



# West End Esher Cricket Club

## Rules and Constitution

### 1. Name and objectives

- 1.1. That the Club shall be called "WEST END ESHER CRICKET CLUB (WEECC)", and its objectives shall be to provide opportunities for playing cricket to all its members;
- 1.2. to 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 the ECB Cricket Equity Policy and any future versions of these policies and;
- 1.3. to establish and implement a code of conduct for all members and;
- 1.4. to ensure the provision and maintenance of the ground situated at West End Green, Esher, Surrey.
- 1.5. To enter teams in such Leagues and Competitions as shall be decided at the Annual General and /or extraordinary General Meetings.

### 2. Officers and Committees

- 2.1. That the Officers of the Club consist of the Chairman, Honorary Treasurer, Honorary Secretary and Welfare Officer.
- 2.2. That the Club be managed by a Management Committee ("The Committee") consisting of the Chairman, Honorary Secretary, Honorary Treasurer, Welfare Officer, Team Captains, Youth Cricket Chairman and a maximum of six other Members either elected at the AGM or co-opted by The Committee as required. A quorum for any meeting of The Committee shall be 4 providing a notice of meeting has been circulated to all members of The Committee at least 7 days before the meeting.
- 2.3. All Officers will be elected for a 2 year period and Members of The Committee shall be elected annually. That the names of retiring Officers and Members of The Committee offering themselves for re-election shall be circulated with the Annual Report. That the names of any other Members for election as Officers or Members of The Committee shall be submitted to the Honorary Secretary in writing at least four clear days before the day appointed for the AGM together with the names of the Proposer and Seconder. That the names of all such Members duly proposed and seconded

together with the name of those retiring and seeking re-election be submitted to the AGM for election. That The Committee have power to appoint Officers or Members to The Committee to fill any vacancies occurring during the year.

- 2.4. That The Committee shall have power to appoint sub-committees from its own body and to co-opt on The Committee or any sub-committee other members of the club for special projects and that all proceedings by sub-committees shall be subject to approval by The Committee.

### 3. Subscriptions and Fees

- 3.1. That the subscriptions payable by members shall be determined by The Committee and any changes in levels be approved at the AGM.
- 3.2. That subscriptions are due and payable by the 31st of May.
- 3.3. Trial fees for colts will be set by The Committee and will become due and payable prior to the start of the session.
- 3.4. The annual subscription fee will include membership to the West End Sports and Social Club. All colts fees will include a family membership.
- 3.5. Match fees shall be determined by The Committee and shall apply to all playing members and temporary members
- 3.6. Officers of the club, The Junior Chairman as well as the team Captains will be exempt from annual membership fees.

### 4. Membership

- 4.1. 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, membership will be limited according to the available facilities, on a non-discriminatory basis.
- 4.2. Application for membership of the club shall be by completion of a membership application form delivered via the website [www.weecc.co.uk](http://www.weecc.co.uk) and by payment of the relevant subscription/joining fees as determined at the AGM of the club. Subject to 4.1, The Committee review the application and make membership decisions.
- 4.3. Temporary Membership.
  - 4.3.1. Part time or occasional players may be asked to represent The Club and, on each occasion, will be asked to pay a Match Fee which will be regarded as a Pro Rata share of the Annual Subscription.
  - 4.3.2. They will thus be considered a Temporary Member and will be expected to comply with these rules.
  - 4.3.3. Temporary membership will be granted for no more than 3 matches per season unless agreed with the Chairman in advance.
  - 4.3.4. In order to qualify for a League Game, they must confirm that they have adhered to and conform with League Rules, in particular relating to representing more than one club in a season.

- 4.3.5. Trial training sessions for colts. Any prospective member will upon payment prior to the commencement of the session become a temporary member of the Cricket Club and be expected to comply with these rules. Only one trial session will be permitted
- 4.4. The President shall be elected at the AGM and shall be elected for an indefinite period. The Committee at any given time may nominate life Membership for ratification at the AGM.
- 4.5. It is a strict condition that all members must also be members of West End Sports and Social Club.

## 5. General Meetings

- 5.1. All members over the age of 16 are entitled to attend and vote at a general meeting or vote by proxy and have equal voting rights. Voting at general meetings shall be decided by a simple majority with the Chairman having the casting vote. All Membership classifications carry one vote.
- 5.2. That the Annual general meeting (AGM) of the Club be held not later than the end of November. Twenty One clear days' notice of such Meeting shall be given to each member or the Notice of Meeting will be displayed on the Club Website for at least 21 clear days prior to the meeting.
- 5.3. The Honorary Treasurer shall produce Annual Accounts in a format agreed by The Committee and be presented to the AGM. The Annual Accounts shall be subject to Independent Examination.
- 5.4. That the Honorary Secretary keep a book recording the Minutes of the Club Meetings, and produce the same duly posted, at all Meetings of the Club.
- 5.5. That an Extraordinary General Meeting shall be called by order of The Committee or on receipt of a request forwarded to the Honorary Secretary signed by not less than twenty percent of the Members entitled to vote or twelve Members of the Club, whichever is smaller. The request shall state the objects for such a meeting. The Honorary Secretary shall at any time within twenty-one days of the receipt of such requisition call a Special General Meeting. Each Member shall have at least seven days' notice thereof. No business shall be transacted other than that for which the Meeting is summoned.
- 5.6. All General meetings require at least 7 clear days' notice to be given to members. Notice shall be deemed to have been given providing that the Notice of Meeting has been displayed on the Club website for at least 7 days prior to the meeting.
- 5.7. The Captains of the various teams shall be elected annually at the AGM. Vice Captains may also be elected at the AGM. All must have indicated that they are willing to stand. In the event of an election, a simple majority will suffice with the chairman of the meeting having the casting vote.

## 6. Disciplinary Procedure

- 6.1. All complaints regarding the behaviour of members should be lodged in writing with the Hon. Secretary. The Committee shall appoint a Disciplinary Sub-Committee consisting of at least 3 members of The Committee who will meet to hear complaints within 7 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.
- 6.2. The panel shall have power to call for evidence both verbal and written.
- 6.3. The Management or its Sub-Committee can take appropriate disciplinary action, including termination of WEECC Membership.
- 6.4. The outcome of the hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days following the hearing.
- 6.5. 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. The Committee shall appoint an Appeals Committee (a maximum of three) which shall not include members involved with the initial disciplinary hearing but may include non-members of the WEECC. The Appeals Committee shall consider the appeal within 7 days of the Hon. Sec. 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.
- 6.6. The Hon. Secretary shall prepare minutes of the Disciplinary Sub-Committee meeting and this will be presented to the Chairman of the Committee.

## 7. Rules

- 7.1. That no alteration of, or addition to, the Rules of the Club shall be made except at an AGM provided written notice by a member has been given to the Secretary no less than 7 days prior to the scheduled AGM, such notice to contain details of the proposed amendments. This also applies to items to discuss at the AGM under the title 'Any Other Business.'
- 7.2. A copy of these rules shall be placed in the Clubhouse on the Club's ground and shall remain there at all times.
- 7.3. The Club operates a code of conduct for senior and junior playing members, coaches, assistants, volunteers, parents, carers, spectators, playing members and committee members, children and young people.
- 7.4. Every Member will be deemed to have agreed to the code of conduct after payment of the annual or temporary subscription fee.
- 7.5. The Committee may from time to time make or repeal such bylaws and regulations (not inconsistent with these rules) as they shall think expedient for the management and wellbeing of the Club.
- 7.6. The Committee shall be the sole authority for the interpretation of these rules and of the bye-laws and regulations made from time to time by The Committee and, the decision of The Committee on any question of interpretation or upon any matter affecting the Club and not provided for by these rules or by the regulations shall be final and binding on the members.

## 8. General

- 8.1. The Club's financial year shall commence on 1st November.
- 8.2. To allow the Club to operate on-line banking, the Chairman and Treasurer are each authorised to make payments of up to £2,500 with one Authoriser, payments above this level require authorisation by both.
- 8.3. The Secretary and Treasurer's books shall be open at all times to the inspection of The Committee.