



CONSTITUTION RULES OF CENTRAL COAST CRICKET ASSOCIATION INCORPORATED

Registered No. Y0741336



As approved at a Special General Meeting of the Central Coast Cricket Association on Monday 30th June 2025.

As ratified by Country Cricket NSW Committee of Management (*insert date*)

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The name of the Association is Central Coast Cricket Association Incorporated

STATEMENTS OF OBJECTS

The objects of the Association Committee are:-

1. To promote, develop, conduct and manage the game of cricket within the area of the Central Coast Cricket Association as determined by the New South Wales Country Cricket Association.
2. To prepare and approve programmes of such cricket fixtures and to allocate venues at which such matches are to be played each year, as required by the New South Wales Country Cricket Association.

PART I - PRELIMINARY

Interpretation

1. i. In this Constitution, except in so far as the content of subject matter otherwise indicates or requires:-
 - (a) words importing the singular include the plural and vice versa;
 - (b) words importing one gender include any other gender;
 - (c) "Ordinary Member" means a member of any body or organisation affiliated with the Association or a member of any affiliate of that body or organisation which is affiliated with the Association;
 - (d) "Delegate Member" means a member elected annually by the bodies entitled to elect members as Delegate Members;
 - (e) "Office Bearer" means a person elected or appointed in accordance with the provisions of Clause 17 of this Constitution;
 - (f) "Executive Officer OR Association Administrator" means the person who holds the office of administrator of the Association in accordance with the provisions of Clause 18 of this Constitution, where no person holds that office, the public officer of the Association;
 - (g) *Deleted 25/6/2019*
 - (h) "the Act" means the Associations Incorporation Act 2009;
 - (i) "the Regulations" mean the regulations made in accordance with the provisions of the Association Incorporations Act, 2009.
 - (j) The Executive Committee is defined as per Part III of these rules.
- ii In this Constitution:-
 - (a) a reference to a function includes a reference to a power, authority or duty; and
 - (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.

Headings



2. Headings to Clauses of this Constitution are intended for ease of reference only and are not to be taken to affect the Constitution or the interpretation of such Clauses.

PART II - AFFILIATION AND MEMBERSHIP

3.
 - i. The Cricket Clubs affiliated with the Association shall be Brisbane Water Cricket Club, Kincumber Avoca Cricket Club, Lisarow Ourimbah Cricket Club, Narara Wyoming Cricket Club, Northern Power Cricket Club, Southern Spirit Cricket Club, Terrigal Matcham Cricket Club, The Entrance District Cricket Club, Warnervale Cricket Club and Wyong District Cricket Club.
 - ii. The Central Coast Cricket Association may, subject to the approval of a majority of members present at a General Meeting of the Association, invite a newly-formed club to become affiliated with the Association. The criteria applied in reaching such a resolution are established under the By-Laws and Policies of The Association with conditions set by the Executive Committee to ensure that the development of any new club is supported by all affiliated clubs but not to the detriment of those existing affiliated clubs.
 - iii. Each and every affiliated Club shall pay to the Association the amount of the Affiliation Fee determined from time to time by the Executive Committee of the Association.
 - iv. Applications for Affiliation may be accepted from other Bodies of Association level. These are the Central Coast Cricket Umpires Association and the Central Coast Veterans Cricket Association.

Membership and Office Bearers

4.
 - i. The members of the Association shall consist of Delegate Members and members of the Executive Committee.
 - ii. The Office Bearers of the Association shall consist of the Chairman, Deputy Chairman, PLUS 5 other members, and include at least one male and one female, who will be elected as Directors of the Central Coast Cricket Association at the Annual General meeting of the Association. This body will be known as The Executive Committee and a Chairman and Deputy Chairman will be elected from within the elected members at the first meeting of the Executive Committee.

All elected Office Bearers shall be elected from those delegates elected annually by bodies entitled to elect members of the Committee pursuant to paragraph (iv a) of this Clause or from candidates suitably endorsed by the President and Secretary of an affiliated club or association of which they are a financial member.
 - iii. The Delegate Members of the Association shall be elected annually by the bodies entitled to elect such members.
 - iv. The body of Delegate Members entitled to elect the Executive Committee shall consist of members as follows:
 - (a) Two (2) members from each of the Cricket Clubs granted affiliation in accordance with paragraph 3(i) of this Constitution.
 - (b) One (1) member from other Bodies of Association level granted affiliation in accordance with paragraph 3(iv) of this Constitution.

Cessation of Membership

5. A person shall cease to be a Delegate Member if the person:-
- (a) dies;
 - (b) resigns his membership;
 - (c) is expelled as a Delegate Member;
 - (d) is absent without leave from two consecutive meetings of the Delegate Members;
 - (e) ceases to be a member of the body which elected him in accordance with Clause 4 of this Constitution.

Membership Entitlements Not Transferable

6. A right, privilege or obligation which a person has by reason of being a Delegate Member is personal and:-
- (a) is only capable of being transferred or transmitted to another person by way of a written Proxy being submitted to the Executive Officer of the CCCA; and
 - (b) subject to the provisions of Clause 5 of this Constitution, terminates upon cessation of that person's membership.

Resignation of Membership

- 7.
- i. A Delegate Member is not entitled to resign that membership except in accordance with this Clause.
 - ii. A Delegate Member may resign his/her position by first giving notice (being not less than one month or not less than such other period as the Executive Committee may determine) in writing to the Association Administrator of the member's intention to resign and, upon the expiration of the period of notice, the member shall cease to be a member.
 - iii. Where a Delegate Member ceases to be a member pursuant to paragraph (ii) of this Clause, and in every other case where a member ceases to hold membership, the Association Administrator shall make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

Life Membership

- 8.
- i. A candidate for election as a Life Member shall be nominated in writing by a Delegate Member or Life Member and be seconded by another Delegate member or Life Member.
 - ii. The nomination of a person for election as a Life Member is a matter within the sole discretion of the Executive Committee having regard to whether the candidate has, in the opinion of the Executive Committee rendered exceptional or outstanding service to the Association.
 - iii. A person shall only become a Life Member upon being elected as a Life Member by a resolution carried by a three-quarters majority of Members who

are present in person or by proxy and are entitled to vote and do vote at a general meeting of the Association.

- iv. No election of a life member shall be valid unless twenty-one (21) days notice of the meeting and of the resolution to elect the Life Member has been given to the Members.
- v. Any Member may request the Committee by written notice delivered to the Association Administrator to exercise its discretion to nominate a person for election as a Life Member. The Committee is obliged to consider such a request but is not obliged to nominate the relevant person.
- vi. A Life Member shall not: -
 - (a) take part in the proceedings of any meeting of the Association except by leave of the meeting;
 - (b) be entitled to receive notice of any meeting of the Association other than the Annual General Meeting; or
 - (c) be entitled to vote on any matter at a meeting of the Association, unless the Life Member is a Delegate Member or a member of the Executive Committee.
- vii. A person shall cease to be a Life Member if: -
 - (a) that person dies;
 - (b) that person resigns as a Life Member
 - (c) the Association resolves by a special resolution in general meeting to remove that person as a Life Member and the Life Member was given an opportunity to address that general meeting prior to the resolution being passed.
- viii. A Life Member may resign as a Life Member by notice in writing delivered to the Association Administrator. The resignation shall be effective upon receipt by the Association Administrator of that notice.

Register of Members

- 9.
 - i. The Public Officer or the Association Administrator shall establish and maintain a register of Delegate members specifying the name and address of each person who is a Delegate member together with the date on which the person became a member. This should include current email addresses of Delegate members for registering of proxy votes. Delegate Members are responsible for ensuring that their current details are provided.
 - ii. The register of members shall be kept at the principal place of administration of the Association and shall be open for inspection, free of charge, by a Delegate Member at any reasonable hour on any business day.

Fees, Subscriptions, Etc.

10. A Delegate Member of the Association shall not be required to pay any fee on becoming a member, nor shall any member be liable to pay any annual subscription to the Association.

Member's Liabilities

11. The Liability of a Delegate Member to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of winding up of the Association is limited to an amount of \$1.00 and every person who becomes a member of the Association is deemed to have undertaken to pay such amount if so required, in the event that the Association is wound up while he is a member or within a period of one year after ceasing to be a member thereof.

Code of Conduct

12. The Central Coast Cricket Association Code of Conduct applies to all registered players, parents or guardians of minor players, club members, Life Members, team officials and members of all committees. The full Code of Conduct document is found within the By-Laws and Policies of the association.

Disciplining of Members

13.
 - i. The Executive, as described in Part III hereof, may take such action as the Executive deems fit in the event, that in the opinion of the Executive any affiliated Clubs or teams or Ordinary Members of such Clubs or teams does any act or thing which in the opinion of the Executive is contrary to the laws or spirit of the game or is detrimental to the Association or brings the game into disrepute. The Executive has the power to disqualify, suspend or fine such Club, team or Ordinary Member subject to the provisions of this Clause and Clause 14.
 - ii. A resolution of the Executive under paragraph (i) of this Clause shall be of no effect unless the Executive, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice in accordance with paragraph (iii) of this Clause, confirms the resolution in accordance with this clause.
 - iii. Where the Executive passes a resolution in accordance with paragraph (i) of this Clause, the Association Administrator shall as soon as practicable, cause notice in writing to be served on the member:-
 - (a) setting out the resolution of the Executive and the grounds on which it is based;
 - (b) stating that the member may address the Executive at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of that meeting; and

- (d) informing the member that the member may do either or both of the following:-
 - (1) attend and speak at the meeting;
 - (2) submit to the Executive at or prior to the date of that meeting written representations relating to the resolution.
- iv. At a meeting of the Executive held as referred to in paragraph (iii) of this Clause, the Executive shall:-
 - (a) give to the member an opportunity to make oral representations;
 - (b) give due consideration to any written representations submitted to the Executive by the member at or prior to the meeting; and
 - (c) by resolution determine to confirm or to revoke the resolution.
- v. Where the Executive confirms a resolution under paragraph (iv) of this Clause the Association Administrator shall, within 7 days after that confirmation, by notice in writing inform the member of the fact and of the member's right of appeal under Clause 14.
- vi. A resolution confirmed by the executive under paragraph (iv) of this Clause does not take effect:-
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where within that period the member exercises the right of appeal, unless and until the Committee confirms the resolution pursuant to Clause 14.

Right of Appeal of Disciplined Member.

- 14. i A member may appeal to the Committee in general meeting against a resolution of the Executive which is confirmed under 13 (iv) within 7 days after notice of the resolution is served on the member by lodging with the Executive Officer a notice in writing to that effect and a fee of \$200. This fee is refundable if the appeal is upheld and the Executive Committee MAY decide to refund the fee if the appeal is rejected.
- ii. Upon receipt of a notice from a member under paragraph (i) of this clause the Executive which shall convene a general meeting of the Committee to be held within 21 days after the date on which the Association Administrator received the notice.
- iii. At a general meeting of the Committee convened under paragraph (ii) of this clause:-
 - (a) no business other than the question of the appeal shall be transacted;
 - (b) the Executive and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

- iv. If at the general meeting of the Committee passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.
- v. If the resolution is confirmed in accordance with paragraph (iv) or this Clause the Member may, within seven days of the date of the meeting of the Committee at which the resolution was confirmed, lodge with the Association Administrator of the Committee a further appeal to the New South Wales Country Cricket Association and the Association Administrator shall forthwith send such appeal to the Secretary of the New South Wales Country Cricket Association for consideration by that Association.
- vi. The decision of the New South Wales Country Cricket Association on any such appeal shall be final and no further appeal shall be made to any other body or Court other than on a point of law.

PART III - THE EXECUTIVE

Powers, Etc of the Executive

15. The Committee of Management shall be called the Executive of the Association Committee and Subject to the Act, the Regulations and this Constitution and to any resolution passed by the Association Committee in general meeting:-
- (a) shall control and manage the affairs of the Association.
 - (b) exercise all such functions as may be exercised by the Committee other than those functions that are required by this Constitution to be exercised by a general meeting of Delegate Members;
 - (c) has power to perform all such acts and do all such things as appear to the Executive to be necessary or desirable for the proper management of the affairs of the Association.
 - (d) has power to employ the Executive Officer/Association Administrator
 - (e) has power to elect two delegates to the New South Wales Country Cricket Association as the Association is entitled to elect in accordance with the Articles of Association of the New South Wales Country Cricket Association one of which shall ipso facto become a member of the NSWCCA Committee of Management and a delegate to the New South Wales Cricket Association. The elected delegates must be from within the Central Coast Cricket Association;
 - (f) to elect a Finance Committee comprising three members, one of whom shall be the Executive Officer/Association Administrator;
 - (g) to elect a Selection Committee one whom shall be the Chairman;
 - (h) to determine affiliation fees as required.

Constitution and Membership of the Executive

16. i. Subject in the case of the first members of the Executive to Section 21 of the Act the Executive shall consist of:-

The Office Bearers

- ii. The Office Bearers of the Association shall consist of the Chairman, Deputy Chairman, PLUS 5 other members, and include at least one male and one female, who will be elected as Directors of the Central Coast Cricket Association at the Annual General meeting of the Association. This body will be known as The Executive Committee and a Chairman and Deputy Chairman will be elected from within the elected members at the first meeting of the Executive Committee.

- iii. Each member of the Executive shall, subject to this Constitution, hold office until the conclusion of the second Annual General meeting following the date of the member's election, but is eligible for re-election subject to qualification in accordance with Clause 4 (iv a and c). At the first Annual General meeting under this Constitution, half the elected members of the Executive Committee will be elected for one year and half for two years. In the event of there being an odd number of members of the Executive Committee, the names of those elected will be selected at random by the Association Administrator and the last ones drawn out making the smaller proportion of elected members will be those serving one (1) year. (e.g.: If there are 7 members, the last 3 drawn out will serve for one (1) year and become eligible for re-election at the next Annual General meeting of the Association)
- iv. In the event of a casual vacancy occurring in the membership of the Executive, the Executive may appoint a Delegate Member to fill the vacancy and the member so appointed shall hold office, subject to this Constitution, until the conclusion of the Annual General Meeting next following the date of the appointment.

Election of Office Bearers

17. i. Nominations of Candidates for election as office-bearers of the Association:-
 - (a) shall be made in writing, signed by 2 Delegate Members and accompanied by the written consent of the candidate (which) may be endorsed on the form of the nomination; and
 - (b) shall be delivered to the Association Administrator not less than 7 days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.
- ii. If a nomination or nominations are not received for the position of an office-bearer nominations shall be received at the Annual General Meeting.
- iii. If a nomination or nominations are not received in accordance with paragraph (i) and (ii) of this Clause, any vacant positions remaining shall be deemed to be casual vacancies.
- iv. If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- v. If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.
- vi. Should a ballot for the election of office-bearers be necessary, the process shall be conducted as follows:
 - The election of Directors will be held using the Preferential Voting System. Candidates' votes will be tallied as per the Preferential Voting Method with the tallying exhausted once enough candidates have been eliminated to allow for the remaining candidates to completely fill all positions.
 - In the event of a tie for positions, the tie will be split by counting first preference votes each tied candidate received. If a further tie occurs a run-off election will occur in where delegates vote for the preferred candidate by writing their name on their ballot. Should a further tie occur after this the decision will be made by coin-toss, the person who is alphabetically first (on last name) shall call either heads or tails.
 - Voting of Director contests will elect multiple representatives. The preferential voting system used for the Directors provides for multiple counts of ballot papers to occur to

determine which candidates have achieved the required quota of formal votes to be elected. During the counting process, votes are transferred between candidates according to the preferences marked by voters.

- vii. A nomination of a candidate for election under this Clause is not valid if that candidate has been nominated for and elected to another office at the same election.

Association Administrator

- 18.
 - i. The Association Administrator shall, as soon as practicable after being appointed as Association Administrator, lodge notice with the Association of his or her address.
 - ii. It is the duty of the Association Administrator to keep minutes of:-
 - (a) all appointments of office-bearers and members of the Executive.
 - (b) the names of members of the Executive present at an Executive meeting or general meeting; and
 - (c) all proceedings at Executive meetings and general meetings.
 - iii. Minutes of proceedings at a meeting shall be signed by the Chairman of the meeting or by the Chairman of the next succeeding meeting.
 - iv. It is the duty of the Association Administrator to ensure that:-
 - (a) all money due to the Association is collected and received and that all payments authorised by the Executive Committee are made.
 - (b) correct books and accounts are kept showing the financial affairs of the Association including full details of all receipts and expenditure connected with the activities of the Association.

Casual Vacancies

- 19. For the purpose of this Constitution, a casual vacancy in the office of a member of the Executive occurs if the member:-
 - (a) dies;
 - (b) ceases to be a Delegate Member;
 - (c) becomes an insolvent under the administration within the meaning of the Companies (New South Wales) Code;
 - (d) resigns office by notice in writing given to the Association Administrator;
 - (e) is removed from office under Clause 20;
 - (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health;
 - (g) is absent without consent of the Executive from two consecutive meetings of the Executive.

Removal of Member

20. i. The Delegate Members in general meeting may by resolution remove any member of the Executive from the office of member before the expiration of the member's term of office and shall by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- ii. Where a member of the Executive to whom a proposed resolution referred to in paragraph (i) of this Clause relates makes representations in writing to the Association Administrator or Chairman (not exceeding a reasonable length) and requests that the representations be notified to the Delegate Members of the Association Administrator or the Chairman may send a copy of the representations to each Delegate Member or, if they are not sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

Meetings and Quorums

21. i. The Executive shall meet at least once in each year at such place and time as the Executive may determine.
- ii. Additional meetings of the Executive may be convened by the Chairman or by any member of the Executive.
- iii. Oral or written notice of meeting of the Executive shall be given by the Association Administrator to each member of the Executive at least 48 hours (or such other period as may be unanimously agreed upon by the members of the Executive) before the time appointed for the holding of the meeting.
- iv. Notice of a meeting given under paragraph (ii) of this Clause shall specify the general nature of the business other than that business shall be transacted at the meeting, except business which the Executive members present at the meeting agree to treat as urgent business.
- v. 50% PLUS 1 members of the Executive shall constitute a quorum for the transaction of the business of a meeting of the Executive.
- vi. No business shall be transacted by the Executive unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
- vii. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
- viii. At the meeting of the Executive, the Chairman or, in the Chairman's absence, the Deputy Chairman shall preside.

Delegation by Executive to Sub-Committee

22. i. The Executive may, by instrument in writing, delegate to one or more sub-committees (Consisting of at least one Executive Committee member and other persons as approved by the Executive Committee. Such persons must be members or life members of the Association or an affiliated body) the exercise of such of the functions of the Executive as are specified in the instrument, other than:-

- (a) this power of delegation; and
 - (b) a function which is a duty imposed on the Executive by the Act, by any other law or by this Constitution.
- ii. A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- iii. A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function the subject thereof, or as to time or circumstances, any be specified in the instrument of delegation.
- iv. Notwithstanding any delegation under this Clause, the Committee may continue to exercise any function delegated.
- v. Delegations are detailed in the By-Laws of the Association.
- vi. The Executive may, by instrument in writing, revoke wholly or in part any delegation under this Clause.
- vii. A sub-committee may meet and adjourn as it thinks proper.

Voting and Decisions

- 23.
 - i. Questions arising at a meeting of the Executive or of any sub committee appointed by the Executive shall be determined by a majority of the votes of members of the Executive or sub-committee present at the meeting. Proxy appointment forms should be lodged with the secretary in advance of the meeting. Emailed proxy appointments can only be sent from valid email addresses held by the Executive Officer.
 - ii. Each member present at a meeting of the executive or of any sub-committee appointed by the Executive (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
 - iii. Subject to Clause 21 (v), the executive may act notwithstanding any vacancy on the Executive.
 - iv. Any act or thing done or suffered, or purporting to have been done by the Executive or by a sub-committee appointed by the Executive, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment of qualification or any member of the Executive or sub-committee.

PART IV - GENERAL MEETINGS

24. The annual general meeting of the Committee shall be held no later than the 30th of June in each year.
25. The regular business of the annual general meeting shall be:-
- (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting;
 - (b) to receive reports on the activities of the Committee during the last preceding financial year;
 - (c) to receive and consider the financial statement;
 - (d) to elect Office-Bearers;

All other business at an Annual General Meeting shall be special business.

Other General Meetings of the Delegate Members

26. All meetings other than annual general meetings and regular general meetings shall be special general meetings. The Executive may convene regular general meetings of the Delegate Members as necessary.

Special General Meetings - Calling Of

27. i. The Executive may, whenever it thinks fit, convene a special general meeting of the Delegate Members.
- ii. The executive shall, on the requisition in writing of not less than one third of Delegate Members convene a special general meeting of the Delegate Members.
- iii. A requisition of members for a special general meeting:-
- (a) shall state the purpose or purposes of the meeting;
 - (b) shall be signed by the members making the requisition;
 - (c) shall be lodged with the Association Administrator; and
 - (d) may consist of several documents in similar form, each signed by one or more of the members making the requisition.
- iv. If the Executive Committee fails to convene a special general meeting to be held within one month after that date on which a requisition of members for the meeting is lodged with the Association Administrator, any one or more of the members who made the requisition may convene a special general meeting to be held not later than three months after that date.

- v. A special general meeting convened by a member or members as referred to in Paragraph (iv) of this Clause shall be convened as nearly as is practicable in the same manner as general meetings are convened by the Executive Committee and any member who thereby incurs expense is entitled to be reimbursed by the Association for any expense so incurred.

Notice

- 28.
 - i. Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Delegate Members, the Association Administrator shall, at least seven days before the date fixed for the holding of the general meeting, cause to be sent to each member at the member's e-mail address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
 - ii. Where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Delegate Members the Association Administrator shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member in the manner provided in paragraph (i) of this clause specifying, in addition to the matter required under paragraph (i) of this Clause, the intention to propose the resolution as a special resolution.
 - iii. No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to Clause 24 of this Constitution.
 - iv. A member desiring to bring any business before a general meeting may give notice in writing of that business to the Association Administrator who shall include that business in the next notice calling a general meeting after receipt of the notice from the member.

Procedure

- 29.
 - i. No item of business shall be transacted at a general meeting unless a quorum of members entitled under this Constitution to vote is present during the time the meeting is considering that item.
 - ii. Eight (8) Delegate Members present in person (being members entitled under this Constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
 - iii. If within half an hour after the appointed time for the commencement of a general meeting the quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
 - iv. If at the adjourned Meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than eight) shall constitute a quorum and if eight members are not so present the meeting shall be dissolved.

Presiding Member

30. i. The Chairman or, in the Chairman's absence, the Deputy Chairman, shall preside as Chairman at each general meeting of the Delegate Members.
- ii. If the Chairman and Deputy Chairman are absent from a general meeting or unwilling to act, the members present shall elect one of their number to preside as chairman at the meeting.

Adjournment

31. i. The Chairman of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place but no business shall be transacted at an adjourned meeting other than business left unfinished at the meeting at which the adjournment took place.
- ii. Where a general meeting is adjourned for fourteen days or more, the Association Administrator shall give written or oral notice of the adjourned meeting to each Delegate Member stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- iii. Except as provided in paragraph (i) and (ii) of this Clause, notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

Making Decisions

32. i. A question arising at a general meeting of Delegate Members shall be determined on a show of hands and, unless before or on the declaration of the show of hands, a poll is demanded, a declaration by the Chairman that a resolution has, on show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minutes records of the Delegate Members, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- ii. At a general meeting of the Delegate Members, a poll may be demanded by the Chairman or by not less than one third of members present in person or by proxy at the meeting. Emailed proxy appointments can only be sent from valid email addresses held by the Executive Officer.
- iii. Where a poll is demanded at a general meeting, the poll shall be taken:-
- (a) immediately in the case of a poll which relates to the election of the Chairman of the meeting or to the question of an adjournment; or
- (b) in any other case, in such manner and at such time before the close of the meeting as the chairman directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on the matter.

Special Resolution

33. A Resolution of the Delegate Members is a special resolution if:-
- i it is passed by a majority which is not less than a three-quarters of such members in attendance as being entitled under this Constitution so to do, vote in person or by proxy at a general meeting of which not less than twenty-one days written notice specifying the intention to propose the resolution as a special resolution was given in accordance with this Constitution; or
 - ii where it is made to appear to the Department of Fair Trading that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a) - the resolution is passed in a manner specified by the Department.

Voting

34. i. Upon any question arising at a general meeting of the Delegate Members a Member has one vote only.
- ii. All votes shall be given personally or in the case of members elected in accordance with Clause 4 iv by proxy provided that the proxy is held by a member in accordance with Clause 35 and that member may hold no more than one proxy.
- iii. In the case of an equality of votes on a question at a general meeting, the Chairman of the meeting may exercise a second or casting vote.
- iv A Delegate Member or proxy is not entitled to vote if the Executive Committee is satisfied that there are financial dues still owed by the Delegate Member's affiliated body (Club) or Proxy at the time of the meeting.

Appointment of Proxies

35. i. A member elected in accordance with Clause 4 iv shall be entitled to appoint another person also elected in accordance with Clause 4 iv as proxy by notice given to the Association Administrator prior to the time set down for the commencement of the meeting in respect of which the proxy is appointed. Any person so appointed as a proxy must be a member of the body which elected the Delegate Member for whom the proxy is to act and the document appointing such a proxy must be countersigned by the Secretary or other authorised officer of such body.
- ii The notice appointing the proxy shall be in the form set out in the Appendix to this Constitution.

PART V - MISCELLANEOUS

Insurance

36. i In respect of the insurance required to be maintained by the Association pursuant to section 44 of the Act, it shall be a function of the Executive Committee to ascertain whether or not the Association and Executive Committee are covered by a policy held by the New South Wales Cricket Association every year and, if not so covered, to effect such insurance forthwith and ensure that the Committee maintains such insurance either on its own account or by a policy held by the New South Wales Cricket Association.
- ii In addition to the insurance required under paragraph (i) of this Clause the Executive Committee may effect and maintain such other insurance as it deems necessary either on its own account or through policies held by the New South Wales Cricket Association.

Funds Source and Management

37. i The funds of the Association shall be derived from such sources as the Executive Committee determines.
- ii All money received by the Executive Committee shall be deposited as soon as practicable and without deduction to the credit of the Association's account with a registered financial institution. (Bank, Building Society, Credit Union).
- iii The Executive Committee shall, as soon as practicable after receiving any money issue an appropriate receipt.
38. i The funds of the Association shall be used solely in pursuance of the objects of the Association.
- ii All cheques, drafts bills of exchange, promissory notes and other negotiable instruments shall be signed by any two of the Chairman, Deputy Chairman Executive Officer/Association Administrator and one other member of the Executive Committee jointly.
39. i The Association Administrator shall maintain proper books of account in which shall be recorded all the financial transactions of the Association.
- ii At the end of each financial year the Association Administrator shall prepare all such statements as are required to be presented to the annual general meeting in accordance with the provisions of Section 26(6) of the Act and shall present such statements together to the annual general meeting.
40. The financial year of the committee shall end on the 30th April in each and every year.
41. The statement of objects and these rules may be altered, rescinded or added to, only by a special resolution of the Delegate Members with the prior approval of the New South Wales Country Cricket Association.

Custody of Books, Etc.

42. Except as otherwise provided by the rules, the Association Administrator shall keep in his or her custody or under his or her control all records, books and other documents relating to the Association.

Inspection of Books, Etc.

43. The records, books and other documents of the committee shall be open to inspection free of charge, by a Delegate Member at any reasonable hour, on any business day.

Service of Notices

44. i For the purpose of this Constitution a Notice may be served on or given to a member:
- A: By delivering to the member personally, or
 - B: By sending it by pre-paid post to the member's address as shown in the register of members, or
 - C: By sending it by e-mail to the member's e-mail address as shown in the register of members
- ii For the purpose of this Constitution a notice is taken, unless the contrary is proved, to have been given or served;
- A. In the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - B. In the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
 - C. In the case of a notice sent by e-mail on the date it was sent

Protests and Disputes

45. i All protests and disputes shall be adjudicated on, in the first instance by the Executive Committee or a Sub-Committee thereof provided that any part to such protest or dispute may lodge an appeal to the New South Wales Country Cricket Association with the Association Administrator of the Association within 7 days of the date on which the Executive or Sub-Committee hands down its decision on such protest or dispute and the Association Administrator shall forthwith send such appeal to the New South Wales Country Cricket Association for its consideration
- ii The decision of the New South Wales Country Cricket Association on any such appeal shall be final and no further appeal shall be made to any other body or court other than on a point of law.
47. Any decision made on any matter not covered in these rules, shall not be inconsistent with any rule or by-law contained in the Constitution of the New South Wales Country Cricket Association.

Colours of the Association and Attire

48. i. The colours of the Association shall be blue and gold.

Attire

- ii (a) All members playing for the Association must dress in proper attire.
- (b) All boots, shoes, trousers, shirts, headwear and jumpers worn by players representing the Association must be in Association colours or in such colours as may be determined by the Executive Committee from time to time.
- iii. The design of emblems and badges which may be fixed to a players attire will be as determined from time to time by the Executive Committee.

Patrons

- 49. i. The Association may have a patron or number of patrons. Patron/s are elected at an Annual General Meeting and hold that position until the next Annual General Meeting of the Association.
- ii Any member can nominate a person to become patron of the Association by doing so verbally at an Annual General Meeting.
- lii A patron is not a member of the Association and does not have a right to vote.

Surplus Property

- 50. In the event of the winding up or cancellation of the incorporation of the Association All the surplus property of the Association shall vest in the New South Wales Country Cricket Association.

Appendix

FORM OF APPOINTMENT OF PROXY

I _____ of _____
(full name) (address)

being a member of _____ hereby appoint
(Insert Name of Club, Council or Association)

_____ of _____
(full name of proxy) (address of proxy)

as my proxy to vote for me and on my behalf at the General Meeting (Annual General Meeting
or
Special Meeting as the case may be) to be held on the _____ day of _____, 20____
and at any adjournment of that Meeting.

* My proxy is authorised to vote in favour/against (delete as appropriate) the resolution (insert
details).

(* to be inserted if desired)

Signature of Member

Date

I hereby certify that _____ is a Member of
_____ of which Club, Council or
Association

_____ is also a Member

Signed by Authorised Officer of Club, Council or Association

Date



CENTRAL COAST CRICKET ASSOCIATION NOMINATION FORM

We the undersigned hereby nominate _____
Full name of nominee

of _____
(address)

being a member of _____
(Affiliated body/club/association)

For election to the Executive Committee of the Central Coast Cricket Association.

Name of nominator

Signature of nominator

Name of nominator

Signature of nominator

I hereby accept the nomination

Signature of nominee

Date