

WARWICKSHIRE CRICKET UMPIRES AND SCORERS ASSOCIATION

Constitution

The content of this document comprises the constitution of the Warwickshire Cricket Umpires and Scorers Association (the 'Constitution').

1. Title

- 1.1 The association shall be called the Warwickshire Cricket Umpires and Scorers Association (the 'Association') and will be affiliated to such other appropriate organisations as the committee of the Association deems fit.
- 1.2 The Association will be independent and self-governing and its headquarters shall be at the County Ground, Edgbaston.

2. Aims and Objectives

- 2.1 The aims and objectives of the Association shall be:
 - (a) to promote the best possible standards of cricket umpiring and scoring,
 - (b) to promote fair and proper application of the Laws of Cricket for the benefit of all concerned with the game,
 - (c) to develop and deliver the best available and appropriate education and training of cricket umpires and scorers

- (d) to arrange and administer any such examinations as may be required by members,
- (e) to safeguard and enhance the status and reputation of cricket umpires and scorers and promote and protect their best interests,
- (f) to co-operate and work with all cricket clubs, competitions and governing bodies in the county and elsewhere,
- (g) to promote good relationships with players, coaches, administrators, clubs, competitions and governing bodies for the improvement and benefit of the game,
- (h) to take all such actions and make all such recommendations to appropriate bodies which may be considered desirable and in the best interests of the game in general and for umpires and scorers in particular.
- (i) to take account of and take reasonable steps to apply all ECB directives, regulations, guidance and adhere to the ECB safe hands policy.

3. Property

- 3.1 The property and all funds of the Association remain vested in the members of the Association, and must be used solely for promoting the objectives of the Association.

4. Membership

4.1 Membership of the Association shall be approved by the committee of the Association (the 'Committee') and shall be open to:

(a) all persons who, in the opinion of the Committee acting on behalf of members, share the aims and objectives of the Association, as in Rule 2, particularly practising and prospective umpires and scorers,

(b) all cricket clubs based in the county as affiliated members,

(c) Honorary Life Members elected at the Association's annual general meeting,

(d) Vice Presidents elected at the Association's annual general meeting.

4.2 On payment of an annual subscription each member shall be issued with a membership card.

4.3 Honorary life membership will be awarded, on the recommendation of the Committee to a general meeting of the Association members and approved by such a meeting, to any member who ceases to be active as an umpire/scorer provided that he/she has a minimum of 20 years continuous membership of the Association or who has achieved notable recognition for their work as umpire/scorer. Honorary life membership attracts no subscription. Life members will be entitled to vote at annual general and extraordinary members meetings.

4.4 Vice Presidents may be nominated by members for approval at the annual general meeting and will, usually, be persons who have achieved distinction in cricket or demonstrated support for the aims and objectives of the Association.

5. Management

5.1 The following officers (the 'Officers') shall be elected by a majority of paid up members present and voting at the annual general meeting during which the Office comes up for re-election:

- i. President
- ii. Chairman
- iii. Secretary
- iv. Treasurer
- v. Training Officer
- vi. Scorers' Officer
- vii. Appointments Officer
- viii. Welfare Officer
- ix. Performance Officer

5.2 The affairs of the Association shall be managed by the Officers together with up to two others members of the Association who may be elected by a majority of paid up members present and voting at the annual general meeting (together the 'Committee').

5.3 Each Officer shall be elected for a term of 3 years, with Officers standing for re-election each year by rotation as follows:

Year 1 Secretary, Welfare Officer, Performance Officer

Year 2 President, Treasurer, Training Officer.

Year 3 Chairman, Appointments Officer, Scorers Officer.

- 5.4 Each of the members duly elected onto the Committee shall be elected for a term of 1 year.
- 5.5 Each Officer and each member of the Association elected on to the Committee shall be entitled to stand for re-appointment at the end of his term of office.
- 5.6 The Committee shall meet as and when required, but no less than three times a year. The Committee shall have the powers to co-opt members, or other persons as necessary, for specific purposes. Such co-opted members will be entitled to attend and speak, but not vote, at meetings of the Committee.
- 5.7 The Committee shall have the power to make appointments to fill any vacancy that arises subject to that appointment being ratified at the next possible members' meeting. Five voting members shall constitute a quorum at a Committee meeting.
- 5.8 The Committee shall, as it deems appropriate, set up working groups provided that such groups are given a remit by the Committee and report back on their work. Working and sub groups will, wherever possible, be chaired by a member of the Committee and all members, co-opted or otherwise, will be entitled to vote at group meetings. Sub groups will be deemed to be quorate when half the appointed elected, not co-opted, members are present.
- 5.9 Votes on issues being considered by the Committee, or sub groups, will be decided by a simple majority of members present and entitled to vote. Should there be a tie on the number of votes then the chair of the meeting will have a second and decisive vote.

- 5.10 The Committee shall have powers to nominate members of the Association to serve as delegates to other such appropriate bodies as it deems fit and shall expect such delegates to report back on matters relating to the Association.
- 5.11 The Committee shall call members meetings on a regular basis and shall keep a written record of occurrences and decisions arising from those meetings. Such records, together with records of meetings of the Association Committee, shall be made available to members upon request.
- 5.12 In an emergency situation the Committee shall empower the Chairman of the Association, or in his/her absence, such other member as the Chairman shall nominate, to act on its behalf provided that full reports of the action and the reasons are presented to the next Committee meeting.

6. Finance

- 6.1 The Association Treasurer shall be responsible for the accurate maintenance of the Association's finances and report to each Committee meeting and to general meetings of the Association.
- 6.2 The Association's financial year shall run from October 1 to September 30. The Association shall have a bank account and signatories to which will be two nominated Officers, one being the Treasurer.
- 6.3 Subscription levels will be recommended by the Committee and be approved by members attending and voting at the Association's annual general meeting.

- 6.4 Subscriptions will be due for payment on February 1 each year and must be paid by April 1 of that year. Any member whose subscription is more than 12 months in arrears shall cease to be a member of the Association subject to the decision of the Committee.
- 6.5 The subscription will extend to qualifying members the benefit of the appropriate provisions of Association's Insurance policy (the 'Policy'). The Policy includes public liability and, where requested and paid for by any member, personal accident cover for members aged between 16 and 85 years of age, officiating at any outdoor or indoor game of cricket anywhere in the UK where appointed by the Association or on other Association business authorised by the Committee or attending an Association meeting and whilst travelling in connection therewith. Notwithstanding the above, the cover provided by the Policy will be limited to the specific provisions of the Policy and the Association will not have any liability whatsoever for any matter not covered by the terms of the Policy.
- 6.6 The Association's accounts will be examined each year by two independent persons appointed by members present and voting at the annual general meeting. The appointed examiners will report at the annual general meeting and at any extraordinary general meeting as required.

7. Roles of the Officers

- 7.1 At all times the Officers and Committee of the Association shall use their reasonable endeavours to work and behave in the best interests of members, the Association and cricket in general. In doing so they will act appropriately and seemingly in their particular roles which shall be:

President	<p>to chair the annual and extraordinary members meetings of the Association</p> <p>to represent the Association and its members as he/she is able to do on such occasions as requested by the Committee</p>
Chairman	<p>to chair all Committee and members' meetings</p> <p>to represent the Association and its members at such events and meetings as the Committee feels appropriate</p> <p>to nominate as necessary another member of the Association to act a Chairman and / or carry out the duties of the Chairman if the Chairman is unavailable</p>
Secretary	<p>to convene and record annual and extraordinary members' meetings</p> <p>to convene members ordinary meetings and record decisions taken at such meetings</p> <p>to convene and record Committee meetings</p> <p>to deal with, and report on, correspondence relating to the work of the Association</p>
Treasurer	<p>to maintain an accurate and contemporary record of the Association's financial affairs</p> <p>to report on the state of the Association's finances to Committee meetings and to members meetings as requested</p> <p>to prepare an annual statement of accounts</p>

	to liaise with the appointed independent financial examiners
	to arrange appropriate insurance cover for members
Training Officer	to identify and fulfil training needs of members
	to arrange and oversee appropriate examinations
	to recommend to the Committee any actions or resources required
	to recommend for membership of the Association all such members who pass the agreed examinations
Scorers' Officer	to represent to the Committee and members issues regarding scoring
	to identify training needs and opportunities
	to manage any such training as is required
Appointments Officer	to allocate and notify members of their appointments
	to maintain a record of members' qualifications
	to ensure appointed members have appropriate CRB certification
Welfare officer	will be a duly qualified child welfare officer
	to carry out duties in accordance with the stipulations of the England and Wales Cricket Board
Performance Officer	to carry out the duties required of a County Performance Officer as defined by the ECB ACO

to undertake or facilitate all assessments as may be required by the members of the Association

to liaise as necessary with the ECB ACO Regional Performance Officer.

to submit all gradings achieved or amended during the year to the Performance and Gradings Committee of the ECB ACO by the required date each year.

8. General meetings

8.1 The Association's preferred method of communication is by electronic mail ("email"). Where a member has provided an email address, any written communication to and from that member may, at the will of the Committee, be by email. Where a member has not provided an email address, or has notified the Committee in writing (or by email) that his preferred method of communication is by hard copy post, then Royal Mail second class post will be the deemed method of communication with that member.

8.2 Where reference within this Constitution is to a requirement for providing notice in writing, that obligation will be deemed to have been met where the provisions of paragraph 8.1 are complied with.

8.3 The Association shall hold an annual general meeting in January each year to which each member will receive 21 days written notice of the business to be conducted. Nominations for Officers and Committee members and of issues to be raised at the annual general meeting shall be sent in writing to the Secretary 14 days before the date of the meeting and the Secretary will inform members in writing of any motions, other

than election of Officers or Committee, to be discussed and decided upon at the annual general meeting seven days before the date of the meeting.

8.4 The business at the annual general meeting shall be:

- (i) to receive apologies for non attendance
- (ii) to receive and approve the minutes of the previous annual general meeting
- (iii) to consider any matters arising from those minutes
- (iv) to receive the Chairman's report
- (v) to receive the Secretary's report
- (vi) to receive the Treasurer's report
- (vii) to receive the Independent Examiners' report on the accounts
- (viii) to approve the accounts as presented
- (ix) to fix the subscription levels for the ensuing year
- (x) to elect Officers and the Committee of the Association as per Rule 5
- (xi) to appoint the Independent Examiners
- (xii) to consider any nominations for life membership
- (xiii) to consider any nominations for Vice President
- (xiv) to consider and, if appropriate, act upon any motions received
- (xv) to receive any other business at the discretion of the chair of the meeting

8.5 Amendments to the constitution of the Association can only be made by a simple majority of members present and voting at an annual general or extraordinary general meeting. Such amendments must be received in writing by the secretary 14 days before the date of the meeting and members must receive written notification of such proposed changes seven days before the date of the meeting.

- 8.6 Extraordinary general meetings of the members of the Association shall be called by the Committee or by written petition of 25 paid up members. Extraordinary members meetings shall be notified in writing to members 14 days before the event, unless the President of the Association deems the issue to be of such urgency that the time scale be reduced, and all paid up members shall be entitled to attend and vote. No other business, other than that notified in the calling of the meeting, shall be transacted at an extraordinary general meeting.
- 8.7 In the case of an equal number of votes being cast in an election or on a motion at an annual or extraordinary members meeting the Chairman of that meeting shall have a second and decisive vote.
- 8.8 A quorum for an annual general or extraordinary meeting shall be 30 paid up members entitled to vote.

9. Dissolution/Disposal of assets

- 9.1 Should, for any reason, the members of the Association agree and vote that the Association should be dissolved, then a duly convened meeting of paid-up members present and voting shall decide, by a two thirds majority, on the disposal of the assets of the Association, provided always that the assets are used for the purposes of the benefit of umpiring and scoring, and in the best interests of the game of cricket. If at all possible, the assets should be retained for use within the county of Warwickshire.

10. Indemnity

10.1 The Committee and Officers will be indemnified by the members of the Association against risk and expense out of the Association's assets and further by the members jointly in respect of any liabilities of the Association arising as a result of any lawful act or omission of the Committee properly authorised by the Association pursuant to its Constitution.

11. Committee discretion

11.1 Any such matters as not herewith provided for within these rules shall be dealt with at the discretion of the Committee who may refer the matter to a members' meeting

12. Local branches

12.1 The Committee shall have power to establish local branches for the furtherance of the said objectives. Each branch so established shall comply with and be subject to the following regulations:

- (a) the branch shall act in pursuance of the said objectives and of the Constitution and shall be subject to such conditions as may from time to time be laid down by the Committee;

- (b) the title of the branch shall be subject to the prior approval of the Committee. No branch shall be entitled to use the expression 'Warwickshire Cricket Umpires and Scorers Association' or 'WCU&SA', or any part thereof in its title unless at least one member of the branch's governing body is a full member of the Association, and

the name of the branch is approved in advance by the Committee;

- (c) the branch will be deemed to have adopted the Constitution and any model rules for branches as prescribed from time to time by the Committee unless it has, with the prior approval of the Committee, adopted other rules;
- (d) the branch may publish literature solely in the name of the branch for local purposes but such literature shall not contain any statement contrary to the said objects or to the policy of the Association;
- (e) representations of whatever kind to other bodies and/or individuals may only be made by the branch through or with the approval of the Committee;
- (f) all legacies bequeathed to the Association shall be received by the Treasurer or other appropriate officer of the Association but, subject to any special trusts by which such legacies may be affected, the Committee shall have power to direct that any legacy or the income therefrom shall be paid to a particular branch;
- (g) the branch may be empowered by the Committee to receive donations and any money received or raised by it may be expended by the branch in its area solely for the furtherance of the said objectives. The branch shall make returns to the Association in such form as may from time to time be determined by the Committee;

- (h) subject to these regulations, the branch may generally manage its own affairs and appoint such branch officers as the branch deems necessary, and shall not pledge the credit of the Association or that of the Committee or of any individual member of the Committee.

Warwickshire Cricket Umpires & Scorers Association

17 January 2012