



QUEENSLAND
SUB DISTRICTS
CRICKET
ASSOCIATION INC.

RULES AND PLAYING REGULATIONS

TABLE OF CONTENTS

SECTION 1

RULES

Also known as "The Constitution"

1. NAME	5
2. OBJECTS	5
3. POWERS	5
4. CLASSES OF MEMBERS	7
5. MEMBERSHIP	9
6. MEMBERSHIP FEES	9
7. ADMISSION AND REJECTION OF MEMBERS	9
8. TERMINATION OF MEMBERSHIP	9
9. APPEAL AGAINST REJECTION, SUSPENSION OR TERMINATION OF MEMBERSHIP	10
10. REGISTER OF MEMBERS	11
11. MEMBERSHIP OF MANAGEMENT COMMITTEE	11
12. RESIGNATION OF MEMBERS OF THE MANAGEMENT COMMITTEE	12
13. VACANCIES ON MANAGEMENT COMMITTEE	12
14. FUNCTIONS OF THE MANAGEMENT COMMITTEE	13
15. MEETINGS OF MANAGEMENT COMMITTEE	14
16. DELEGATIONS OF MANAGEMENT COMMITTEE	15
17. VALIDITY OF MANAGEMENT COMMITTEE DECISIONS	15
18. OUT OF MEETING RESOLUTIONS OF MANAGEMENT COMMITTEE	15
19. ANNUAL GENERAL OR GENERAL MEETINGS	15
20. AGENDA FOR ANNUAL GENERAL MEETING	15
21. SPECIAL GENERAL MEETING	16
22. GENERAL MEETING QUORUM	16
23. NOTICE OF MEETINGS	17
24. CONDUCT OF GENERAL MEETINGS AND VOTING PROCEDURES	17
25. CLUB SECRETARIES MEETING	19
26. DELEGATE'S COMMITTEE MEETING	19
27. BY-LAWS	20
28. ALTERATION OF RULES	20
29. COMMON SEAL	20
30. COLOURS	20
31. AFFILIATION WITH Q.C.A. LIMITED	20
32. FUNDS AND ACCOUNTS	20
33. DOCUMENTS	21
34. FINANCIAL YEAR	21
35. DISTRIBUTION OF SURPLUS ASSETS	21

INCORPORATING AMENDMENTS TO:
18-Jul-2022 (registered by Office of Fair Trading 6-Jan-2023)
16-Jul-2007

SECTION 2

REGULATIONS GOVERNING COMPETITION MATCHES

Also known as “The Playing Regulations”

- Incorporating the “Playing Regulations Review 2022” and
- All Code of Behaviour and Player Protection Appendixes and
- Sunday 50 Over, Over 40's, Pilot Bridging and Super 20 Regulations

Applies to All Competitions

GLOSSARY

1 APPLICATION

2 AFFILIATION OF CLUBS & TEAMS

3 REGISTRATION OF PLAYERS

4 PLAYERS CHANGING GRADES

5 CLEARANCES FOR PLAYERS CHANGING CLUBS

6 GRADING OF TEAMS MATCHES & GROUNDS

7 THE TEAM LIST

8 CLOTHING

9 KIT, BALLS & EQUIPMENT

10 FITNESS OF GROUNDS

11 FORFEITS

12 PLAYER ABSENCES

13 NOTIFYING SCORES & MATCH RESULTS

14 LIQUOR

15-19 NIL

For Saturday Two Day Matches

For Saturday One Day 35 Over Matches

For Sunday 50 Over Matches

For Super 20 Matches

For Over 40's Matches

For Pilot Bridging Competition (Futures League)

20 HOURS OF PLAY

21 PLAYING REGULATIONS FOR TWO DAY MATCHES

22 INTERVALS

23 REPLACEMENT PLAYERS

24 LENGTH OF INNINGS

25 COMPULSORY CLOSURE TIME/INNINGS FINISH TIME

26 IN A DELAYED OR INTERRUPTED MATCH

27 NUMBER OF OVERS PER BOWLER

28 ONE DAY WIDES

29 NO BALLS

29.1 Waist High Non-Pitching Balls

29.2 Short Pitched Balls

29.3 Free Hit

29.4 Fielding Restrictions

29.5 Penalty

30 TIMED OUT

31 RUNNERS SUBSTITUTING FOR INJURED BATSMEN

32 DRINKS BREAKS

33 RESULT OF THE MATCH

34 POINTS

34.1 Match Points

34.2 Bonus Points

34.3 Net Run Rate

35 SEMI FINAL & GRAND FINAL MATCHES

36 DETERMINATION OF WINNERS

37-39 NIL

Applies to All Competitions

40 SEASON AWARDS

41 APPENDIXES – CODES OF BEHAVIOUR

42 APPENDIXES – PLAYER PROTECTION

43 BEHAVIOUR REPORTS AGAINST PLAYERS

44 APPEALS OF PLAYER BEHAVIOUR FINDINGS

45 SCOPE OF PENALTIES

46 BREACHES OF THE PLAYING REGULATIONS BY CLUBS

47 CONDUCT DETRIMENTAL TO THE SPIRIT OF THE GAME

48 POWER TO MAKE REGULATIONS

49 REQUEST FOR CHANGE OF PLAYING REGULATION

Appendix A BEHAVIOUR

Appendix B INTOXICATED PLAYER POLICY

Appendix C RACIAL AND RELIGIOUS VILIFICATION CODE

Appendix D COMMUNITY CRICKET CONCUSSION & HEAD TRAUMA GUIDELINES

Appendix E BOWLING INJURY PREVENTION

Appendix F DOUBTFUL BOWLING ACTIONS PROCEDURES

Appendix G LIGHTNING SAFETY 30-30 RULE

Appendix H HOT WEATHER GUIDELINES

Appendix I NATIONAL CLUB RISK PROTECTION PROGRAM

Appendix J CHILD PROTECTION POLICIES

Appendix K PLAYING CONDITION – HELMETS

Complete version at <https://qsdca.com.au/wp-content/uploads/2022/08/QSDCA-All-Playing-Regulations-ver-15.0-passed-at-AGM-18-Jul-2022-92pp-compressed.pdf>

INCORPORATING AMENDMENTS TO:	
18-Jul-2022	17-Jul-2006
19-Jul- 2021	18-Jul-2005
10-Aug-2020	19-Jul-2004
15-Jul-2019	21-Jul-2003
16-Jul-2018	15-Jul-2002
17-Jul-2017	16-Jul-2001
18-Jul-2016	14-Aug-2000
20-Jul-2015	15-Aug-1999
16-Jul-2007	7-Sep-1998

SECTION 1

**QUEENSLAND SUB
DISTRICTS CRICKET
ASSOCIATION INC.
INCORPORATED 1986**

RULES

**INCORPORATING AMENDMENTS TO
18 JULY 2022**

**PLAYED UNDER THE MANAGEMENT OF THE
QUEENSLAND SUB DISTRICTS CRICKET ASSOCIATION INC.**

A word or expression that is not defined in these model rules, but is defined in the Associations Incorporation Act 1981 has, if the context permits, the meaning given by the Act.

1. NAME

The name of the Organisation shall be the "Queensland Sub Districts Cricket Association Inc." (in these Rules called "the Association").

2. OBJECTS

The objects for which the Association is established are:-

- 2.1 To arrange, control and manage the game of cricket within the Queensland Sub Districts Cricket Association Inc. and the organisation of cricket matches with other sporting bodies.

3. POWERS

The powers of the Association are:-

- 3.1 To take over the funds and other assets and the liabilities of the present unincorporated association known as the "Queensland Second Division Cricket Association".
- 3.2 To subscribe to, become a member of and co-operate with any other association, club or organisation, whether unincorporated or not, whose objects are all together or in part similar to those of the Association provided that the Association shall not subscribe to or support with its funds any club, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association under or by virtue of Rule 32(10).
- 3.3 In furtherance of the objects of the Association to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Association or persons frequenting the Association's premises.
- 3.4 To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements of property, real and personal, and any rights and privileges which may be requisite for the purpose of, or capable of being conveniently used in connection with, any of the objects of the Association; provided that in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts.

- 3.5 To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association; to obtain from any such Government or Authority any rights, privileges or concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- 3.6 To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposed of the Association.
- 3.7 To remunerate any person or body corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in place or assisting to place or guaranteeing the placing or any unsecured notes, debentures or other securities of the incorporated association, or in or about the incorporated association or promotion of the incorporated association or in the furtherance of its objects.
- 3.8 To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Association's interest, and to contribute to subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control hereof.
- 3.9 To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit.
- 3.10 To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate.
- 3.11 In furtherance of the objects of the Association to lend and advance money or give credit to any person or body corporate: to guarantee and to give guarantee or indemnities for the payment of money of the performance of contracts or obligations by any person or body corporate, and otherwise to assist any person or body corporate.
- 3.12 To borrow or raise money either alone or jointly with any other person or legal entity in such a manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure or unsecured, debentures, or debenture stock, perpetual or otherwise, or by mortgage, charge lieu or other security upon the whole or any part of the incorporated association's property or assets present or future and to purchase, redeem pr pay-off such securities.
- 3.13 To draw, make, accept, endorse, discount, execute and issue promissory notes, bills or exchange, bills of lading and other negotiable or transferable instruments.
- 3.14 In furtherance of the objects of the Association to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association.
- 3.15 To take hold of mortgages, liens of charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchases or others.
- 3.16 To take any gift or property whether subject to any special trust or not, for any one ore more of the objects of the Association but subject always to the proviso in sub rule (4).
- 3.17 To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed for the purpose or procuring contributions to the funds of the association, in the shape of donations, annual subscriptions or otherwise.
- 3.18 To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects.
- 3.19 In furtherance of the objects of the Association to amalgamate with any one ore more incorporated associations having objects altogether or in part similar to those of the Association and which shall prohibit the distribution of its or their income and property among their members to an extent at least as great as that imposed upon the Association under or by Virtue of Rule 32(10).

- 3.20 In furtherance to the objects of the Association to purchase or otherwise acquire and undertake all or any part of the property, assets liabilities and engagements or any one or more of the incorporated Associations with which the Association is authorised to amalgamate.
- 3.21 In furtherance to the objects of the Association to transfer all or any part of the property, assets, liabilities and engagements of the Association to any one or more of the incorporated associations with which the association is authorised to amalgamate.
- 3.22 To make donations for patriotic charitable or community purposes.
- 3.23 To transact any lawful business in the aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.
- 3.24 To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.

4. CLASSES OF MEMBERS

- 4.1 The membership of the Association shall consist of the following:-

- a. **Ordinary members**
- b. **Delegate Members**
- c. **Life Members**
- d. **Honorary Members**
- e. **Umpire Members**
- f. **Associate Members**
- g. **Affiliated Club**
- h. **Associate Club**

- 4.2 The **Ordinary Members** shall be financial members of an affiliated club or as otherwise approved by the Management Committee. Membership fees for Ordinary Members shall be paid for by the affiliated club of which the member is a financial member or as otherwise approved by the Management Committee. There shall be no personal liability for Ordinary Members with respect to membership fees unless the ordinary member is not a member of an affiliated club. The number of Ordinary Members shall be unlimited.

- 4.3 a. **Delegate members** shall be nominated by:
- (i) the affiliated club of which they are a member; or
 - (ii) umpire members, of which they are a member

Such nomination shall be made in writing to the Secretary of the Association by the affiliated club no later than 14 days after the date of each Annual General Meeting. Nomination by the affiliated club shall detail the names and address of the Delegate Members accompanied by the annual registration fee from time to time determined by the Association.

- b. (i) **Each Affiliated Club shall be entitled to nominate annually one delegate member, excepting where a club has two or three teams playing in the Association when they shall be entitled to nominate two delegates, or where a club has four or more teams playing in the Association when they shall be entitled to nominate three delegates.**

(ii) **The Association representing umpire members shall be entitled to nominate annually two delegate members.**

(iii) **An Associate Club shall not be entitled to nominate any delegate members.**

(Approved by AGM – 16 July 2007 – Registered by Office of Fair Trading 6-Jan-2023)

- c. Any affiliated club may, at its discretion, de-list its delegate member or members by giving notice in writing thereof to the Secretary of the Association.
- d. In the event of death, retirement, disqualification or de-listing of any Delegate member, the affiliated club shall furnish to the Secretary of the Association a list in writing detailing its replacement delegate and that replacement shall hold the office of the delegate from the date of delivery of the list to the Secretary until the date of the next ensuing Annual General Meeting.
- e. The number of Delegate members shall be unlimited.

4.4 (i) A person may be appointed a **Life Member** of the Association for services rendered to the Association if:-

- a. The committee of any affiliated club proposed such a person in writing to the Management Committee or the Management committee proposes such a person as a Life Member;
- b. Such a proposal is approved by the Management Committee is ratified by the Annual General Meeting of the Association;
- c. Such proposal approved by the Management Committee is ratified by the Annual General Meeting of the Association.

(ii) Life Members shall be entitled to exercise all privileges of members of the Association including the right to speak and vote on any motion at a meeting of the Association but not to vote as a Life Member if he has already voted in any other capacity

4.5 a. **Honorary members** may be any person with an interest in the aims of the Association and appointed by the Management Committee from time to time in its absolute discretion. Honorary members shall retain such membership until death or resignation or until such membership has been revoked by the Management Committee.

b. Honorary members shall not be entitled to receive notice of any meeting of the Association or to vote at any such meeting nor, without the express permission of the Chairman of such meeting, which motion may be withdrawn at anytime, shall an Honorary member be entitled to speak at any such meeting.

c. The number of honorary members shall be unlimited.

4.6 An Affiliated Club shall be defined as a club which nominates a team or teams in any competition administered by the association provided that such team or teams are to consist of not less than eleven (11) ordinary members for each team nominated, or as determined by the Management Committee.

(Approved by AGM – 18-Jul-2022 – Registered by Office of Fair Trading 6-Jan-2023)

4.7 **Umpires** shall be those persons who are qualified to officiate at Association matches, after examination in both theory and practical. Such persons shall be recognised by the Association after paying the prescribed fee as set at the Annual General Meeting.

4.8 The **Associate Members** shall be financial members of an Associate Club or as otherwise approved by the Management Committee. Membership fees for Associate Members shall be paid for by the Associate Club of which the member is a financial member or as otherwise approved by the Management Committee. There shall be no personal liability for Associate Members with respect to membership fees unless the Associate member is not a member of an Associate Club. The number of Associate Members shall be unlimited.

- 4.9** An **Associate Club** shall be defined as a club which nominates a team or teams for any competitions administered by the association (except those provided for in Rule 4.(6) above) provided that such team or teams are to consist of not less than eleven (11) Associate Members for each nominated team, or as determined by the Management Committee.
- 4.10** To remove any doubt, an Affiliated Club that is also entitled to be an Associate Club shall be regarded as an Affiliated Club only.

5. MEMBERSHIP

- 5.1** a. Every person who at the date of incorporation of the Association was a member of the unincorporated Association shall become a member of the same class of membership in the unincorporated Association unless on or before the 31st January, 1987, that person has advised the Management Committee in writing of his intention not to become a member of the incorporated Association.
- b. Every member admitted to membership pursuant to Clause 5(1)a. above who has paid his subscription due on 31st October, 1986, as a member of the unincorporated Association, shall not be liable to pay any further sum by way of annual subscription to the Association for the period prior to the 31st May, 1987.
- 5.2** Every applicant for any class of membership of the Association (other than the members of the unincorporated Association referred in the sub-rule (1)) shall be proposed by one member of the Association and seconded by another member. The application for membership shall be made in writing, signed by the applicant and his proposer and seconder and shall be in such a form as the Management Committee from time to time prescribes

6. MEMBERSHIP FEES

- 6.1** The membership fees for each class of membership shall be such a sum as the members shall from time to time at Annual General Meetings so determine.
- 6.2** The membership fees for each class of membership shall be payable at such time and in such manner as the Management Committee shall from time to time determine PROVIDED THAT the membership fees for ordinary members is a financial member.

7. ADMISSION AND REJECTION OF MEMBERS

- 7.1** At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine admission or rejection of the applicant.
- 7.2** Any applicant who receives a majority of the votes of the members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a member to the class of membership applied for.
- 7.3** Upon the acceptance or rejection of an application for any class of membership the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.

8. TERMINATION OF MEMBERSHIP

- 8.1** A member may resign from the Association at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.

8.2 If a member:-

- (i) is convicted of an indictable offence; or
- (ii) fails to comply with any provisions of these Rules; or
- (ii) has membership fees in arrears for a period of one month or more; or
- (iv) conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the Association.

The Management Committee shall consider whether his membership shall be terminated.

8.3 The member concerned shall be given a full and fair opportunity of presenting his case and if the Management Committee resolves to terminate or suspend his membership it shall instruct the Secretary to advise the member in writing accordingly.**8.4 If an affiliated Club has membership fees in arrears for a period of one month or more, the Management Committee shall consider whether that Club shall remain an affiliated club.****8.5 The affiliated club concerned shall be given a full and fair opportunity of presenting its case and if the Management Committee resolves to disaffiliate the club it shall instruct the Secretary to advise the club in writing accordingly.****8.6 If a member who is a player conducts himself in the course of a fixture in a matter considered to be injurious to the character or interests of the Association:-**

- (a) Any member shall make a written complaint to the Secretary of the Management Committee within seven days of the completion of the fixture in which the conduct occurred and the Secretary shall cause the member complained to be advised of the complaint and particulars thereof within fourteen (14) days of the receipt of the complaint.
- (b) The member concerned shall be given a full and fair opportunity of presenting his case at a hearing which shall be held within twenty-eight (28) days of the date of notification of the complaint to the member concerned. After such a hearing, the Management Committee shall consider whether his membership shall be terminated or whether the member shall be suspended from playing in fixtures for a period of time. The Management Committee shall then instruct the Secretary to advise the member in writing of the decision of the Management Committee.

9. APPEAL AGAINST REJECTION, SUSPENSION OR TERMINATION OF MEMBERSHIP**9.1 Where:-**

- a. A person whose application for membership has been rejected;
- b. A member's membership has been suspended;
- c. A member's membership has been terminated;
- d. An affiliated club has been disqualified by the Management Committee;
- e. An affiliated club has had its affiliation suspended;

then the person, member or affiliated club may within one (1) month of receiving notification thereof, lodge with the Secretary written notice of intention to appeal against the decision of the Management Committee. An appeal shall be in the first instance to the Delegates Committee. Pending the decision of the Delegates Committee, the decision of the Management Committee, shall have full force and effect.

- 9.2 Upon the receipt of notification of intention to appeal in accordance with Clause 9(1) the Secretary shall give notice to the Delegates committee which shall convene within one month of the date of receipt of such notice a Delegates Meeting to determine the appeal. At any such meeting the appellant shall be given the opportunity to fully present his or its case and the Management Committee of those members thereof who made the decision in the first instance shall likewise have the opportunity of presenting its or their case. The appeal shall be determined by a majority of the Delegates Committee present at such meeting.
- 9.3 Where a person, whose application is rejected, does not appeal against the decision of the Management Committee within the time prescribed by these Rules or so appeals but the appeal is unsuccessful, the Secretary shall forthwith refund the amount of any fee paid.
- 9.4 a. Where a person, members or Affiliated Club appeals to the Delegates Committee in accordance with Clauses 9(1) and 9(2) and such appeal is dismissed then that person, member or affiliated club may within one month of receiving written notification of the dismissal of that appeal, lodge with the secretary written notice of his intention to appeal against the decision of the Delegates committee. Such appeal will lie to the Queensland Cricket Association limited in accordance with the rules of that Association provided that the Queensland Cricket association Limited consents to hearing such an appeal.
- b. Such appeal shall be heard in accordance with the Rules of the Queensland Cricket Association Limited and the decision shall be final.
- c. The Secretary shall notice of the appeal to be given to the Queensland Cricket association limited within fourteen (14) days of receipt of the notice of intention to appeal.

10. REGISTER OF MEMBERS

- 10.1 The Management committee shall cause a register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the association and dates of receipt of their admission.
- 10.2 Particulars shall also be entered into the register of deaths, resignations, terminations and reinstatements of membership and any further particulars as the Management committee or the members of any general meeting may require from time to time.
- 10.3 The register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.

11. MEMBERSHIP OF MANAGEMENT COMMITTEE

- 11.1 The Management committee of the Association shall consist of a President (who will act as Chairman of the Management Committee), a Secretary, Assistant Secretary, and Treasurer, all of who shall be members of the Association, and such number of other members, with a maximum of two (2) members per affiliated club, as the members of the Association at any general meeting may from time to time elect. The maximum number of members on the Management Committee shall be ten (10) and the minimum number be six (6).
- 11.2 At the Annual General Meeting of the Association all members of the Management committee for the time being shall retire from office, but shall be eligible upon nomination for re-election.
- 11.3 The election of officers and other members of the Management Committee shall take place in the following manner:-
- a. Except as otherwise provided by these Rules, the members of the Management Committee of the Association for the ensuing year shall be elected at the Annual General Meeting.
- b. A written nomination signed by the person making the nomination shall be required for all elective officers, except as otherwise provided by these Rules. Such nominations may be made by any

member of the Association and shall be lodged with the Secretary of the association at least fourteen days prior to the date of the meeting and shall be signed by the candidate as the consenting party.

- c. If only the number of valid nominations required to fill any office be received, the President shall declare the candidate duly elected.
- d. If fewer than the required number of valid nominations be received the President shall first declare the candidates elected, and then a majority of those present and entitled to vote may decide by the counting of a show of hands to fill the remaining vacancy or vacancies at that meeting by the calling of verbal nominations and by the taking of ballots if more candidates than are necessary to fill the office be so nominated.
- e. Should the office not be filled in this manner at the meeting, nominations in accordance with paragraph (b) of this Rule shall be called for an election held at the next meeting ensuring general meeting of the Association.
- f. Notice of the calling of nominations and the closing date and place shall be given by the Secretary in writing to the Secretary of each affiliated club not less than seven days prior to the date set for the meeting.
- g. If more than the required number of valid nominations be received a ballot or ballots shall be taken and each delegate member, Management Committee and Life member shall be entitled to vote for any number of such candidates not exceeding the number of vacancies

11.4 Should any member of the Management committee who is absent for three consecutive meetings of the Management committee, without having obtained leave of absence from the Management Committee, such members' position on the Management Committee shall automatically become vacant. That position may be filled in accordance with these Rules relating to casual vacancies.

11.5 The Secretary shall notify any member who applies for leave of absence under this Rule of the result of such application.

11.6 All Principal matters discussed at the Management Committee at its meeting shall be conveyed to the members at a general meeting by means of a short report.

11.7 Should any question arise which in the opinion of the Management committee is of sufficient importance to warrant reference to a meeting of the association such committee may refer to such question to a general meeting of the association. In all such cases the decision of the meeting of the association shall be final and conclusive.

12. RESIGNATION OF MEMBERS OF THE MANAGEMENT COMMITTEE

12.1 Any member of the Management Committee may resign from membership of the Management Committee at any time by giving notice in writing to the Secretary but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice it shall take effect on that later date.

12.2 Any member of the Management Committee may be removed from office by the vote of not less than two-thirds of those present and entitled to vote at a meeting of the Association especially called for the purpose. Fourteen (14) days notice of such meeting shall be given by a circular addressed to each person entitled to vote, and in the case of the person proposed to be removed such notice shall be forwarded by registered post.

13. VACANCIES ON MANAGEMENT COMMITTEE

13.1 The Management Committee shall have the power at any time to appoint any member of the Association to fill any casual vacancy on the Management Committee until the next Annual General Meeting.

- 13.2 The continuing members of the Management Committee may act notwithstanding any casual vacancy in the Management Committee, but if and so long as their number is reduced below the number fixed by or pursuant to these Rules as the necessary quorum of the Management committee, the continuing member or members may act for the purpose of increasing the number of members of the Management Committee to that number or of a summoning a general meeting of the Association, but for no other purpose.

14. FUNCTIONS OF THE MANAGEMENT COMMITTEE

- 14.1 Except as otherwise provided by these Rules and subject to resolutions of the members of the Association carried at any general meeting the Management Committee:-
- a. shall have the general control and management of the administration of the affairs, property and funds of the Association; and
 - b. shall have the authority to interpret the meaning of these Rules and any matter relating to the Association on which these Rules were silent.
- 14.2 The Management Committee may exercise all the powers of the Association:-
- a. to borrow or raise or secure the payment of money in such manner as the members of the Association think fit and secure the same or the payment of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Association in any way in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities;
 - b. to borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as a security for any debt, liability or obligation of the Association, and to provide and pay off any securities: and
 - c. to invest in such manner as the members of the Association may from time to time determine.
- 14.3 The President shall chair at the Annual General Meeting, Management Committee Meetings and Delegates Meetings and ex officio may attend all meetings of the Association. In the absence of the President at the Annual General Meeting, a person elected by the meeting will occupy the chair. The President shall exercise general supervision over the affairs and committee members of the Association, see that the affairs of the Association are carried out, and that the Rules of the Association are observed. At any meeting other than the Annual General Meeting, in the absence of the President, the meeting shall elect a Chairman.
- 14.4. a. The Treasurer shall cause proper books and accounts to be kept and maintained.
- b. The Treasurer shall as soon as practicable caused to be paid all monies received by him belonging to the Association to the credit of the Association with a bank or banks nominated by the Management committee. The Treasurer shall report to the Management Committee any affiliated club who is in arrears.
 - c. The Honorary Treasurer may delegate specific duties to the Assistant Secretary of the Association.
 - d. If the Treasurer is unable through absence or any other reason to attend to his duties, or should the Treasurer refuse or neglect to do anything required to be done by him under these Rules, or by order or direction of the Management Committee, the Management Committee shall have the power to relieve him of his duties and to appoint any other member of the association to act in his stead until the next Annual General Meeting when a new Treasurer shall be elected in accordance with these Rules. In the event that the Treasurer is relieved of his duties he shall forthwith hand over to the Management Committee all books and records of the Association in his possession or which are under his control.

- 14.5. a. The Secretary shall cause full and accurate minutes of all the questions, matters, resolutions and other proceedings of every Management Committee Meeting and General Meeting to be entered into a book to be open for inspection at all reasonable times by any financial member who previously applies to the Secretary for that inspection. For the purpose of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee Meeting shall be signed by the Chairman of the next succeeding Management committee Meeting verifying their accuracy. Similarly, the minutes of every general meeting shall be signed by the Chairman of that meeting or the Chairman to the next succeeding general meeting. Providing that the minutes of any Annual General meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding general meeting or annual general meeting.
- b. The Secretary shall consult the President on urgent matters and on those requiring attention between meetings. He shall call meetings of the Association in accordance with the Rules.
- c. The Secretary may delegate specific duties to the Assistant Secretary of the Association.
- d. If the Secretary is unable through absence of for any other reason to attend his duties, or should the Secretary refuse or neglect to do anything required to be done by him under these Rules, or by order or direction of the Management committee, the Management committee shall have the power to relieve him of his duties and to appoint any other member of the Association to act in his stead until the next Annual General Meeting when a new Secretary shall be elected in accordance with these Rules. In the event that the Secretary is relieved of his duties he shall forthwith hand over to the Management Committee all the books and records of the Association in his possession or which he has under his control.
- 14.6 The Management Committee may from time to time make regulations for the control and management of competition matches.
- 14.7 The Management Committee may from time to time vary the number of clubs entitled to affiliated with the Association.
- 14.8 The Management Committee may fix honorariums which must be ratified by a General Meeting.

15. MEETINGS OF MANAGEMENT COMMITTEE

- 15.1 a. The management Committee shall meet at least once every two calendar months to exercise the functions and shall meet at such time and at such place as the members thereof shall from time to time decide.
- b. The quorum at every meeting of the Management Committee shall be a simple majority of a number equal to the number of members elected and/or appointed to the Management Committee as at the close of the last General Meeting of the members of the Association.
- 15.2 A special meeting of the Management Committee shall be convened by the Secretary on the requisition in writing signed by not less than one-third of the members of the Management Committee, which requisition shall clearly state the reasons why such a meeting is being convened and the nature of the business to be transacted thereat.
- 15.3 Subject as previously provided in this Rule, the Management Committee may meet together and regulate its proceedings as it thinks fit provided that question arising at any meeting of the Management Committee shall be decided by a majority of the votes by those at the meeting and entitled to vote and in the case of an equality of votes the motion shall be deemed to be defeated.
- 15.4 A member of the Management Committee shall not vote in respect of any contract with the Association in which he is interested, or any matter arising there out, and if he does so vote his vote shall not be counted.
- 15.5 Not less than fourteen days notice shall be given by the Secretary to members of the Management Committee of any special meeting of the Management Committee. Such notice shall clearly state the nature of the business to be discussed thereat.

- 15.6 If within half an hour from the time appointed for the commencement of a Management Committee meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at that adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall lapse.

16. DELEGATIONS OF MANAGEMENT COMMITTEE

- 16.1 The Management Committee may delegate any of its powers to a sub-committee consisting of such members of the Association as the Management Committee thinks fit. Any sub-committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Management Committee.
- 16.2 A sub-committee may elect a Chairman of its meetings. If no such Chairman is elected or if at any meeting the Chairman is not present within ten minutes after the time appointed for holding the meeting, the members present may choose one of their number to be Chairman of the meeting.
- 16.3 A sub-committee may meet and adjourn as it thinks proper. Questions arising at the meeting shall be determined by a majority of votes of the members present and, in case of an equality of votes, the question shall be deemed to be decided in the negative.

17. VALIDITY OF MANAGEMENT COMMITTEE DECISIONS

All acts done by any meeting of the Management Committee or of a sub-committee or by any person acting as a member of the Management Committee shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Management Committee or person acting aforesaid, or that the members of the Management Committee or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the Management Committee.

18. OUT OF MEETING RESOLUTIONS OF MANAGEMENT COMMITTEE

A resolution in writing signed by all members of the Management Committee for the time being entitled to receive notice of a meeting of the Management Committee shall be as valid and effectual as if it had been passed at a meeting of the Management committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Management Committee.

19. ANNUAL GENERAL OR GENERAL MEETINGS

The first general meeting shall be held at such time, not being less than one month nor more than three months after the incorporation of the Association, and at such place as the Management Committee may determine.

20. AGENDA FOR ANNUAL GENERAL MEETING

- 20.1 The Annual General Meeting of the Association, which will be deemed to be the last meeting of the cricket season shall be held on the third Monday in the month of July each year.

20.2 The business to be transacted at every Annual General Meeting will be:-

- a. To receive the Management Committee's report and the Statement of Income and Expenditure, Assets and Liabilities and mortgages, charges and securities affecting the property of the Association for the preceding year.
- b. To elect members of the Management Committee for the ensuing year as are required by these Rules.
- c. To elect Life Members (if any) in the pursuance of these rules.
- d. To fix all fees and fines for the coming season and any other fees or fines that may be deemed necessary.
- e. To consider any business of which seven (7) days notice has been given by the Secretary.
- f. To transact any general business that may be brought before the meeting.
- g. To elect two persons to represent the Association on the Delegate Body of the Queensland Cricket Association Limited.
- h. To receive the Auditors report upon the books and account of the preceding year.
- i. To appoint an Auditor.

21. SPECIAL GENERAL MEETING

21.1 The Secretary shall convene a special general meeting:-

- a. When directed to do so by the Management Committee; or
- b. On receiving a requisition signed by not less than five (5) delegate members of different affiliated clubs specifying the object of which meeting is desired.

21.2 No resolution, other than that for which the meeting has been called, shall be dealt with at any extraordinary general meeting or at any adjournment thereof. The Chairman of the meeting may permit a verbal amendment to any resolution if such amendment does not materially alter the intention of the original resolution.

21.3 The minutes of an extraordinary general meeting shall be submitted for confirmation at the next meeting of the Association.

22. GENERAL MEETING QUORUM

22.1 At any general meeting of the members of the Association, the number of members required to constitute a quorum shall be double the number of members presently on the Management Committee plus one. In the absence of a quorum after the expiration of thirty minutes from the time appointed for assembling, the meeting shall be adjourned to such time and such place as those present think fit.

22.2 No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. For the purpose of this Rule 'member' includes a person attending as a Proxy or as representing a corporation which is a member.

22.3 The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned

meeting shall be given as in the case of an original meeting. Save as foresaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at the adjourned meeting.

- 22.4 Should any delegate member be absent from three consecutive general meetings of the association without having obtained leave of absence from the Management Committee such delegate member's position a delegate member should automatically become vacant and the Secretary shall give written notice of such vacancy to the Secretary of the Club which the delegate member represents. The Secretary shall also notify the delegate member concerned at his last known place of address of any action taken in accordance with this Rule.
- 22.5 The Secretary shall keep a Rule Book in which the attendance of each Management Committee Member, Life Member and Delegate Member shall be recorded. A record of all attendance shall be embodied in the minutes of each general meeting.
- 22.6 An affiliated club whose delegate members of members may be unable to attend any meeting of the Association may by writing under the hand of its President or Secretary or other appropriate officer of whom the Association shall be the sole judge, may appoint a Proxy or Proxies to attend or vote at such meetings, provided that the written notice of appointment shall reach the Secretary of the association before the commencement of the meeting and any persons already to vote at the meeting shall not be eligible for such appointment as proxy.
- 22.7 The non-receipt of notice of any general meeting by any persons or persons entitled to such notice shall not invalidate any of the proceedings of such a meeting.

23. NOTICE OF MEETINGS

- 23.1 The Secretary shall convene all general meetings of the Association by giving not less than 14 days notice of any such meeting to the members of the Association.
- 23.2 The manner by which such notice shall be given shall be determined by the Management Committee. Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.

24. CONDUCT OF GENERAL MEETINGS AND VOTING PROCEDURES

Unless otherwise provided by these Rules, at every general meeting:-

- 24.1 The President shall preside as chairman, or if there is no President, or if he is not present within fifteen minutes after the time appointed for the holding of the meeting, or is unwilling to act, the member present shall elect one of the Management Committee members to be Chairman of the meeting.
- 24.2 The Chairman shall maintain order and conduct the meetings in a proper and orderly manner.
- 24.3 Every question, matter or resolution shall be decided by a majority of the votes of the members present.
- 24.4 Voting:
- a The members of the Association other than Honorary members shall be entitled to attend at General Meetings of the Association. Each Life Member and each Delegate Member and each Management Committee Member shall be entitled to vote at General meetings of the Association.
 - b A member who is entitled to vote at general meetings of the Association may appoint a proxy to attend and vote at such meeting provided that written notice of the appointment is provided to the Chairman of the meeting before the commencement of the meeting and any persons already entitled to vote at the meeting shall not be eligible for appointment as Proxy.

- c No delegate member of any club shall be permitted to take part in any proceedings of any meeting unless, prior to the commencement of such meeting, such club shall have discharged all its financial obligations to the Association, such obligation to include the payment of registration fees.
- d A person shall not exercise more than one vote on any motion at any meeting of the Association.
- e On any motion at any meeting of the Association of the Management Committee or any other committee herein referred to a President or Chairman as appropriate of the meeting shall be entitled to vote. Decisions shall be taken on a simple majority.

24.5 Ballots:

- a. When a ballot for elective office is required the President or Chairman shall announce the office and the names of eligible candidates thereof and shall appoint two scrutineers (not being candidates) to conduct the ballot or ballots. Such scrutineers shall be at liberty to exercise the votes to which they may be entitled in the ballot.
- b. Ballot papers shall be distributed by the scrutineers to each person entitled to vote in the election.
- c. Each voter shall be entitled to vote in each ballot for the number of candidates required to fill the vacancies and shall mark an "X" against names of the candidates for whom he votes.
- d. The Scrutineers shall collect and count the votes.
- e. A ballot paper shall be declared informal by the scrutineers if:-
 - (i) The ballot paper is not properly part of a particular ballot;
 - (ii) If the voter has voted for more or fewer than the required number of elective officers;
 - (iii) The ballot paper is not clearly marked aforesaid.
- f The Scrutineers shall, after counting the votes, deliver the ballot papers to the President or Chairman as appropriate and advise him in writing of the numbers of formal and informal votes ballot papers returned and of the number of formal votes cast for each candidate.
- g Thereupon the President or Chairman as appropriate shall determine the result of the ballot as follows:-
 - (i) Where there is only one candidate more than the number of offices to be filled the candidate obtaining the least number of votes shall be eliminated and the other/s declared elected. Should two or more candidates be equal in obtaining the least number of votes, the President or Chairman shall decide upon which one of such candidates shall be eliminated and the others shall be declared elected.
 - (ii) Where only one office is to be filled and the number of candidates is three or more, the candidates obtaining the least votes in the first ballot shall be eliminated and a further ballot or ballots taken, provided that;
 - (aa) Where two or more candidates are equal in obtaining the least votes, the President or Chairman as appropriate shall decide which one of these shall be eliminated from the next and subsequent ballots;
 - (bb) Where a candidate obtains a number of votes in the first or subsequent ballot which is more than one half of the number of formal votes cast, he shall be declared elected forthwith; and

- (cc) Where two candidates obtain an equal number of votes in the last ballot, the President or Chairman as appropriate shall determine which of the two shall be eliminated and the other shall be declared elected.
- (iii) Where the number of offices or vacancies in offices to be filled is more than one and the number of candidates obtaining the least number of votes shall be eliminated from the next and subsequent ballots. Where two or more candidates are equal in obtaining the least votes, the President or Chairman as appropriate shall determine which one of such candidates shall be eliminated.
- h. All ballot and relevant papers shall be retained by the President or Chairman until the close of the meeting and immediately thereafter destroyed by him.
- i. Any person entitled to vote in an election may require at any time after the election is decided and prior to the close of the meeting, without the requirement being seconded, that the meeting be informed of the number of votes obtained by all or any of the candidates in any particular ballot, but the President or Chairman as appropriate and/or scrutineers shall not otherwise publish or cause to be published such information.
- j. In any ballot in which the President or Chairman is a candidate, he shall vacate the chair whilst the ballot is being conducted and determined, and the duties of the Chairman under this Rule shall be carried out by a Vice-President or other Office Bearer of the Association or person elected for that purpose on a show of hands by a majority of persons present and entitled to vote in the ballot.

25. CLUB SECRETARIES MEETING

- 25.1 A meeting of Club Secretaries and/or Club Committee Members will be held on the second Monday of the month of August each year. At this meeting Clubs will be affiliated for the following year and the Management committee will advise those present of the Association's requirements of the cricket season and assist club committee members in any matter possible.
- 25.2 A Secretary may appoint a Proxy to attend and vote at such meeting provided that when notice of the appointment is provided to the Chairman of the meeting before the commencement of the meeting.
- 25.3 If a Secretary is absent from a Secretaries meeting without having obtained a leave of absence from the Management Committee he shall be liable to a fine of **\$20.00** payable by the affiliated Club which appointed the Secretary

26. DELEGATE'S COMMITTEE MEETING.

- 26.1 A meeting of the delegate members of the Association shall be held on the first Monday of September, December and February each year. A delegate may appoint a proxy from the same club to attend and vote at such a meeting provided that written notice of the appointment is provided to the Chairman of the meeting before the commencement of the meeting.**
- 26.2 (a) If an affiliated club is unrepresented at a delegate's meeting without having obtained leave of absence from the Management Committee that club shall be liable to a fine of \$10.00.**
 - (b) If an affiliated club is unrepresented at two delegate's meetings without having obtained leave of absence from the Management Committee that club shall be liable to a fine of \$20.00**
 - (c) If an affiliated club is unrepresented at three delegate's meetings without having obtained leave of absence from the Management Committee that club shall be liable to a fine of \$50.00**

- (d) **If an affiliated club is unrepresented at three delegate's meetings without having obtained leave of absence from the Management committee the Management Committee shall consider whether that club should be disaffiliated or whether that club's affiliation should be suspended.**

(Approved by AGM – 16 July 2007 – Registered by Office of Fair Trading 6-Jan-2023)

27. BY-LAWS

- 27.1 The Management Committee may from time to time make, amend or repeal By-Laws, not inconsistent with these Rules, for the internal management of the Association and any By-Laws may be set aside by a general meeting of the members.
- 27.2 The Playing Regulations of the Association as amended from time to time by a general meeting of the members shall be deemed to be By-Laws of the Association from the date of incorporation.

28. ALTERATION OF RULES

- 28.1 Subject to the *Associations Incorporation Act 1981*, these rules may be amended, repealed or added to by a special resolution carried at a general meeting.
- 28.2 However an amendment, repeal or addition is valid only if it is registered by the chief executive.

29. COMMON SEAL

The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the Management committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some person appointed by the Management Committee for the purpose.

30. COLOURS

The colours of the Association shall be light blue and dark blue.

31. AFFILIATION WITH Q.C.A. LIMITED

This Association shall affiliate with the Queensland Cricket Association limited.

32. FUNDS AND ACCOUNTS

- 32.1 The funds of the Association shall be banked in the name of the Association in such bank as the Management Committee may from time to time direct.
- 32.2 Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of a like nature.
- 32.3 All moneys should be banked as soon as practicable after receipt thereof.

- 32.4 All amounts of twenty dollars or over shall be paid by cheque signed by two of the President, Secretary, Treasurer or other member authorised from time to time by the Management committee,
- 32.5 Cheques shall be crossed "not negotiable" except those in payment of wages, allowances or petty cash recoupments which may be open.
- 32.6 The Management committee shall determine the amount of petty cash which shall be kept on the imprest system.
- 32.7 All expenditure shall be approved or ratified at a Management Committee Meeting.
- 32.8 As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing particulars of:-
- a. the income and expenditure for the financial year just ended.
 - b. the Assets and Liabilities and of all mortgages, charges and securities affecting the property of the Association at the close of that year.
- 32.9 All such statements shall be examined by the Auditor who shall present his report upon such audit to the Secretary prior to the holding of the Annual General Meeting next following the financial year in respect of which such audit was made.
- 32.10 The income and property of the Association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by ways of dividend, bonus or otherwise by way of profit to or amongst the members of the Association provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him to the Association provided further that nothing herein contained shall be construed so as to prevent the payment or repayment of any member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by the Association or reasonable or proper rent for premises demised or let to the Association.

33. DOCUMENTS

The Management Committee shall provide for the safe custody of books, documents, instruments of title and securities of the Association.

34. FINANCIAL YEAR

The financial year of the association shall close on the 31st May in each year.

35. DISTRIBUTION OF SURPLUS ASSETS

If the Association shall be wound up in accordance with the provisions of the Associations incorporated Act 1981, and there remains, after satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution having objects similar to the objects of the Association, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as imposed on the Association under or by virtue of Rule 32(10) such institution or institutions to be determined by members of the association.