

The
Constitution
Of The
Wallington
Cricket Club
Incorporated

Index

<u>CLAUSE</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
<u>1</u>	<u>The Name</u>	3
<u>2</u>	<u>Objectives</u>	3
<u>3</u>	<u>Officers Of The Club</u>	3
<u>4</u>	<u>The Executive Committee</u>	3
<u>5</u>	<u>Role Of The Executive Committee</u>	4
<u>6</u>	<u>Positions Within The Executive Committee</u>	4
<u>7</u>	<u>Non Executive Positions</u>	4
<u>8</u>	<u>Duties Of Positions Within The Executive Committee</u>	5
8.1	The President	5
8.2	The Vice President	5
8.3	The Secretary	5
8.4	BPCA Representative	5
8.5	The Treasurer	6
8.6	Property Steward	6
8.7	Statistician	6
8.8	Bar Manager	6
8.9	Catering Supervisor	7
8.10	Clubroom Cleaning Supervisor	7
8.11	Junior Development Officer	7
<u>9</u>	<u>Duties Of Non Executive Positions</u>	8
9.1	Senior Chairman Of Selectors	8
9.2	Junior Chairman Of Selectors	8
9.3	Players Representative	8
9.4	Coach/s	8
9.5	Captain/s	9
9.6	Vice Captain/s	9
9.7	Senior Selection Committee	9
9.8	Junior Selection Committee	9
9.9	Independent Tribunal	9
<u>10</u>	<u>Code Of Conduct</u>	10
<u>11</u>	<u>Membership Of The Wallington Cricket Club</u>	11
<u>12</u>	<u>Membership Subscriptions</u>	11
<u>13</u>	<u>Clearances</u>	12
<u>14</u>	<u>Bank Account</u>	12
<u>15</u>	<u>Annual General Meeting</u>	12
<u>16</u>	<u>Special General Meeting</u>	13
<u>17</u>	<u>Life Membership</u>	13
<u>18</u>	<u>Apparel</u>	13
<u>19</u>	<u>Averages</u>	14
<u>20</u>	<u>Club Championship</u>	15
<u>21</u>	<u>Trophies</u>	15
<u>22</u>	<u>Presentation Ceremony</u>	16
<u>23</u>	<u>Functions</u>	16
<u>24</u>	<u>Liquor Licence</u>	16
<u>25</u>	<u>Other Events That May Arise</u>	16
<u>26</u>	<u>The Constitution</u>	16

The Constitution Of The Wallington Cricket Club Incorporated

1. Name

1.1 The Club shall be known as the Wallington Cricket Club. The club colors will be green and gold. The “mascot” or symbol of the club shall be the wallaby.

2. Objectives

2.1 The main objective of the Wallington Cricket Club will be to develop and improve the standard of cricket in the Wallington area. This objective will be considered reached when the club is able to field premierships winning sides in all senior and junior grades available at the time. All members of the Wallington Cricket Club shall at all times be deemed to be carrying out this objective at any activity sanctioned by, and/or using the Wallington Cricket Club name. The club will also co-operate with the Wallington Recreation Reserve Committee in its efforts to improve the Wallington Recreation Reserve, whilst being a member of the Recreation Reserve Committee. The club, through the Executive Committee may ask any member that they deem to be willfully failing to reach this objective to leave the Wallington Cricket Club.

3. Officers Of The Club

3.1 The Clubs’ officers shall be:

- 3.1.1 The President
- 3.1.2 The Vice President
- 3.1.3 The Secretary
- 3.1.4 The Treasurer.

3.2 Each officer of the club will be elected by a majority of financial members at the Annual General Meeting (refer clause 15) and shall hold the position for one year. Any officer is eligible for re-election at the following Annual General Meeting (refer clause 15). No other positions can be created within the officers of the club without a majority vote at the Annual General Meeting (refer clause 15) or at a Special General Meeting (refer clause 16) of the club members. All officers of the club must be fully paid up members of the Wallington Cricket Club. An Assistant Secretary and Assistant Treasurer may be co-opted to the Committee, however in such cases they will not have voting rights on the executive.

4. The Executive Committee

4.1 The Executive Committee shall consist of the Officers of the club and a minimum of three (3) and a maximum of seven (7) other members. The other members of the Executive Committee will be elected by a majority of members at the Annual General Meeting (refer clause 15) and shall hold the position for one year. Any member of the Executive Committee is eligible for re-election at the following Annual General Meeting (refer clause 15) All members of the Executive Committee must be fully paid up members of the Wallington Cricket Club.

5. The Role Of The Executive Committee

- 5.1 The Executive Committee:
- 5.1.1 Shall manage and control the running of the Wallington Cricket Club with the Club's objectives (refer clause 2) in mind at all times.
- 5.1.2 Shall elect from within the Executive, delegates to any affiliate bodies or any other organizations.
- 5.1.3 Shall co-opt any fully paid member in the event of the resignation of an officer or member of the Executive or other Committees for the remaining term of office.
- 5.1.4 Shall co-opt on to the Committee any person "without voting rights" for any specific purpose needed for the general running of the club. Said people need not be fully paid members of the Wallington Cricket Club.
- 5.1.5 Shall hold general meetings throughout the year for the purpose of running the club. Such meetings may be held at the discretion of the Committee in regards to location, time, length, format and frequency, but must be held no longer than five (5) weeks apart.
- 5.1.6 The non-attendance of any member of the Executive without apology for three (3) consecutive Committee, after receiving notice, will make their resignation automatic.
- 5.1.7 Any member of the Executive Committee who is brought before the Independent Tribunal (refer clause 9.9) will automatically be suspended from the Executive until the charge is heard. At the completion of the tribunal the member of the Committee will either be reinstated onto the Executive if the verdict is not guilty or removed from the Committee if the verdict is found to be guilty.
- 5.1.8 Any member of the Executive reported by the BPCA under the BPCA code of conduct rules shall follow the same process as clause 9.9.2)
- 5.1.9 A quorum for an Executive meeting shall consist of five (5) Executive members.
- 5.1.10 Casual vacancies or unfilled vacancies on the Committee may be filled by the Committee where there are seventy five (75) percent of the Committee present at the time of the meeting.

6. Positions Within The Executive Committee

- 6.1 Other than the Officers positions within The Executive Committee the following appointments are to be filled:
- 6.1.1 Property Steward
- 6.1.2 Statistician
- 6.1.3 Bar Manager
- 6.1.4 Catering Supervisor
- 6.1.5 Clubroom Cleaning Supervisor
- 6.1.6 BPCA representative.
- 6.2 These positions will be taken up by different individuals on The Executive Committee. One (1) person may take on more than one position. It is up to The Executive Committee each year to fill these positions.

7. Non Executive Positions

- 7.1 Within the Wallington Cricket Club the Executive Committee is empowered to appoint the following positions from the normal members of the club:
- 7.1.1 Senior Chairman of selectors
- 7.1.2 Junior Chairman of selectors
- 7.1.3 Coach/s
- 7.1.4 Captain/s
- 7.1.5 Vice Captain/s
- 7.1.6 Senior Selection Committee
- 7.1.7 Junior Selection Committee
- 7.1.8 Independent Tribunal.

7.2 All of the afore mentioned positions are to be nominated “by” the Executive Committee but may be filled by general members of the club. All persons must be fully paid members of the club.

7.3 In addition to the aforementioned appointments a Players Representative may nominated by the members of the club. Such a representative is to be a fully paid member of the Wallington Cricket Club.

8. Duties Of Positions Within The Executive Committee

8.1 The President

8.1.1 The President shall preside at all meetings and in addition to his ordinary vote, hold a casting vote. The President shall be ex-officio on all Executive Committees. The President will be solely responsible for the calling of normal Executive Committee meetings, however they shall be held no longer than 5 weeks apart (refer clause 5.1.5). The President in no normal situation has the power to make any individual decision on behalf of the club. All decisions must be made by a minimum of 5 Executive Committee members and preferably be made by the whole Executive Committee at their meetings. In the event of the President being in a position where a decision must be made immediately without consultation with the Executive Committee, the President may make the decision he/she feels best serves the club. The President will then make every effort to inform all members of The Executive Committee as soon as possible. The President will be expected to make every effort to represent the club at any functions held outside the club.

8.2 The Vice President

8.2.1 The Vice President shall, in the casual absence of the President, hold the same powers as the President. At all other times the Vice President shall be seen as an ordinary member of The Executive Committee. For extended periods of the President’s absence, a formal handover is to be conducted and recorded in the minutes of the Executive Committee meeting following such handover.

8.3 The Secretary

8.3.1 The Secretary shall be responsible for the recording of all minutes and records relating to the Wallington Cricket Club. The Secretary shall, at each and every Executive Committee meeting, record all minutes and be able to present these minutes at the following meeting. The Secretary shall keep a log of all incoming and outgoing correspondence, related to the Wallington Cricket Club. At the end of each season the Secretary will obtain from the statistician all on field records such as score books etc that will be kept with each years records. At the end of each season the Secretary will also obtain from the Treasurer, copies of the previous years financial records. At the end of their term the outgoing Secretary shall pass on to the incoming Secretary all records relating to the Wallington Cricket Club. At no stage will any Executive Committee member destroy any records relating to the Wallington Cricket Club. In addition to these duties the Secretary is to maintain a detailed register of all current and past players, members and past members and executive appointments on the BPCA Executive Committee. The register is to include Name, Address and Telephone Numbers.

8.4 BPCA Representative

8.4.1 The Secretary has the additional responsibilities of BPCA Representative. The BPCA Representative shall be responsible for ensuring that there is a Wallington Cricket Club presence at all BPCA delegates meetings. (times and locations will be passed on to the club by the BPCA). Where possible the same person shall attend all BPCA delegates meeting, however if in the event the nominated representative is unable to attend a replacement may be sent. The representative shall then report back to the Executive Committee, minutes of these meetings. If the Wallington Cricket Club has any concerns with the BPCA it will be the duty of the representative to raise these concerns at the BPCA delegates meetings.

8.5 The Treasurer

8.5.1 The Treasurer shall receive and payout all monies authorized by the Executive Committee. The Treasurer shall keep proper records of all such transactions. At each Executive Committee meeting the Treasurer will present to the Executive Committee a written, accurate account balance of the financial position of the Wallington Cricket Club. At the Annual General Meeting the treasurer will give a verbal report regarding the finances of the club. At the end of the season the Treasurer will prepare a statement which will be independently audited and available to any member of the club requesting to view this statement. At any time the Treasurer shall be expected to be able to inform the Selection or Executive Committee's the financial position of any given player.

8.6 Property Steward

8.6.1 The Property Steward shall be responsible for ensuring that all required equipment is supplied to the respective captains on each match day. This includes the bag of equipment allocated at the start of each season to each team, a set of stumps, and a new ball for each match. The Property Steward will also be responsible for ensuring all equipment returns in a satisfactory condition after each match. At the completion of each match the Property Steward will be responsible for ensuring that the match ball is returned and placed in the training equipment for future use. The same expectations are held for all training equipment. The Property Steward shall be authorized, after seeking approval from the Executive Committee, for obtaining any equipment deemed necessary for each team. The property steward will also be responsible for arranging the storage of all equipment during the off season.

8.7 Statistician

8.7.1 The Statistician shall be responsible for recording and maintaining all on field statistics. He shall be responsible for issuing score books to the respective captains each match day and will collect them at the end of each match day, after they have been fully filled in. He will be responsible for ensuring all scores are phoned in to the relevant person in the BPCA. The statistician shall be responsible for the compiling of all player averages and the club champion points for the end of the season. He shall ensure that the records are kept confidential until the presentation night.

8.8 Bar Manager

8.8.1 The Bar Manager shall be responsible for the day to day running of the licensed bar (refer clause 24) at the Wallington Cricket Club. The responsibilities of the Bar Manager are:

8.8.1.1 Ensuring stock levels are kept at the required levels for all liquid refreshment.

8.8.1.2 In consultation with the Catering Supervisor, ensuring that the licensed bar (refer clause 24) is adequately stocked with food at all times.

8.8.1.3 Ensuring the bar is manned at all times.

8.8.1.4 Preparing the roster for bar support duties.

8.8.1.5 Preparing a list of duties for the bar support staff.

8.8.1.6 Ensuring the availability of bar support staff and providing replacements if necessary.

8.8.1.7 Displaying the bar support roster on the Notice Board and making a copy available to the Club Secretary for club records.

8.8.1.8 In consultation with the Treasurer ensuring a suitable float is available for bar support staff.

8.8.1.9 Ensuring all monies taken are properly recorded and passed to the Treasurer for banking as soon as is possible after any club activity.

8.8.2 The Bar Manager will have the sole responsibility in determining who is allowed to work behind the bar. No person under the age of 18 will be allowed to serve alcohol at any time.

8.8.3 The Bar Manager or rostered bar support staff will have the authority to refuse service to any person for any legitimate reason. No person under the age of 18 will be served alcohol at any time.

Details of such refusal are to be recorded and passed to an Executive Committee Member as soon as possible after such refusal.

8.9 Catering Supervisor

8.9.1 The Catering Supervisor shall be responsible for:

8.9.1.1 Ensuring that the licensed bar is adequately stocked with food at all times. This is to include snacks such as chips and chocolate bars, hot food such as pies and pasties, and any other food that the Executive Committee feels will be financially viable for the Wallington Cricket Club.

8.9.1.2 Some form of hot snack to be available to players on selection nights.

8.9.1.3 Organizing hot food to be available to all players at the end of each day of play.

8.9.1.4 Arranging catering for 'Afternoon Tea' for all of the Wallington Cricket Club home teams.

8.9.1.5 Arranging the catering for any function approved by the Executive Committee.

8.9.1.6 Ensuring all receipts for purchases are properly recorded and passed to the Treasurer as soon as possible after the purchase.

8.9.1.7 Arranging the collection of all funds associated with activities approved by the Executive Committee for remuneration to the club.

8.9.2 Remuneration for any food made available to the players is to be determined by the Executive Committee.

8.10 Clubroom Cleaning Supervisor

8.10.1 As part of our objective to "co-operate with the Wallington Recreation Reserve Committee in its efforts to improve the Wallington Recreation Reserve" (refer clause 2) the Cleaning Supervisor will be responsible for cleanliness of the Club. This person will be responsible for:

8.10.1.1 Ensuring that a roster is promulgated for the "immediate hall" area to be cleaned after every Tuesday, Thursday and Saturday night that the hall is used by the Wallington Cricket Club.

8.10.1.2 Organizing the cleaning of the Club Rooms after any function held by the club outside of these times.

8.10.2 The "immediate hall" area is defined as:

8.10.2.1 All areas within the hall

8.10.2.2 All areas under the verandah of the hall.

8.10.2.3 The areas most commonly used by players outside the hall but not including the playing area.

8.10.3 If in the event that the persons deem that a professional cleaner is required, approval must first be obtained from the Executive Committee.

8.11 Junior Development Officer

8.11.1 The Junior Development Officer shall be responsible for the development of junior cricket within the Wallington Community and to establish and maintain a junior presence in the club. In addition the Junior Development Officer is to:

8.11.1.1 Ensure that a strategic plan for Junior development is presented to the Committee on an annual basis

8.11.1.2 Run the Wallington Cricket Club Junior promotion day

8.11.1.3 Where Junior teams have been established, in consultation with the Junior Coach, manage the Wallington Cricket Club junior teams.

9. Duties Of Non Executive Positions

9.1 Senior Chairman Of Selectors

9.1.1 The Chairman of Selectors shall be a non captain and will assist the coaching staff in the team selections. The Chairman of Selectors, in conjunction with the captains, is to ensure that all players not in attendance when the teams are selected are notified at least twenty four (24) hours prior to the commencement of the match in question. This person shall also keep an accurate records of all players who have played in the different sides during the season as to who is eligible for different grades during the finals. At the completion of each season the Chairman of Selectors shall be responsible for ensuring that a copy of these records are forwarded on to the Secretary for archival.

9.2 Junior Chairman Of Selectors

9.2.1 The Junior Chairman of Selectors shall be a senior member of the Wallington Cricket Club, and will assist the coaching staff in the team selections. The Junior Chairman of Selectors is to ensure that all players not in attendance when the teams are selected are notified at least twenty four (24) hours prior to the commencement of the match in question. This person shall also keep accurate records of all players who have played in the different sides during the season to determine eligibility for different grades during the finals. At the completion of each season the Junior Chairman of Selectors shall be responsible for ensuring that a copy of these records are forwarded on to the Secretary for archival.

9.3 Players Representative

9.3.1 This person is to be the voice of the general members to the Committee. If any member of the club has a concern, they are to raise the matter with the Players representative. The Players representative shall then forward the concerns to the Committee during their general meetings and report the results of the concern back to the player/s. It is not the responsibility of the Players Representative to report all happenings at general Committees back to the players, this should happen through the Committee. The Players Representative shall also be the sole person able to act as an advocate on behalf of any player during tribunal sittings or grievance hearings (refer clause 9.9). This position is to be filled at the Annual General Meeting (refer clause 15) and shall be totally independent from the Executive Committee and as such will have no voting rights.

9.4 Coach/s The method of appointment and the responsibilities of the Wallington Cricket Club Coaches is described in the following clauses.

9.4.1 Senior Coach/s

9.4.1.1 The Executive Committee shall be empowered to advertise for the position of Senior Coach of the Senior Club if it considers the creation of such a position to be in the best interests of the club. The Executive may also appoint such a person from within the club without having to advertise outside the club. Any Senior Coach will be appointed for only one (1) season. However the incoming Executive may reappoint any Senior Coach for one (1) season at a time. The Senior Coach will automatically be appointed as Captain of the highest senior side playing for that season. The Executive may also, if deemed in the best interests of the Club, appoint an assistant Senior Coach and any specialist Senior Coaches needed. Financial remuneration will be made available to the Senior Coach/s under the guidelines laid down by the BPCA. The Senior Coach shall be responsible for the running of all senior training sessions held by the Wallington Cricket Club. It will be the responsibility of the Senior Coach to ensure that during all senior training sessions that the Objectives of the Wallington Cricket Club (refer clause 2) are being met. If at any stage the Coach feels that any member of the club is failing to meet these Objectives the Senior Coach may initiate disciplinary actions.

9.4.2 Junior Coach/s

9.4.2.1 The same conditions and duties apply to the Junior Coach as the Senior Coach except for captaincy of any side. It is expected that the Junior Coach would be an adult but this need not be the case.

9.5 Captain/s

9.5.1 The Captain shall be in control of the side during any matches played for the Wallington Cricket Club. This shall include but not be limited to BPCA fixture matches and practice matches. The Captain shall at all times endeavor to ensure that the Objectives (refer clause 2) of the Wallington Cricket Club are being met. The Captain shall have the power to report any player that they feel is willfully breaking the Wallington Cricket Club Code Of Conduct (refer clause 10) . The Captain shall also ensure that any paperwork relating to any match is fully and accurately filled out and sent to the proper people. This shall include but not be limited to team sheets and match reports. The Captain shall sit on the Selection Committee and work with other captains to ensure the smooth process of selecting teams to represent the Wallington Cricket Club. All Captains shall be jointly responsible, with the Chairman of Selectors for ensuring players in that side are notified no later than twenty four (24) hours prior to the start of each match.

9.6 Vice Captain/s

9.6.1 The Vice Captain shall have the power to act on behalf of the selected Captain in his/her absence. The Vice Captain shall co-operate with and assist the Captain whilst on field and shall also have the power to report any player deemed to be willfully breaching the Wallington Cricket Club Code Of Conduct. (refer clause 10)

9.7 Senior Selection Committee

9.7.1 The Senior Selection Committee shall consist of the Chairman of Selectors, the Coach (who may also be the Captain of the highest entered team) and the Captain of each other side entered in the BPCA for that season. If in the event that the number of teams plus the Chairman of Selectors makes up an even number, the Chairman of Selectors shall have a casting vote. In the absence of any Captain the Vice Captain of the same side shall act on behalf of the Captain. The Selection Committee shall sit no later than 7.30pm on the Thursday before any match. After all sides have been selected the Chairman of Selectors and the Captains of the respective sides will be responsible for informing the relevant players. The Selection Committee will take heed of any suspensions imposed by the Independent Tribunal (refer clause 9.9) and will also liase with the Treasurer to ensure only eligible players are selected.

9.8 Junior Selection Committee

9.8.1 In addition to the Junior Chairman of Selectors and the Captains, the Junior Selection Committee may have the Junior Coach and two (2) parents as its members. If in the event that the number of teams plus the Chairman of Selectors and the extra members make up an even number, the Chairman of Selectors shall have a casting vote. In the absence of any Captain the Vice Captain of the same side shall act on behalf of the Captain. The Selection Committee shall sit no later than 7.30pm on the Wednesday before any match. After all sides have been selected the Chairman of Selectors and the Captains of the respective sides will be responsible for informing the relevant players. The Selection Committee will take heed of any suspensions imposed by the Independent Tribunal (refer clause 9.9) and will also liase with the Treasurer to ensure only eligible players are selected.

9.9 Independent Tribunal

9.9.1 Prior to the start of any season a panel will be selected to act on the Independent Tribunal. This panel will consist of the Chairman of Selectors, the Executive Committee and five (5) general members of the Wallington Cricket Club. The general members need not be playing members. In the event of the Independent Tribunal being needed it will be made up of The Chairman of Selectors, two (2) members of the Executive Committee and two (2) general members, selected from the panel. In the event of the Chairman of Selectors being called to appear before the Tribunal, either as a witness or an accused party, this position will be filled by an extra Executive Committee member. The Independent Tribunal will be used to settle any grievances effecting the smooth operation of the Wallington Cricket Club and any breaches of our Code of Conduct. In the event of a player being reported for a breach of the Code of Conduct said player will be reported to the Executive Committee. The Executive Committee will then call for an Independent Tribunal sitting at which the player will be asked to explain their actions. No sitting will be held within twenty four (24) hours of any incident involving alcohol. The player may elect not to attend and accept the decision of the Independent Tribunal or attend and state their case. The player may either elect to defend themselves or have the Players Representative advocate on their behalf. They may also call any witness/s required. All Independent Tribunal sittings will be confidential and only the action taken by the Independent Tribunal need be passed on to the rest of the club.

9.9.2 The Independent Tribunal will have the power to impose any penalty they see fit except for players reported under the Wallington Cricket Club Code of Conduct (refer clause 10). In the event of a player being reported under the BPCA Code of Conduct the following penalties shall be imposed.

9.9.2.1 For the first offence in any given season that the player is found guilty, the player will receive only the penalty imposed by the BPCA.

9.9.2.2 For the second offence in any given season that the player is found guilty, the player will receive the same penalty imposed by the BPCA doubled. That is if the player is given a one match suspension by the BPCA, then they will receive an extra match suspension, imposed by the Wallington Cricket Club.

9.9.2.3 For the third offence in any given season that the player is found guilty, the player will automatically be asked to relinquish their membership to the Wallington Cricket Club.

9.9.3 Any member of the Independent Tribunal Panel that witnesses any event that leads to a sitting of the Tribunal will automatically be ineligible to sit on the Tribunal for that event. In the event that this leads to a lack of people available to fill the required positions (refer clause 9.9.1) the Executive Committee shall have to power to fill any required positions as they see fit.

10. Code Of Conduct

10.1 “At all times all members of the Wallington Cricket Club will make every effort to enhance the image of the Wallington Cricket Club and the game of cricket in general. No member of the Wallington Cricket Club shall act in a manner that is likely to bring the name and/or image of the Wallington Cricket Club into disrepute. Such behavior will include yet not be limited to, excessive profanity, lewd or offensive actions, personal abuse of opposition players and any action deemed to be illegal by the State of Victoria. Any member seen to be doing so will be brought before the Independent Tribunal (refer clause 9.9) to explain their actions.”

10.2 The Wallington Cricket Club Code of Conduct shall work in conjunction with the BPCA Code of Conduct and shall apply to all events held using the name of the Wallington Cricket Club. This shall include but not be limited to

10.2.1 All matches played by Wallington Cricket Club members. This will included all BPCA fixtured matches and any practice matches.

10.2.2 All training sessions held by the Wallington Cricket Club.

10.2.3 All functions held by the Wallington Cricket Club

- 10.2.4 Any representative duties required by any member of the Wallington Cricket Club. This will include Inter League matches, the Country Carnival, and any functions held by the BPCA.
- 10.2.5 Any time a player is wearing any item of clothing with the Wallington Cricket Club logo on it.
- 10.3 Any member of the Wallington Cricket Club shall have the power to report any member of the club deemed to be breaching the Code of Conduct. Any player reported for breaching the Code of Conduct more than three (3) times in any given season will automatically relinquish their membership to the Wallington Cricket Club.
- 10.4.1 Any member of the Wallington Cricket Club who has a grievance with any other member shall attempt to resolve the problem with the other member concerned.
- 10.4.2 If this fails to satisfy either party then the member/s shall inform a member of the Executive Committee, who will attempt to resolve the conflict.
- 10.4.3 If this fails then the committee member will report the grievance to the Executive Committee. The Executive Committee shall then schedule a Conflict Resolution Session, involving both parties and the Executive committee, to resolve the matter.

11. Membership Of The Wallington Cricket Club

11.1 Membership of the Wallington Cricket Club shall be at the discretion of the Executive Committee who shall have to the right to accept or reject any application for membership as they deem fit in the best interests of the Wallington Cricket Club. No player who has had their membership to the Wallington Cricket Club relinquished, shall be allowed to apply for membership for a period of 3 years.

12. Membership Subscriptions And Weekly Match Fees

12.1 Each season the Executive committee shall, prior to the start of the season, set both Membership subscription levels and weekly match fees. Membership subscriptions will used to cover the general running of the club and equipment. Weekly match fees will be used to cover the cost of umpires and balls. There shall be four (4) levels of paying Membership as follows:-

- 12.1.1 Senior Membership
- 12.1.2 Junior Membership
- 12.1.3 Family Membership [one (1) Senior player, two (2) Junior players and one (1) Social Member
- 12.1.4 Social Member [non-playing members]

12.2 The Executive Committee may decide to use ONE of the following methods for payment.

12.2.1 Membership and Weekly Match Fees paid as a lump Sum

12.2.1.1 If the Executive Committee choose to use this method of payment both playing and non-playing members will be required to pay the Membership subscription as a lump sum (as determined by the Executive Committee each season). In addition playing members will be required to pay the full seasons match fees in advance as one lump sum. All monies must be paid no later than one week prior to the Christmas break.

12.2.2 Membership and Weekly Match Fees paid over the duration of the season

12.2.2.1 If the Executive Committee choose to use this method of payment both playing and non-playing members will be required to pay the Membership subscription as a lump sum (as determined by the Executive Committee each season).). In addition playing members will be required to pay match fees on a weekly basis. All Membership monies must be paid no later than one week prior to the Christmas break.

12.3 Notwithstanding which system the Executive determines will be used for each season, no player who is unfinancial as at the first match following the Christmas break shall be selected in any team under control of the club, above a player who is financial. The Treasurer will be responsible for monitoring the situation with unfinancial members and informing the Executive Committee of members who do not meet the aforementioned timeframes. The Treasurer will also supply the Chairman of Selectors and the Executive Committee of all unfinancial players prior to selection for the first game after Christmas so that reminders can be passed out to players.

12.4 Should any person wishing to be a member of the Wallington Cricket Club have difficulty with the method of payment determined by the Executive Committee they may approach the Treasurer to negotiate means of progressive payment. The Treasurer is to maintain a register of those members that have requested progressive payment.

13. Clearances

13.1 It shall be the policy of the Wallington Cricket Club to consider each request for clearance to any other BPCA club on its merits. In general however the policy of the Wallington Cricket Club shall be that a request for clearance will not be refused. No player moving to a higher League or a different zone will be refused a clearance. Once the clearance goes to appeal then the Wallington Cricket Club will not oppose it unless the player is unfinancial. NO person owing the Wallington Cricket Club monies for any reason will be cleared until such monies have been paid. All players asking for a clearance shall be asked to appear before the Executive Committee to explain their reasoning.

14. Bank Account

14.1 A bank account shall be opened in the name of the Wallington Cricket Club. There can be only one account operating at any given time. The Executive Committee may choose any banking establishment to deal with in the best interests of the club. This account shall need two (2) signatures for any and all withdrawals. The only members of the club that shall have authority to sign for withdrawals shall be the President, the Secretary, and the Treasurer. All monies raised by any means on behalf of the Wallington Cricket Club must be paid into the account within fourteen (14) days. All payment made by the Wallington Cricket Club shall be by cheque.

15 Annual General Meeting

15.1 The annual General Meeting of the Wallington Cricket Club shall be held in conjunction with the Presentation Ceremony of the Wallington Cricket Club (refer clause 22) This event will be held no later than four (4) weeks after the completion of the Grand Final for the highest team entered for that season. The Annual Meeting will be held on the same day but prior to the senior Presentation Ceremony. A quorum for the Annual General Meeting shall consist of the equivalent of four (4) financial members per each senior side entered for that season. If there are not enough members present at the Annual General Meeting it will be at the discretion of the Executive Committee as to which of the following options are chosen.

15.1.1 Option One

15.1.1.1 The Executive Committee can choose to reconvene the Annual General Meeting at a date no later than 4 weeks from the originally scheduled Annual General Meeting

15.1.2 Option Two

15.1.2.1 The Executive Committee can proceed with the meeting filling any and all positions on the incoming Executive Committee possible, and filling any unfilled positions at the soonest possible time.

15.2 The Annual General Meeting shall follow the following format.

15.2.1 The current President will call the meeting to order and make their final speech.

15.2.2 The Treasurer will present a verbal report of the current state of the finances of the Wallington Cricket Club. After the Annual General Meeting the treasurer will then make available a full audited report of the finances of the Wallington Cricket Club available to any member requesting to see this statement.

15.2.3 Any changes to the constitution will be voted upon. (refer clause 26)

15.2.4 Any life membership nominations will be voted upon (refer clause 16)

15.2.5 The President shall then declare all positions on the Executive Committee vacant.

15.2.6 The President shall then continue to act as Chairperson at the Annual General Meeting.

15.2.7 The Chairperson shall call for nominations for the Executive Committee in the following order.

15.2.5.1.1 President

15.2.5.1.2 Vice President

15.2.5.1.3 Secretary

15.2.5.1.4 Treasurer

15.2.5.1.5 Up to seven (7) and no less than three (3) other members of the Executive Committee.

15.3 If there are more than one nomination for any of the Office Bearers positions (refer clause 3) the members will be called to vote for their selection. The nominee with the highest number of votes will be considered the final candidate for the position. Members will then vote on the final candidate with a clear majority being needed to elect the candidate. In the event of there being more than seven candidates accepting nominations for a position on the Executive Committee then a ballot will be conducted with members able to nominate their preferred seven (7) candidates. The seven highest polling candidates shall be declared the incoming Executive Committee. In the event of two or more candidates receiving the same number of votes for the final position/s then it will be put to a “for and against” vote.

Upon the completion of the election process the Chairperson will declare all new positions to be active and hand the chair over to the new President. The new Executive Committee may then elect to hold a general meeting then and there or set the time and date for the first general meeting.

16. Special General Meeting

16.1 A Special General may be called by:-

16.1.1 The Executive Committee for the purpose of averting any possible situations that can not be handled at Committee level. In this situation the Secretary shall be required to inform all financial members of the Wallington Cricket Club, in writing, at least fourteen (14) days prior to the meeting.

16.2 At any Special General Meeting all financial members of the Wallington Cricket Club shall have voting rights.

17. Life Membership

17.1 The Wallington Cricket Club members shall have the right to elect Honary Life members. The criteria for Life Membership shall be as follows:-

17.1.1 Any member of the Wallington Cricket Club who has been a member of the club for at least ten (10) years, AND have rendered outstanding off field service to the Club for a minimum of five (5) of those years. (Note that for committee members, general committee membership does not constitute outstanding service. Outstanding service is service that is performed above and beyond the general duties assigned to any committee member [refer clause 8])

OR

17.1.2 Any playing member of the club who has played over 15 seasons for the club.

- 17.2 Any nomination must be presented in writing stating the service the nominee has rendered to the club. The nomination must also be endorsed by a minimum of two (2) life members of the club. The nomination must then be presented to the Executive committee for approval.

18. Apparel

18.1 All cricket clothing worn by players during any BPCA fixtured match must be regulation clothing. The Executive Committee shall have the right to produce and distribute any clothing, both cricket wear and street wear, that they see fit in the best interest of the club. Any caps or clothing designed for the use of players during competition matches must use the official colors of the Wallington Cricket Club. However additional colors may be used in clothing designed for wear away from the playing arena. Any player wearing any such clothing will be deemed to be acting on behalf of the Wallington Cricket Club and as such be covered by the Code of Conduct (refer clause 10).

19. Averages

19.1 Each season the Statistician shall be required to work out both batting and bowling averages for all players representing the Wallington Cricket Club. Prior to the Annual General Meeting these averages will be forwarded to the Secretary of the Wallington Cricket Club for archival. The Wallington Cricket Club will also give out awards for the best averages in all grades each season. Players must meet certain criteria to qualify. The Chairman Of Selectors shall always use the following formula to work out which players are eligible to win the averages. There will be two (2) formula used and the Chairman Of Selectors will select the appropriate one for each grade depending upon the style of games included in the fixture. The first will cover a season where more than three fourths (3/4) of games are played over two (2) days. The second will cover a season that has all one (1) day games.

19.1.1 Two Day Games

19.1.1.1 Batting

19.1.1.1.1 The Player must play a minimum of half (1/2) of the games in the draw, rounded up to the nearest game.

19.1.1.1.2 The player must score a minimum of (the number of rounds multiplied by fifteen) runs.

19.1.1.2 Bowling

19.1.1.2.1 The Player must play a minimum of half (1/2) of the games in the draw, rounded up to the nearest game.

19.1.1.2.2 The player must take a minimum of [the number of rounds multiplied by one and one half (1.5)] wickets.

19.1.1.2.3 The player must bowl a minimum of [the number of rounds multiplied by five (5)] overs.

19.1.2 One Day Games

19.1.2.1 Batting

19.1.2.1.1 The Player must play a minimum of one third (1/3)of the games in the draw, rounded up to the nearest game.

19.1.2.1.2 The player must score a minimum of (the number of rounds multiplied by fifteen [15]) runs.

19.1.2.2 Bowling

- 19.1.2.2.1 The Player must play a minimum _____ of one third (1/3) of the games in the draw, rounded up to the nearest game.
- 19.1.2.2.2 The player must take a minimum of [the number of rounds multiplied by one and one half (1.5)] wickets.
- 19.1.2.2.3 The player must bowl a minimum of [the number of rounds multiplied by four (4)] overs.

19.2 In the event that in any given grade no player achieves the required criteria then no official award shall be given for that season. The Executive Committee may award an average for that grade specifying that it is not an official average for the Wallington Cricket Club.

20 Club Champion

20.1 At the end of the season the Statistician will also calculate the Club Champion by allocating points for certain actions during the season. Prior to the Annual General Meeting the Chairman of Selectors shall forward a copy of the final list to the Secretary for archival. The Chairman of Selectors shall use the following formula in calculating the points

20.1.1 Highest Entered Grade

20.1.1.1	One (1) run	=	one (1) point.
20.1.1.2	An unassisted wicket	=	twenty (20) points
20.1.1.3	An assisted wicket	=	ten (10) points per participant
20.1.1.4	An unassisted run out	=	twenty (20) points
20.1.1.5	An assisted run out	=	ten (10) points per participant
20.1.1.6	Catches / Stumpings	=	ten (10) points

20.1.2 Second Highest Entered Grade

20.1.2.1 Shall earn the same points multiplied by eighty (80) percent.

20.1.3 Third Highest Entered Grade

20.1.3.1 Shall earn the same points multiplied by seventy (70) percent

20.1.4 Fourth Highest Entered Grade

20.1.4.1 Shall earn the same points multiplied by sixty (60) percent

20.2 In the event that one grade plays predominantly all one day matches their total number of points shall be first multiplied by the appropriate percentage to give a figure. That figure will then be multiplied by :- the number of rounds played by the highest entered grade (assuming that they are predominantly all two day matches) divided by the number of rounds in the grade in question .

21. Trophies

21.1 At the Presentation ceremony scheduled by the Executive Committee each season the Wallington Cricket Club shall give out, at a minimum, the following trophies:-

- 21.1.1 Batting and Bowling averages for each grade entered.
- 21.1.2 A fielding award for each grade entered.
- 21.1.3 The Club Champion.

- 21.1.4 Batting and Bowling aggregates for each grade entered.
- 21.1.5 The most improved player.
- 21.1.6 The Coaches award.
- 21.1.7 Any seven (7) wicket games by any bowler.
- 21.1.8 Centuries by any batsman.

21.2 The style and size of these trophies shall be determined by the Executive Committee. The Executive Committee may elect to award trophies for any other area each season. No unfinancial member shall be eligible to receive a trophy. No player who has had their membership of the Wallington Cricket Club relinquished during the season will be eligible to receive a trophy.

22. Presentation Ceremony

22.1 At the end of each season the Wallington Cricket Club shall hold a Presentation Ceremony to award the above trophies and to recognize the achievements of all members during the season. The date, time, location and cost of the event shall be decided by the Executive Committee, but the event must be held no later than four (4) weeks after the completion of the Grand Final for the highest team entered for that season. The event shall be an official function of the Wallington Cricket Club and as such the Wallington Cricket Club Code of Conduct (refer clause 10) shall apply to all members.

23. Functions

23.1 The Executive Committee shall be directly responsible for the running of all functions held using the Wallington Cricket Club name. The Executive Committee may elect to form a social Committee to organize any functions or allocate the duty to any member of the Wallington Cricket Club but shall still retain full accountability, if the Wallington Cricket Club name is used. All functions run by/for the Wallington Cricket Club shall follow the Wallington Cricket Club Code of Conduct (refer clause 10). In the interest of team spirit and player moral the Wallington Cricket Club shall hold a minimum of two (2) formal functions (excluding the Presentation Ceremony) each season. Every effort shall be made to use the Wallington Recreation Reserve Hall for any functions but the Executive Committee may chose to hold functions away from the Hall. Any member deemed to be bringing the Wallington Cricket Club into disrepute at any function shall be asked to leave the function. If a member fails to do so willingly legal action may take place. In the event of any legal action, such as calling the Police, being necessary to remove the offending member being required then the member will be asked to leave the Wallington Cricket Club permanently.

24. Liquor Licence

24.1 The Wallington Cricket Club shall hold a Legal Liquor Licence at all times during the season if they are selling any alcoholic beverages. At no stage shall any member of the Wallington Cricket Club sell any alcoholic beverage without the Wallington Cricket Club first obtaining the required Licence. If at any stage during the season the bar is planning to trade outside the times stipulated on our Licence then an extension shall be obtained. Unless such an extension is obtained then the bar will adhere to the times set. Any member of the Wallington Cricket Club found willingly selling alcoholic beverages outside of our legal trading times may face immediate expulsion from the Wallington Cricket Club. No member of the Wallington Cricket Club shall serve liquor to a minor. Any member found doing so may face immediate expulsion from the Wallington Cricket Club

25. Other Events That May Arise

25.1 Every effort has been made to cover all situations that may arise during any season. If however a situation does arise that is not covered by the constitution then the Executive Committee shall have the power to deal with it as they see fit in the best interests of the Wallington Cricket Club. If such a situation does arise then the Executive Committee shall take every step possible to change/add to the constitution to cover future situations by no later than the following Annual General Meeting (refer clause 15).

26. The Constitution

26.1 No part of this constitution shall be added to amended or rescinded without the consent of a two thirds (2/3) majority at the Annual General Meeting (refer clause 15) or a Special General Meeting (refer clause 16) called for that specific purpose. The Secretary shall be responsible for notifying all members of the proposed changes at least fourteen (14) days prior to the meeting.

26.2 All members of the Wallington Cricket Club are to receive a copy of The Constitution.