

CHELMSFORD YOUTH FOOTBALL LEAGUE

And THE UNDER 21 FOOTBALL LEAGUE

Objectives of the Chelmsford Youth Football League & The Under 21 Football League

The Chelmsford Youth Football League and The Under 21 Football League objectives shall be to organise and supervise annual League and Cup Competitions for the moral and physical development of young up to the age of 21.

The Leagues shall run as a non-profitting organisation.

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the CHELMSFORD YOUTH FOOTBALL LEAGUE and THE UNDER 21 FOOTBALL LEAGUE and shall consist of not more than 200 Clubs who shall be Full Member Clubs and not more than 100 Clubs who shall be Associate 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 Essex County Football Association. The area covered by the Competition Membership shall normally have grounds or headquarters within the County of Essex.

This Competition shall apply annually for sanction to the Essex Football Association and the constituent teams of Member Clubs may be grouped in divisions, each not exceeding 14 in number.

Member Clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of F.A. and County F.A. Competitions) except with the written consent of the Management Committee of the Competition.

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 of 31st August in a playing season. The Under 7 to Under 11 age groups inclusive, shall allow both boys and girls to participate.

(B) At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 12.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

2. (A) Applications by Clubs for admission to this Competition or the entry of an additional team(s) must be made in writing on the prescribed form to the Chief Executive Officer and must be accompanied by the appropriate Entry Fee by 1st June each year. The entry fee 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.

When Rule 12(B) is applied and a team seeks a transfer or is compulsorily transferred to another division no Entry Fee shall be payable.

(B) The Annual Subscription shall be £80 per team playing 11-a-side football and £55 per team playing Mini Soccer payable on or before the 14 days preceding the Annual General Meeting, in each year.

(C) Each Club shall within 7 days of election pay a Deposit of £100 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 Chief Executive Officer in writing within 7 days of the Annual General Meeting of its Essex County Football Association affiliation number for the forthcoming season, failing which they shall be fined £20. Clubs must advise the Chief Executive Officer in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

OFFICERS

3. The Officers of the Competition shall be the President, Chairman, Vice-Chairman, Treasurer, Fixture/Registrations Secretaries, as required, Referees Secretary, and Child Welfare Officer. All to be elected annually at the Annual General Meeting. (N.B. Auditors are not Officers). The League may elect Life Vice-Presidents and Vice-Presidents who will be Non-Executive Officers without voting rights. The Management Committee may appoint a person to be Chief Executive Officer (Secretary), on such terms for each period as they think fit and may delegate powers as they think desirable to be executed by the said person.

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 sufficient members who shall be elected at the Annual General Meeting. 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 Chief Executive Officer in writing, signed by the Secretaries of two Member Clubs, not later than 1st May 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 monthly and 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 Chief Executive Officer shall convene a meeting of the Committee.

(D) Except where otherwise mentioned all communications shall be addressed to the Chief Executive Officer 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 Secretary.

POWERS OF MANAGEMENT

5. (A) The Management Committee may appoint Sub-Committees and may delegate such of their powers as they deem necessary to such committees. The Management Committee shall have the power to deal only with matters within the competition and not for any matters of misconduct that are under the jurisdiction of the Football Association or Affiliated Association.

(B) Subject to the permission of the Essex 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, Club Official (limited to Chairman, Secretary or Treasurer) 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. Financial penalties can only be imposed if included within the set penalties for breach of Competition Rules. 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 by the appropriate Association.

(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 21 days, where possible.

(F) 5 Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and 3 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 be fined £20.

(J) A member of the Management Committee appointed by the Competition to attend a meeting or match may have any expenses incurred refunded by the Competition.

(K) 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.

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

(M) Leagues who organise Mini Soccer for teams playing Under 7 and Under 8 Football may not, within the exception of Rule 6, 11D, 14 and 19 fine clubs for breaches of League Rules.

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 half the Members are present and entitled to vote:-

- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
- (ii) To consider any business arising therefrom.
- (iii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- (iv) Election of Clubs to fill vacancies (as recommended by the Management Committee).
- (v) Constitution of the Competition for ensuing season.
- (vi) Election of Officers and Management Committee.
- (vii) Appointment of Auditors.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement and conclusion of playing season.
- (x) Other business of which due notice 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 Essex County Football Association.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Essex County Football Association 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 7 days' notice shall be given of any Meeting.

Associate Member Clubs may be represented at an Annual General Meeting in the proportion of one representative for each six or part of six Associate Member Clubs and such representatives shall exercise the powers and rights of Full Members at such meetings.

(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. This provision will not apply to Clubs expelled in accordance with Rule 17.

(F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least half 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 unless the individual is also appointed to vote as a representative of a group of Associate Member Clubs.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting shall be fined £50.

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

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, A, _____ of _____ (Chairman) and B _____ of _____ (Secretary) of the _____ Football Club have been provided with a copy of the Rules and Regulations of the *Chelmsford Youth Football League Competition or *The Under 21 Football League and do hereby agree for and on behalf of the said Club to, 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. (*Delete as applicable).

Any alteration of the Chairman and /or Secretary on the above Agreement must be notified to the Essex County Football Association to which the Club is affiliated and to the Chief Executive Officer 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 the is Competition subject to the regulations of the Programme For Excellence.

(B) A registered 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 parent or guardian and by an Officer of the Club, and who has been registered with the Registrations Secretary 7 days prior to playing and whose completed registration counterfoil and ID Card has been received by the Club prior to playing. The Registration Document must incorporate any known serious medical conditions of the player and emergency contact details of the player's parents or guardians. These details must be available at matches and training events the player attends within the management of the club or Competition.

The registration document must incorporate 2 identical current passport-size photograph of the player seeking registration.

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 of 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 of 31st August in the playing season.

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

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

In accordance with the foregoing qualifications of 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 & UNDER 21

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

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

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

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

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

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

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

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

UNDER 21 – the player must be under the age of 21 as at midnight of 31st August of the playing season.

In accordance with the foregoing qualifications a player under the age of 16 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.

Registration Forms shall be obtained from the Registrations Secretary on prepayment of £1.00 per additional form.

(F) 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 priority of registration shall decide for which Club 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.

(G) 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.

(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.

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

(H) (i) The Management Committee shall have power to accept the registration of any player.

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player who has been charged and found guilty of registration irregularities. (Subject to Rule 16).

(iii) The Management Committee shall have power to make application to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association.

Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved in this Competition. Application should be made to the parent County of the Club the player is registered_with.

(Note: Action under Clause (2) 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 and will in any case be subject to an appeal to the Football Association). For the purpose of this rule, bringing the Competition into disrepute can only be considered where the player has received in excess of 212 days suspension, or 10 Matches in match based Discipline, in a period of 2 years or less from the date of the first offence.

(I) Subject to The Football Association Rules dealing with players without a written contract when a player desires a transfer, the Club the player wishes to transfer to shall submit a transfer form to the Registrations Secretary accompanied by a fee of £10. Such transfer shall be referred by the Secretary to the Club for which the player is registered. Should this Club object to the transfer it should state its objections in writing to the Chief Executive Officer and to the player concerned within seven days of receipt of the transfer form. Upon receipt of the Club's consent, or upon its failure to give written objection within seven days, the Chief Executive Officer may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or 7days after receipt of such transfer.

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

(J) A player may not be registered for a Club nor transferred to another Club in the Competition after the second Sunday of February except by special permission of the Management Committee.

(K) 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 player so registered will be allowed to play for his Club in a younger or older age group within the provisions of Rule 8 (B).

(L) 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. Registrations are valid for one season only.

In the event of a player without a written contract changing his status to that of a contract player with the same Club, another Club in the Competition or with a Club in another Competition his registration as a player without a written contract will automatically be cancelled and declared void. In order to play in the league again either for his original Club or for another Club it will be necessary for him to be re-registered as required by this rule.

(M) A player shall not be eligible to play for a team in any special championship, promotion or relegation deciding match (as specified in Rule 12(A)) unless the player has played 4 games for that team in this Competition in the current season.

(O) (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 and/or otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the team may have 4 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):-

- (P) (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 16 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)

- (N) (i) The Registration document must incorporate a current passport size photograph of the player seeking registration together with a proof of the player's date of birth.
- (ii) The qualification dates for the competition shall be as follows:
- (iv) Clubs must submit at least eleven Registration Forms per team to the appointed League Officer (Normally the Registration Secretary) by 11th August of the current season. Mini Soccer Clubs must submit seven Registration Forms per team. Clubs in default will be fined £30.
- (v) All registration forms submitted to the League must be accompanied by a stamped (correct amount), addressed envelope of a suitable size for the return of the forms and ID Cards. Clubs in default will be fined a sum of £20.00 and cost of postage.
- (vi) Team Managers must have with them at any game played under the Management of the League, the League authorised copy of the player's registration form and Registration ID Card. Registration ID Cards must be exchanged by two competing Clubs before the match and returned. A club in default will be fined £20.00 and may at the Leagues discretion forfeit the game.
- (vii) Registrations for each season will be valid until the 31st May and, no players shall be approached by another club for membership before that date, unless strict compliance with ECFA rules are adhered to. Registrations are valid for one season only.
- (viii) For Youth Football and The Under 21 Football League – There is no maximum number of players who can register for a team. For the de-registration of a player, the Club shall submit a De-registration Form to the Registration Secretary. A player cannot be de-registered without his knowledge and consent.

For Mini Soccer – Clubs may register a total of 14 players, and de-registration is permitted.
- (ix) When a Player changes address or telephone number, it will be the responsibility of his Club to inform the appropriate Registration Secretary.
- (x) For all matters not specifically defined in rule 8, the Management Committee shall act in accordance with the rules and regulations of the Football Association and the ECFA concerning the registration of players, their liabilities and transfer.

CLUB COLOURS, CLUB NAME

9. (A) Every Club must register the colour of its shirts and shorts with the Chief Executive Officer by the Annual General Meeting who shall decide as to their suitability.

Goalkeepers must wear colours, which distinguish them from other players and the referee.

No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

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 5 days before the match.

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 £20.

The Chief Executive Officer 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 numbered.

(B) Any Club wishing to change its name and/or colours must seek permission from its affiliated County 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 Fixture Secretary, 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 and the Essex County F.A.

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.

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.

All matches shall have a duration as set out below unless a shorter time (not less than 20 minutes for players in the Under 14 age groups and below and 25 Minutes for all other age groups) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

MINI SOCCER

The duration of play shall be as follows: For Under 7 and 8 Age Groups, 15 minutes each way and for Under 9 and Under 10, 20 minutes each way.

YOUTH FOOTBALL and THE UNDER 21 LEAGUE

The maximum time to be played in matches shall be:

U.11 & U.12 -- 30 minutes each way

U.13 & U.14 -- 35 minutes each way

U.15 & U.16 -- 40 minutes each way

U.17 – U.21 -- 45 minutes each way

No player under the age of 17 as at midnight of 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, 100 minutes per day in this competition.

The A.G.M. or the Management Committee shall fix the times of kick-off. Any Club failing to commence at the appointed time shall be fined a sum not exceeding £20 or be otherwise dealt with as the Management Committee may determine.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition. Clubs in default shall be fined £20.

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.

For Mini Soccer, size 3 for players in the Under 7, 8 and 9 age categories; size 4 for Under 10.

For Youth Football – size 4 for those playing Under 11, 12, 13 and 14 age groups; size 5 for all other age groups, including The Under 21 League.

(C) 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.

(D) 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 referee and the Secretary of the opposing Club at least 5 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 of £20.

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

(Note: The intention of this Rule is not to interfere with normal team selection by Clubs, but to prevent Clubs deliberately fielding a weakened team in order to unreasonably reserve players for another game. If, in the opinion of the Management Committee, the substance or spirit of the Rule is obviously being disregarded, the Club or Clubs concerned may be called to account for its/their actions and shall be subject to such decisions as the Management Committee may determine, despite the fact that Rule 8 has not been infringed).

For Under 11 to Under 18 in the event of a Club playing in any match with fewer than 11 Players they shall be fined £0.01 for each missing player. A minimum of 9 players will constitute a team for a competition match. For Mini Soccer, 6 players will constitute a team for a competition match. For The Under 21 League, 8 players shall constitute a team.

(F) (i) 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.

(ii) 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 £20 or otherwise dealt with by the Management Committee.

(iii) Any Club unable to fulfil any match, must without delay, give notice to the Fixtures Secretary by completing and emailing (or by 1st Class mail) the Match Postponement Form. The Referees Secretary, the Secretary of the opposing Club and the match officials must also be contacted without delay. Any Club failing to comply shall be fined £20.

(iv) 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 fixed by the Fixtures Secretary. The Management Committee shall have power to order any match to be played on a named date or on or before a given date.

(v) The Management Committee shall review all abandoned matches where it is consequent upon the conduct of either or both teams.

Where it is to the advantage of the Competition and does no injustice to either Club, the Management Committee 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 opponent. In cases where a match is abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule all points for the match as void. No fine(s) can be applied by the Management Committee for an abandoned match.

(G) A Club may at its discretion and in accordance with the Laws of the Game use 5 substitute players in any match in this Competition who may be selected from 5 players, for age groups up to Under 16 to Under 21 may use 3 from 5.

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 player who has been replaced may return to the play as a substitute for another player.

For Youth Football – For teams in 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.

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

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.

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

REPORTING RESULTS

11. (A) The Registration/Fixtures Secretary must receive within 2 days of the date played, the result of each Competition match in the prescribed manner. 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 £20 and/or the Club being dealt with as the Management Committee decide.

(B) Where a team plays in an external competition they shall complete an External Result Form and forward this to the appropriate Fixture Secretary by E-mail to arrive within two days of the conclusion of the match. Clubs in default shall be fined £20.00".

(D) Leagues are not permitted to collect result sheets or compile any playing data for fixtures they organise for U7 and U8 Mini Soccer. They may require a Club to confirm that a set fixture has been played. A maximum fine of £5 may be imposed for a breach of this Rule.

DETERMINING CHAMPIONSHIP

12. (A) Team rankings within the Competition will be decided by points with 3 (three) points to be awarded for a win and 1 (one) 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. In Mini Soccer points can only be awarded for Under 9 Competitions, onwards.

In the event of two or more teams being equal on points team rankings may be decided in any one or more of the following ways:-

- (i) goal difference*
- (ii) goal scored*
- (iii) deciding match(es) played under conditions determined by the Management Committee.*

Note: For deciding matches, in the event of the scores in a special Championship match played under conditions determined by the Management Committee being level at the end of the game 10 minutes (5 minutes each way) for U10 age groups; U11 to U16 inclusive 20 minutes extra time (10 minutes each way) and for U17 – U21 age groups 30 minutes (15 minutes each way) shall be played in two equal periods. If a goal is not scored during extra time the winners will be determined by the taking of kicks from the penalty mark in accordance with the International Board Decision contained in the Laws of Association Football.

(B) Normally Automatic promotion and relegation shall be applied for the first and second *and last two teams in each Division except as provided for hereunder, subject to the provisions of Rule 1(b)*.

(C) In the event of a team not completing 75% of its fixtures for the season all points obtained by or recorded against such defaulting team shall be expunged from the Competition table

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 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.

(C) Each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine of £20 being imposed on the defaulting Team.

(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 the following fees: U11 – U13 £18, U14 – U15 £20, U16-U18 £25 these fees are inclusive of travelling expenses.

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

For the Under 21 League, the fees shall be £30.00, which shall be shared equally by the two competing Clubs. It will be the responsibility of the home club to reimburse the match official fee, immediately after the match. The away Club must pay the home Club 50% of the fee before leaving the venue of 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 full fees. 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.

(G) A Referee not keeping his engagement, and failing to give a satisfactory explanation as to his non-appearance, will have the fact reported to the Association with which he is registered.

(H) Each Club shall, in a manner prescribed by the Football Association award marks to the Referee for each match and the name of the Referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. A Club awarding a mark of 50 or less must and/or any area on the form is marked as disappointing, the Club must provide a written explanation to the League or Competition. It must include comments which could help improve the Referee's future performance. Even where a Referee has significant shortcomings there will have been some positive aspects which should be given credit; extremely low marks (below 20) should be very rare.

The Competition shall keep a record of the markings and, on the Form provided by prescribed date each season, shall submit a summary to The Football Association/County Association

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

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 Chief Executive Officer in writing by 31st March each Season or be liable to a fine not exceeding £25.

All Clubs wishing to remain in membership of the Competition for the following Season must confirm their intention to do so, in writing, to the Chief Executive Officer by 1st May.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after the Annual General Meeting for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding £100 per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(C) The Membership for the coming season having been decided at a Special General Meeting held for that purpose not earlier than 1st June nor later than 30th June or at the Annual General Meeting held not later than 30th June, the Competition shall have the right, irrespective of other provisions in this Rule, to refuse to permit a Club to withdraw its team(s) in order to join another Competition and may hold the Club to its engagements.

(D) 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 Chief Executive Officer within 7 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 Chief Executive Officer a sum of £35.00. 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 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 Chief Executive of the Essex County 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 General Meeting or Special General Meeting unless this is on the grounds 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, 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 upon a majority of two-thirds of the votes cast. 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 whose conduct has, in their opinion, been undesirable upon a majority of two-thirds of the votes cast.

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 breach of rules 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 75% 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.

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

18. (A) If a Competition is 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.

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

"We A _____ and B _____, 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 Chief Executive Officer on or before the date of the Half Year Special General Meeting. 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." It will be the responsibility of each Club winning a Cup or Trophy to secure the engraving of the Cup or Trophy in a like manner to previous engravings. The cost of the engraving to be paid for by the winning Club. Clubs in default shall be fined £25.00.

(C) At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the Chief Executive Officer 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.

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.

Associate Member Clubs may be represented at all Special General Meetings in the proportion of one representative for each six or part of six Associate Member Clubs and such representatives shall exercise the powers and rights of Full Members at such meetings.

Any continuing Member Club failing to be represented at a Special General Meeting shall be fined £50.

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 Chief Executive Officer by 1st May in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 28 days prior to the Annual General Meeting and any amendments thereto shall be submitted to the Chief Executive Officer before 21 days prior to the Annual General Meeting. 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 14 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 £1,000 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 30th April.

(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.

(E) At the Annual General Meeting, member Clubs may agree to pay honorariums to Officers of the League if sufficient funds permit and at such amounts deemed appropriate.

CUP RULES

1. At the AGM the full council of clubs will decide whether the Age Group cup will be a knock-out or league cup competition.
2. The competition shall be governed in accordance with the rules, regulations and by-laws of the FA and the ECFA.
3. Where not otherwise stated the rules of the Chelmsford Youth League will be applicable to the cup competition.
4. The draw will be made by the Management Committee who will also fix the date on which the ties must be played. In all matches up to the final the team drawn first shall be considered the home team.
5. In all knock-out cup matches, in the event of a draw, extra time shall be played in two equal periods as follows:

U9 & U10 – 5 minutes each way.
U11 to U16 – 10 minutes each way.
U17 to U21 – 15 Minutes each way.

If the tie is still undecided after the period of extra time, the winners will be determined by the taking of kicks from the penalty mark in accordance with the International Board Decision contained in the Laws of the game.

6. The Management Committee of the league shall have the power to approve additional cup competitions and determine their format.
7. The format of League Cup competitions and the draw, will be made by the Management Committee who will also fix the grounds and dates on which the ties shall be played.
8. In all League Cup matches prior to the semi-finals (or quarter final if applicable), League Rules will apply, i.e. three points for a win and one point for a drawn game. Thereafter the Chelmsford Youth League knockout cup rules will apply as determined by the Management Committee.
9. In the final tie of the competition, Cup Rule 5 shall apply.
10. The Management Committee will fix the venue and kick-off for the final tie.
11. Players not registered for at least 28 days with their club in the Chelmsford Youth League or The Under 21 League are not eligible to play in the semi-finals or final of the competition.

Players may not play for more than one competing team.

12. The Hon. Referees Secretary shall appoint referees for all games where possible. The Referees fees will be as per the Chelmsford Youth League and The Under 21 League fees. Referee Assistants fees shall be £15 inclusive of expenses.

Fees up to the semi-finals will be the responsibility of the home club. For semi-final ties both sides shall share the expenses. In semi-finals, Referees Assistants will only be appointed where there are sufficient Referees available.

13. All clubs that are members of the Chelmsford Youth League and The Under 21 Football League must enter the cup competitions.
14. In all Cup competition finals, in the event of both teams having the same or similar colours, both teams shall change.
15. Only players who play or are named as substitutes will be awarded trophies at the Cup Final, subject to Rule 17. Additional trophies may be purchased.
16. Any player dismissed from the field of play during a cup final shall not be presented with a commemorative trophy at the formal presentation. The Management Committee will have the power to decide whether the trophy should be awarded at a later time.

MATCH DIARY

Notify the referee and your opponents of the venue and kick-off time at least five days before the game. Check on your opponents' colours to avoid a colour clash - remember the home team must change in the event of a colour clash.

Take with you on the day of the match the player Registration I.D. Cards, Registration Forms, the match ball (and a spare), first aid kit, Referees Assistant and corner flags and half time refreshments. Introduce yourself to the Referee at least 15 minutes before the kick-off, present him with the match ball and Referees Assistants flags. Establish his fee and be sure to pay the referee promptly after the game. The Player Registration I.D. Cards must be exchanged between the two competing clubs, before the commencement of the match.

After the match, fully complete the Result Sheet and send to the relevant Fixture/Registration Secretary by E-mail. Forms are available for download from www.cyfl.org.uk

We have set up a web space for you to be able to get League Tables and Results. You can access this by: www.cyfl.org.uk

Referees should report all games which kick-off later than the agreed time to the Referees Secretary.

Referees are not required to submit Result Cards. However, if a Club(s) commit a misdemeanour i.e. Late kick-off etc. then this should be reported by the match referee in writing to the Referees Secretary. jim.machin@cyfl.biz

All misconduct reports must be sent to the Essex County Football Association, Springfield Lyons Approach, Springfield, Chelmsford. CM2 5LB

Useful Addresses

Essex County Football Association, Springfield Lyons Approach, Springfield, Chelmsford CM2 5LB Tel 01245 - 465271.
Opening hours Monday - Friday 9.00am - 5.00pm.

The Football Association, 25 Soho Square, London W1D 4FA

Continental Opposition

When playing teams from the continent or touring, permission must be sought from the Football Association at Soho Square, London.

Child Protection

If you have concerns about any child or young person phone the FA/NSPCC Child Protection Helpline on Tel. 0808 800 5000 or text phone 0800 800 0566.

NOTES FOR CLUB SECRETARIES

Rule 15 Complaints and Protests - Any action taken under this rule must be made in writing to the Chief Executive Officer and must be made by the Club Secretary. A stamped addressed envelope should be enclosed.

Telephone Calls - To League Officers should normally be made on weekdays between the hours of 7.00pm - 9.30pm.

Only urgent calls should be made to Officers at weekends.

Sponsorship - On youth teams' clothing is allowed by the FA. Applications must first be made to the Chief Executive of the ECFA.

Postponed games - Please remember that the Club postponing a fixture must notify immediately the Fixture Secretary by E-mailing the match postponement form, which is available by download from the League website (www.cyfl.org.uk). Remember the Referees Secretary, Referee and Secretary of the opposing Club must also be informed. If a game is postponed because of weather conditions the home club should carry out the necessary notifications.

You are reminded that you should ensure your club has sufficient players registered to meet all contingencies including school calls.

The Club Secretary is the chief administrative officer of the club and cannot delegate this responsibility. Only Club Secretaries are to contact League Officers whether by E-mail, telephone or in correspondence. In the absence of the club secretary the club chairman should take over these responsibilities. When writing to an Officer and a reply is anticipated, you should enclose a stamped addressed envelope. Rule 4 (E) applies.

Transfers and De-registrations - The Players' original registration form and ID card must be attached to the application form together with the fee of £10 and sent to the Registration Secretary. In cases of a Transfer, two new current identical photographs must be enclosed with the Transfer Form.

Transfer and De-registration Forms are available by download from the League's website (www.cyfl.org.uk).