

North Devon District Youth Cricket Association Constitution



1. Name

- a. The name of the Association will be the North Devon District Youth Cricket Association.
- b. The Association is affiliated to the Devon Cricket Board.

2. Aims

- a. To foster and promote the sport of cricket in the local community. Providing opportunities for coaching and competitive cricket through the North Devon Colts League.
- b. To ensure that all members and clubs, playing and non-playing, abide by the ECB Code of Conduct which incorporates and Spirit of Cricket and by the Laws of Cricket.
- c. To ensure a duty of care to all members of the association and member clubs by adopting and implementing the ECB 'Safe Hands – Cricket Policy for Safeguarding Children' and any future versions of the Policy.
- d. To ensure a duty of care to all members and clubs by adopting and implementing the ECB Cricket Equity Policy and any future versions of the Policy.

3. Objectives

- a. Promote and manage the running of Youth Leagues within the district.
- b. Conduct safe, enjoyable and informative cricket coaching courses, adhering to the relevant England & Wales Cricket Board (ECB) guidelines, directives and accepted practices.
- c. Promote a range of coaching courses relevant to players and coaches of different ages, experience and abilities.
- d. In association with the Devon Cricket Board promote courses for the qualification of new coaches as well as workshops and modules for the continuing development of existing coaches and the information of interested non-qualified people.

4. Membership

- a. Clubs pay an annual Membership Fee which is fixed at the AGM.

- b. Membership shall comprise of officers and members of the Association. All members will be subject to the regulations of the Constitution and by joining the Association will be deemed to accept these regulations and codes of conduct that the Association has adopted.
- c. The Secretary will maintain a register of all Clubs and Officials within the league. All clubs will be entitled to 1 vote at the AGM.

5. **Officers**

The Officers of the club shall be as follows:

Executive Officers;

Chairman

Secretary

Treasurer

Club Welfare Officer

Results Secretary

District Coordinator (Coaches)

District Co-Coordinator (Players)

Clubs' Representative

- b. The committee will be elected at an Annual General Meeting to take place in November each year. Additional committee members may be co-opted in a voting or non-voting capacity to the committee at the discretion of the officers.
- c. A quorum comprises 4 members, at least 2 from the Chairman, Secretary or Treasurer. Each member of the quorum has one vote (with the exception of non-voting co-opted members). In the event of a tied vote the Chairman has the casting vote. The ECB's Devon Cricket Development Officer can be invited to attend all meetings in an advisory but non-voting capacity.

6. **Management**

- a. The transaction of the business of the Association shall be vested in the committee elected at the Annual General Meeting.
- b. The committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year.

7. **The duties of the Committee shall be:**

- a. To control the affairs of the association on behalf of the member clubs.
- b. To keep accurate accounts of the finances of the Association through the Treasurer.

These should be available for reasonable inspection by members and should be audited before every Annual General Meeting, The association shall maintain a bank current account and the following Officers shall be authorised to sign club cheques: any two from the Chairman, Treasurer and Secretary.

- c. Raise funds by appeals, grant application, sponsorship, subscriptions and charges.
- d. Set aside funds for special purposes or as reserves
- e. Employ others who provide services.
- f. To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall be entitled to an additional casting vote.
- g. Do all other things reasonably necessary to advance the aims and objectives of the North Devon District Youth Cricket

None of the above powers may be used other than to advance the aims and objectives in a manner consistent with the Rules and the general law.

8. General Meetings

The Annual General Meeting of the club shall be held not later than the end of November each year. 21 clear days written notice of the Annual General Meeting shall be given to member clubs by circulating a copy of the notice to the secretary of every member club. Members must advise the Secretary in writing of any other business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 days before the meeting.

The business of the Annual General Meeting shall be to:

- a. Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- b. Receive the audited accounts for the year from the Treasurer.
- c. Receive the annual report of the committee from the Secretary.
- d. Elect the Officers of the association.
- e. Review club subscriptions for coming season.
- f. Receive report from District Coordinator (Players).
- g. Receive report from District Coordinator (Coaches)
- h. Receive report from Result Secretary.
- i. Nominations of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by member clubs and must be seconded by another member club.

- j. Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from no less than 2 member clubs of the association. At least 21 days notice of the meeting shall be given
- k. A quorum for the General Meeting shall be 4 member clubs.
- m. Each member club of the association shall be entitled to one vote at General Meetings.

9. Finance

- a. All Association monies shall be banked in an account in the name of the Association.
- b. The Treasurer shall be responsible for the finances of the Association and providing a report on the financial position as required by the committee.
- c. The Treasurer shall ensure that the Association maintains adequate and appropriate insurance to cover the activities of the Association.
- d. The financial year will end on 30th September.
The Treasurer will present an audited statement of annual accounts at the Annual General Meeting.
- e. Any cheques drawn against Association funds should hold the signatures of the Treasurer plus one other.

10. Property and Funds

- a. The property and funds of the association cannot be used for the direct or indirect private benefit of member clubs other than as reasonably allowed by the committee.

11. Dissolution

- a. If at any General Meeting of the club, a resolution be passed calling for the dissolution of the association, the Secretary shall immediately convene a Special General Meeting of the association to be held not less than one month thereafter to discuss and vote on the resolution.
- b. In the event of the dissolution of the Association, all its assets; equipment and financial will be passed on to the Devon Cricket Board.

12. Discipline and Appeals

- a. All unresolved disputes between member clubs should be submitted in writing to the Secretary.
- b. The committee will meet to hear complaints within fourteen days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- c. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within seven days of the hearing.

d. There will be the right of appeal to the committee following disciplinary action being announced. The committee should consider the appeal within fourteen days of the Secretary receiving the appeal.

13. **Co-operation**

a. Close links should be fostered by the Association with the Devon Cricket Board, its constituent bodies and any other organisations that exist to promote and improve the standards of playing, coaching, umpiring and scoring of cricket within North Devon.

14. **Declaration**

North Devon District Youth Cricket hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: DATE:

Name:

Association Chairman

SIGNED: DATE:

Name:

Association Secretary.