



Basingstoke Capital Cricket Club

CONSTITUTION
CLUB EXECUTIVE COMMITTEE



BASINGSTOKE CAPITAL CRICKET CLUB

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BASINGSTOKE CAPITAL CRICKET CLUB

NAME AND AFFILIATION

- The club shall be called Basingstoke Capital Cricket Club.
- The club will be affiliated with the England and Wales Cricket Board (ECB) under the aegis of Hampshire Cricket Board.

AIMS AND OBJECTIVES

- To promote, encourage, and facilitate the playing of cricket in the community.
- To develop cricketing skills among members of all ages and abilities.
- To uphold the spirit and laws of cricket.
- To provide a safe, inclusive, and respectful environment for all members.

MEMBERSHIP

- Membership shall be open to anyone interested in cricket, regardless of age, gender, disability, race, ethnic origin, creed, colour, social status, or sexual orientation.
- The Committee will determine the subscription levels, periodically notifying members of any changes. The Club offers the following membership categories:
 - 1. Full Member - Playing
 - 2. Full Member - Non-Playing
 - 3. Junior Member (under the age of 18)
- Members must apply for Club membership by completing the designated application form to participate in the Club's activities, vote at general meetings, or be considered for selection in any Club team, the applicable subscription must be paid by the due date.
- The Committee holds the authority to refuse or terminate membership for justifiable reasons, such as conduct or character likely to tarnish the Club's reputation or cricket.
- The club committee may refuse membership or expel from membership for good cause.
- Appeals against membership refusals can be directed to the Appeal Committee



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- Members adhere to Rules, Club Regulations, and adopted Codes of Conduct.
- [Committee/Secretary] maintains the member register.
- Membership non-transferable, ceases on death. Resignation possible, return of subscription at Committee's discretion.

MANAGEMENT

- The club shall detail the specific roles and responsibilities of the President, Secretary, Treasurer, and other committee members, ensuring clarity in leadership functions and decision-making processes.
- The club shall establish a transparent and democratic process for electing club officers, with clear guidelines on nomination, voting procedures, and eligibility criteria for candidates.
- The club shall schedule regular management and committee meetings to facilitate ongoing oversight, strategic planning, and coordination of club activities, with the frequency and format of these meetings clearly defined.
- The club shall implement a system for evaluating the performance of committee members and officers, ensuring accountability and the opportunity for constructive feedback and continuous improvement.
- The club shall be managed by Executive Committee consisting of a Chairperson, Director of Cricket & Club Development, Secretary, Treasurer, Welfare Officer, Head Coach, Youth Coordinator, Club Captain, and Facilities Manager.
- The Committee shall be elected at the Annual General Meeting (AGM) and serve for two years.
- The committee can call Extraordinary General Meetings (EGM) to discuss urgent matters.
- The Committee shall meet at least once a month and be responsible for the general conduct and management of the club.
- The committee will establish a code of conduct for members and outline disciplinary procedures for breaches of conduct, including the process for handling complaints and appeals.



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GENERAL MEETINGS

- An AGM shall be held once a year.
- A Special General Meeting (SGM) can be called by the Committee or upon written request by at least 30% of members.
- All members shall be entitled to attend and vote.
- The club shall hold an AGM at least once a year to report on the club's progress, financial health, and to facilitate the election of new officers, with all members receiving an advance notice of at least.
- The club shall define the circumstances under which an EGM can be called, such as urgent matters requiring member input, with a clear process for how members can request an EGM.
- The club shall establish a minimum notice period for all general meetings to ensure members have ample time to prepare, attend, and participate in discussions and decision-making.
- The club shall specify the quorum required for all meetings to be deemed valid, ensuring a representative portion of the membership is present to make decisions binding.
- The club shall outline fair and transparent voting procedures, including eligibility, methods of voting (e.g., show of hands, secret ballots), and how votes are counted and recorded, as well as the process for resolving tied votes.

FINANCE

- All club funds shall be held in a bank account in the name of the club.
- The Treasurer shall be responsible for the finances of the club including membership fee collection, budgeting, handling of funds, and financial reporting.
- The financial year of the club will end on 31st of Dec
- The club shall clearly define the membership fee structure, detailing the costs for different membership categories and the benefits associated with each.
- Adopt a disciplined approach to budgeting that projects income and expenses accurately, ensuring the club's financial stability and the allocation of funds to essential areas such as facility maintenance, equipment, and coaching.



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- Establish robust procedures for handling club funds, including secure collection methods, proper authorization for expenditures, and safeguarding against mismanagement.
- Commit to regular, detailed financial reporting to the club's committee and members, enhancing transparency and accountability.
- Conduct an annual audit of the club's finances, performed by a qualified individual or firm, to ensure accuracy and compliance with financial regulations and standards.

AMENDMENTS TO THE CONSTITUTION

- The Constitution can only be changed through agreement by majority vote at an AGM or SGM.
- The Committee shall provide a method for proposing and making amendments to the constitution, requiring approval at a general meeting.

DISCIPLINE AND APPEALS

- All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- The Committee shall meet to hear complaints within 2 weeks
- There will be the right of appeal to the Committee following disciplinary action being announced.

CHILD PROTECTION AND WELFARE POLICIES

- The club will be committed to the safety and welfare of young members, in line with ECB's 'Safe Hands' policy.
- The club will appoint **Designated Safeguarding Officer (DSO)** implementing and monitoring child protection policies and procedures within the club.
- The club shall outline clear protocols for **reporting** child welfare concerns, both internally and externally, and emphasize the importance of regular safeguarding training for staff and volunteers.
- The club shall conduct thorough background checks in recruitment and establish a specific code of conduct for all individuals interacting with children.
- The club shall conduct regular reviews of child protection policies to ensure ongoing effectiveness and alignment with the latest ECB guidelines and legal requirements.



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EQUALITY AND DIVERSITY POLICY

- The club is committed to promoting equality and diversity, ensuring all activities and opportunities are accessible to everyone regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.
- The club shall have zero-tolerance stance on any form of discrimination, bullying, or harassment, with clear consequences for such behaviour outlined in the club's disciplinary procedures.
- The club shall promote diversity within its membership, team selection, and volunteer base, ensuring a representation that reflects the local community.
- The club shall conduct regular education and training for club members, volunteers, and staff on equality and diversity issues, fostering an inclusive culture.
- The club shall ensure the policy's effectiveness through regular monitoring of club practices and review of the policy to adapt to evolving diversity goals and legislative changes.

HEALTH AND SAFETY POLICY

- The club shall be committed to providing a safe environment for all members, participants, and visitors by adhering to health and safety legislation and best practices.
- The club shall regularly conduct and review risk assessments of club activities, facilities, and equipment to identify and mitigate potential hazards.
- The club shall ensure that all club personnel receive proper health and safety training, and that appropriate safety equipment is available and maintained.
- The club shall implement a clear system for reporting and recording health and safety incidents to facilitate quick responses and prevent future occurrences.
- The club shall commit to an annual review of the health and safety policy and ensure that it is effectively communicated to all members, staff, and participants.



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DISSOLUTION

- The Committee shall formulate the terms under which the club may be dissolved and the process for the disposal of assets.
- A resolution to dissolve the club can only be passed at an AGM or SGM through a majority vote.
- In the event of dissolution, any assets of the club that remain will become the property of a local sports club, charity, or the ECB, as decided by the members.

DECLARATION

- Basingstoke Capital Cricket Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Date: 12/01/2024

Signed: *Jessy Edara*

Chair: Jessy Edara

Secretary: Ankur Basoriya

Director of Cricket and

Club Development: Manjunath Channappa

Treasurer: Shanky Gorasia



BASINGSTOKE CAPITAL CRICKET CLUB

Changes	Title(s) of Affected Section(s)	Created / Changes Made By	Date
Initial Release	Initial Release	Manjunath Channappa / Director Cricket and Club Development	02/01/2024