

**CONSTITUTION OF THE THAMES VALLEY CRICKET LEAGUE AND ITS SUPPLEMENTARY DOCUMENTS (FORMAT OF THE LEAGUE, VENUES GROUNDS GRADING AND STANDARDS, PLAYER ELIGIBILITY RULES AND PROCURES, DISCIPLINE COMPLAINTS AND APPEALS PROCEDURES, AND THE MATCH RULES)**

**CONSTITUTION**

In the following Constitution, and any Supplementary Documents mentioned within the Constitution, that wherever the words “in writing” or “written” appear, this may be by email or letter only.

**1. TITLE**

The title shall be The Thames Valley Cricket League, hereinafter also known as “TVCL”.

**2. INTENTION**

- 2.1) The intention of the TVCL shall be to organise cricket on a championship basis for the Member Clubs, with the object of playing club cricket in the spirit and laws of the game as it exists and as it is understood by all who play within the auspices of the England and Wales Cricket Board “ECB” and the Club Cricket Conference.
- 2.2) The TVCL is affiliated to the ECB and is an important component of the ECB Premier League structure with promotion and relegation to and from the Home Counties Premier Cricket League “HCPCL”.
- 2.3) The TVCL intends to promote the highest standards in all facets of the game.

**3. MEMBERSHIP OF THE TVCL**

- 3.1) The TVCL shall consist of such number of cricket clubs “Member Clubs” as shall be decided upon at a General Meeting of the TVCL.
- 3.2) All Member Clubs shall be affiliated to the ECB via their relevant County Cricket Board and to the Club Cricket Conference.
- 3.3) Any Member Clubs that enter both their 1<sup>st</sup> XI and 2<sup>nd</sup> XI Teams within the TVCL (inclusive of HCPCL) shall be deemed to be a “Full Member Club”.
- 3.4) Any Member Clubs not entering both their 1<sup>st</sup> XI and 2<sup>nd</sup> XI Teams within the TVCL (inclusive of HCPCL) shall be deemed to be an “Associate Member Club”.
- 3.5) The TVCL seeks to ensure that all present and future Members Clubs receive fair and equal treatment.
- 3.6) The TVCL takes seriously its responsibilities to all its Member Clubs and their players, including the welfare of young players. To this end, the TVCL endorses the relevant ECB Non-First Class Cricket guidance, as maybe amended and updated by the ECB, inclusive of its Safe Hands (Safeguarding Children and Child Protection Policy) and its Anti-Discrimination Code.

The TVCL requires all Member Clubs to observe all such youth mandates, directives and safety guidance issued by the ECB and requires all Member Clubs and TVCL Match Officials (Umpires, Scorers and Captains) to ensure that they are enforced.

#### **4. CHANGES TO MEMBERSHIP**

- 4.1) Any cricket club wishing to join the TVCL must be recommended by the Management Committee to a General Meeting of the TVCL for approval.
- 4.2) The Management Committee shall have the authority to place any newly elected Member Club Team(s) into the Divisions of the championship structure it considers appropriate.
- 4.3) Any Member Clubs wishing to add a further Team(s) to the TVCL must obtain the approval of the Management Committee. The Management Committee shall have the authority to place such Team(s) into the Divisions it considers appropriate within the championship structure.
- 4.4) Any Member Club wishing to resign its membership of the TVCL must do so in writing addressed to the TVCL Secretary by 30th June in the preceding season to their intended departure.
- 4.5) Any proposal to expel any Member Club from the TVCL shall be decided upon at a General Meeting of the TVCL.

#### **5. MEMBERSHIP OBLIGATIONS**

- 5.1) All Member Clubs must send one delegate (maximum 2) to a called General Meeting. Any Member Club failing to send a delegate shall incur a fine of £50.

All Member Clubs must submit a vote (Yes, No or Abstention) to a called Postal Vote via the medium specified. Any Member Club failing to submit a vote shall incur a fine of £50.

- 5.2) All Member Clubs are required to ensure that their clubs' details on the TVCL Website are reviewed annually, and are promptly updated whenever changes of their officers, captains, or any contact details occur.
- 5.3) Member Clubs confirm by agreeing to participate in the TVCL Championship that they, and also on behalf of all their Club's Participants who they may select to take part in any TVCL organised fixtures, agree and have understood that they shall abide by TVCL Constitution and Supplementary Documents (which include the TVCL's Code of Conduct), and that have all agreed to voluntarily participate in the TVCL fixtures strictly at their own risk, and understand that they extinguish their rights to make a claim against the TVCL and its Management Committee for organising those fixtures.
- 5.4) Member Clubs are required to pay an annual subscription per Team no later than 31st May of each year. Failure to pay the annual subscription by this date will render the offending Member Club liable to a fine of £50, in addition to making the original annual subscription payment.

The annual subscription amount shall be confirmed as unchanged, or changed subject to a proposal, at the preceding Annual General Meeting.

- 5.5) Member Clubs shall each organise to purchase, and arrange delivery of, the required number of TVCL Balls directly from the manufacture each year. The Management Committee shall provide notice to the Member Clubs of the relevant supplier, ball specification and cost, but only after the AGM each year.

- 5.6) Payment of any fines levied under this Clause 5, and the Match Rules, shall be collected by the following procedure. (DCSC and PESCS fines will not be included as detailed in their own Procedures)

All Fines incurred shall be notified at the time of the infringement to the Member Club.

However, the payment of any fines shall be aggregated into 3 periods during the year, following the conclusion of rounds 6, 12 & 18 of the League Season. The aggregated fines will then be invoiced to Member Clubs for payment. Once the invoice has been notified to the Member Club, it must be paid to the TVCL within 14 calendar days of the Member Club being notified of the invoice.

Any such invoice payment still outstanding after this time, shall be increased by 50% of the total amount due. Should this occur a senior officer of the offending Member Club shall be notified to the effect that the payment is still outstanding and given a final reminder.

If after a period of a further 14 calendar days from the reminder, should the payment still be outstanding, an additional penalty of a deduction of 5 penalty points shall be made from the Team of the Member Club which incurred the individual fine(s) levied under the Match Rules.

Any such deduction of points caused by the delayed payment incurred on the 1<sup>st</sup> or 2<sup>nd</sup> invoice will be applied to that League Season. Any such penalty related to the 3<sup>rd</sup> invoice issued after the End of the Season – will be applied to the respective Teams at the beginning of the next League Season.

*Note: any deduction of penalty points specifically incurred under the Match Rules, shall be applied with immediate effect during the League Season when they occur, it is only the payment of the fine which will be aggregated into the invoice.*

## **6. ADMINISTRATION**

- 6.1) The affairs of the TVCL shall be vested in a Management Committee. The Management Committee Members are comprised of Officers, being the Chair, Secretary, Treasurer and Fixture Secretary, together with other Officials who are all duly elected at an Annual General Meeting “AGM”.
- 6.2) The President, if elected, may attend Management Committee, Sub-Committee and General Meetings, however at all such meetings the President shall have no voting rights.
- 6.3) All Management Committee Members shall be entitled to be indemnified against any costs or expenses arising from the proper performance of their duties.
- 6.4) The Management Committee, at its sole discretion, shall have the power to co-opt a representative from any Full Member Club to fill any vacancy of the Management Committee until the following AGM. Such person shall have full voting rights.
- 6.5) The Management Committee, at its absolute discretion, shall have the power to create a new post of Officer or Official. Any person co-opted to fulfil the new post shall have no voting rights (unless that person is already a Member of the Management Committee elected at the AGM).
- 6.6) The Management Committee, at its absolute discretion, shall have the power to create or disband sub-committees as it considers necessary.

## **7. FUNCTIONS OF THE MANAGEMENT COMMITTEE**

- 7.1) A meeting of the Management Committee shall be held at least on a quarterly basis and may be called at any time by the TVCL Secretary or any three Management Committee Members acting together. At least seven calendar days prior notice shall be given of any such meeting.
- 7.2) A quorum of a Management Committee meeting shall be 60% of its elected members with voting rights.
- 7.3) Each Management Committee Member, as duly elected, shall be entitled to one vote. Any proposals shall be decided on a simple majority basis. In the event of a tied vote the Chairman (or the nominated deputy) shall have the casting vote.
- 7.4) The Management Committee shall be responsible for the efficient running, and shall control the finances, of the TVCL.
- 7.5) The Management Committee shall be responsible for the efficient running of the championship and provision of its rules to all Member Clubs at the commencement of each TVCL Season.

## **8. GENERAL MEETINGS OF THE TVCL**

### **8.1) VOTING AT GENERAL MEETINGS**

- A) A quorum for a General Meeting shall be two thirds of the Full Member Clubs of the TVCL.
- B) Each Member Club shall be entitled to send two delegates to attend a General Meeting, however they shall only have one vote on any proposals.
- C) Full Member Clubs may vote on all proposals. Associate Member Clubs shall be entitled to speak upon proposals but do not have any voting rights, with the exception that they may vote on proposals to change the Match Rules only. No other person shall be entitled to vote at a General Meeting (except the Chair of that General Meeting in the event of a tied vote on a proposal that requires a simple majority).

### **8.2) MAJORITIES REQUIRED FOR PROPOSALS TO BE PASSED AT GENERAL MEETINGS**

- A) For the following types of proposals to be adopted, they shall need to obtain at least a two-thirds majority of the votes cast for and against such proposals at the meeting by the Member Clubs:
  - 1) Proposals made in respect of amendments to, deletions from or additions to the Constitution and the Supplementary Documents (including the chapters Discipline Complaints and Appeals Procedures, Player Eligibility Rules and Procedures, Match Rules and Format of the League.)
  - 2) Proposals regarding Finance.
  - 3) The election of a cricket club to the TVCL
  - 4) The expulsion of any Member Club from the TVCL
- B) The decision to adopt all other proposals shall be decided by a simple majority of the votes cast for and against such proposals at the meeting by the Member Clubs. In the event of a tied vote of such a proposal the Chair of the General Meeting (who shall not otherwise vote) shall have the casting vote.
- C) In the event that a recount is requested and allowed by the Chair of the General Meeting no further discussion on the relevant matter shall be permitted.

### 8.3) **THE ANNUAL GENERAL MEETINGS (“AGM”)**

- A) The AGM shall be held no later than the 15th December each year.
- B) The Management Committee shall issue the AGM Papers and notify all Member Clubs of the date, time and venue of the meeting, by giving a minimum of 21 calendar days prior notice. The notice of the date, time and venue will also be published on the TVCL website.
- C) The following business shall be attended to at the AGM:
  - 1) receive the Secretary’s Report.
  - 2) receive and adopt the Statement of Accounts.
  - 3) set the annual subscription fee
  - 4) consider any proposals
  - 5) elect the Officers and Officials
  - 6) appoint an Independent Examiner of the TVCL’s Accounts.
  - 7) attend to any other business.
- D) The AGM Papers sent to Member Clubs shall include the names of those persons who have already been nominated for election to the Management Committee. All such nominations will be proposed and seconded.
- E) The Member Clubs may elect a President and/or Vice Presidents at an AGM. All nominations for President or Vice Presidents shall first be approved by and nominated by the Management Committee and included in the AGM Papers.
- F) The Chair of the meeting’s decision on any procedural matter, not detailed in the Constitution, shall be final.

### 8.4) **PROPOSALS MADE TO THE ANNUAL GENERAL MEETING**

- A) All proposals and seconds made in writing by Member Clubs must have been received by the Management Committee no later than eight weeks (56 calendar days) prior to the AGM to be included in the AGM papers.
- B) All proposals to be considered by Member Clubs at an AGM may be made by either;
  - 1) a Full Member Club whose written communication of such proposal(s) shall be in a format set out by the Management Committee and shall be supported by a separate communication from another Full Member Club seconding such proposal(s). Both the proposal(s) and the written communication seconding the proposal(s) must be in a manner acceptable to the Management Committee, or
  - 2) an Associate Member Club, with the approval of the Management Committee, whose written communication of such proposal(s) shall be in a format set out by the Management Committee. If the Management Committee approve of the proposal, it will second the proposal, or
  - 3) the Management Committee (whose proposals shall not require to be seconded).

### 8.5) **SPECIAL GENERAL MEETINGS (“SGM”)**

- A) At a Special General Meeting the proposal(s) submitted, which caused the SGM to be called, will be the only business to be included on the agenda. No other business may be dealt with.

B) An "SGM" can be convened by either:

- 1) the Management Committee, who will provide Member Clubs with a minimum 14 calendar days prior notice as to the date, time and venue of the SGM along with the SGM papers including the proposal(s).
- 2) a written communication to the Management Committee addressed to the TVCL Secretary in a manner acceptable to the Management Committee signed by the Chair and/or Secretary of not less than twelve Full Member Clubs. Upon receipt of such a written communication the Management Committee shall within twenty-one calendar days arrange for the meeting to take place and shall notify all Member Clubs giving them the minimum of fourteen calendar days prior notice as to the date, time and venue of the SGM along with the SGM papers.

C) The Chair of the meeting's decision on any procedural matter, not detailed in the Constitution, shall be final.

#### 8.6) **POSTAL VOTING**

- A) At the absolute discretion of the Management Committee a proposal may be the subject of a postal vote to the Member Clubs, rather than convening an in person SGM. A minimum 14 calendar days prior notice shall be given as per an SGM.
- B) For the vote of the Member Club to be included in the count it must be made in the manner and medium set out by the Management Committee, from the Member Club Chair or Secretary and be received and addressed to the TVCL Secretary on or before the date set by the Management Committee for any votes to be cast.
- C) The majorities required for such proposal(s) to be adopted shall be the same as those required at a General Meeting as per Clause 8.2.
- D) In the event of a tied vote of a proposal requiring a simple majority the Chair of the General Meeting (who shall not otherwise vote) shall have the casting vote.

### 9. **FINANCE**

- 9.1) An independently examined account for the financial year ending 30th September shall be prepared and sent to Member Clubs within the AGM Papers.
- 9.2) The TVCL Bank Accounts shall be held by a local bank as decided by the Management Committee. Cheques drawn on these Bank Accounts must bear the signature of any 2 from the Treasurer, the Chair or Secretary. The Treasurer is restricted to payments of a maximum of £500 per day via online access to the Bank Accounts.

### 10. **WINDING UP**

In the event of the TVCL being wound up a final statement of accounts shall be prepared and independently examined. If these accounts reveal a deficit every Full Member Club at the date of winding up and every Full Member Club that ceased to be a member within the year preceding the date of winding up shall contribute equally to clear the said deficit. If a surplus is revealed, it shall be equally divided among the Full Member Clubs at the date of winding up.

### 11. **GENERAL**

All matters not covered by the Constitution, or the Supplementary Documents, shall be dealt with by the Management Committee whose decision shall be final.