



THE RULES

OF ODIHAM & GREYWELL CRICKET CLUB

A. INTRODUCTION TO THESE RULES

1. These Rules are made by the Management Committee under the Constitution of the Club; they are to be construed and implemented in accordance with the text and spirit of that Constitution; and they are subject to regular approval by the Annual General Meeting of the Club.
2. The Rules in force at any time (and any amendments that have been made by the Management Committee but are not yet in force) shall be displayed in the Clubhouse and on the Club's website for Members to see; they may be amended from time to time by the Management Committee; and any amendments made shall be published, as above, and also notified to the next Annual General Meeting of the Club.
3. Any amendments to these Rules shall be operative no sooner than one calendar month after the meeting of the Management Committee at which they were agreed, unless a General Meeting orders otherwise.
4. In the event of any dispute about the interpretation of these Rules, the matter shall be decided by the Management Committee, subject to a ruling by a General Meeting of the Club.

B. CHARTER FOR CRICKET

Cricket Objectives for Saturday League Matches

To play as competitively as possible within the spirit of the game, with an overall aim to place all the league sides as high as possible in their respective divisions. All teams should always field eleven players, and also provide umpires & scorers where the league rules require this.

Cricket Objectives for Sunday & Friendly Matches

Whilst playing all games with victory in mind, Sunday cricket should be used to develop emerging young players, to enable those who have not played on Saturday

the maximum participation possible, and to experiment with players or tactics in such a way as to maximize their potential for league cricket. Whilst the Sunday cricket may be conducted in a less-competitive manner, the Club Code of Conduct shall be maintained at all times.

Cricket Objectives for Colts & Youth Development

1. To ensure that all young cricketers are able to learn and play cricket in a safe environment with enjoyment, equity and non-discrimination, and with a positive and sporting attitude.
2. To provide coaching and opportunities for competitive cricket for young players.
3. To support the Club's commitment to adopting the ECB's "Safe Hands – Welfare of Young People in Cricket", the ECB Cricket Equity Policy, and any future versions of these policies and related policies.

C. CRICKET COMMITTEE

(a) The organisation of cricket-playing shall be entrusted to a Cricket Committee. The Cricket Committee, as a sub-committee of the Management Committee, shall be collectively responsible for honouring the Club's fixtures for the season, the aim being to field competitive sides for Saturday league matches, and well-balanced sides that meet opposition standards on Sundays, in doing so providing fair opportunities for all those wishing to play for the Club.

(b) The Chair of the Cricket Committee and the Club Captain are to be approved annually at the Annual General Meeting by Full Playing, Life, Colt and Junior Members of the Club, in accordance with the Constitution, on the recommendation of the Management Committee. The Cricket Committee shall consist of the Chair of Cricket, the Club Captain, the Captains of the senior teams, the Groundsman, the Colts Manager (or a representative nominated from time to time by the Chair of the Colts committee, notified to, and accepted by, the Cricket committee), and the Fixture Secretary. In the event that the post of Chair of Cricket is unfilled at any time, the Management Committee shall appoint one of its members to act in the capacity of Chair of Cricket. In the event that a Captain is unable to attend a meeting, the Vice-captain of that team may deputise for the Captain.

(c) The terms of reference of the Cricket Committee (in conjunction with other sub-committees, as appropriate) shall be for the purposes of organising cricket matches played by the Club, coordinating the preparation of the ground and pitches and the maintenance of the ground equipment, organising such rotas as are necessary to provide refreshment ancillary to the playing of cricket, promoting awareness of the Club among players who would add value to the Club, proposing match fees, organising match-day administration, and handling cricket-related disciplinary matters in accordance with the Disciplinary Procedures. The Cricket Committee shall normally meet on a monthly basis throughout the year and report regularly to the Club Management Committee.

(d) The Chair of the Cricket Committee and the Club Captain shall organise the election of all Captains and Vice Captains of the senior teams, before the 31st

December, through an open and transparent process whereby all players have the opportunity to stand for election to be Captain or Vice-Captain and to vote on those proposed and seconded

(e) The Selection Committee, as a sub committee of the Cricket Committee, consisting of the Club Captain (or in his absence the Chair of Cricket) and Captains (or in their absence Vice-Captains) of the senior teams shall meet weekly, normally Monday, and be responsible for the selection of all the teams that are not exclusively Colt or Junior. In the absence of the Team Captain or Vice-Captain at the selection meeting the Selection Committee reserves the right to appoint a team Captain, for the forthcoming game, who will be responsible for all aspects of the Captain's responsibilities as defined in the Rules. In the event that neither the Captain or Vice-Captain of a team have attended at least 50% of selection meetings the Club Captain reserves the right to appoint a replacement Captain or Vice-Captain for the remainder of the season.

(f) The Cricket Committee shall uphold the Club's objectives and "Charter for Cricket", oversee the execution of the day-to-day responsibilities of all those involved in arranging the cricket activities of the Club, and ensure that the Club's Code of Conduct is upheld and adhered to at all times.

(g) The specific responsibilities of the members of the Cricket Committee shall be as follows:

Chair of Cricket

- To convene and chair meetings of the Cricket Committee
- In conjunction with the Cricket Committee agree and publish the Club Selection Policy and the Team Management-Roles and Responsibilities guidance
- To chair the Disciplinary committee, if asked by the Management Committee to do so;
- To establish appropriate processes and structures to ensure the smooth, efficient and fair running of all cricket matters
- To attend relevant District and League Meetings on behalf of the Club, or to arrange for a deputy to attend.

Club Captain

- To lead team Captains in the team selection process in accordance with the Club's Selection Policy
- To ensure a system of player availability is in place to ensure a fair and open selection process
- In the event of player withdrawals during the week liaise with captains to agree and finalise team adjustments

Captains and Vice-Captains

- In conjunction with the Club Captain and the Selection Committee attend the selection meeting to select all senior teams due to play in the forthcoming week, in accordance with the Selection Policy, objectives, values and purposes of the Club
- To ensure team selections are promptly notified to players

- To manage the team in accordance with the published Team Management-Roles and Responsibilities guidance
- To arrange for umpires and scorers, as necessary.

Colts Manager (who will normally also be Chair of the Colts Committee)

- In conjunction with the Chair of the Colts Committee, if they are different persons, to appoint age-group team managers and coaches
- In conjunction with the Chair of the Colts Committee, if they are different persons, to organise appropriate coaching and training sessions
- In conjunction with the Colts Committee and the Club Welfare Officer, to ensure that the Club's Safeguarding Policy, Play Safe and other relevant policies of the ECB are understood and implemented in the Colts section of the Club
- To liaise regularly with the Chair of Cricket, if they are different persons, and the Cricket Committee on the activities of, needs of and opportunities provided by Colts Cricket, including in the publication of the Newsletter
- To liaise regularly with the Treasurer on the finances of Colts Cricket
- To liaise with appropriate bodies in the community for the development of Colts Cricket
- To attend relevant District and League Meetings on behalf of the Club.

Groundsman (who may also be the Chair of the Grounds Committee)

- To ensure the outfield and pitches are prepared appropriately
- To ensure the maintenance of the ground equipment and storage-buildings
- To make, in conjunction with the Chair of the Grounds Committee if they are different people, the final decisions on what work or treatment is needed on the pitches at any time and on whether home-pitches are suitable for playing on at any time;
- To order equipment, materials, accessories and services as required, subject to the agreement of the Treasurer.

Fixture Secretary

- After consultation with the Captains, the Groundsman and Colts Manager, to arrange the fixtures for the senior games through the season, as well as any ad-hoc fixtures that may be appropriate
- To liaise with the Cricket Committee, the Groundsman and the Colts Manager about the arranging and running of the fixtures and related matters
- To liaise with the opposition managers before each game
- To publicise the fixtures, within the Club and in the community, in good time
- To report appropriately to the Management Committee and the Cricket Committee.

D. SATISFYING THE REQUIREMENTS OF LEAGUES

The Cricket Committee and the Captains shall have the primary responsibility for ensuring that the Club and its Members always act in a way that shall satisfy all the reasonable requirements of the league or leagues of which the Club is a member at any time, as well as the spirit of cricket.

E. "PLAY SAFE" AND RELATED POLICIES

The Club's Safeguarding Policy Statement

The Club is committed to ensuring that all players, in particular those under the age of 18, shall have a safe and positive experience, by:

- Ensuring that all suspicions, concerns and allegations are taken seriously and dealt with swiftly and appropriately; and
- Ensuring that access to confidential information relating to child welfare matters is restricted to the Club Welfare Officer and the appropriate external authorities, as specified in ECB Safeguarding and child-protection procedures.

The Club is committed to abiding by the Play Safe and related policies of the ECB, and to ensuring that all Members of the Club shall do so too, in part through the scheme of coaching and Club system of discipline. Details of these policies are available from the Club Welfare Officer and from the website of the ECB at: www.ecb.co.uk/ecb/safeguarding-children-and-child-protection/.

The Club will do this in particular by:

- Recognising that all children participating in cricket (regardless of age, gender, age, religion, sexual orientation, ability or disability) have a right to have fun and be protected from harm in a safe environment.
- Ensuring that individuals working within cricket at or for our Club provide a safe, positive and fun cricketing experience for children.
- Adopting and implementing the ECB's *"Safe Hands – Cricket's Policy for Safeguarding Children"* and any future versions of the policy.
- Appointing a Club Welfare Officer and ensuring that they attend all current and future training modules required by the ECB & the NSPCC, so that they have the necessary skills to be able to undertake their role effectively.
- Ensuring that all people who work in cricket at or for our club, (such as Staff, Officials, Volunteers, Team Managers, Coaches, etc.) understand that the Safe Hands Policy applies to them according to their level of contact with children in cricket.
- Ensuring that all individuals working within cricket at or for the Club are recruited and appointed in accordance with ECB guidelines.
- Ensuring that all individuals working within cricket at or for the Club are provided with support through education and training, so that they are aware of and can adhere to good practice and code of conduct guidelines defined both by the ECB and by the Club.
- Ensuring that the name & contact details for the Club Welfare Officer are available:
 - as the first point of contact for parents, children & volunteers/staff within the Club.
 - as a local source of procedural advice for the Club, its committees and its Members;
 - as the main point of contact within the Club for the ECB County Welfare Officer and the ECB Child Protection Team; and
 - as the main point of contact within the Club for relevant external agencies in connection with child welfare,

- Ensuring that correct and comprehensive reporting procedures exist for raising and managing safeguarding and child-protection concerns. Such procedures will recognise the responsibility of the statutory agencies and be in accordance with pre-defined safeguarding and child-protection procedures as defined by the ECB, statutory agencies, and Local Safeguarding Children Board (LSCB) guidelines and policies.
- Providing everyone connected with the Club (including parents, children, and volunteers) with the opportunity to voice any concerns which they have (about possible suspected child abuse, and/or about poor practice) to the Club Welfare Officer.

Club Welfare Officer

The Club Welfare Officer shall have the following specific responsibilities:

- In conjunction with the Colts Committee and other committees and managers (including the Captains) of the Club, to ensure that the Club's Safeguarding Policy, Play Safe and other relevant policies of the ECB are understood and implemented across the Club, including through the Club's newsletter;
- To liaise with the Treasurer on the expenditure of funds needed to maintain and develop the welfare and safety of all Members of the Club and their guests
- To report regularly to the Management Committee on the developments and needs relating to the welfare and safety of Members of the Club and their guests
- To liaise with appropriate bodies in the local community and other relevant external agencies for the development of safe and enjoyable cricket
- To attend relevant District and League Meetings on behalf of the Club.

F. HOUSE, BAR & EVENTS COMMITTEE, AND THE PURCHASE & SUPPLY OF LIQUOR IN THE CLUB

(a) The organisation and delivery of the social activities of the Club shall be entrusted to a House, Bar and Events Committee. The Committee, as a sub-committee of the Management Committee, shall be responsible, in collaboration with other sub-committees as appropriate, for maintaining the non-cricketing facilities of the Club, running the bar, and running or coordinating social events at the Club, and in doing so providing transparent financial records and fair opportunities for all Members of the Club.

(b) The Committee shall consist of such Members as the Management Committee shall decide, but it shall have no fewer than three members, its chair shall be a member of the Management Committee, and it shall always include the Treasurer. In the event that the post of Chair of the Committee or Treasurer is unfilled at any time, the Management Committee shall appoint one of its members to act in that capacity until the next General Meeting of the Club. In the event that the chair of this Committee for any reason ceases to be a member of the Management Committee, they shall automatically cease to be a member of this Committee, and another member of the Management Committee shall be appointed in their place

(c) The Committee shall normally meet on a monthly basis throughout the year and report regularly to the Club Management Committee.

(d) The Committee shall uphold the Club's values and objectives, and oversee the execution of the day-to-day responsibilities of all those involved in running the clubhouse, the bar and such events as are arranged at the Club, in accordance with the law and the Club's Code of Conduct at all times. The Committee may make at any time a complaint to the Management Committee about the conduct of any Member or guest in the clubhouse or at any event at the Club, and may ask the Management Committee to take appropriate disciplinary action against that person.

(e) The purchase for the Club and the supply by the Club of intoxicating liquor shall be in the absolute discretion of the Committee, subject to the law and to the values of the Club.

(f) There may be admitted, upon such conditions as the Management Committee may impose from time to time, to the Club's registered premises persons other than Members or their guests, who are either members and their guests of visiting cricket teams, or members and their guests of the Royal British Legion; but there shall not normally be more than 100 such persons of any one such visiting club or organisation or party; and intoxicating liquor may be sold to such persons by or on behalf of the Club for consumption only on the premises and not elsewhere. No intoxicating liquor may be sold to persons under the age of 18 years; and no persons under the age of 18 years may consume intoxicating liquor on the premises.

The Chair of the House, Bar & Events Committee

The Chair of the House, Bar & Events Committee shall, in conjunction with the HBE Committee, have the following specific responsibilities:

- To monitor, and advise the Management Committee on, the needs of the Clubhouse, in terms of equipment, repairs, decoration and such other matters that cannot be dealt with on an administrative basis
- To supervise the running of the bar. This shall include the selecting and buying of supplies of equipment and consumables for the bar and kitchen; the coordination of bar-staff rotas; ensuring the bar-staff are trained to work efficiently and in compliance with the law, and to provide a friendly service; and deciding the opening hours of the bar, applying for such special licences as may be necessary
- To encourage, plan and arrange social events that make suitable use of the clubhouse and the facilities, whether by Members or by outside bookers.

G. DEVELOPMENT COMMITTEE

The Management Committee may appoint a Development Committee from time to time, as one of its sub-committees. The Treasurer should normally be a member of this Committee. The Committee shall have the following specific responsibilities:

- To assess the needs and opportunities of the Club for its development and the possible ways for responding to them
- To consult with the Management Committee and Members of the Club about the possible and desirable developments of the Club and its facilities

- To consider and draft plans for the development of the Club and its facilities
- To appoint a **Club Development Officer**, who need not be a member of the Management Committee, to coordinate the planning of any developments
- To consult non-Members who may be able to help in the planning or realising of any developments, always subject to the supervision of the Management Committee
- To report regularly to the Management Committee on its activities.

H. SPECIFIC ROLES OF OTHER OFFICERS OF THE MANAGEMENT COMMITTEE AND OF OTHER OFFICERS

Secretary

The Secretary shall have the following specific responsibilities:

- To give appropriate notice of General Meetings of the Club and of meetings of the Management Committee
- In conjunction with the relevant Chair, to compile the agendas for such meetings
- To prepare and keep accurate records and minutes of such meetings
- To liaise with the Treasurer and chairs of the committees and sub-committees on ensuring compliance with all legal and formal requirements, including insurance
- To coordinate the publication of a regular Newsletter for Members and others, including sponsors of the Club.

Membership Secretary (who need not be a member of the Management Committee)

The Membership Secretary shall have the following specific responsibilities:

- To keep accurate records of the Members of the Club, including their category of membership and the payment of their subscriptions
- To liaise with the Treasurer and the Chair and Manager of the Colts Cricket on recording both memberships and subscriptions
- To alert the Management Committee to any exceptional cases relating to membership or subscriptions
- To alert the Management Committee to any case where a person is playing for the Club or is participating in any coaching or training provided by the Club, without having paid the appropriate subscription
- To advise the General Meetings of the Club on the membership-status of any person, in the event of a vote or at any other time when this is relevant.

Chair of the Colts Cricket Committee (who will normally also be Colts Manager)

The Chair of the Colts Cricket Committee shall have the following specific responsibilities:

- In conjunction with the Colts Manager, if they are different people, to organise and supervise the activities of the Club in relation to Colts cricket, including the playing and coaching of Colts
- To liaise with the Colts Manager and coaches of the Colts teams, and the Groundsman and Fixture Secretary as appropriate, regarding fixtures, selection, supervision, coaching and playing by Colts

- To liaise with the Club Welfare Officer on matters relating to the welfare of the Colts, including the implementation of the Play Safe and related policies of the ECB, and ensuring that all Members of the Club involved in Colts cricket shall be aware of these policies and comply with them, in part through the scheme of coaching and the Club system of discipline
- To seek to ensure that the Colts enjoy playing cricket and develop as players in terms of both technique and attitude
- To report regularly to the Management Committee on the activities and plans of the Colts cricket section of the Club
- To help ensure there is suitable publicity for the activities and successes of the Colts section of the Club
- To attend relevant external meetings on behalf of the Club.

Chair of the Grounds Committee (who will normally also be Groundsman)

The Chair of the Grounds Committee shall have the following specific responsibilities:

- In conjunction with the Groundsman, if the Chair of the Committee is not also the Groundsman, to plan and supervise the maintenance and preparation of the grounds and pitches
- To liaise with the Fixture Secretary, the Chair of the Cricket Committee, the Chair of the Colts Committee and the Chair of the Bar, House & Events Committee about the use of the grounds
- To liaise with the Treasurer on the expenditure of funds to maintain and prepare the grounds and pitches
- To report regularly to the Management Committee on the plans, use and needs of the grounds.

The Chair of the Club and of the Management Committee

The Chair of the Club and of the Management Committee shall have the following specific responsibilities:

- In conjunction with the Secretary, to draft the agenda for General Meetings of the Club and for meetings of the Management Committee
- To chair General Meetings of the Club and meetings of the Management Committee
- To liaise with the Chairs of the sub-committees, other Officers and the Captains to ensure the efficient, successful and harmonious running and development of the Club
- To listen to the views of all Members of the Club about matters relating to the running and development of the Club, and to take appropriate action in response to them.

Publicity Officer (who need not be a member of the Management Committee)

The Management Committee may appoint a Publicity Officer for the Club. This officer shall have the following specific responsibilities:

- To liaise with the Chairs of the various committees, particularly of the Cricket Committee, to identify stories about the Club or its Members which would be of a wider public interest and which would enhance the reputation of the Club

- To provide details of the results of the various teams of the Club promptly to relevant news organisations
- To liaise with the organisers of any events at the Club which may be of public interest about the publicising of the events.

Signed by the Secretary:
C. Knapp

By order of the Management Committee
Dated: 15 October 2020

To take effect from: 23rd October 2020