



PONTBLYDDYN CRICKET CLUB



CONSTITUTION

1. NAME

This cricket club shall be called **PONTBLYDDYN CRICKET CLUB (The Club)**.

2. PURPOSE

2.1 The Club is formed as a non-profit making body to provide for its members a cricket field and club-house, and to promote the game of cricket. In this endeavour The Club shall be affiliated to Cricket Wales.

2.2 The Club will liaise with local authorities and schools to provide cricket playing facilities within the community when provision of such is either limited or not available from those sources.

2.3 The Club will also, whenever possible, make available its facilities for sporting activities to other clubs or organisations, so long as such clubs or organisations have themselves no restriction on participants as noted in 3.2 below.

In so far as it is able The Club will offer junior members encouragement and coaching to maximise their abilities to compete in cricket. In addition, The Club will encourage and promote players with outstanding talent into regional and national squad sessions, and coaching activities as appropriate.

2.4 The income and property of The Club shall be applied solely towards promoting The Club's Purpose as set forth in this Constitution and no portion thereof shall be paid or transferred, directly or indirectly, to members of The Club.

2.5 Management of The Club shall be vested in The Club Management Committee (**CMC**).

3. MEMBERSHIP

3.1 The Club shall make available the following classes of membership in accordance with the current ECB Equality and Diversity policy:

FULL MEMBER

A member in full-time employment and paying the full rate of subscription is entitled to play cricket, enjoy the amenities of the Club-house (subject to legal age restrictions) and vote at meetings noted at 6.2, 6.8 and 7.2 herein. A member over the age of 18 (eighteen) and in full-time education shall be a Full Member with all associated benefits but shall pay the Junior Member subscription.

JUNIOR MEMBER

A member between the ages of 5 (five) and 18 (eighteen) years old who is not in full-time employment and paying the junior rate of subscription either individually or as part of a Family Membership. They will be entitled to vote only in relation to 1st, 2nd & 3rd team captaincy positions subject to the following qualifications:

First team captain – a junior member can only vote for this position on completion of participation in 10 (ten) first team league matches.

Second team captain – a junior member can only vote for this position on completion of participation in 10 (ten) senior games.

Third team captain – a junior member can only vote for this position on completion of participation in 10 (ten) senior games.

Junior membership will enable related adults to access club grounds for the purposes of juniors undertaking matches, training etc. Such persons will be expected to abide by the regulations of The Club as if they were members. In order to use club facilities e.g. the bar, such adults will be required to be, at the least, Social Members.

FAMILY MEMBERSHIP

Family Membership consists of up to two adult members and up to two closely related junior family members. Additional closely related juniors may be added at a reduced charge. Adults under a Family Membership will be entitled to the same privileges as Full Members.

LADIES MEMBERSHIP

Ladies Members over the age of 18 (eighteen) and not in full time education and paying the Ladies Softball membership will be entitled to play for the Ladies Softball team, enjoy the amenities of The Club-house and vote at meetings noted at 6.2, 6.8 and 7.2 herein.

Ladies included on a family membership, under the age of 18 or in full time education will be entitled to play Softball and Hardball cricket.

OCCASIONAL PLAYERS MEMBERSHIP

Players in any category, who only play on an occasional basis, (less than 5 games) must be a member of the cricket club, complete a membership form and pay an initial registration fee before being eligible for selection for any cricket team. For all subsequent matches that they are selected to play, they must pay a match fee.

Such persons will be expected to abide by the regulations of The Club as if they were full members however, they will not be able to hold the position of Officer or CMC committee member and may not vote on any matter in meetings noted at 6.2 6.8 & 7.2 herein.

SOCIAL MEMBER

Social Members are entitled to all the amenities of the Club-house. They are not entitled to play cricket or vote for any of the cricket captaincy positions. They cannot be nominated for or hold the position of Officer or CMC committee member and cannot vote on all other matters in meetings noted at 6.2, 6.8 and 7.2 herein.

LIFE MEMBER

Life Members are individuals whose service to The Club has merited the offer of membership without subscription and is offered by the CMC. Life Members are entitled to the same privileges as Full Members.

HONORARY VICE PRESIDENT

The CMC shall have power to elect from time to time as Honorary Vice Presidents, persons who have rendered valuable service to the game of cricket or The Club in particular. This position is free of subscription but does not provide voting rights.

Note: The Club may add different classes of membership and subscription as the CMC deems appropriate.

3.2 Membership of The Club shall be open to anyone interested in the sport of cricket on application regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of cricket. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. All members will be subject to the regulations of the Constitution and by joining The Club are deemed to accept these regulations and any Codes of Conduct that The Club adopts.

3.3 Application for membership of The Club shall be by completion of a membership application form, obtainable through The Club website or from the Membership Secretary, and by payment of the relevant subscription/joining fees as determined by the Annual General Meeting of The Club in an equitable and non-discriminatory way. Annual subscriptions cover the period 1st January to 31st December, are due on or before 1st April of the current year and will be payable by a date (the Specified Date) agreed by the CMC. No person shall be eligible to take part in the business of The Club or eligible for selection for any Club team unless a membership form has been completed and the appropriate subscription has been paid by the Specified Date. The CMC may, under exceptional circumstances and on an individual basis without prejudice, agree to vary this ruling. A completed renewal membership form will be required each season to ascertain a member's updated details for Club record purposes.

An applicant for membership shall be liable for the following rates of subscription during the year of joining: -

1st January to 30th September incl. full subscription

1st October to 31st December incl. the lesser of the following two options:

One third half full subscription **or** £1 per week for the number of weeks to the 31st December.

3.4 A register of the names and addresses of all members shall be kept by the Membership Secretary according to General Data Protection Regulations (GDPR) as revised May 2018. Pontblyddyn Cricket Club Privacy Policy is available to view on The Clubhouse notice board or on-line at: [www. http://pontblyddyncc.org.uk/about-us1/data-protection](http://pontblyddyncc.org.uk/about-us1/data-protection). The list of Junior Members is also subject to the GDPR regulations and will be held under the strict guidance of ECB rules on Child Welfare.

3.5 All Members are expected to conduct themselves in an orderly and sporting manner in the best interests of The Club. Should members have any complaints, these should be put in writing to The Club Secretary. If any Member shall violate the rules & regulations of The Club or be guilty of any conduct which, in the opinion of the CMC, is injurious to its interests or unsporting, they may be called upon by the CMC to resign their membership and their name shall be erased as a member of The Club. There shall be a right of appeal to the Appeals Committee. This shall comprise the CMC Chairperson who will also appoint 2 (two) Full Members of The Club who are not members of the CMC. Any appeal should be in writing, addressed to the Secretary, and will normally be considered within 14 (fourteen) days of its receipt.

3.6 Any member intending to resign shall notify the Secretary to that effect not later than 31st March and shall pay all monies due up to that date. An ex-member having complied with this rule and wishing to re-join shall be eligible for re-admission in accordance with these rules.

3.7 The Club will not play a cricketer during the period of a ban by another League or Club, providing that the disciplinary procedure, including a right of appeal, can be shown to have been fair.

4. OFFICERS

4.1 Honorary roles at The Club (not requiring election) shall be:-

Patron
President
CMC Immediate Past Chairperson
Groundkeeper

4.2 Officers of The Club (to be elected at the AGM) shall be: -

CMC Chairperson
CMC Vice-Chairperson
Club Treasurer
Club Secretary
Club Safeguarding Officer

4.3 Club Management Committee members (to be elected at the AGM) shall be:-

Up to 8 (eight) Club Members may be elected as CMC Members.

In the interest of transparency, it is preferable that the positions of Chairperson, Treasurer and Secretary are not held by members of the same family.

5. GOVERNANCE

5.1 The management of The Club shall be vested in the CMC, consisting of: -

Officers of The Club (4 No.)
CMC members (up to 8 No.)
CMC Immediate Past Chairperson (1 No.)
Groundkeeper (1 No.)

The quorum for meetings shall be 4 and when decisions are made by voting, each member of the CMC may exercise one vote.

At the first meeting following the AGM, the CMC shall appoint from its membership, or by co-option from Club Members:

- A Membership Secretary (to join the Finance, Junior and Cricket Sub-Committees)
- Further Members, if required, to complete the Sub-Committees.

The six Sub-Committees shall be:-

5.1.1. **Finance Sub-Committee**

Comprising: Treasurer; Chairperson; Club-house Sub-Committee member; Fundraising Sub-Committee member; Membership Secretary.

5.1.2. **Junior Sub-Committee**

Comprising: Junior Organiser; Cricket Sub-Committee member; Membership Secretary; Club Safeguarding Officer and further Members representing junior age groups.

5.1.3. **Cricket Sub-Committee**

Comprising: Cricket Manager; 1st, 2nd & 3rd Team captains, Club Safeguarding Officer, and Membership Secretary.

5.1.4. **Grounds Sub-Committee**

Comprising: Groundkeeper; Cricket Manager; 1st, 2nd & 3rd Team captains.

5.1.5. **Fund Raising Sub-Committee**

Comprising: A minimum of 2 Members.

5.1.6. **Club-house Sub-Committee**

Comprising: A minimum of 2 Members.

5.1.7 All the above Sub-Committees may co-opt further Members, with relevant skills and diversity, as they deem necessary and will appoint a Sub-Committee Chairperson to be responsible for the work of that group and report to the CMC. Sub-Committee Chairpersons have delegated powers to take action on matters pertaining to their Sub-Committee responsibilities, but items of expenditure must be approved by the Finance Sub-Committee prior to expenditure being committed.

5.1.8 The Chairperson of the CMC and all Sub-Committees shall ask all present if they have a conflict of interest in any item to be discussed. If so that person may take part in discussion but will not be permitted to vote on any matter connected to that conflict.

5.2 TERMS OF REFERENCE

5.2.1. FINANCE SUB-COMMITTEE – Responsible for ensuring the accuracy of The Club's financial records, providing advice on potential items of expenditure and budget planning.

5.2.2. JUNIOR SUB-COMMITTEE – Responsible for all aspects of junior cricket including junior welfare issues, selection for junior sides which will be vested in individual junior coaches, responsible for each age group, under the co-ordination of the Junior Organiser. The Membership Secretary will liaise with junior coaches to ensure that all junior participants are in membership of The Club to validate Club insurance.

5.2.3. CRICKET COMMITTEE – Responsible for all matters pertaining to the playing of cricket at senior level including player welfare issues, selection for senior teams and engagement of umpires and scorers.

5.2.4. GROUNDS SUB-COMMITTEE – Responsible for all matters relating to the maintenance of the playing pitches and ground. During the season, the Sub-Committee will review the playing needs of teams on a weekly basis and actions will be agreed to ensure a safe and sporting environment is provided for all forms of cricket.

5.2.5. FUND RAISING SUB-COMMITTEE – Responsible for all fund raising and sponsorship activities associated with The Club.

5.2.6. CLUB-HOUSE SUB-COMMITTEE – Responsible for the upkeep and maintenance of The Club-house and operation of the bar.

5.3 CLUB FINANCES

5.3.1. The Finances of The Club shall be controlled by the CMC.

5.3.2. All payments drawn on the bank account of The Club shall be authorised by two of the following:- CMC Chairperson, CMC Vice-Chairperson, Club-house Sub-Committee Chairperson, Treasurer, Secretary, or other Member designated by the CMC.

5.3.3. The financial year of The Club shall end on 31st August each year.

5.3.4. The Club holds Community Amateur Sports Club status and, as such, auditing of the accounts is not a requirement.

5.3.5. A copy of the agreed accounts shall be issued at the AGM and be available to Members on request 7 (seven) days prior to the AGM.

5.4 CHILD and MEMBER WELFARE

5.4.1. The Club adopts and implements the ECB "Safe Hands – Cricket's Policy for Safeguarding Children" and any future versions of this policy. The Club requires all persons 16 years of age or over, involved in coaching U18s, to have undergone a CRB / DBS check.

5.4.2. The Club will appoint a Club Safeguarding Officer (under item 4.2 above) to deal with all matters relating to child protection and vulnerable adults.

5.4.3. The Club shall adopt and implement the ECB Anti-Discrimination Code of Conduct and any future versions of this policy.

5.4.4. The Club shall adopt and implement the ECB General Conduct Regulations and any future versions of this policy.

5.5 WELSH LANGUAGE

5.5.1. The Club shall adopt and implement a Welsh Language Policy and any future versions of this policy.

5.6 CLUB-HOUSE BAR FACILITIES

5.6.1. The hours of opening for the supply of intoxicating liquor to a member or guest of The Club for consumption ON or OFF the premises will be as specified in The Club's Premises Certificate.

5.6.2. Arrangements concerning staffing, stocking of the bar and its accounts shall rest with the Chairperson of The Club-house Sub-Committee. All receipts from bar sales are to be paid into the bank. The Treasurer shall keep accounts and produce them when required. Any profits accruing shall be used for the purpose of maintaining or enhancing The Club.

5.6.3. Members may introduce visitors to The Club, who must sign the Visitors Book. Such introduction must be on a personal basis and duly signed by the member. All visiting teams must be signed into the book in a like manner. On production of their membership card members shall be entitled to purchase selected products from The Club bar at discounted prices – these discounts will not apply to non-members or any member failing to produce proof of membership when requested to do so by bar staff or Club officials. If proof is provided at a later date – retrospective refunds will not be due. At the discretion of the CMC, visitors on special occasions may be made eligible to the same discounts as members.

5.6.4. There shall be no gambling, drunkenness, inappropriate behaviour or misconduct on The Club premises. Violation of this rule shall incur the penalty of expulsion. Any visitor behaving thus shall be denied current and future access to Club premises as a visitor.

5.6.5. No person under the age of 18 (eighteen) be they members or visitors, shall be served with, nor allowed to consume, intoxicating liquor. Children under the age of 14 (fourteen) are not permitted in the bar or lounge during licensing hours, unless accompanied by a responsible adult.

5.7 The CMC may decide any questions relating to the management of The Club not otherwise provided for in this Constitution and is empowered to impose regulations for the furtherance of good order and the safety of the membership and visitors as the situation may demand.

6. MEETINGS

PRESIDING MEMBER

PRESIDENT – The President (in his/her absence the CMC Chairperson) shall preside at all Annual General Meetings or Extraordinary General meetings of The Club

CMC CHAIRPERSON – The Chairperson (in his/her absence the Vice-Chairperson) shall preside at all CMC meetings.

CLUB SECRETARY – The Club Secretary, under the direction of the CMC, shall conduct the business and correspondence of The Club and have custody of all documents, pertaining to that role.

CLUB TREASURER – The Treasurer shall receive all monies payable to The Club and pay them into an account in the name of “Pontblyddyn Cricket Club.” Keep a record of all receipts and payments. The Treasurer shall prepare a financial statement for the meetings of the CMC and final statement of accounts for submission to the AGM.

SUB-COMMITTEE CHAIRPERSONS – The Chairpersons (or other nominated sub-committee member) of the six Sub-Committees shall preside at Sub-Committee meetings and ensure that a record of proceedings is taken and passed to the CMC.

6.1 CMC Meetings. The CMC shall meet monthly unless there is no business to be conducted since the last monthly meeting, and the CMC agrees, by majority, to postpone that monthly meeting.

6.2 Annual General Meetings. The Officers and CMC committee members will be elected at the Annual General Meeting and will be eligible for re-election. If there are more candidates for Officers and CMC committee members than there are vacancies to be filled, the election shall be by ballot.

6.3 The Chairperson, Vice-Chairperson, and Immediate Past-Chairperson will each hold office for three (3) years. After this term, the Vice-Chairperson will become Chairperson, the Chairperson will become the Immediate Past Chairperson, and the past Chairperson shall retire from the Honorary post, with a new Vice-Chairperson elected. This however does not mean that the person(s) holding the positions of Chairperson & Vice-Chairperson are automatically re-elected during their three year tenure, if for any reason there is a proposal for another member to stand for either of these positions then there will be an election in accordance with the normal procedure at the AGM, or if required, an EGM. In the event that the Chairperson is removed then they will not assume the position of Immediate Past Chairperson.

6.4 Nominations for Officers and CMC committee members may be made in writing, and submitted to the Secretary, 7 (seven) days before the Annual General Meeting but will be accepted from the floor at the AGM.

6.5 Should a vacancy occur on the CMC during the year, the CMC may appoint a member to fill the vacancy, who shall hold office until the next AGM.

6.6 The positions of 1st 2nd 3rd and Ladies cricket team captains shall be voted upon at the AGM or at any time post season by playing members only, with the captains choosing their own vice-captain(s). The choice of captain shall be ratified by the CMC at the first monthly meeting following notification of captains from the Cricket Manager.

6.7 The Annual General Meeting shall be held in the month of November. Notification of the meeting shall be issued to each member at least 14 (fourteen) days prior to the meeting, stating the business to be transacted. Any member wishing to propose a motion or a change to these rules should submit such propositions to the Secretary at least 14 (fourteen) days prior to the AGM.

6.8 An **Extraordinary General Meeting** may be called at any time by:-

6.8.1 An order of the CMC

6.8.2 By request in writing to the Secretary signed by either 10 (ten) members or one-fifth of the total membership, excluding junior members, stating the business to be transacted.

7. DISSOLUTION

7.1 In the event of the dissolution of The Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of The Club but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

7.1.1 a registered charitable organisation(s)

7.1.2 another club which is registered CASC

7.1.3 The National Governing Body for use by them for related community sports.

7.2 The Club may be wound up on a resolution of the members, passed by a two-thirds majority at a **Special Meeting** convened for that purpose upon the request of 10 (ten) members, or one fifth of the total membership of The Club. At least 14 (fourteen) days' notice of the meeting shall have been sent to all members of The Club.

7.3 In the event of the passing of the resolution to wind up The Club, the members of The Club shall appoint a representative committee, which shall be empowered to transfer assets, to the bodies noted above.

*Approved at The Club AGM
13th November 2024*

Name: Ian Cowling

Position: Chair

Signature:

Name: Ian Hampton

Position: Secretary

Signature