers of the Club shall be the President, Vice Presidents, Chairman, Vice Chairman, Captains, Vice Captains, Secretary, Treasurer, Fixtures Secretary, Junior Development Officer, Membership Secretary, Club Welfare Officer and Press Officer. The Officers shall be elected at the Annual General Meeting of the Club. A person may be elected to more than one post but no person shall simultaneously hold two or more of the following posts: President, Chairman, Vice Chairman, Secretary, Treasurer.

### **4. MANAGEMENT COMMITTEE**

- (a) The affairs of the Club shall be governed by a Committee which shall consist of the Chairman, Vice Chairman and a Committee of not more than eleven further members. This number shall include the Captains, Secretary, Treasurer, Fixtures Secretary and Junior Development Officer. An attendance of five members shall form a quorum. The Committee shall be elected at the Annual General Meeting. No member shall be elected to any post without his prior consent if not present at that meeting.
- (b) The Committee shall have power to fill any casual vacancies before the Annual General Meeting.
- (c) The decisions of the Management Committee shall be recorded in the minutes which shall be drawn up by the Secretary or, in his absence, another person nominated by the

Chairman and which shall be approved by the Committee and signed by the Chairman at the following meeting of the Committee.

- (d) The Committee shall have power to elect any Sub-Committee for a specific purpose or deemed necessary at the time. The Chairman of any such Sub-Committee shall be a member of the Management Committee. Any such Sub-Committee shall be directly accountable to the Management Committee. The Management Committee may delegate powers to a sub-committee including the power to spend money up to a specified limit. The extent of any such delegation shall be decided by the Management Committee and recorded in its minutes. All sub-committee decisions shall be reported to the next meeting of the Management Committee and recorded in the Management Committee's minutes.

## **5. MEETINGS**

- (a) The Annual General Meeting of the Club shall take place during November each year for the purpose of receiving the reports of the Chairman and Treasurer, appointing the auditor for the year and for any other business of which at least seven days' notice must be given to members. The annual subscription of adult members, students not in full time employment and junior members shall be fixed at the Annual General Meeting and shall be paid by 30th June of that year. The Annual General Meeting may determine that subscriptions paid after 30th June shall be increased by a specified amount. Any match fees payable at adult or junior matches shall be fixed at the Annual General Meeting and collected at each adult match by the Vice Captain of the day or, in his absence, a person designated by the Captain of the day.
- (b) A Special General Meeting of members shall be called by the Secretary upon receipt of a requisition signed by ten members of the Club. At least seven days' notice of such a meeting, stating the business to be discussed, shall be given to members. No other business shall be discussed at Special General Meetings.
- (c) A quorum for an Annual or Special General Meeting shall be 20 members present.
- (d) Team Selection shall be carried out by the Captains.
- (e) The Management Committee shall meet as necessary and at least nine times a year.
- (f) At General Meetings each adult and student member present shall have one vote with the exception of the newly elected Chairman of the Club. All contested elections of officers shall be by secret ballot. All other decisions may be taken by a show of hands. In the event of an equality of votes the Chairman of the Club shall have a casting vote. All decisions at a General Meeting shall be by a majority vote.
- (g) At Management Committee Meetings each member present shall have one vote with the exception of the Chairman who shall have a casting vote in the event of an equality of votes. All decisions at a Management Committee Meeting shall be by majority vote.

## **6. MEMBERSHIP**

- (a) Membership is open to all. Members having at least one year's membership may nominate new adult and student members who shall then be eligible for election to membership of the Club by the Management Committee. Junior members may be admitted at the discretion of the Junior Development Officer. Members must abide by the rules of the Club.
- (b) If a member has failed to pay the annual subscription by 30th September then the membership shall be deemed to have lapsed. The decision of the Management Committee shall be final.
- (c) The Management Committee may refuse to elect a new adult or student member and may revoke any member's membership of the Club if the Committee has good reason to believe that the membership of the person in question is not likely to be, or is not, conducive to the good of the Club as a whole and in particular (but not exclusively) if the Committee has good reason to believe that the person in question is liable not to conform to the Laws of the game and Codes of Conduct. Where the Committee terminates a person's membership under this paragraph, it shall not be liable to refund that person's subscription. The Committee shall report to the next Annual General Meeting each instance during the year where it has refused or rescinded membership under this paragraph but need not identify the individual concerned.

## **7. AMENDMENT TO RULE**

The rules of the Club may be altered by a majority vote at an Annual General Meeting or Special General Meeting of which seven days' notice shall be given. Any member wishing to sponsor an amendment to the Club rules at an Annual General Meeting must notify the Secretary in writing by 30th September. Otherwise amendments to the rules may be made only at a Special General Meeting in accordance with clause 5(b) above.

## **8. FINANCIAL YEAR**

The Club's financial year shall run from 1st October to 30th September and references in these rules to 'the year' shall be construed accordingly.

## **9. SECRETARY**

The Secretary shall be responsible for all correspondence, the Notice, Agenda and Minutes of Annual, Special and Management Committee meetings.

## **10. TREASURER**

The Treasurer shall be responsible for all financial matters including receipt of monies, payments, banking and the production of an audited Annual Balance Sheet and Annual Report. The Treasurer shall also be responsible for producing an up-date of the financial position as required by the Management Committee.

The Treasurer shall ensure that any insurance policies agreed by the Management Committee are in place.

## **11. MEMBERSHIP SECRETARY**

The Membership Secretary shall be responsible for maintaining a list of all members, including their contact details, and for ensuring that subscriptions are paid. The Membership Secretary shall liaise with the Treasurer, Junior Development Officer and Captains to ensure that membership records are up to date. If the Membership Secretary is not a member of the Management Committee, he shall notify the Secretary in advance of the Management Committee meeting in June and in advance of each meeting until the end of the year of the names of members who have not paid their subscriptions.

## **12. CLUB WELFARE OFFICER**

The club shall have a Club Welfare Officer whose functions shall be in accordance with the requirements of the England and Wales Cricket Board.