

# BALLYMENA CRICKET CLUB

## RULES OF THE CLUB

Revised November 2015

### Name

1. The Club shall be called Ballymena Cricket Club, whilst recognising that it is a Section of Ballymena Rugby Football Club.

### Object

2. The object of the Club shall be:
  - (a) to provide suitable facilities so as to promote the playing of cricket and a safe environment for recreation and social intercourse among the members;
  - (b) to develop cricket by:
    - (1) encouraging participation in activities;
    - (2) providing members with suitable competition;
    - (3) assisting members to improve their personal cricketing standards;
    - (4) providing equal opportunities for successful participation by all sections of the community.

### Equity Policy Statement

3.
  - (a) The Ballymena Rugby Football Club (Cricket Section) is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following definition of sports equity:  
**“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.”**
  - (b) The B.R.F.C. (Cricket Section) respects the rights, dignity and worth of every person, and will treat everyone within the context of their sport by providing equality of opportunity for successful participation between persons of different religious belief, political opinion, racial group, ethnicity, age, marital status or sexual orientation, gender and ability; persons with a disability and persons without; persons with dependents and persons without.
  - (c) The B.R.F.C. (Cricket Section) is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

- (d) All members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (e) The B.R.F.C. (Cricket Section) will deal seriously with any incidents of discriminatory behaviour, according to the disciplinary procedures of the parent body.
- (f) The B.R.F.C. (Cricket Section) is fully committed to safeguarding the well-being of its members. Every individual in the Section should at all times show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the parent body and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport in Ireland.

Each member shall be directed to the Section's Child Safeguarding Policy, Procedures and Codes of Conduct available on the Club website.

### **Affiliation**

- 4. The Club shall be affiliated through the Northern Cricket Union to Cricket Ireland.

### **Membership**

- 5. As members of Ballymena R.F.C., all members shall have an equal right to avail themselves of all Club facilities to which their membership entitles them, while remaining subject to the Rules of Ballymena R.F.C.
  - (a) The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club shall keep subscriptions at levels that shall not pose a significant obstacle to people participating.
  - (b) The Club membership categories shall be generally in line with those set out in the Constitution of Ballymena R.F.C.:
    - (1) Ordinary (over-18 on October 1), who shall be entitled to vote at General Meetings of the Club (those in full-time training/education and those over-65 shall be entitled to a discount in subscription)
    - (2) Junior (under-18 on October 1), who shall not be entitled to vote at General Meetings of the Club
    - (3) Associate, who shall not be entitled to vote at General Meetings of the Club.
  - (c) Application for membership is welcomed from any individual, regardless of any differences as listed in Rule 3(b). Membership of the Club shall be by election by a two-thirds majority of the Board of Directors then present, and voting on the application.
  - (d) An applicant so elected shall be notified, requested to pay his/her subscription and furnished with a copy of the Club Rules. No new member shall be entitled to any of the privileges of the Club until his/her subscription has been paid.

- (e) No person under the age of eighteen shall be admitted as an Ordinary Member of the Club.
- (f) Each member/parent (if member is under 18) shall, upon registering, be obliged to sign and return an acknowledgement that they have been made aware of and agreed to abide by the terms of the Section's Child Safeguarding Policy, Procedures and Codes of Conduct.

### **Annual Meeting**

- 6. (a) An Annual Meeting of the Club shall be held not later than the 30<sup>th</sup> November in each year and at such hour and place as the Executive Committee shall decide, to receive the Honorary Secretary's report and the Honorary Treasurer's financial statement, to transact general business and any special business, of which due notice has been given to the Honorary Secretary, and to elect from the members a Chairperson, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Membership Secretary, Team Captains, Honorary Press Officer, Youth Cricket Development Officer, Grounds Convenor and up to six others to serve on the Executive Committee together with any N.C.U. Delegate(s). The Chairperson shall represent the Club on the Board of Governors of Ballymena R.F.C. The Grounds Convenor shall be a member of the Property and Grounds Committee of Ballymena R.F.C.
- (b) Nominations for the above posts shall be notified to the Honorary Secretary not less than seven days prior to the date of the meeting.
- (c) The members shall be given notice of the meeting and of any special business, of which due notice has been given to the Honorary Secretary, by circular to be sent out not less than seven days before the meeting.
- (d) No business shall be proceeded with unless at least ten members be present.
- (e) In case there is no quorum assembled within half an hour of the time named in the circular, the meeting shall stand adjourned till the week following, and so in like manner for each successive week. Notice of such adjournment shall be given by circular.
- (f) All existing officers and arrangements shall continue in status quo until a quorum be obtained.
- (g) At all General Meetings of the Club, whether Annual or Extraordinary, the Chairperson shall preside. In the absence of the Chairperson, a Chairperson shall be elected by the majority vote of the members present. In case of equality of votes, the chair shall be taken by the senior member present.
- (h) On divisions, the Chairperson may vote as a member, and also, in case of equality, give the casting vote.

## **Extraordinary Meeting**

7. (a) The Honorary Secretary shall call an Extraordinary Meeting of the Club by circular to be sent out not less than seven days before the meeting, if and when so directed by the Executive Committee, or on receiving a requisition signed by at least ten Ordinary Members of the Club, and shall state the object for which the meeting is to be held. Such meeting shall be held within six weeks of receipt by the Honorary Secretary of such requisition.
- (b) No business other than that stated in the circular shall be dealt with at such meeting, nor shall any resolution be valid unless at least ten members be present.

## **Office Bearers**

8. The Office Bearers of the Club shall be the Chairperson, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Membership Secretary and 1<sup>st</sup> XI Captain.

### **The Chairperson shall:**

- chair all General Meetings of the Club;
- chair meetings of the Executive Committee;
- be, ex-officio, a member of all sub-committees;
- represent the Cricket Club on the Board of Governors of Ballymena R.F.C.

### **The Honorary Secretary shall:**

- give notice of, and arrange, all General Meetings of the Club, ensuring that attendance and voting are restricted to duly entitled persons;
- give due notice to those entitled to attend General Meetings of the Club of any special business, of which due notice has been given to the Honorary Secretary, or of any proposals to change the Rules of the Club;
- prepare and deliver an Annual Report to the Annual General Meeting;
- bring all correspondence to the notice of the appropriate officer and committee, and ensure that any necessary reply issues as promptly as possible;
- communicate, on behalf of the Club, with Cricket Ireland and/or the Northern Cricket Union;
- be, ex-officio, a member of all sub-committees.

### **The Honorary Assistant Secretary shall:**

- make and keep minutes of all General Meetings of the Club;
- make and keep minutes of meetings of the Executive Committee.

### **The Honorary Treasurer shall:**

- be responsible to the Executive Committee and the Honorary Treasurer of Ballymena R.F.C. for the proper conduct of the financial affairs of the Club;
- collect all monies due to the Club and forward these to the Honorary Treasurer of Ballymena R.F.C.;
- maintain proper records of all receipts;
- prepare and deliver an Annual Financial Report to the Annual General Meeting.

**The Honorary Membership Secretary shall:**

- assist the Honorary Treasurer to send out reminders to members when annual subscriptions are due, and issue registration forms as appropriate;
- assist the Honorary Treasurer to keep an accurate record of all subscriptions paid, and pass on all payments received to the Honorary Treasurer;
- update the database of all categories of Club members.

**Executive Committee**

9. (a) The Executive Committee shall consist of the Chairperson, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Membership Secretary, Team Captains, Honorary Press Officer, N.C.U. Delegate(s), Youth Development Convenor and Grounds Convenor, together with up to six other elected members.
- (b) The Executive Committee shall meet on the first Monday of each month, or other such date as agreed by the Committee, and be chaired by the Chairperson, with minutes recorded by the Honorary Assistant Secretary.
- (c) The Executive Committee shall oversee the business and affairs of the Club and shall be the sole interpreters of the Rules of the Club until set aside at a General Meeting of the Club.
- (d) The Executive Committee shall have power to appoint sub-committees as necessary and to co-opt advisers to the Executive Committee as required to fulfil its business.
- (e) Six members of the Executive Committee shall form a quorum.
- (f) The Chairperson, or whoever takes the chair in his/her absence, shall have a vote and a casting vote at all meetings of the Executive Committee.

**Emergency Committee**

10. (a) The Emergency Committee shall consist of the Chairperson, Honorary Secretary, Honorary Treasurer and 1st XI Captain.
- (b) The Emergency Committee shall have power to deal with any matter of such urgency as would preclude the calling of a meeting of the Executive Committee, provided their action is reported to such a meeting at the earliest possible opportunity.
- (c) Three members of the Emergency Committee shall form a quorum.

**Voting Rights**

11. Only members aged eighteen or over shall be entitled to vote at General Meetings of the Club.

## **Payment of Subscriptions**

12. (a) All annual subscriptions shall be due on the first day of September, but any member entering the Club on or after the first day of July in any year shall, on paying his/her annual subscription for the current year, be exempt from paying the annual subscription for the following year.
- (b) No member shall have a vote or be entitled to ballot at any meeting while his/her subscription is in arrears.
- (c) No member whose subscription is in arrears may take part in games or enjoy any of the benefits of membership.

## **Resignations**

13. Members not sending in their resignations, in writing, to the Honorary Membership Secretary of Ballymena R.F.C. before the 31<sup>st</sup> October in any year shall be considered members for the ensuing year.

## **Disciplinary Procedures**

14. All members shall be subject to the disciplinary procedures set out in the Constitution of Ballymena R.F.C., viz.

### *Complaints and Investigation Procedure*

- (a) *Any member who believes the conduct of another member is contrary to the Constitution of the Club, or likely to bring the Club into disrepute, may inform the Board of Directors by writing to the Honorary Assistant Secretary [of B.R.F.C.].*
- (b) *A meeting of a Disciplinary Panel of three, selected by the Board of Directors from their numbers, shall be held within fourteen days of the complaint being received. All parties involved shall be invited to attend individually to speak to the Panel. The alleged offender may be accompanied by another member of his/her choice.*
- (c) *The Honorary Assistant Secretary [of B.R.F.C.] shall inform both the member who made the complaint and the member who is the subject of their decision within seven days of a decision being taken by the Disciplinary Panel and ratified by the Board of Directors.*

### *Infringement of Rules – Disciplinary Procedure*

- (a) *It shall be lawful for the Board of Directors, on the recommendation of the Disciplinary Panel, to expel from the Club, refuse to renew membership, suspend or otherwise deal with any member who breaks any Rules of the Club, or conducts himself/herself in a*

*manner which is contrary to the best interests of the Club, and such member shall therefore forfeit all property in the Club.*

- (b) *The Board of Directors may call on any such member for further explanation, but the Board is authorised in the meantime to suspend any such member from the privileges of membership.*

#### *Appeals Procedure*

- (a) *A member sanctioned by the Board of Directors in accordance with Rule 23(a) shall have the right of appeal to the Board of Governors. This shall be convened within 21 days of the request for the appeal being lodged with the Honorary Secretary [of B.R.F.C.].*
- (b) *If the appeal as above has been unsuccessful, such member has the right of further appeal to an Extraordinary Meeting which shall be convened within 21 days of the request for this further appeal being lodged with the Honorary Secretary [of B.R.F.C.]. The decision reached at such meeting shall be final.*

#### **Dissolution**

15. As a Section of Ballymena R.F.C., the Club shall be subject to the dissolution procedures set out in the Constitution of Ballymena R.F.C., viz.

#### *Dissolution of the Club [B.R.F.C.]*

*The Club shall not be dissolved unless with the consent of two-thirds of the ordinary members to be testified by their signatures to a requisition for the winding-up of the same.*

#### **Amendments to the Rules of the Club**

16. The Rules of the Club shall not be changed unless by a resolution passed by a simple majority vote of those present, and entitled to vote, at a General Meeting of the Club, due notice of such resolution having been given to the Honorary Secretary and, by the Honorary Secretary, to members not less than seven days before the meeting.