

LEAGUE RULES

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the Witney & District Youth Football League and shall consist of not more than 200 Clubs who shall be Full Member Clubs.

All such Member Clubs must be affiliated to an affiliated County Football Association and their names and particulars shall be returned annually by the appointed date on the Form "D" to the Oxfordshire County Football Association. The area covered by the Competition Membership shall be Oxfordshire and surrounding counties.

This Competition shall apply annually for sanction to the Oxfordshire Football Association and the constituent teams of Member Clubs may be grouped in divisions.

The competition will provide 11-a-side football for players who have attained the age of 10 as at midnight 31st August in a playing season and Mini-Soccer for players who have attained the age of 6 years but not the age of 10 years as at midnight on 31st August in a playing season.

(B) In all rules the term "club" refers to the full club (e.g. Witney Town) and the term "team" refers to one team in an age group team within a club (e.g. Witney Town Under 12's A team).

ENTRY FEE, SUBSCRIPTION, DEPOSIT

2. (A) Applications by Clubs for admission to this Competition must be made in writing to the Secretary and must be accompanied by an Entry Fee of £0:00 per team which shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting. The Entry Fee shall apply.

(B) The Annual Subscription shall be £85 per Team playing 11-a-side football and £60 per Team playing Mini-Soccer payable on or before the 1st JUNE in each year. Annual subscription is non returnable and payable in full at the time of affiliation. Clubs who submit their affiliation forms after the 1st June the following will apply: From the 2nd June to the 10th June the entry fee rises by £5 per team. From the 11th June until two days before the AGM the team entry fee will rise by £10 per team. For Entries submitted within two days of the AGM and also teams entered after the AGM the entry fee will rise by £15 per team.

The penalty will be based on the date of the post mark of the submitted affiliation forms. For those affiliation forms posted to the wrong League Official or delivered by hand the date will be based on the date received by the League Secretary.

The League Secretary can use his discretion to waiver these additional fees.

(C) Each Club shall, pay a Deposit of £0.00 which shall be returnable to Clubs on leaving the Competition provided they have fulfilled their fixtures and complied with all orders of the Management Committee.

(D) A Club shall not participate in this Competition until the Entry Fee, Annual Subscription and Deposit have been paid.

(E) Clubs must advise annually to the Secretary in writing by 15th July of its relevant County Football Association affiliation number for the forthcoming Season, failing which they shall be fined on scale C. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

(F) Within 12 months of joining the League all managers new to the League must be qualified to at least FA Level One coaching course standard.

(G) Teams joining the League will be expected to complete all fixtures in the League and Knock Out Cup. A supplementary competition, known as the League Cup, may be arranged

and offered to teams which have insufficient games to play to the end of the season. The League Cup will be optional and teams can choose not to enter. This competition will be in the form of a knock out or round robin format. Once entered, there will be a fine under scale E fine for withdrawal after the team league seeding have been published on the web site. The results of a defaulting team will be expunged from the League tables. If a team is failing to fulfil its fixtures then the Management Committee can, at it's discretion, deem that a team has withdrawn from the League.

(H) Teams will not be permitted to enter tours/tournaments during the League's season unless they can satisfy the Management Committee that they (with the written consent of their opponents) have refixed any games set for the period of their absence. With the exception of County FA competitions, teams must provide the Fixtures Secretary details of any competitions/tournaments they have entered at least 28 days before the event - otherwise matches postponed due to this competitions/tournaments will automatically be awarded to the non-postponing team.

OFFICERS

3. (A) The Officers of the Competition shall be the President, Vice-Presidents, Chairman, Vice-Chairman, Treasurer, Secretary, Registration Secretary, Assistant Registration Secretary, Fixtures Secretary, Assistant Fixtures Secretary, Assistant Referees Secretary, Referees Secretary, Press Officer, Child Protection Officer, League Welfare Officer and Trophy Custodian to be elected annually at the Annual General Meeting. (*N.B.* Auditors are not Officers).

(B) If the League wishes to award any individual for their long term work in youth football, a Life Vice-Presidency may be bestowed on them. Life Vice Presidents shall be elected from the nominations (maximum 4) submitted by the Management Committee.

(C) The position of Vice President may be awarded to individuals for recognition of their support and assistance with the League. The post of Vice President will be held for a term of one year. Vice Presidents shall be elected from the nominations (maximum 4) submitted by the Management Committee.

MANAGEMENT, NOMINATION, ELECTION

4. (A) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the Officers and up to 15 (fifteen) members who shall be elected at the Annual General Meeting. At least 1 (one) representative from each age group (U9's – U15's) shall be elected as part of the fifteen committee members. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The Association from time to time.

(B) Retiring Officers shall be eligible to become candidates for re-election without nomination. All other candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two Member Clubs, not later than 1st JUNE in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting

(C) The Management Committee shall meet as often as is necessary to deal with business as it arises.

On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

(D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.

(E) All communications received from Clubs must be conducted through their nominated Officers.

(F) No telephone calls should be made to an Officer or Committee member of the League before 9.30am or after 9.00pm other than by prior arrangement. Failure to comply will result in a fine on Scale B. E-mail is an alternative method for correspondence and can be sent at anytime.

(G) Any member of the Management Committee failing to attend three (3) consecutive meetings without good cause shall be deemed to have resigned.

POWERS OF MANAGEMENT

5. (A) The Management Committee may appoint such other sub-committees as they may consider necessary and may delegate such of their powers as they deem necessary to such committees. The decisions of all such committees shall be reported to the Management Committee for ratification.

(B) Subject to the permission of the Oxfordshire County Football Association having been obtained the Management Committee may order a match or matches to be played each season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call upon each Club (including any Club which may have withdrawn during the season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the season. (See Rule 6(e)).

(C) Each Member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one vote thereat, but no Member shall be allowed to vote on any matters directly appertaining to such Member or to the Club so represented. (This shall apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

(D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules. Except where these Rules provide for the imposition of a set penalty any Club, Official or Player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules.

(E) All decisions of the Management Committee shall be binding subject to the right of appeal to the Board of Appeal in accordance with Rule 16.

Decisions of the Management Committee must be notified in writing to those concerned within 14 days.

(F) 5 Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and 2 Members shall constitute a quorum for the transaction of business by any sub-committee of the Competition.

(G) The Management Committee, as it may deem necessary, shall have power to fill in an acting capacity, any vacancies that may occur amongst their number.

(H) A Club having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition shall be liable to be fined or otherwise penalised at the discretion of the Management Committee.

(I) All fines and charges shall be paid within 14 days of the date of posting of the written notification.

Clubs, Officials or individuals committing a breach of this Rule will incur such penalties as the Management Committee may impose.

(J) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the Annual General or Special General Meeting called to decide the constitution and the commencement of the Competition season. Any team/club applying after the AGM must pay the club and team registrations with their application.

(K) No participant under the age of 18 can be fined.

ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting shall be held not later than 30th JUNE in each year. At this meeting the following business shall be transacted provided that at least 50% Members are present and entitled to vote:

To receive and confirm the Minutes of the preceding Annual General Meeting.

To consider any business arising there from.

To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.

Election of Clubs to fill vacancies (as recommended by the Management Committee).

Constitution of the Competition for ensuing season.

Election of Officers and Management Committee.

Appointment of Auditors.

Alteration of Rules, if any (of which notice has been given in writing to the Secretary).

Fix the date for the commencement and conclusion of playing season.

Other business of which due written notice (no later than 48 hrs prior to the meeting) shall have been given and accepted as being relevant to an Annual General Meeting.

(B) A copy of the duly audited Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen days prior to the meeting, and to the Oxfordshire County Football Association Ltd.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Oxfordshire County Football Association Ltd. within fourteen days of its adoption by the Annual General Meeting.

(D) Each Full Member Club shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Not less than seven (7) days' notice shall be given of any Meeting.

(E) Clubs who have withdrawn their Membership of the Competition during the season being concluded or who are not continuing Membership shall be entitled to attend but shall vote only on matters relating to the season being concluded.

(F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least 75% of the delegates qualified to vote or the Chairman so decides.

(G) No individual shall be entitled to vote on behalf of more than one Full Member Club.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting or any new or continuing club failing to be represented at the Secretary/Manager's meeting without satisfactory reason being given shall be fined Scale C.

(I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting.

(J) All managers and secretaries who are in their first season with the league are required to attend the New Secretary/Manager meeting. Failure to comply will result in a fine the on scale D.

(K) All clubs must hold a valid public liability insurance for each team.

(L) A manager of a team registered with the league must be at least 18 years old on the first day of the season to be deemed the responsible adult in charge of the team.

AGREEMENT TO BE SIGNED

7. The Chairman and the Secretary of each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the Application for Membership for the coming season, or upon indicating that the Club intends to compete.

"We ..,..... of (Chairman) and of (Secretary) of the.....Football Club have been provided with a copy of the Rules and Regulations of the Witney & District Youth Football League Competition and do hereby agree for and on behalf of the said Club, if elected or accepted into Membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee of the Competition, subject to the right of appeal in accordance with Rule 16.

Any alteration of the Chairman and /or Secretary on the above Agreement must be notified to the County Football Association to which the Club is affiliated and to the Secretary of the Competition.

(Note: The spaces above are intended for the inclusion of the signatures and addresses of officers and members).

QUALIFICATION OF PLAYERS

8. (A) Contract players, as defined in Football Association Rules, are not permitted in this Competition.

No player registered with a F.A. Premier League or Football League Academy will be permitted to play in this competition. A Player registered with a Centre of Excellence may only play in this Competition subject to the Regulations of the Programme for Excellence.

(B) A registered youth playing member of a Club is one who, being in all other respects eligible, has signed a fully and correctly completed Competition registration form in ink, countersigned by his /her parent or guardian, and who has been registered with the Registrations Secretary 2 days prior to playing and whose completed ID card has been received by the Club prior to playing. Registration forms may also be submitted to the (Registrations) Secretary by email 2 hours prior to the player playing. The original form and supporting documents must be received by the (Registrations) Secretary within 2 days of the match date. If received after that date the player will be deemed an unregistered player. If the club becomes aware that a player wishes to be known by an alternate name, then the club must register the new details with the league before that player is eligible to play using the new name. The player is not eligible until after the Registration Secretary has confirmed receipt of the details.

The registration document must incorporate one current passport-size photograph of the player seeking registration with the players name clearly written on the back. If a player's age is required for registration purposes a Competition must accept and original birth certificate or a photocopy. In cases where the birth certificate is not available a Competition is required to accept a photocopy of the player's passport or other official document issued by a Government Agency attesting to the player's date of birth. (Proof of date of birth is only required for players registering with the League for the first time).

The completed registration form together with proof of date of birth, and a S.A.E. should be submitted to the (Registrations) Secretary. Any incomplete submissions will be returned unprocessed.

The qualification dates for the competition shall be as follows:

Mini-Soccer:

To play in a KO Cup game or a game where points are awarded, or results collected, a player must have achieved the age of eight on or before 31st August.”

Under 7 – the player must have attained the age of 6 as at midnight on 31st August in the playing season but must be under the age of 7 as at midnight on 31st August in the playing season.

Under 8 – the player must be under the age of 8 as at midnight on 31st August in the playing season.

Under 9 – the player must be under the age of 9 as at midnight on 31st August in the playing season.

Under 10 – the player must be under the age of 10 as at midnight on 31st August in the playing season.

In accordance with the foregoing qualifications a player in the above age ranges must not play in a match where any other player is older or younger by 2 years or more.

Youth Football:

Boys and girls can play mixed football up to and including U11 football.

Under 11 – the player must have attained the age of 10 but must be under the age of 11 by midnight 31st August in the playing season.

Under 12 – the player must be under the age of 12 as at midnight on 31st August in the playing season.

Under 13 – the player must be under the age of 13 as at midnight on 31st August in the playing season.

Under 14 – the player must be under the age of 14 as at midnight on 31st August in the playing season.

Under 15 – the player must be under the age of 15 as at midnight on 31st August in the playing season.

Under 16 – the player must be under the age of 16 as at midnight on 31st August in the playing season.

Under 17 – the player must be under the age of 17 as at midnight on 31st August in the playing season.

Under 18 – the player must be under the age of 18 as at midnight on 31st August in the playing season.

In accordance with the foregoing qualifications a player under the age of 15 as at midnight on 31st August in the playing season must not play in a match where any other player is older or younger by 2 years or more.

(The above qualification dates are subject to the provisions contained in FA Rule C.4(a)(v)).

(C) A player having taken part in matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Club in the Competition without first proving to the officials of the intended Club that the player has discharged all reasonable financial liabilities to the previous Club or Clubs, and a Club official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club, or Clubs, for which the player last played.

(D) Registration forms shall be obtained from the Registrations Secretary on prepayment of £0:00 per form.

(E) No team shall register more than eighteen (18) players at any one time for eleven a side football and 14 players for mini soccer.

(F) Players are regarded as being registered for a team within a Club and may not play for another team within that Club unless transferred.

(G) The Management Committee shall decide all registration disputes.

In the event of a player signing a registration form or having a registration submitted for more than one Club or team priority of registration shall decide for which Club or team the player shall be registered. The Registrations Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(H) It shall be deemed misconduct for a player to:-

(i) Play for more than one Club in the Competition in the same season without first being transferred (unless deregistered).

(ii) Having signed for one Club in the Competition, sign for another Club in the Competition in that season except for the purpose of a transfer (unless deregistered).

(iii) Submit a signed registration form for registration that the player had wilfully neglected to accurately or fully complete.

(iv) Be under 7 years old on the 31st August of the season in question and play in an U8 or U9 team.

(v) Be under 8 years old on the 31st August of the season in question and play in any KO Cup competition, semi final or final, or league playoff

(I) (i) The Management Committee shall have power to accept/deny the registration of any player. The Management Committee shall have power to refuse, cancel or suspend the registration of any player proved guilty of registration irregularities. (Subject to Rule 16).

(ii) The Management Committee shall have power to refuse or cancel the registration of any player found guilty of undesirable conduct and to disqualify the player in question from participating in all games in the Competition. (Subject to Rule 16).

(Note: Action under Clause (ii) shall not be taken against a player for misconduct on the field of play until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute.)

(J) **THE FA SEVEN DAY APPROACH RULE** – to assist in knowing when the 7 day approach rule applies and what to do, below are two examples:

Scenario 1

You want to speak to or approach a player signed with another club about signing for you.

A manager wishing to speak to a player about joining their team, when the player is already registered with another team, **MUST** ask their club secretary to write to the secretary of the player's current club given seven days' formal written notice of their intention to speak to the player.

This written notice must be sent by special delivery or recorded post or a written acknowledgment otherwise obtained from the secretary or chairman of the player's current club (fax or e-mails may be used provided a receipt of acknowledgement is also obtained).

Once this has been done, the player can be spoken to on or after the eighth day and the player must be registered on or before the 21st day.

If the player declines your offer to leave their current team and join your team then you cannot approach them again in the same season (the FA season is from 1st July to 31st May).

You can only approach one player in the same team at any one time.

You cannot approach another player in the same team within 28 days.

Scenario 2

You are approached directly by a player or indirectly about a player signing for you that is already signed to another club.

A player (or their parent/guardian) registered in club (A) approaches a member of club (B) about joining club (B).

Club (B) MUST ask their club secretary to write to the secretary of the players current club (A) giving seven days' formal written notice of their intention to speak to the player.

This written notice must be sent by special delivery or recorded post or a written acknowledgment otherwise obtained from the secretary or chairman of the player's current club (fax or e-mails may be used provided a receipt of acknowledgement is also obtained).

Once this has been done, the player can be spoken to on or after the eighth day and the player must be transferred in accordance with the second part of this rule (8J).

A club which is the subject of a complaint alleging failure to give notice in accordance with the FA rules can be subject to a charge of misconduct under FA Rule E1(b). Therefore all instances of this rule being breached need to be raised by your Club Secretary with your County FA.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

(K) No club will approach a signed player of another club without complying with the current FA 7 day approach rule. Any club not complying will be automatically reported the appropriate county FA.

(L) A player may not be registered/deregistered for a Club nor transferred to another Club in the Competition after 31st MARCH except by special permission of the Management Committee.

(M) A Club shall keep a list of the players it registers and a record of the games in which they have played, and shall produce such records upon demand by the Management Committee.

In the event a Club has more than one team in an age group, each team must be clearly designated "A" and "B" etc. In such cases, players will be registered for one team only. A players so registered will be allowed to play for his Club in a younger or older age group within the provisions of Rule 8 (B) only if they have been transferred or have been deregistered.

(N) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the Registrations Secretary and shall be open to the inspection of any duly appointed Member Club representative at all Management Committee meetings or at other times mutually arranged.

(O) A player shall not be eligible to play for a team in any special championship or playoff (as specified in Rule 12(A)) unless the player has played two scheduled matches in this league for that team in this Competition in the current season.

A player shall not be eligible to play for a team in any KO Cup competition, any semi final, final or playoff unless they are at least 8 years old on the 31st August of the season in question.

(P) (i) Any team playing an unregistered or otherwise ineligible player or players shall have the points gained in the match deducted from its total and may be fined or otherwise dealt with at the discretion of the Management Committee. In games where a winner is to be decided on the day, the same fine will apply and the game will be awarded to the non offending team.

(ii) In addition the team may have additional points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) The Management Committee may, at its discretion, award the points available in the match in question to the opponents, subject to the match not being ordered to be replayed.

(The following Clause applies to Competitions involving players in full-time secondary education):-

(Q) (i) Priority must be given at all times to school and school organisations activities.

(ii) The availability of children must be cleared with the Head Teachers (except for Sunday Competitions).

(iii) Children under 14 shall not play in a team involving players who are more than 2 years older.

(Note: For players under the age of 18 the provisions contained in Football Association Rules will apply.)

(R) A player that transfers to a new team or new club within the League and who has played in an earlier round in a cup tie (KO Cup or Supp' Cup) for this old club or team will not be able to play for his new club or new team in that competition in that age group. If the player does take part the player will be deemed ineligible and dealt with accordingly. If the match was a Knock Out game, the game will be awarded to the non-offending team and the offending team may also be fined and/or otherwise dealt with at the discretion of the Management Committee. This rule also applies to players signed on previously with a team who have disbanded or withdrawn from the league.

(S) A player must play two scheduled matches in this League for their team or have played in an earlier round of that competition for their team before they can play in any semi final or final. If the player does take part the player will be deemed ineligible and dealt with accordingly. If the match was a Knock Out game, the game will be awarded to the non-offending team and the offending team may also be fined and/or otherwise dealt with at the discretion of the Management Committee. This rule also applies to players signed on previously with a team who have disbanded or withdrawn from the league.

(T) If a team disbands and leaves the League, all players in that team will be given free transfers after competing the relevant forms. Players will be permitted a free transfer for up to one month after their team disbands. After that date normal transfer fees apply. After the last day of March such players will be permitted to sign for another team provided the maximum number is not exceeded. Rule 8E applies.

(U) Player's will be issued with ID cards. These will last for a period of three years after which they are to be renewed and new photographs are to be supplied.

(V) A representative manager or assistant who also manages a league team cannot sign on any player who is playing or has played in a representative side during that season. Immediately after each game the rep' team manager is to supply the Registrations Secretary with a list of the players who have taken part in that representative game.

The only exception to this rule will be if a team pulls out of the league. In these circumstances a maximum of two players will be permitted to sign on for a representative manager's league team.

In such cases the matter is at the discretion of the management committee.

(W) Under current FA rules, all players are still registered with their team until May 31st. To sign on for a 'new team', before June 1st the player or players must be transferred from their 'old' team to their 'new' team using a transfer form and paying the transfer fee. This applies to all teams in all age groups and therefore includes those teams who have completed all their league fixtures before May 31st of the year in question.

(X) In the closed season or prior to the commencement of a new season, a representative manager or assistant will only be permitted to sign on a maximum of two players new to his/her league team if they played in a representative side during the previous season. In such cases the matter is at the discretion of the management committee. A manager (or assistant) who was also a rep manager (or assistant) the previous season but is not continuing for the new season is only permitted to sign on a maximum of two players who played in the rep sides in the previous season. He/she may appeal to the League management committee to sign on more players, the committee's decision is final and binding.

(Y) A representative team manager/assistant manager is appointed for one season. If an individual ceases to be a representative team manager/assistant manager during the season in question they are still bound by the rules until the first day of fixtures in the new season.

CLUB COLOURS, CLUB NAME

9. (A) Every Club must register the colour of its shirts and shorts with the Secretary by 1st JUNE who shall decide as to their suitability.
- (B) Goalkeepers must wear colours which distinguish them from other players and the referee.
- (C) No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.
- (D) Any team not being able to play in its normal colours as registered with the Competition shall notify the colours in which they will play to its opponents at least 7days before the match.
- (E) If, in the opinion of the referee, two Clubs have the same or similar colours, the home team shall make the change. Any team not having a change of colours or delaying the kick-off by not having a change shall be fined up to scale C. Clubs are expected to have resolved colour clashes before the day of the match. Where a colour clash is likely based on the recorded handbook information, then it is the home team that shall change their colours.
- (F) The Secretary of the Competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit. Shirts must be clearly numbered.
- (G) Any Club wishing to change its name and/or colours must obtain permission from its affiliated County Football Association and from the Management Committee.

PLAYING SEASON. CONDITIONS OF PLAY TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

10. (A) The Annual General Meeting shall determine the commencing and concluding dates for the ensuing season which shall be in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixtures Secretary, or at a meeting specially convened for that purpose, to be held no later than 31st AUGUST, must not be arranged for a date later than seven days preceding the concluding date determined by the Annual General Meeting.
- (B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer, the Laws of Mini-Soccer as set down by The Football Association.
- (C) Clubs must take all reasonable precautions to keep their grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.
- (D) The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition and to order the Club concerned to play its fixtures on another ground.
- (E) All matches shall have duration as set out below unless a shorter time is mutually arranged by the two managers in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves:
- | | |
|---------------------|---------------------|
| Under 7 and Under 8 | 10 minutes each way |
| Under 9 | 15 minutes each way |
| Under 10 | 20 minutes each way |
- Extra time where needed shall be:
For Under 7 - 10 inclusive Five (5) minutes each way

The minimum time for any game will not be less than six (6) minutes each way for Under 7 & 8, ten (10) minutes each way for Under 9 and fifteen (15) minutes each way for Under 10.

For Mini-Soccer – The maximum duration of play shall be two halves of 20 minutes each way. The maximum playing time in any one day for under 7 and under 8 age groups is 40 minutes and for under 9 and under 10 age groups is 60 minutes.

For Youth football

Under 11 and Under 12	30 minutes each way (Note increase in time for U11)
Under 13 and Under 14	35 minutes each way
Under 15 and Under 16	40 minutes each way

The minimum time for any game will not be less than twenty (20) minutes each way for Under 11-14 age groups and not less than twenty five (25) minutes each half for Under 15 & 16 age groups.

Extra time where needed shall be:

For Under 11 - 12 inclusive	Five (5) minutes each way
For Under 13 - 16 inclusive	Ten (10) minutes each way

(F) No player under the age of 17 as at midnight on 31st August in any season shall be permitted to play more than one game or, in the event the competition allows the playing of a double-header, ie: two separate matches, 100 minutes per day in this Competition.

(G) The times of kick-off shall be fixed by the A.G.M. or the Management Committee. Any Club failing to commence at the appointed time may be fined a sum not exceeding scale C or be otherwise dealt with as the Management Committee may determine.

(H) Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

(I) The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. The size of football to be used: For Mini-Soccer, size 3 for players in the under 7 and 8 age categories; size 4 for under 9's and 10s. For youth football – size 4 for those playing under 11, 12, 13 and 14 age groups; size 5 for all other age groups. Goal nets must be used.

(J) Except by permission of the Management Committee all matches must be played on the dates originally fixed but priority shall be given to The Football Association and all relevant County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures Secretary. In such cases the Fixture Secretary MUST be consulted before any plans are finalised.

(K) The Competition reserves the right to require teams to play matches other than on a Saturday or Sunday. Evening games will kick off at 6.30pm unless agreed by both teams and the League Fixtures Secretary prior to the game. If a referee has been appointed the referee and Referee's Secretary must be informed prior to the game.

(L) The Secretary of the home Club must give notice in writing of full particulars of the location of, and access to, the ground and time of kick-off to the match officials and the Secretary of the opposing Club at least 0 (zero) clear days prior to the playing of the match. The away Club shall seek and acknowledge receipt of such particulars. Any Club failing to comply with this Rule shall be liable to a fine up to £0:00.

The home manager MUST confirm by telephone with the away manager and the referee the kick off time, the facilities available at the venue and directions to the venue at least 4 days prior to the game. Failure to do so will result in a fine on scale D. If the home team are unable to contact the manager the club secretary is to be informed, if the home manager is unable to contact the league appointed referee the League Referee's Secretary is to be informed. Failure to carry out the above will result in a fine on scale B for each instruction not carried out.

If contact is not made at least 2 days prior to the game, the away manager is to contact the home manager and if not available the home team's club secretary and also inform the League Secretary in writing. You must not assume the match is not going ahead

If the home team does not contact either the appointed referee or the League Referee's Secretary within the stated time they may lose the appointed referee but will still be required to provide the originally appointed referee his match fee, even if another referee is used.

(M) Kick Off times will be:

Under 9's – Under 11's: Saturday 10:30am

Under 12's – Under 15's Sunday 2:00pm: November, December, January and February.

Under 12's – Under 15's Sunday 2:30pm: September, October, March, April and May

Midweek games 6:30pm

In the event of a dispute the above times will be adhered to.

Midweek games will be at times scheduled by the Fixture Secretary or as otherwise mutually agreed by the two teams. Where possible, mid week games will be arranged on a local basis, to take into account the total distance to be travelled by the away team in an evening.

If a different time or date to that scheduled is mutually agreed by both teams, the Fixture Secretary, Referee's Secretary and Referee must be informed before the game is played. The Fixture Secretary is to be aware and agree with this rearranged mid week game date. Failure to inform one or more of the people named above will result in a fine on scale C for both teams, and the game may be ordered to be replayed.

(N) The match card must be completed before the kick off by both managers leaving the result, fair play marks and referees marks to be added after the game. The home manager must provide the match card, with his team list complete, to the away manager at least 10 minutes before kickoff. The away team list must be completed and the card offered to the referee at least five minutes before kickoff. The match card must include the names of the players listed against their shirt numbers and be signed by both managers. Both managers have the responsibility to complete their part of the appropriate parts of the match card. If either manager fails to complete their section of the match card correctly a fine on scale B may be imposed on the defaulting manager. The match card is to be available for inspection by the opposing manager, referee, rep' team managers or members of the management committee. Management committee members are to show their ID cards before being given the match card. Managers must also indicate which substitutes took part in the match.

(O) Each manager must have available for inspection at all games the ID cards for all their players. Opposing managers are expected to check these cards prior to the game. These cards are also open to inspection by the referee, rep' team managers or the Management committee members (who are to show their ID cards before being given them). Failure to produce any or all their team's ID cards when properly requested will result in a scale B fine..

(P) Every Club shall play its best available qualified team or teams in all matches in the Competition.

(Q) In the event of a Club playing in any match with less than 11 (eleven) players for 11 aside matches, or 7 (seven) players for mini-soccer, they may be fined £0.00 for each missing player. A minimum of 9 (nine) players will constitute a team to start an 11 aside Competition match, while a match will continue unless a team has less than 7 (seven) players available. For mini-soccer a match will continue unless a team has less than 6 (six) players available.

(R) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to inflict a fine, deduct points from the defaulting Club, award the points to the opponents, order the defaulting Club to pay any expenses incurred by the opponents or otherwise deal with them except the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a match to be played on a neutral ground or on the opponent's ground if they are satisfied that such action is warranted by the circumstances.

(S) Any Club with more than one team in the Competition shall always fulfil its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team. Clubs in breach of this requirement shall be fined a sum not exceeding £0.00 or otherwise dealt with by the Management Committee.

(T) Notice of postponement of any match must be given without delay by the postponing Club. Such notice must be given 8 (eight) days before the fixture date by the Club to the Fixtures Secretary, the Competition Referees Secretary, the Secretary/Manager of the opposing Club and the match officials. Any Club failing to comply shall be dealt with by the Management Committee who may inflict any penalty it may deem suitable.

(U) In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixtures Secretary within 8 (eight) days, the Management Committee shall have power to order the match to be played on a named date or on or before a given date.

(V) The Management Committee shall review all abandoned matches and in a case where it is to the advantage of the Competition and does no injustice to either Club, shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a match was abandoned owing to the conduct of one team or its Club member(s) they shall be empowered to award the points for the match to the opponents and/or take what other action they may deem necessary. In cases where a match is abandoned owing to the conduct of both teams or their Club members, the Management Committee shall take such action as they consider appropriate. Such action is subject to any disciplinary action taken by the appropriate County Football Association.

(W) Teams in the under 11 to under 15 age groups may at their discretion and in accordance with the Laws of the Game use 5 (five) substitute players in any match in this Competition who may be selected from 5 (five) players.

For teams in the under 16 age group and below, a player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

For Mini-Soccer – any number of substitutions may be used at any time with the permission of the Referee. Entry onto the field of play will only be allowed during a stoppage in play.

A Team must not have a squad greater than double the size of its team in an age group.

(X) The referee shall be informed of the names of the substitutes not later than 10 (ten) minutes before the start of the match.

(Y) A player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a player in that game within the meaning of Rule 8 of this Competition and the box on the result card must NOT be ticked in this case.

(Z) The half time interval shall be of 5 (five) minutes duration, but it shall not exceed fifteen minutes. The half time interval may only be altered with the consent of the referee.

(AA) Each team must have a nominated person attached to the team who is qualified at the time of the match in First Aid to at least FA Emergency Aid standard.

(BB) Each team must have a First Aid kit and spray bottle filled with fresh clean water (to be used by a suitably qualified person) in close proximity to the touch line and clearly visible. The contents of the First Aid kit will be unused and current and also applicable to the types of injuries that may be sustained in football. Failure to comply may result to a fine on scale C. The First Aid kit is liable to inspection by the referee or members of the Management committee on production of their ID cards.

(CC) FA Guidance notes on goal and pitch sizes:

The goal size will be as follows:

Under 11 – Under 14 age group
Under 15 and Under 16

21 feet wide by 7 feet high
24 feet wide by 8 feet high

The maximum pitch size will be

Under 11 – Under 16 age group

82m (90 yds) long by 56m (60 yds) wide

The minimum pitch size will be
Under 11 – Under 16 age group

70m (75 yds) long by 42m (45 yds) wide

Mini soccer:

The goal size will be 12 feet by 6 feet.

The maximum pitch size will be as follows: 54.9m (60 yds) by 36.6m (40 yds)

The minimum pitch size will be as follows: 45.75m (50 yds) by 27.45m (30 yds)

(DD) Players must wear shin pads at all times during matches.

REPORTING RESULTS

11. (A) The Fixtures Secretary must receive within 3 days of the date played (excluding Sundays), the result of each Competition match in the prescribed manner (match card) . This must include the forename(s) and surname of the team players (in block letters) and also the Referee markings required by Rule 13, or any other information required by the Competition. Failure to do so will incur a fine of up to scale C and/or the Club being dealt with as the Management Committee decide. It is the home manager's responsibility to send in this card. Failure to do so will result in a fine on scale B. Errors and omissions on the match card will result in a scale B fine being issued to the defaulting manager. Match cards are also to be submitted for matches which were started, but not concluded (i.e. abandoned).

(B) The Home Club shall telephone the result of each match (or confirm a postponement or abandonment) on the day of the match to the Fixtures Secretary by the times prescribed below:

Weekends before 6:00pm on the day of the match.

Midweek games before 10:00pm on the day of the match.

Failure to do so will result in a fine on scale C.

Alternately the result may be emailed before the deadline above to the email address of the Fixture Secretary given in the current handbook.

Where fines are issued for not informing the Fixture Secretary of the results by whatever means chosen, the onus is on the fined club to provide proof of complying with this rule. (i.e. read email receipt, itemised telephone bill etc).

(C) The match card, correctly completed, shall be signed by a responsible member of the Club (the manager or their designate). The Management Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form or incorrect information.

DETERMINING CHAMPIONSHIP

12. (A) Team rankings within the Competition will be decided by points with 3 points to be awarded for a win and 1 point for a drawn match. The teams gaining the highest number of points in their respective Divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points. At such times as necessary the management committee may at it's discretion determine other ways in which league positions or competitions are decided. No competitions will be decided on goal difference. In Mini Soccer points can only be awarded in Under 9 and Under 10 Competitions.

REFEREES

13. (A) Registered Referees for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).

(B) In the event of the non-appearance of the appointed Referee, in cases where there are no officially appointed Assistant Referees, or where the competition has been unable to appoint a Referee, the Clubs shall agree upon a Referee. A Referee thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee. The home team are to supply the assistant referees' flags.

(C) The Management Committee may, if they consider it desirable, or upon application by the two competing Clubs, appoint Assistant Referees, if available, to any match. Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine on scale C being imposed on the defaulting Club.

(D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.

(E) Match Officials appointed under this Rule shall be entitled to charge standard class public transport expenses or private car expenses of 25p per mile and any other permitted expenses actually incurred together with the following match fees:-

Mini Soccer Official: £5

Assistant Mini Soccer Official: £3

Referee: £12.00 for U11's, £16 for U12's - U15's Age Groups.

Registered Referees appointed by the Management Committee as Assistant Referees £6 for U11's; £8 for U12's - U15's age groups. Subject to any limits laid down by the sanctioning Association.

The Home Club shall pay the Officials their fees and expenses before the match.

(F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee plus expenses.

Where a match is not played owing to one Club being in default, that Club shall be ordered to pay the Officials if they attend the ground, their full fee and expenses and the team at fault will also be subject to a fine on scale C.

Where a match is played and the appointed referee arrives but is not used the home team being in default shall be ordered to pay the Officials their full fee and expenses. The home team will also be subject to a fine on scale C.

Where a match is played and the appointed referee is not notified so that they do not attend, the home Club being shall be ordered to pay the Official their full fee. The home Club will also be subject to a fine on scale C.

Teams are to use League referees when appointed. Failure to do so for any reason will result in a fine on scale D.

(G) A Referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Association with which he or she is registered.

(H) The Referee shall submit a report Form, supplied by the Competition, giving the result of the match, the time of kick-off to the Referees Secretary or their representative. This card is also to include the names of the referee's assistants. Both league and club appointed referees are to complete these cards.

(I) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge.

(J) Each team must mark the referee out of 10 (ten) points, whether the referee is league appointed or club appointed. Any team marking a referee 4(four) or less must submit an explanatory letter to the Referee's Secretary within 72 (seventy two) hours of the game. Failure to do so will result in a scale C fine. The following table sets out the marks to be awarded:

10 points Faultless performance, excellent control correct application of the laws of football throughout.

- 9 points First class match control and imposition of authority, credible interpretation of the game.
- 8 points Very good performance, with a high level of control. But with minor faults.
- 7 points Good performance, with a satisfactory level of control, but with minor faults.
- 6 points Average performance, with satisfactory control overall.
- 5 points Adequate performance, showing some defects.
- 4 points Unsatisfactory performance showing some lack of control and imposition of authority.
- 3 points Poor performance, seriously lacking control.
- 2 points very poor performance, with a total absence of control.
- 1 point Totally unacceptable performance at this level.

(K) Each U13's, U14's and U15's team will have associated with it a properly qualified referee.

CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

14. (A) After 31st December in the current Season a Club intending, or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing by 31st March each Season or be liable to a fine on Scale C.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after the 31st July for the following Season. Any Club infringing this Rule shall be liable to a Scale E fine per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(C) In the event of a Member Club which is an un-incorporated association withdrawing and/or disbanding it shall be immediately liable to discharge all its financial and other obligations to the Competition.

In the event that any such obligation remains undischarged after a period of twenty-one (21) days then such obligation shall be met by the then current Club Members, excluding those under the statutory school leaving age. Until a Member's pro rata obligation is discharged in full the Member shall not be allowed to participate in the Competition, which may apply to the Club's Parent County Association for a suspension order.

PROTESTS AND COMPLAINTS

15. (A) (i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the Referee before the commencement of the match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Management Committee.

(B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged in duplicate with the Secretary within 7 (seven) days (excluding Sundays) of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A Member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.

(C) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 16.

(D) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum of £20 (twenty). This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the enquiry or to order that the costs to be shared by the parties.

(E) All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received 7 (seven) days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information which, if properly used, might have avoided the protest or complaint.

BOARD OF APPEAL

16. Within 14 days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Oxfordshire Football Association, including a fee of £35, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.

No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

EXCLUSION OF CLUBS OR TEAMS MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

17. (A) At the Annual General Meeting, or Special General Meeting called for the purpose in accordance with the provisions of Rule 19, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership which must be supported by (more than) two-thirds ($\frac{2}{3}$) of those present and voting. Voting on this point shall be conducted by ballot.

(B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club or team of a Club whose conduct has, in their opinion, been undesirable, which must be supported by (more than) two-thirds ($\frac{2}{3}$) of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting.

(C) Any official or member of a Club proved guilty of either misconduct, other than field offences, or of inducing or attempting to induce a player or players of another Club in the Competition to join them shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of Clauses (A) and (B) of this Rule.

(D) Any Club or Team failing to complete 100% of its fixtures in any season shall (unless the conditions are beyond their control, or the accredited delegates present at the Annual General Meeting or a Special General Meeting decide otherwise by a majority of two-thirds of the votes cast) be debarred from membership the following season.

(E) The League code of conduct agreement is to be completed and signed by all club Chairpersons, Secretaries and Treasurers as well as by the managers of all the teams participating in the league in the coming season. The deadline by which it is to be completed, signed and be with the League Secretary will be an agreed published date in the year in

question. Any forms not returned by this date or missing any signatures will result in the whole club not being allowed into the League for the coming season. During the season any new replacement Club Secretaries, Chairpersons, Treasurers and managers appointed must complete and sign a code of conduct form.

Any breach of the code of conduct found in the current WDYFL handbook will result in disciplinary action being taken against the club concerned by the League Management Committee. This action can include:

- Imposition of a fine (amount to be determined by the League Management Committee).
- Withdrawal/suspension of the team in question from fixtures.
- Awarding of games.
- Ordering of games to be played away from home with all costs of such games being at the offending clubs expense.
- Instruct a club to exclude player(s), officers, committee members, parents or spectators from all club activities.
- Expulsion of the club or team from the league.
- Any combination of the above.

(F) Any player twice dismissed from the field of play and dealt with by a County Disciplinary Commission, may have their registration card withdrawn. Any action by the Management Committee will be taken in accordance with the provisions contained in Rule 8i.

Any Club Official, Parent or Spectator being twice dealt with by a County Disciplinary Commission, may be liable to be suspended, sine die, from the League.

Any team which is twice 'warned' or 'severely warned' as to its future conduct by a County Disciplinary Commission, will be liable to have its fixtures suspended from a designated date, until their record is discussed by the League Management Committee.

In the event of serious cases, these sanctions may be implemented on the first occasion.

TROPHY:- LEGAL OWNERS, CONDITIONS OF TAKING OVER, AGREEMENT TO BE SIGNED. AWARDS.

18. (A) If a Competition be discontinued for any reason a trophy or any other presentation shall be returned to the Donor if the conditions attached to it so provide or, if not, dealt with as the sanctioning Association may decide. At the close of each Competition awards may/shall be made to the winners and runners-up if the funds of the Competition permit.

The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

"We _____ and _____, the Chairman and Secretary of _____ FC, members of and representing the Club, having been declared winners of _____ Cup or Trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the Cup or Trophy to the Competition Secretary on or before 1st February If the Cup or Trophy is lost or damaged whilst under our care we agree to refund to the Competition the amount of its current value or the cost of its thorough repair."

(B) Trophies will be awarded for all competitions arranged by the League. They will be held for one year and must be returned in good condition to the Trophy Custodian before 1st February of the following season. An engraving and administration charge of £25 will be levied on each trophy returned not suitably engraved. A Scale E fine plus costs will be levied on all clubs returning late or damaged trophies. If a club is not a member of the League in the following season then the Club Secretary will be held liable for the return of the trophy and for the costs and fines incurred. Up to eighteen trophies will be awarded to all teams winning and finishing as runners up in all eleven a side League and Cup competitions. Up to fourteen trophies will be awarded to all teams winning and finishing as runners up in all mini soccer League and Cup competitions The manager will also be awarded a trophy. In league play offs only the trophy for winning the league will be awarded, no individual trophies will be awarded to the teams

competing. In all finals or play offs a player sent off during a game will not receive their memento publicly at the end of the game.

(C) Clubs winning League trophies or cups will be expected to insure the trophy and to have it engraved in the same format as that already used. All officials winning League trophies or cups will be expected to insure the trophy and to engrave it in the same format already used on the trophy.

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least 14 days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting. For business to be conducted at least 50% of clubs in attendance will constitute a quorum.

Each Full Member Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only. Not less than 14 days' notice shall be given of any Meeting.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined on scale C.

Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

ALTERATION TO RULES

20. Alterations shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by 1st April in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 14th May and any amendments thereto shall be submitted to the Secretary by 1st June. The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association 7 days prior to the date of the meeting.

Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

RULES BINDING ON CLUBS

21. Each Member Club shall be deemed to have given its assent to the foregoing Rules and agreed to abide by the decisions of the Management Committee subject to Rule 16. Each Member Club must abide by any issued Football Association Code of Conduct (Appendix A).

FINANCE

22. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure in excess of £250 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the Competition will end on 31st March.
- (D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be audited annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

KNOCK OUT TIES

23. (A) In games where a winner is to be decided on the day, extra time in accordance with the current rules shall be played if the scores are level at full time. If the scores are still level after extra time, penalties will be taken in accordance with current FA rules to decide the outcome.
- (B) In two legged ties, if the aggregate scores are level at the end of normal time in the second match, then extra time in accordance with current rules shall be played. If the aggregate scores are still level, then there will be a replay with the teams tossing for home advantage.

SEMI FINALS/FINALS/PLAY OFFS

24. (A) If a play off is required to decide a league championship or runners up position then the following rules will apply. If scores are level at full-time then extra time in accordance with the current rules will be played. If scores are still level at the end of extra time, then a penalty competition in accordance with F A rules will decide the match.
- (B) Dates for play offs, semi finals and finals will be published at least 14 days prior to the date of the game. Any team unable to play the fixture for any reason other than weather or pitch conditions will be deemed to have withdrawn from the competition. In exceptional circumstances the Fixture Secretary may reschedule the game but only after receiving the unanimous agreement of at least two League Officers.
- (C) In all play offs, cup semi finals and finals, both teams are to provide at least two match balls. In the event of a colour clash, the first named team will change. Both sides are to complete the match sheet which will supplied by the first named team.
- (D) In semi-finals and finals only, extra time in accordance with current rules will be played. If scores are still level at the end of extra time then penalties will be taken in accordance with current FA rules to decide the outcome.
- (E) In semi finals, the ground on which the game will be played will be the home ground of the first named team. In two legged semi finals the games will be played on the grounds of the teams taking part.

POSTPONEMENTS

- 25 Notice of postponement of any match must be given without delay by the postponing Club. Such notice must be given 8 (eight) days before the fixture date by the Club to the Fixtures Secretary, the Competition Referees Secretary, the Secretary/Manager of the opposing Club and the match officials. For any Club failing to comply rule 25K will apply
- (A) In the event of a postponement due to the condition of the pitch or adverse weather, the match may only be postponed by a qualified referee, a ground official, or a member of the League Management Committee. Games will not be called off earlier than 6pm on the day prior to the match other than by the owners of the ground of a member or the League Management Committee. Failure to comply and rule 25K will be applied.

(B) In cases of an unsuitable pitch or weather conditions, an alternative pitch is to be found or the fixture is to be played at the other teams pitch. The cost of the pitch hire and any officials appointed by the league remains the responsibility of the original home team as this will be treated as their "home" game. If the match is played at the away team's ground then 'reversed fixture' is to be indicated on the match card. All future games will be played as issued by the Fixture Secretary.

(C) If either manager refuses to play at another available pitch for any reason then a written explanation from the manager concerned is to be sent to the Fixture Secretary within 24 hours of the notice of the postponement. If the Fixture Secretary does not receive this written explanation or it is found that the reasons given are invalid rule 25K will apply.

(D) Any team wishing to postpone a match for any reason, must complete the appropriate postponement form and send it to the Fixture Secretary within 24 hours of notice of the postponement where the postponement is for a lack of players this form is to be accompanied by an admin fee of £5. Failure to send in the form within 24 hours will result in a fine on scale C and any other measures deemed applicable by the disciplinary sub committee. Where no form is received, rule 25K will apply.

Where a Knock-Out Cup match is fixtured by the league for the same date as a league fixture, then the Knock-Out Cup match takes priority and the league postponement is 'valid'. No postponement form is required.

(E) Where the postponement form also requires additional documentation (supporting letters from parents, schools, medical practitioners, etc), these can be sent later but must be received by the Fixture Secretary within 14 days of the original notice of postponement. Separate original signed letters are required. Emails and scanned in documents will not be accepted. If all the necessary correspondence required is not received within this time then one point will be deducted from the team in question and a fine on scale D may be imposed. A letter is required as evidence to account for each unavailable registered player. (See rule 10Q and 10T).

(F) In the event of the league not being provided with a written reason for any postponement by either team, both teams will be issued with a scale C fine. Once the postponing team is identified the other team will be reimbursed and the postponing team will have their scale C fine increased to a scale D fine.

(G) In all cases the disciplinary sub committee will examine the evidence and decide if the postponement is 'valid' or 'invalid'. A manager must not assume that a postponement is valid because of school/county commitments. A manager must not assume that a postponement is valid because of weather conditions or that his pitch is unsuitable to play on. For all invalid postponements rule 25K will apply.

(H) When a team has postponed a number of games because of insufficient players, the Disciplinary Sub Committee will view the evidence and judge if the club have taken sufficient steps to overcome this shortfall of players. If they are not satisfied the club has taken sufficient steps then rule 25K will be applied regardless if this latest postponement is valid or invalid.

(I) After January of each year, a date will be set after which the disciplinary sub committee will act as a "Results Panel" and on the recommendation of the Fixtures Secretary determine the outcome of any postponed games.

Points may be awarded to either team and the league tables amended accordingly. This panel may also decide the outcome of any games which determine the out right winner or runner up of any league, or cup competition.

(J) In the case of all postponements, it is the postponing manager's responsibility to notify the opposing team, the match officials, the Fixture Secretary and the Referees' Secretary This postponement is treated as a result and rule 11B is to be complied with. Failure to notify any or all of the aforementioned persons within adequate time to avoid travelling (where possible), may result in a fine of up to scale C.

(K) Any team deemed to be refusing to play a fixture scheduled by the Fixtures Secretary without a valid reason will receive a fine on Scale E and/or the deduction of up to three points. The disciplinary sub-committee may also decide to award the match to the other team.

(L) In the event of the referee stating, or it being obvious the game cannot be played because the grass is too long to play, the pitch markings are inadequate, the required equipment is unavailable etc. it will be deemed an invalid postponement by the host team and dealt with in accordance with rules above.

(M) At the discretion of the disciplinary sub committee the payment of expenses may be ordered to be paid by the offending team regardless if the postponement is valid or invalid. The amount of expenses is not for negotiation by either team and are to be paid within 14 days of notification.

(N) After the 14th March if it is becoming apparent to the Fixture Secretary that fixture congestion may occur in any age groups. The Fixture Secretary may advise the Disciplinary Sub Committee of the need to consider awarding games. The Disciplinary Sub Committee will then at their discretion on a per postponement basis award postponed games regardless if they are deemed valid or invalid.

FIXTURES

26. (A) The season will commence on a date announced at the AGM. The season will be completed by the end of the third weekend in May. The Fixture Secretary will endeavour to bear in mind school holidays when determining forthcoming fixtures and matches will not be scheduled for the two weekends at Christmas/New Year, Easter weekend and other dates decide by the Fixture Secretary. Matches can be arranged at these times by mutual consent between both managers and the Fixture Secretary. In exceptional circumstances the Fixture Secretary may schedule fixtures for these "available to play" weekends.

(B) Fixtures will be arranged by the Fixture Secretary and published by the League. During the playing season all teams must be prepared to play every weekend, including those shown as "available to play" weeks on the published fixtures or where they have no scheduled fixture (eg: match postponed due to KO Cup). At least 5 clear days notice will be given by the Fixture Secretary for any games arranged for "free" weekends. After February 1st, the Fixture Secretary will issue dates for all outstanding matches and these matches will be treated as published fixtures and postponements will be dealt with as shown in the current rules.

(C) Where a competition fixture is reversed by either club for any reason, and there is a corresponding fixture later in that competition, then that too will be reversed. However, all attempts must be made to play the match on the given date, even it is causes the team to play both home and away fixtures at the same venue. Where a fixture is reversed, it must be indicated as such on the result card. The original fixtured home team will assume all the duties where the fixture is reversed as if it was played at their ground (match card, referee's fees, ringing in result etc).

PROTESTS AND FINES

27. (A) Any complaint, protest or dispute on any matter must be made in writing and forwarded to the League Secretary within 7 working days of the incident. Any matter that is investigated by the Committee and is discovered to be unfounded can result in an administration fee of £10.00.

(B) When required, all League correspondence (including letters from representative team managers) must be replied to within 14 days of the date of the correspondence. Failure to do so will incur a fine on scale B. Failure to reply within a further 7 days will incur a further fine under scale C. This will continue every 7 days until the League receives a reply or a total of £100.00 is reached, after which, the County FA will be notified.

(C) Club Secretaries will notify the League Secretary of any change of details to the information showed in the current League handbook. This includes notification of a temporary contact if the detailed Secretary will be unable for a period of more than 14 days. Failure to carry this out within 14 days will result in a fine on scale B.

(D) Any matter reported by a Management Committee member will be investigated by the President and up to five Committee members or Vice Presidents. If the complaint is unfounded, then an administrative fee of £10.00 may be charged.

(E) At the beginning of the season a period of one calendar month will lapse before fines for incorrect match cards are imposed. During this period, incorrect match cards will be returned to club secretaries pointing out the mistakes.

(F) All fines imposed and invoices sent must be paid within 14 days of notification. Failure to reply to disciplinary correspondence within 14 days will incur a further fine on scale C added to the original fine and failure to reply within a further 14 days will incur a further fine on scale D. This will continue every 14 days until the fine is paid or a total of £100.00 or more is reached, after which, the County FA will be notified.

(G) All outstanding fines must be paid 7 days prior to the AGM or the club will not be admitted to the League.

(H) The maximum fine for one offence that the Management Committee may impose is £50.

(I) An administration fee of £5.00 will be charged on all fines and reminder invoices.

SUPPLEMENTARY CUP RULES

28. (A) A Supplementary Cup competition will only be arranged for a specific age group if there are enough teams available and enough free weekends to arranged and complete a reasonable competition.

(B) Teams will receive automatic entry into the competition if at the time of formulating the Supplementary Cup leagues the Fixture Secretary believes a team has enough free weekends to complete all their Supplementary Cup fixtures.

(C) Any club wishing to enter an additional team into the Supplementary Cup competition may do so only with the prior approval of the Fixture Secretary. If permission is granted they will be required to pay a registration fee (to be set at the time by the League Secretary).

(D) Any team wishing to opt-out of the Supplementary Cup competition must do so in accordance with rule 2G.

(E) By entering the Supplementary Cup, teams agree that in the later stages on the competition they may be expected to play fixtures at 3 days notice – although the league will try and avoid such cases.

(F) Points awarded will be 5 for a win; 3 for a score draw; 1 for a no score draw.

(G) In all instances, in the event of a points tie for league first and second placings the following will apply:

The winner of the game(s) between the two sides will win.

If still level the Fixture Secretary, League Chairman and League Secretary will determine the manner of deciding the league positions.

(H) Matches postponed will be subject to the league's existing Disciplinary procedure for postponed matches (rule 25).

(I) Where arranged, any matches that need to be decided on the day will be played in accordance with rules 23 and 24 of the current league handbook.

(J) Any postponed fixtures will be dealt with under the existing postponement rules and in addition, may also at the discretion of the Disciplinary sub committee result in the match being awarded against the postponing team and also one additional point being deducted.

SCALE OF FINES

In the rules there are references to fines at particular levels. The following list sets out the fines for current season:

Scale B	up to £10
Scale C	up to £20
Scale D	up to £25
Scale E	up to £50

An administration fee of £5.00 will be charged on all fines.