



# The Constitution of the North of Scotland Cricket Association

## 1. Definitions

**'Affiliate Member Club'**: a cricket club NOT participating in NoSCA league competitions.

**'AGM'**: The Annual General Meeting.

**'Club'**: An Affiliate or Full Member Club.

**'Constitution'**: This document, or such variation thereof as amended by simple majority at an AGM or EGM.

**'Disciplinary Committee'**: The Disciplinary Committee appointed by the Executive Committee in terms of Clause 7.2 hereof.

**'EGM'**: An Extraordinary General Meeting.

**'Executive Committee'**: The Executive Office Bearers together with representatives of clubs not otherwise represented by any of the Executive Office Bearers.

**'Executive Office Bearers'**: The post of President, Vice-President, Secretary, Treasurer, Senior Match Secretary, Reserve Match Secretary, Women and Girls Liaison Officer, and Media Officer.

**'Full Member Club'**: A cricket club participating in NoSCA league competitions.

**'Honorary Life Member'**: A person elected at an AGM in recognition of outstanding service to the game of cricket in general, and to NoSCA in particular.

**'In writing'**: Communication by letter or email (not text or social media messages).

**'NoSCA'**: The North of Scotland Cricket Association.

**'Patron'**: A person or organisation nominated on an annual basis by the Executive Committee in recognition of their support of NoSCA.

**'Playing Conditions'**: The rules and regulations governing the cricket matches administered by NoSCA, as adopted for each season at the AGM, and subject to amendment by the Executive Committee during the season should that become necessary and / or expedient.

## **2. The Association**

2.1 The name of the association shall be the North of Scotland Cricket Association.

2.2 The aims and objectives of NoSCA shall be the promotion, improvement, and organisation of the game of cricket in the North of Scotland.

## **3. Membership**

3.1 In any given year, NoSCA shall comprise the Clubs, together with the Honorary Life Members.

3.2 Any new application to become an Affiliate or Full Member Club must be lodged with the Secretary on or before the First day of November in the year preceding the AGM and will be considered at the AGM following.

3.3 All clubs and their players shall be bound by the Constitution and the Playing Conditions.

3.4 All Clubs shall pay to NoSCA an annual membership or affiliation fee to be fixed at the AGM, and that by the First day of May.

3.5 All Clubs should maintain for reference in their pavilion or at their ground a copy of the "Laws of Cricket" as published annually by the Marylebone Cricket Club, or similar publication approved by the Executive Committee.

3.6 All Clubs and their players will follow and be answerable to the Code of Conduct as issued by Cricket Scotland from time to time, and Clubs should maintain for reference in their pavilion or at their ground a copy of this Code.

3.7 The Executive Committee may suspend an Affiliate or Full Member Club from NoSCA, or may exclude it for a temporary or permanent period from any NoSCA competition or take such other competent action in respect of that Club as may be considered necessary, if that Club has either:

- a) Failed to comply with the Constitution or Playing Conditions, or
- b) Perpetrated or condoned any behaviour liable to bring the game into disrepute.

3.8 Any Club suspended in terms of 3.7 above may appeal the decision at an EGM in accordance with the provisions of 6.8 below and shall not be precluded from applying for re-instatement in accordance with the provisions of 3.2 above.

#### **4. Governance**

- 4.1 NoSCA shall be subject to the National Governing Body for cricket (presently Cricket Scotland), and in the matter of the laws of cricket, to the Marylebone Cricket Club.
- 4.2 The day-to-day administration of NoSCA's business shall be carried out by the Executive Office Bearers under the auspices of the Executive Committee. Each Club which has no representative amongst the Executive Office Bearers shall arrange for one of its members to attend each meeting of the Executive Committee. Where Executive Office Bearers are unable to attend a meeting of the Executive Committee, they may arrange for another member of their club to represent the club at the said meeting.
- 4.3 At Executive Committee meetings each Office Bearer in attendance has one vote, as does each Club in attendance not represented by an Office Bearer.
- 4.4 The Executive Committee shall have the general power to act in furtherance of NoSCA's stated aims and objectives, and may incur expenditure in so doing, including but not limited to the award of grants to Clubs or other bodies or organisations.
- 4.5 A vacancy sometime arising among the Executive Office Bearers may be filled by the Executive Committee by co-option.
- 4.6 At any meeting of the Executive Committee a quorum shall consist of five members.
- 4.7 The Executive Committee may delegate any of its powers for any particular purpose to one or more sub-committees elected from its membership or otherwise.
- 4.8 The Executive Committee shall be responsible for the selection of teams representing NoSCA, and for the implementation of the schedule of league and cup competitions approved at the AGM, and for any necessary or expedient amendments during the season to the Playing Conditions approved at the AGM.
- 4.9 Representatives to other cricket bodies or organisations may be appointed by the Executive Committee.
- 4.10 In the event of an equality of votes at an Executive Committee meeting, the chairman shall have a second or casting vote. No other member of the Executive Committee will have more than one vote.
- 4.11 The financial year will run from the First day of December to the following Thirtieth day of November. The accounts will be independently examined by a suitable person appointed by the Executive Committee.

4.12 NoSCA's bank accounts shall only be operated on the signature of the Treasurer together with the countersignature of any one of two other nominees previously notified to the Association's bankers.

4.13 The Executive Committee shall designate a value to each of NoSCA's trophies for insurance purposes. It will then be the responsibility of the Club and individual winners to arrange adequate insurance cover for loss or damage for the duration of the period of their possession of these trophies.

## 5. Office Bearers

5.1 The Executive Office Bearers shall be elected each year at the AGM although it shall only be compulsory to fill the posts of President, Secretary, Treasurer and Senior Match Secretary if the duties of the other posts are to be shared.

5.2 The President shall hold office for two years but may be re-elected for a further two-year term. The Vice President then in office shall succeed the President, subject to the formal approval of the AGM. All Executive Office Bearers other than the President shall hold office for one year but they may also be re-elected. No Executive Office Bearer may hold more than one post.

The duties of the respective Executive Office Bearers shall include but are not limited to those undernoted:

**President:** Convene and chair meetings ensure AGM / EGM decisions are carried out, represent NoSCA as and when required.

**Vice President:** Assist and if necessary, deputise for the President in all matters connected with the post.

**Secretary:** Responsibility for all NoSCA correspondence, maintaining minutes of all NoSCA meetings, contact with Patrons, arrangements for the AGM and any EGM arrangements for annual dinner and all trophy arrangements.

**Treasurer:** Maintain appropriate accounting records, handle all financial issues.

**Senior Match Secretary:** Arrange all fixtures and competitions involving senior teams, chair the Disciplinary Committee relating to senior fixtures, monitor and collate the match returns for Senior fixtures.

**Reserve Match Secretary:** Arrange all fixtures and competitions involving reserve teams chair the Disciplinary Committee relating to reserve fixtures, monitor and collate the match returns for Reserve fixtures.

**Women & Girls Liaison Officer:** Encourage the development of women & girls cricket within the NoSCA area, liaise with all Clubs to assist with matters relating to women & girl player development, and liaise with other bodies responsible for developing Women & Girls cricket.

**Media Officer:** Ensure NoSCA events are given maximum coverage in the printed press and digital media.

## **6. General Meetings**

6.1 The AGM will normally be held on the first Sunday in February in each year. The Executive Committee may however exercise the option to postpone the AGM to a later date in the event of severe winter weather rendering attendance by Clubs difficult.

6.2 The Secretary shall give at least 14 days' notice of the AGM in writing to the secretaries of the Clubs, and to the Honorary Life Members, together with a copy of the agenda and the balance sheet for the previous year, with the docquet of the independent examiner of the accounts marked thereon.

6.3 The Secretary will inform the Clubs by the First Day of December preceding the AGM of any Executive Office Bearer not seeking re-election. Clubs wishing to nominate candidates for election as Executive Office Bearers may submit their names in writing together with their candidates' signature of acceptance of the nomination, to the Secretary at least 28 days prior to the date of the AGM, for inclusion on the agenda but such notification is not mandatory.

6.4 All resolutions to be proposed at the AGM must be submitted in writing to the Secretary for inclusion on the agenda not less than 42 days prior to the date of the AGM. Resolutions can only be accepted from Clubs or the Executive Committee. Such resolutions must be considered and voted on in the wording as submitted and as a whole. However, the Secretary may discuss and adjust the precise wording by agreement with the Club proposing the said resolution, in advance of its final inclusion on the agenda

6.5 Nominations for the election at the AGM of Honorary Life Members must be submitted to the Secretary in accordance with 6.4 above.

6.6 Voting rights at an AGM may only be exercised in person, although the chairman shall have the discretion to accept votes by telephone or text in very exceptional circumstances of non-attendance or delay, likely occasioned by weather. Full Member Clubs are entitled to cast two votes at an AGM regardless of the number of club

representatives in attendance. Affiliate Member Clubs are entitled to cast one vote at an AGM regardless of the number of club representatives in attendance. Honorary Life Members are entitled to cast one vote. Executive Office Bearers are not entitled to any voting rights in addition to those exercised on behalf of their club, with the exception of the chairman, who may exercise a second or casting vote in the event of an equality of votes.

6.7 A quorum shall consist of the representatives of seven Clubs

6.8 An EGM shall be called by the Secretary by order of the Executive Committee or on receipt of a written requisition signed by an office bearer of three or more Clubs, stating the resolutions to be proposed at the EGM and only those Resolutions so notified will be discussed. The EGM will be held within 28 days of receipt of the requisition

6.9 In all other aspects, the procedural requirements of an EGM shall be identical to those of an AGM.

## **7. Discipline**

7.1 Discipline and behaviour surrounding matches under the auspices of NoSCA will be governed by the "Laws of Cricket" as published annually by the Marylebone Cricket Club, the Code of Conduct issued by Cricket Scotland from time to time, and the expectations of the Executive Committee, as set out in executive directives

7.2 Each year at its first meeting after the AGM, the Executive Committee shall appoint two persons (one of whom shall not be an Executive Office Bearer) to sit on a Disciplinary Committee. The appropriate Match Secretary shall chair the Disciplinary Committee unless they or their club is involved in the matter, in which case the committee shall be chaired by the other Match Secretary. In the event that a member of the Disciplinary Committee is required to declare a conflict of interest or lack of impartiality in any given case then the Executive Committee shall appoint an alternative member (or members) for them.

7.3 A discipline incident may be raised by a Club or umpire(s) involved in the match in question. Notification of an incident must be received in writing by the Secretary within three days of the match being concluded (e.g., for a match played on Saturday, before midnight on the following Tuesday). The Secretary will then request reports from the two Clubs and any named players, who must respond within seven days of the issue of the Secretary's request. The Secretary will then pass all relevant documentation to the Disciplinary Committee for consideration under the terms laid out in the NoSCA

Disciplinary Procedures directive, issued by the Executive Committee from time to time.

7.4 The Executive Committee may also refer a discipline incident to the Disciplinary Committee at any time if it is considered to be in the public domain or interest.

7.5 Sanctions available to the Disciplinary Committee are suspension of players and / or Clubs, forfeiture of points, replay of match, and any other sanctions included in the Code of Conduct issued by Cricket Scotland from time to time.

7.6 Decisions of the Disciplinary Committee may be appealed to the Executive Committee under the terms laid out in the NoSCA Disciplinary Procedures directive. The Executive Committee shall appoint a sub-committee (which must not include any member of the original Disciplinary Committee) for the sole purpose of considering the Appeal.

7.7 Appeals sub-committee decisions shall be final.

## **8. Dissolution**

Should NoSCA be dissolved and cease to function then its assets, after the repayment of all debts and liabilities including unused grant funding, will be returned to the Clubs in the ratio two shares to each Full Member Club, and one share to each Affiliate Member Club.

Adopted at the Annual General Meeting 2017

Signed Jerry Bishop (President)

Signed Carolyn Farr (Secretary)