



Cambridge University Cricket Club Constitution

1. NAME

The name of the Club shall be “CAMBRIDGE UNIVERSITY CRICKET CLUB”, hereafter referred to as “CUCC”, or simply “the Club”.

2. AIMS AND OBJECTS

The aims and objects of the Club shall be:

- (1) The advancement of amateur sport for the public benefit by encouraging and developing cricket within the University of Cambridge (“University”); and
- (2) The organisation or provision of facilities for practising, coaching and playing cricket with the object of promoting competition, health and wellbeing; and
- (3) The advancement of sports education by the provision of support, assistance and encouragement for cricket in order to enable Members to develop their capabilities and fulfil their potential.

The aims and objects set out above will be directed primarily for the benefit of undergraduate and postgraduate student members (Student Members) of the University, but may additionally benefit other members of the University and/or residents of Cambridge and the surrounding area where the Executive Committee is satisfied that to do so would be conducive or incidental to the benefit of Student Members of the University.

3. MEMBERSHIP

- (1) Membership of the Club shall be open to all Student Members of the University and (subject to clause 3(2)) other individuals by arrangement with the Executive Committee.
- (2) Membership shall consist of the following categories:
 - (a) Student Membership (for students who are registered for a Cambridge University degree). Any member of the University who represents the Club on three or more occasions shall be required to become a Member.
 - (b) Senior Membership (for Graduates or current Senior Members of the University)
 - (c) Associate Membership (for non-members of the University)
 - (d) Day-membership (for those who are not otherwise Members but who wish to attend the Varsity Match)
 - (e) Temporary Membership (for members and officials of visiting teams/clubs); this shall last only for the duration of their Club's match in Cambridge, to allow use of club facilities including the pavilion bar.

- (3) The Executive Committee may admit to Membership individuals who are not student members of the University provided that, should non-student Membership constitute more than 10% of the total Membership of the Club, the Executive Committee, with the approval of the Senior Treasurer, determines that the composition of the Membership of the Club is in the best interests of the Student Members of the Club.
- (4) There shall be fees for Membership, which are reviewed and determined at the Annual General Meeting each year. Subscriptions for Student Members shall be payable termly or annually as directed by the Executive Committee. Subscriptions for Senior and Associate Members shall be payable annually, 5-yearly or by a single payment for Life Membership.
- (5) All Members will be subject to the regulations of the Constitution and by joining the Club will be deemed to accept these regulations, as well as any rules/codes of practice that the Club has adopted.
- (6) Membership of the Club is terminated if the Member resigns by written notice to the Club or if any sum due from the Member to the Club is not paid in full within three months of it falling due or if the Member is expelled in accordance with clause 11.
- (7) Membership cards shall be issued to Senior and Associate Members who have paid their subscriptions, which shall admit them to the privileges of Membership. Membership Cards shall be non-transferrable. The privileges of Membership shall be determined by the Executive Committee and confirmed by a General Meeting of the Club
- (8) Intoxicating liquors may be sold in the Club pavilion only to Members, and only during the hours 11 a.m.-11 p.m. or as prescribed by the Club Licence.

4. EQUALITY OF OPPORTUNITY

- (1) The Club is committed in its pursuit of sporting participation, achievement and excellence to equality of opportunity and to a proactive and inclusive approach to equality, which supports and encourages all under-represented groups, promotes an inclusive culture, and values diversity.
- (2) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (3) The Club acknowledges its responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (4) The Club shall deal seriously with any incidence of discriminatory behaviour, according to club disciplinary procedures.

5. THE EXECUTIVE COMMITTEE

- (1) The day-to-day management of the Club's affairs shall be conducted by the Executive Committee, which shall be elected annually at the Annual General Meeting (AGM), with the exception of the Senior Treasurer who shall be appointed by the Executive Committee, subject to the approval of the Sports Club Registration Sub-Committee.

(2) The Executive Committee shall consist of:

Position	Role(s)
Senior Treasurer	As specified by Sports Service
Club President	Represent the Club externally, chair meetings
Club Secretary	Legal and safety compliance, external relations, sponsorship
Senior Members (up to 5)	Support and advice for student members
Men's Co-President	Lead co-ordinator for all Club activity
Men's Captain	Squad and team selection, matchdays
Men's Secretary	Membership, bookings, College liaison
Men's Treasurer	Accounts, player subscriptions and expenses
Women's Co-President	Lead co-ordinator for all Club activity
Women's Captain	Squad and team selection, matchdays
Women's Secretary	Membership, bookings, College liaison
Women's Treasurer	Accounts, player subscriptions and expenses

Detailed role descriptions for Student and Senior Members of the Executive Committee are held on file and form part of the annual handover process.

- (3) The Executive Committee shall include a Senior Treasurer, who shall be a member of the Regent House, or other person approved by the Sports Club Registration Sub-Committee. The Senior Treasurer shall ensure that there is in place proper finance, administration and regulation of the Club.
- (4) All Executive Committee members must be members of the Club and shall be eligible for re-election each year. If the post of any member of the Executive Committee should fall vacant after election, the Executive Committee shall have the power to fill the vacancy until the next AGM, provided that any temporary replacement for the Senior Treasurer is a member of the Regent House, or other person approved by the Sports Club Registration Sub-Committee.
- (5) At least half of the members of the Executive Committee shall be full-time undergraduate or postgraduate students of the University.
- (6) Meetings of the Executive Committee shall be chaired by the President, or, in their absence, the Senior Treasurer. If neither the President nor Senior Treasurer is present, the remaining members shall elect a chairperson for that meeting. The quorum for a meeting of the Executive Committee shall be five Members, including at least two Senior Members, and a written record of each meeting shall be kept. Meetings shall be held at least once per academic term.
- (7) The Executive Committee shall be responsible for adopting new policy and codes of practice, and making rules and bye-laws for the conduct of the Club's activities and management of its affairs and shall adopt such means as they think sufficient to bring these to the notice of the Members. Any such policies, codes, rules and bye-laws shall be binding on all Members.
- (8) Only Executive Committee members shall have the right to vote at Executive Committee meetings. Questions arising at meetings of the Committee shall be decided by a simple majority of votes, every member of the Committee having one vote on each issue. except for the chairperson of the meeting, who in the case of an equality of votes has a second or casting vote.

- (9) The Executive Committee shall have powers to appoint any advisers deemed necessary for the activities of the Club. These may include a Head Coach and Match Coordinator, who may be Associate Members or employees of the Club, and who shall be invited to attend meetings of the Executive Committee, but shall not be voting members of the Committee.

6. GENERAL MEETINGS

- (1) The Club shall hold an Annual General Meeting (AGM) during each Academic year. The AGM shall be held in Cambridge during the late Lent or early Easter Term. All Student and Senior Members shall be entitled to attend and vote at the AGM. At least fourteen days' written notice shall be given to Members before the AGM, containing the date, time, and place of the meeting.
- (2) The AGM shall be called to:
- Approve Minutes of the previous AGM;
 - Approve Club Accounts for the preceding year;
 - Receive and review reports from Committee members;
 - Elect the Executive Committee for the year ahead;
 - Review and agree membership fees;
 - Consider any proposed changes to the Club Constitution;
 - Conduct such other business as is necessary.
- (3) Candidates for election to office shall be proposed and seconded by two other Members. Every motion at an AGM shall be proposed and seconded by two Members. Except for changes to the Constitution referred to in clause 9 and Reserved Matters referred to in clause 13, voting shall be by a simple majority. The method shall be by a show of hands at the meeting, or by any other method agreed by the outgoing Executive Committee.
- (4) The President, or, in their absence, the Senior Treasurer shall take the Chair at any AGM. In the absence of the President and Senior Treasurer the meeting shall elect a Chairperson for that meeting. The quorum for an AGM shall be 8 Members, or 10% of the Membership, whichever is fewer. A written record of every AGM shall be kept.
- (5) Only current, paid-up Student and Senior Members are eligible to vote at an AGM or EGM.
- (6) An Extraordinary General Meeting (EGM) may be held at any time during Full Term. It shall be held in Cambridge and may be called by the Executive Committee or at the written request of at least ten Members. Fourteen days' written notice shall be given to Members before an EGM is held. All procedures shall follow those outlined above for the AGM.

7. ELECTION OF STUDENT OFFICERS

- (1) The election of Men's and Women's Captains shall be co-ordinated by the outgoing Captains as their final responsibility.
- i) Elections shall take place within 14 days of the final Varsity fixture, to allow election to other student positions to be concluded within a further 14 days; all positions for the next academic year shall thus be filled within four weeks of the conclusion of the Varsity series.

- ii) Only those who have played in a Varsity fixture in that academic year are eligible to nominate or vote for a Captain. Voting rights will be awarded to all those selected for a first team Varsity fixture regardless of format, whether a Blue was awarded, or whether the player will be returning to Cambridge for the next academic year,
 - iii) Candidates must be nominated and must have the opportunity to put forward a case for their candidacy before the election takes place.
 - iv) Voting shall take place through secret online ballot.
- (2) The election of student officers other than the Captains shall be co-ordinated by the outgoing Co-Presidents as their final responsibility.
- i) The election process shall begin immediately after the election of Captains has concluded.
 - ii) All students who have paid required membership subscriptions shall be eligible to stand for election, to nominate others, and to vote, regardless of the number of matches they have played, the team(s) they have been selected for, or whether they are returning for the next academic year.
 - iii) Candidates shall have one week to secure nomination, requiring a proposer and seconder, and to submit a written or filmed manifesto (no more than two sides of A4 or two minutes of film) if seeking election as a Co-President, or a brief CV with background information (one side of A4 or one minute of film) if seeking election as Secretary or Treasurer.
 - iv) Voting shall be open for one week after this and shall take place through secret online ballot.
- (3) Formal ratification of appointments by the Executive Committee shall take place at the start of the Michaelmas Term.
- (4) The Men's and Women's captains may appoint a Vice-Captain to assist with the organisation of trials and winter training programmes.
- (5) Captains of other teams (eg CU Crusaders (Men's 2nd XI), CU Wayfarers (Women's 2nd XI) or Colleges XI) shall be appointed before the end of the Michaelmas Term. Co-Presidents shall take responsibility for the elections.
- (6) Additional roles (such as Safety Officer, Welfare Officer, Social Secretary, Media Manager) may be filled at the discretion of the Co-Presidents.
- (7) Vice-captains, Captains of other XIs, and holders of additional roles, will not formally be members of the Executive Committee but may on occasion be invited to attend meetings.

8. FINANCIAL and LIABILITY MATTERS

- (1) The Club shall maintain a banking account in the name of the Club with a suitable Bank or Building Society to hold the Club's funds.
- (2) It shall be the responsibility of the Senior Treasurer to ensure that monies received are properly accounted for, and that the Club's financial records are kept in good order. In particular, the Senior Treasurer shall ensure continuity of Cambridge resident signatories for any bank accounts held by the Club.

- (3) The Senior Treasurer shall make arrangements for the Club's Accounts to be properly audited on an annual basis, either by themselves, or by some other person approved under University Ordinances.
- (4) For so long as the Club shall be registered with the University Sports Service, it shall be the duty of the Executive Committee to ensure that the Club complies with the requirements for registration as a University Sports Club.
- (5) The Executive Committee (acting by its members) is authorised to enter into contractual arrangements with third parties for and on behalf of all Members, but only to the extent reasonably necessary for the proper performance of its duties pursuant to the constitution and acting always in the best interests of the Club and its Members. Club members not on the Executive Committee are not entitled to enter into contractual arrangements for and on behalf of other Members unless expressly authorised in writing by the Executive Committee.
- (6) When entering into contractual arrangements pursuant to clause 8(5), the Executive Committee shall endeavour to agree a contractual limit on the Members' liability which does not exceed the assets of the Club from time to time, or, if not possible, a reasonable limit of liability taking into account the nature of the contract and the circumstances.
- (7) All monies drawn against Club funds, other than by the Senior Treasurer, should be authorised by at least two members of the Executive Committee (including the Student Treasurers), either by signature, or access to online banking facilities.
- (8) The assets of the Club shall be held on trust by the Executive Committee as trustees for the benefit of the Club and its Members.
- (9) As an unincorporated association, all Members are liable for any debts and obligations properly incurred by one or more Members on behalf of the Club. In the event that Members individually or collectively suffer a claim, penalty or other financial loss or liability on behalf of the Club (whether in negligence, contract or otherwise) which is not covered by insurance, then provided the relevant Members have acted in good faith and in accordance with the constitution and have taken all reasonable steps to mitigate their loss, they shall be entitled to an indemnity from the Club's realisable assets up to the value of the assets from time to time, such indemnity to be administered by the Executive Committee, subject to the following exclusions: claims, penalties or other financial loss or liability incurred by a Member or Members: (i) as a result of criminal offences committed by such Members; and/or (ii) in connection with the use of motor vehicles by such Members; and/or (iii) which would have been covered by insurance but which due to the acts or omissions of such Members (including but not limited to failure to obtain insurance required by law or failure to comply with the terms and conditions of insurance), is not so covered.
- (10) The Senior Treasurer shall not be held personally liable for any financial debt or other obligation unless they are either (i) also a Member of the club or (ii) have acted otherwise than in accordance with the Club Constitution.

9. CHANGES TO THE CONSTITUTION

- (1) Subject to clause 13 (Reserved Matters) the Constitution may be amended at a General Meeting, with approval of at least two thirds of those members present, or voting. Proposed changes must be circulated at least fourteen days prior to a General Meeting. Any amendments are subject to approval by the University Sports Service, and must be received by the Sports Service within fourteen days of the vote.

10. COMPLAINTS PROCESSES

- (1) Any complaints must be submitted in writing to the Executive Committee in an expedient manner. Complaints should be treated confidentially and must not be distributed publicly.
- (2) Complaints against a member(s) of the Executive Committee may be lodged with the Senior Treasurer, or, where a further conflict of interest arises, with the Sports Service who will advise on the appropriate procedures depending on the nature of the complaint.
- (3) The Executive Committee will meet to hear any Member complaints within 28 days of a complaint being lodged.

11. DISCIPLINARY PROCESSES

- (1) Subject to the remainder of this clause 11, the Executive Committee shall have the authority to expel or to suspend a Member or Members whose actions are felt to be such as to bring the Club into disrepute, or gravely harm the interests of its Members.
- (2) The Executive Committee may also take other disciplinary action in respect of a Member of the Club, commensurate with the seriousness of the offence. The Executive Committee may take action as a result of Member behaviour within any Club-organised activities.
- (3) Written notice of any investigation will be provided within seven days of a complaint/decision. In the case of serious misconduct, the Club Executive Committee, in consultation with the Senior Treasurer, may suspend a Member pending the outcome of the investigation.
- (4) The expulsion of a Member can only be effected following a majority vote of all Executive Committee members, excluding the Senior Treasurer, and in circumstances where:
 - (a) the Member has been given at least twenty-one days' notice in writing of the meeting of the Executive Committee at which the expulsion or suspension will be proposed and the reasons why it is to be proposed;
 - (b) the Member or, at the option of the Member, a representative (who need not be a member of the Club) has been allowed to make representations to the meeting.
- (5) In the event of an expulsion, the excluded Member is required to return all equipment, documents and finances belonging to the Club within 7 days. They will not be entitled to any full or partial refund of annual subscriptions.

- (6) If a member who has been excluded, suspended or subject to other disciplinary action pursuant to clause 11(2) wishes to appeal the decision, that appeal should be made to the Sports Club Registration Sub-Committee which will assess the appeal in consultation with the Club's Senior Treasurer.
- (7) University members subject to disciplinary action have the right to lodge a further formal complaint with the University.

12. DISSOLUTION

- (1) A resolution to dissolve the Club can only be passed at a general meeting in accordance with clause 13.
- (2) In the event of dissolution, all debts shall be cleared with any remaining funds of the Club. Any assets remaining after all liabilities have been met shall become the property of the University and shall be transferred to the Sports Service.

13. RESERVED MATTERS

The following matters (the "Reserved Matters") require approval by the Senior Treasurer and at least two thirds of the Members voting at any general meeting at which any of the following matters require approval:

- (1) Any amendment to the Constitution which materially affects the position of the Members or which materially alters the relationship between the Club and the University.
- (2) The dissolution of the Club.
- (3) Any proposal which has a material impact on the Club, its Members, its assets, and/or its finances.
- (4) The application and/or use of Club/financial assets of the Club other than for the benefit of the Club.

14. PROVISION OF INFORMATION

- (1) The Executive Committee must supply annual accounts of the Club to the University, together with such other information as the University may reasonably require from time to time, whether in connection with the Club's registration as a Sports Club of the University, or in relation to the need to ensure that the Club is being administered in accordance with paragraph 28(1)(a) of Schedule 3 to the Charities Act 2011 or otherwise.

15. DECLARATION

CUCC hereby adopts and accepts this constitution as its current constitution regulating the actions of Members, and will also comply with all University and legal requirements.

Name	Roger Knight	Position	Club President
Sign		Date	

Sign	Kenneth Siddle	Date	Senior Treasurer
Sign	<i>Kenn Siddle</i>	Date	30.09.2020