

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the Milton Keynes and Border Counties Youth Football League and shall consist of not more than one-hundred (100) Clubs approved by the sanctioning authority.

All such Member Clubs shall 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 Berks & Bucks County Football Association. The area covered by the Competition Membership shall be within twenty-five mile radius of the Church of the Cornerstone in Central Milton Keynes, MK9 2ES.

This Competition shall apply annually for sanction to the Berks & Bucks Football Association and the constituent Teams of Member Clubs may be grouped in Age Group Divisions, each not exceeding twelve (12) in number.

The Annual General Meeting held in June 2001 determined that Divisions shall be limited to a maximum of fourteen (14) Teams. This decision shall be ratified at subsequent Annual General Meetings subject to the provisions of Rule 1(B). This has been incorporated into the guidelines used to formulate League, if more than one (1) Division is required for any age group.

The Competition shall provide 11-a-side football for players who have attained the age of ten (10) as at midnight 31st August in a playing season.

The aim of the Competition shall be to provide the players of Milton Keynes and the surrounding district, namely Under 12 to Under 18 in year age groups, with the opportunity to play good, sporting football in an organised Competition.

Member Clubs shall not enter any of their teams playing in this Competition in any other Competitions (with the exception of Football Association and County FA Competitions) except with the written consent of the Management Committee. Clubs shall apply in writing to the Secretary by not later than 31st July in each year.

All Teams applying for membership of the Milton Keynes & Border Counties Youth Football League shall, upon acceptance to the League, apply for FA Charter Standard within twelve (12) months of acceptance into the League and achieve FA Charter Standard within two (2) years. Failure to do so shall result in the Club concerned being excluded from membership to the League. All remaining Clubs are to achieve FA Charter Standard by 31st May 2014 Failure to do so shall result in the Club concerned being excluded from membership to the League.

(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 shall be made in writing to the Secretary by 31st May and shall be accompanied by an Entry Fee of £30.00 per Club.

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

Copy APPROVED and SANCTIONED 2011-12 and advised to Competition 11.07.11 Meeting. The Entry Fee shall apply.

Any applications received after the Annual General Meeting shall, in addition to the Entry Fee, be subject to a £30.00 Administrative Fee.

(B) The Annual Subscription shall be £50.00 per Club plus £35.00 per Team payable on or before the 31st May in each year.

(C) Each Club shall, upon election, pay a Deposit of £25.00, 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. Any Club failing to pay their fees by 31st May shall be fined £25.00.

(E) Clubs shall advise annually to the Secretary in writing by 1st August of its relevant County Football Association affiliation number for the forthcoming Season, failing which they shall be fined a sum not exceeding £10.00. Clubs shall advise the Secretary 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, Vice-Presidents, Chairman, Vice-Chairman, Treasurer, General Secretary, to be elected at the Annual General Meeting. The Chairman shall not hold an appointed post within a Member Club. The other Officers can hold a post within a member Club, however only one (1) Officer can be appointed from any individual Club.

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 the Secretaries of five (5) operating Committees – Competitions, Referees, Governance, Player Registration and League Development who shall be elected at the Annual General Meeting. Should there be vacancies after the Annual General Meeting the Management Committee shall have power to co-opt members as required. Members of the five (5) operating Committees shall be appointed by the Management Committee as deemed necessary.

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 (2) Member Clubs, not later than 31st 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, with the exception of the month of August, to deal with business as it arises.

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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 shall be conducted through their nominated Officers (i.e. Chairman, Treasurer or Secretary).

(F) The position of Competition Welfare Officer is an appointed position on the Management Committee.

POWERS OF MANAGEMENT

5. (A) The Management Committee may appoint Sub-Committees and delegate such of their powers, as they deem necessary. The decisions of all such Sub-Committees shall be reported to the Management Committee for ratification. The Management Committee shall have 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 Berks & Bucks 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 (1) 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.

With the exception of Rules 5(I), 6(H), 10(A), 11 and 19 for any breaches of Rule a formal written charge shall be issued. The respondent shall be given seven (7) days from the date of notice to reply to the charge and given the opportunity to:-

- (i) Accept or deny the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put their case before the Management Committee

All breaches of the Laws of the Match, Rules and Regulations of The Football Association shall be dealt with in accordance with Football Association Rules by the appropriate Association.

With the exception of Clubs playing at Step 7 of the Football Pyramid and the FA Women's

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Premier League, the maximum fine permitted for any breach of Competition Rule is £250 and, when setting any fine, the Competition shall ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

(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 shall be notified in writing to those concerned within fourteen (14) days.

(F) Four (4) Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and two (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) After fourteen (14) days (or time indicated by the Management Committee) 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 a sum not exceeding £20.00 or otherwise penalised at the discretion of the Management Committee.

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

Any Club failing to do so shall be fined a sum not exceeding £50.00. Further failure to pay the fine including the additional sum within fourteen (14) days shall result in fixtures being withdrawn until such time as the outstanding payments are settled.

NOTE: Rule 10(F)(i) shall apply; scheduled matches shall be deemed unfulfilled. Clubs, Officials or individuals committing a breach of this Rule shall incur such penalties as the Management Committee may impose.

(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) (i) Provided the Constitution of the Competition as determined at the Annual General Meeting permits, (see Rule 6(A)(v)), the Management Committee may accept applications for membership from Clubs after the Annual General Meeting. The Entry Fee, Annual Subscription and Deposit shall apply. Provided the Management Committee approves, the Clubs accepted shall become Full Member Clubs with all the responsibilities of Member Clubs.

(ii) The Management Committee reserves the right of Member Clubs to enter additional Teams into the Competition after the Annual General Meeting. The Entry Fee shall apply.

(iii) 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) Any member of the Management Committee who fails to attend three (3) Management Committee Meetings during a season, shall be removed as a member of the Management

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Committee unless exceptional circumstances are accepted by the Management Committee.

(M) The Management Committee may, as they see necessary, call an Ordinary General Meeting of Clubs, except where the meeting is designated a "Managers Meeting" where each Team shall be represented by a Manager or Team Representative, for administrative or information purposes only. A minimum of fourteen (14) days notice shall be given. Member Clubs are empowered to send two (2) delegates to such meetings - which should ideally be the Chairman and Secretary of the Club. Any Club failing to be represented shall be fined a sum not exceeding £40.00.

(N) If a Club fails to attend consecutive meetings (this to include General Meetings, Special Meetings and Annual General Meetings) then the fine for failure to attend shall be doubled for each consecutive Meeting missed.

(O) Any Club sending post to the League with insufficient postage shall incur an administrative charge of £10.00.

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

(Q) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

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 51% 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 Verifiers of Accounts.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement and kick-off times applicable to the Competition.
- (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 verified Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen (14) days prior to the meeting, and to the Berks & Bucks County Football Association.

(C) A signed copy of the duly verified Balance Sheet and Statement of Accounts shall be sent to the Berks & Bucks County Football Association within fourteen (14) days of its adoption by the Annual General Meeting.

(D) Each Member Club shall be empowered to send two (2) delegates to an Annual General Meeting. Each Club shall be entitled to one (1) vote only. Not less than fourteen (14) days' notice

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(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 shall 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 is demanded by at least 50% 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 (1) Member Club.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined a sum not exceeding £50.00.

(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 Milton Keynes and Border Counties Youth Football League 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 shall be notified to the Berks & Bucks 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).

QUALIFICATION OF PLAYERS

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

It is the responsibility of each Club to ensure that any player signing a registration form for that Club has, where necessary, the required International Transfer Certificate. Clearance is required for any player aged 12 and over crossing borders including Wales, Scotland and Ireland.

(ii) No player registered with a F.A. Premier League or Football League Academy shall 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.

(iii) While serving in any branch of Her Majesty's Regular Forces, a player shall first obtain the consent of his commanding Officer before signing a registration form to play for a Club.

(B) (i) A registered playing member of a Club is one who, being in all other respects eligible, has dated and signed a fully and correctly completed Player/Parent Registration Form in ink, countersigned by an Officer of the Club and whose name, photograph and registration number is included on the 'Registered League Team Sheet', together with a document giving proof of date of birth etc. (if, for any reason, player's family name has changed from that shown on the document used as proof of birth, a signed declaration by a parent or guardian shall be required). The Player/Parent Registration Form shall incorporate any known serious medical condition of the player and emergency contact details of the player's parent or guardian. These details shall be available at matches and training events the player attends within the Management of the Club or Competition.

(ii) Upon receiving the 'Registered League Team Sheet', the Manager shall retain the set as proof of players eligibility to compete and shall ensure that it is available at all matches in which the Team takes part. The current 'Registered League Team Sheet' shall be exchanged by both Managers before the appointed kick-off time and returned not before the commencement of the second half of the match. Failure to comply shall incur a fine not exceeding £40.00.

(iii) Any discrepancies shall be brought to the notice of the opposing Manager and reported in writing to the Secretary within four (4) days of the match. A fine not exceeding £40.00 shall be levied against Teams failing to produce the 'Registered League Team Sheet' at a match.

(iv) It shall be understood that at no time shall a player be eligible to participate in a match unless the players details are included on the 'Registered League Team Sheet' and that it is available for inspection prior to the commencement of the match. Any breach of this Rule shall be dealt with under Rule 8(Q) (Clubs playing ineligible players).

(v) Youth Football

Under 12 – the player shall have attained the age of 10 but shall be under the age of 12 as at midnight 31st August in the playing season.

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

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

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

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

Under 17 - the player shall be under the age of 17 as at midnight 31st August in the playing season.

Under 18 – the player shall be under the age of 18 as at midnight 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 shall not play in a match where any other player is older or younger by two (2) years or more.

(C) (i) By 1st June preceding the new season each continuing Member Club, and each new

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Member Club that has applied to be elected into Membership, shall be issued with a 'Registered League Team Sheet' and Parent/Guardian Registration Forms for each Team that it has entered into the Competition. A correctly completed 'Registered Team Sheet' and supporting documentation (see Rule 8(D)(ii)) should be submitted to the Registration Secretary on one of the pre-published Registration events. Details of the various Registration events shall be available at the Annual General Meeting or advised in writing.

(ii) A Team shall not be allowed to play any Grading, League or League Cup matches until a minimum of twelve (12) players has been registered with the Competition and the 'Registered League Team Sheet', Team Registration Form and Team List, have been returned to the Manager. Any unfulfilled fixtures shall be subject to action under Rule 10(F).

(D) (i) Teams in age groups Under 12 to Under 16 shall be allowed to register a maximum of eighteen (18) players. Teams in older age groups shall be permitted to register twenty-one (21) players.

(ii) On any of the Registration events, one (1) or more representatives of each Club may submit a completed 'Registered League Team Sheet'. Full Name (in block capitals) as it appears on the proof of date of birth, Date of Birth, a current named passport sized photograph of the player and a Registration Number. The following supporting documentation shall also be produced for each player. A fully completed, signed and dated Player/Parent Registration Form and a proof of date of birth which can be the previous seasons 'Registered League Team Sheet' or Player Registration Card. In signing the Player/Parent Registration Form, the player is declaring that he/she is free of any financial liability to any previous Club. If, for any reason, a players name has changed from that shown on the proof of date of birth, a signed declaration from the players Parent/Guardian, stating both names and the reason for the change, shall be required. This information shall be treated with the utmost confidentiality and discretion. All documentation shall be scrutinised by a League Competition Officer. The 'Registered League Team Sheet' shall be retained by the Registration Secretary and an official League copy shall be returned to the member Club's representative.

(iii) Registration of additional players after the final Registration Evening shall be conducted only by post. The Manager or Club Official shall send to the Registration Secretary a completed Player/Parent Registration Form together with a named passport sized photograph and proof of date of birth for the player to be registered.. In signing the form, the player is declaring that he/she is free of any financial liability to any previous Club. The form is then to be posted to the relevant Registration Secretary. DO NOT RETURN your 'Registered League Team Sheet'. The Registration Secretary shall issue a new, updated 'Registered League Team Sheet which shall supersede the old one when received. If, for any reason, a players name has changed from that shown on the proof of date of birth, a signed declaration from the players Parent/Guardian, stating both names and the reason for the change, shall be required. This information shall be treated with the utmost confidentially and discretion. Additional registrations shall be processed with the minimum of delay. It is anticipated that the Team Registration form, an updated Team List, Registration Card(s) and proof(s) of date of birth shall be returned within two (2) weeks of receipt. It should be noted, however, that unforeseen circumstances might extend this time frame.

(iv) No player shall be registered with the Competition until a fully completed Player/Parent Registration form is submitted. When a Parent/Guardian signs and dates the form, they are declaring that the player is free of all financial liability to any previous Club. If a player has a

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signed parent form and registers with a new Club but has outstanding debts and/or non-returned kit then the player shall be suspended until released from the debt and/or has returned the kit to his previous Club.

NO PLAYER HAVING REGISTERED TO A TEAM MAY BE DEREGISTERED BEFORE 1ST OCTOBER IN THE SEASON.

(v) 'Registered League Team Sheets' are the property of the Competition. In the event that it is lost/destroyed/mutilated/defaced etc, it shall be replaced at a maximum cost of £5.00 per card.

(vi) Registration Card checks may be carried out by any member of the Management Committee or accredited League Official before a match has started, during the half-time interval or after a match has ended. The current 'Registered League Team Sheet' shall be available for examination by an accredited League Official at any time during a match.

(vii) It shall be the responsibility of the Club to ensure that all information entered on the 'Registered League Team Sheet' is correct. In the event of false information being submitted, the Club shall be liable to a fine not exceeding £40.00. This shall be in addition to any other fine/punishment that may be incurred in connection with the offence.

(E) 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.

(F) A player shall not be eligible to play unless he/she is included on the 'Registered League Team Sheet'. The 'Registered League Team Sheet' shall be exchanged by opposing Managers before the match commences and returned immediately after it has ended. Any discrepancies shall be brought to the opposing Managers attention as soon as they become apparent. The match shall still be played and the facts relating to the discrepancy shall be submitted in writing to the General Secretary within four (4) days of the match.

(G) Additional Parent/Guardian Agreement and Player Registration forms shall be obtained free of charge by downloading from the League's website or from the General Secretary on prepayment of £5.00 fee.

(H) 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 (1) Club priority of registration shall decide for which Club the player shall be registered. The Registration Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

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

(i) Play for more than one (1) Club in the Competition in the same season without first being transferred.

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(ii) Having signed for one (1) 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 parent/guardian form for registration that the player or parent/guardian had wilfully neglected to accurately or fully complete.

(J) (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 Football Association 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.

(iv) Any player causing concern to the Management Committee may be called before a specially convened Disciplinary Committee to answer the concern.

(Note: Action under Rule 8(J) (iii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bring the Competition into disrepute and shall 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 one-hundred and twelve (112) days suspension, or ten (10) matches in match based discipline, in a period of two (2) years or less from the date of the first offence.)

(K) (i) Subject to The Football Association Rules dealing with players without a written contract, when a player desires a transfer, the Club that the player wishes to leave shall immediately submit a fully completed Transfer/De-Registration Form to the Registration Secretary. However, should the Club object to the transfer it shall state its objection in writing to the General Secretary, with copies to the Registration Secretary and to the player concerned, within seven (7) days of receipt of the transfer request. The Club should take no further action until it has received the League's response.

The Club that the player wishes to join shall submit a passport size photograph of the player together with a Player/Parent Registration Form and proof of date of birth to the Registration Secretary. The player shall be transferred and a new 'Registered League Team Sheet' shall be sent to the Club as soon as possible.

(ii) When a player wishes to leave a Club, without joining another Club, a fully completed Transfer/De-Registration Form shall be immediately sent to the Registration Secretary so that an updated 'Registration League Team Sheet' is produced and sent to the Club.

(iii) Upon receipt of the documents itemised in Rule 8(K)(i), the Registration Secretary may, on

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behalf of the Management Committee, transfer the player who shall be deemed eligible to play for his/her new Club as soon as the Club has received the new 'Registered League Team Sheet'.

(iv) In the event of an objection to a transfer, the matter shall be referred to the Management Committee for adjudication. The Management Committees decision shall be final (subject to Rule 16).

(L) (i) A player may not be registered for a Club nor registered to another Club in the Competition after 31st March except by special permission of the Management Committee (subject to Rule 8(L)(ii).

(ii) A registration request that is received after 1st April shall be acceptable if the envelope is clearly postmarked with a March date or the General Secretary or Registration Secretary has been notified by letter or e-mail on or before 31st March that a late registration request may arrive.

A de-registration request that is received after 28th February shall be acceptable if the envelope is clearly marked with a February date or the General Secretary or Registration Secretary has been notified by letter or email on or before 28th February that a late de-registration request may arrive.

(M) Each Club shall keep a list of the players it registers and a record of the matches 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 (1) team in an age group, each team shall be clearly identifiable but not designated 'A' or 'B' or 1st or 2nd. In such cases, players shall be registered for one (1) team only.

(N) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the Registration 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 (1) season only.

(O) 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 for that Team in this Competition in the current season

(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 a sum not exceeding £200.00 and/or otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the Team shall have a maximum of three (3) 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);_

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

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

(iii) Children under fifteen (15) shall not play in a Team involving players who are more than two (2) years older.

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

CLUB COLOURS. CLUB NAME

9. (A) Every Club shall register the colour of its shirts and shorts with the General Secretary by 31st May who shall decide as to their suitability.

Goalkeepers shall 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 shall play to its opponents at least five (5) days before the match. Failure to comply shall incur a fine not exceeding £15.00.

If, in the opinion of the referee, two (2) Clubs have the same or similar colours, the Away 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 a sum not exceeding £10.00.

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 shall be uniquely numbered. (Goalkeeper shirt/jersey need not be numbered).

(B) Any Club wishing to change its name and/or colours shall obtain 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 commencement of the season in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixture Secretary, or at a meeting specially convened for that purpose, to be held no later than August 31st, shall not be arranged for a date later than seven (7) 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.

Clubs shall take all reasonable precautions to keep their grounds in a playable condition. All

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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.

Clubs shall have a barrier one (1) metre from the touchline (marked, roped or coned) to keep parents and spectators from encroaching on the pitch and to allow the Assistant/Club Assistant Referees good view of the ball in and out of play. Failure to comply shall incur a fine not exceeding £25.00.

Both Teams' Officials shall be responsible for monitoring the respect line. In the event of Parents/players/spectators being reported for encroaching over the respect line the Team responsible may be fined a sum not exceeding £50.00.

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 of:

Under 12 – 60 minutes (30 minutes each half)
Under 13 and Under 14 – 70 minutes (35 minutes each half)
Under 15 and Under 16 – 80 minutes (40 minutes each half)
Under 18 – 90 minutes (45 minutes each half)

The minimum time for any matches shall not be less than twenty-five (25) minutes each half for players in the Under 12 age group. Thirty (30) minutes each half for Under 13 and Under 14 age groups, thirty-five (35) minutes each half for Under 15 and Under 16 age groups and forty (40) minutes each half for Under 17 and Under 18 age groups.

No player under the age of seventeen (17) as at midnight 31st August in any season shall be permitted to play more than one (1) match per day in this Competition.

The kick-off times shall be fixed at the Annual General Meeting.

Morning matches 10-30am

Afternoon matches 2-00pm.

Midweek matches 6-30pm or as otherwise mutually agreed by both Team Managers.

Any Club failing to commence at the appointed time shall be fined a sum not exceeding £5.00 or be otherwise dealt with as the Management Committee may determine.

Referees shall order matches to commence at the appointed time and shall report all late starts to the Competition.

The Home Team shall provide at least two (2) footballs, size 4 for up to and including Under 14, size 5 thereafter; fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Goal nets shall be used.

(i) If a Team has no changing facilities available at the ground, they are to advise the opposition and match official(s) when confirming the match.

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(ii) The fixture shall only then go ahead if the away Club agrees.

(iii) If the away Team does not agree to play the match where there are no changing facilities, the Fixture Secretary shall be informed immediately. In this situation the Home Team have three (3) options.

(a) To find an alternative venue that provides changing facilities, or

(b) The fixture to be played on the ground of the away Team (in accordance with Rule 10(F)(paragraph 2). If the away Team are able to host the match and provide changing facilities, and where any costs are involved in the hire of the away Team venue, these are to be borne by the Home Team.

(c) Failure to fulfil the fixture using either of the two (2) options above shall result in the facts dealt with by the Disciplinary Committee as per Rule 10(F)(paragraph 1).

(iv) If the match official does not wish to attend where there are no changing facilities, he shall be appointed another fixture and the Clubs shall agree upon another official as per Rule 13(B) to take charge of the match, whether a League or Cup match.

(C) (i) Except by permission of the Management Committee all matches shall 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 shall be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixture Secretary.

In the case of a revised fixture date, the Clubs shall be given by the Competition five (5) clear days notice of the match (unless otherwise mutually agreed).

(ii) Free dates shall only be considered if six (6) weeks notice is given in writing to the Fixture Secretary. Free weekends shall be limited to a maximum of three (3) per Team per season.

(iii) Any request for a free weekend for school based activities shall be required to be supported by documentary evidence from the school listing the date(s) of the trip, the children affected and when the activity was arranged (original letter).

(iv) Any Team with a player in a League Representative Team shall automatically have any League fixture postponed, however League Cup fixtures shall not be postponed for Representative Team matches and shall proceed as scheduled.

(NOTE: Any Team wishing to play their League match should contact the Fixture Secretary accordingly.)

(v) No free weekends are allowed on scheduled Cup dates.

(D) (i) The Secretary of the Home Club, or its delegate, shall give notice in writing, by telephone, facsimile or e-mail to the Match Officials and the Secretary or its delegates of the opposing Club at least five (5) clear days prior to playing 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 not exceeding £20.00.

(ii) Failure to notify match officials shall incur a fine not exceeding £40.00.

(E) In the event of a Club playing in any match with less than eleven (11) players they may be fined £5.00 for each missing player. A minimum of seven (7) players shall constitute a Team for a Competition match.

(F) (i) Home and Away matches shall be played.

(ii) In the event of a Club failing to keep its engagement the Management Committee shall have power to inflict a fine not exceeding £50.00, deduct points from the defaulting Club, award the points from the match in question 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.

(iii) 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.

(iv) Any Club unable to fulfil a fixture shall, without delay, give notice to the Fixture Secretary, the Referee Secretary, the Secretary 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 in addition to a fine not exceeding £25.00.

Insufficient registered players illness or injuries to the players shall not be accepted as satisfactory reason for postponing matches except in exceptional circumstances.

(v) 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 (2) Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixture Secretary within four (4) 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.

(vi) The Management Committee shall review all matches abandoned in cases 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 has been 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 Match use substitutes as follows:

Under 12, Under 13 and Under 14	Five (5) substitutes selected from five (5) players
Under 15 and Under 16	Five (5) substitutes selected from five (5) players
Under 18	Three (3) substitutes selected from seven (7) players

In Under 12, Under 13, Under 14, Under 15 and Under 16 age groups, a player who has been substituted during a match himself becomes a substitute and may, in turn, replace another player

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at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

Both Teams shall supply a completed League Team Sheet to the Referee at least fifteen (15) minutes prior to the scheduled kick-off time. This shall include all players names and shirt numbers – including substitutes – as well as the names of the Team Officials present. Failure to comply shall incur a fine not exceeding £20.00.

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 match shall not be considered to have been a player in that match within the meaning of Rule 8 of this Competition.

(H) The half time interval shall be of ten (10) minutes duration, but it shall not exceed fifteen (15) minutes. The half time interval may only be altered with the consent of the referee.

(I) It shall be the responsibility of the Home Club to provide suitable liquid refreshments for all Match Officials at half time. Any Club failing to supply suitable refreshment shall be fined a sum not exceeding £20.00.

(J) The Management Committee shall decide the structure and composition of the various age groups and Divisions based on the entries received for each. If less than then (10) Teams enter at Under 18 Age Group then the Under 17 and Under 18 Age Groups shall be amalgamated and shall be referred to as Under 18 for all Competitions, both League and Cup, for the duration of that season.

REPORTING RESULTS

11. (A) (i) The Home Club shall report by text or online League Fair Play/Result Form the result of each match to the Fixture Secretary before 14:00 hours for a morning match and 18:00 hours for an afternoon match or before 21:00 hours for midweek matches. Failure to comply shall incur a fine not exceeding £10.00.

However, where a Club wishes to nominate one central contact point/person for collecting and reporting results on a Sunday then they may, with prior arrangement of the Fixture Secretary, extend this time to 19:00 hours for all their Clubs results; providing they are all reported together.

(ii) When a Team competes in an external Competition - such as the County Cup - then it shall report the result – whether Home or Away – as per Rule 11(A). Failure to comply shall incur a fine not exceeding £10.00.

(iii) Results for matches played midweek can be reported individually and shall be received by 21:00 hours on the day of the match. Failure to comply with this shall incur a fine not exceeding £10.00 for each offence. This fine shall be per Team.

(B) The Fair Play Secretary shall receive within four (4) days of the date played a completed online League Fair Play/Result Sheet. Failure to comply a fine of £10.00 per week shall be imposed.

(C) The online League Fair Play/Result Form shall include a Team Sheet correctly completed which shall include the forenames(s) and surname of the Team players and also the Referee markings as required by Rule 13 and the Fair Play marks as required by Rule 23, or any other information required by the Competition. Incorrectly completed forms or Team Sheets shall incur a fine not exceeding £10.00.

DETERMINING CHAMPIONSHIP

12. (A) Team rankings within the Competition shall be decided by points with three (3) points to be awarded for a win and 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 shall not be played for double points.

In the event of two (2) or more Teams being equal on points then tables/standings are ranked on head to head results rather than default of points then score difference or score for difference. Should the Teams still be equal then they shall be declared Joint Champions or Joint Runners-up.

(B) Automatic promotion and relegation shall be applied for the first two (2) and the last two (2) Teams in each Division except as provided for hereunder, subject to the provisions of Rule 1(B).

Under 12 and Under 18

All Teams shall participate in Grading Competitions prior to League matches, which may include midweek matches.

Under 13 to Under 16 (inclusive)

All Teams, except as detailed below, shall remain in the same Division as last season:

- (i) The bottom two (2) Teams of any Division (with the exception of the lowest Division), plus any Team(s) finishing equal on points with the Team finishing in the penultimate position, shall be relegated one (1) Division.
- (ii) The top two (2) Teams of any Division (with the exception of the highest Division), plus any Team(s) finishing equal on points with the Team finishing in second position, shall be promoted one (1) Division.
- (iii) Any Team(s) entering or returning to the Competition shall be assessed by the Management Committee and placed in the Division considered to be most appropriate to their standard of play.

(C) In the event of a Team not completing its fixtures for the season, due to withdrawal from the Competition, all points obtained by or recorded against such defaulting Team shall be expunged from the League Table.

REFEREES

13. (A) Registered Referees (and Assistant Referees where approved by The Football Association or County Football Association) for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association. It is a requirement that all Under 18 matches shall only be played with a registered Referee appointed.

(B) In the event of the non-appearance of the appointed Referee the appointed Senior Assistant Referee shall take charge and a substitute Club Assistant Referee appointed by the competing Teams. 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. Failure to do so shall result in the offending Team(s) being fined a sum not exceeding £20.00. A Referee thus agreed upon shall, for that match, have the full powers, status and authority of a registered Referee.

(C) The Management Committee may, if they consider it desirable, or upon application by the two (2) competing Clubs, appoint Assistant Referees, if available, to any match. Where Assistant Referees are not appointed each Team shall provide a suitable Club Assistant Referee who shall not be a registered Team Manager. Failure to do so shall result in a fine not exceeding £20.00 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 shall 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 forty (40) pence per mile and any other permitted expenses actually incurred together with the following match fees:-

Referee: Under 12	- £14.00
Under 13 and Under 14	- £17.00
Under 15 and Under 16	- £19.00
Under 18	- £22.00

Registered Referees appointed by the Management Committee as Assistant Referees:

Under 12 to Under 14	- £12.00
Under 15 to Under 18	- £14.00

Subject to any limits laid down by the sanctioning Association.

The Home Club shall pay the Officials their fees and expenses immediately after the match in their changing room. Failure to comply and reported by the Referee, a fine not exceeding £20.00 shall be imposed.

Where Assistant Referees are appointed the Referee shall be paid by the Home Club and the Assistant Referees fees shall be jointly paid by both Clubs.

(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.

(G) A Referee not keeping their engagement, and failing to give a satisfactory explanation as to his non-appearance, may have his name removed from the list of Referees and the fact reported to the Association with which they are registered.

(H) Each Club shall, in a manner prescribed from time to time 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. Clubs failing to comply with this Rule shall be liable to be fined a sum not exceeding £10.00 or dealt with, as the Management Committee shall determine.

Any Club marking a Referee or Assistant Referee less than five marks shall submit a written explanation to the Fair Play Secretary within four (4) days of the match. Failure to do so shall incur a fine not exceeding £5.00.

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

(I) Referees and Assistant 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 shall notify the Secretary in writing by 31st May each Season or be liable to a fine not exceeding £25.00.

All Clubs wishing to remain in membership of the Competition for the following Season shall confirm their intention to do so, in writing, to the Secretary by May 31st, advising which age group(s) they shall be entering.

(B) A Club shall not be allowed to withdraw any or all of its Teams from the Competition after the Annual General Meeting/arrangement of fixtures for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding £40.00 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 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 unincorporated 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.

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(E) Where the conduct of a Club is below the standard expected during the season, the Management Committee may instruct the Officers of the Member Club to attend an interview, prior to deciding whether or not to recommend membership for the following the season.

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 shall 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 shall contain full particulars of the grounds upon which they are founded) shall be lodged in duplicate with the Secretary within three (3) 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 or complaint of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum of five pounds (£5.00). 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 shall receive a copy of the submission and shall be afforded an opportunity to make a statement at least seven (7) days prior to the protest or complaint being heard.

(i) All parties shall have receive seven (7) days notice of the Hearing should they be instructed to attend.

(ii) Should a Club elect to state its case in person then they should forward a deposit of £5.00 and indicate such when forwarding the written response.

BOARD OF APPEAL

16. Within fourteen (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 Berks & Bucks Football Association, including a fee of £25.00, 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

Copy APPROVED and SANCTIONED 2011-12 and advised to Competition 11.07.11 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 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, 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 shall be supported by (more than) two-thirds 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 shall be supported by (more than) two-thirds 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 a breach of Rule, 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 excluded 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. At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit. No Club shall win outright any Trophy.

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 Competition Secretary on or before 31st March. 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) Any Club failing to return a League or Cup Trophy by 31st March of the following year shall

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be fined £1.00 per day thereafter up to a sum not exceeding £25.00.

Any Club failing to return a League Winners Trophy or Fair Play Trophy by 30th April of the following year shall be fined a sum not exceeding £50.00.

It is the responsibility of the holders to have any Trophy insured whilst it is in their possession. Before being returned all Trophies should be appropriately cleaned and engraved. Failure to do so shall incur a fine not exceeding £50.00 plus the cost of any necessary cleaning and engraving. Any damage to a Trophy over and above normal wear and tear shall be charged to the holders.

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 seven (7) 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 Member Club shall be empowered to send two (2) delegates to all Special General Meetings. Each Club shall be entitled to one (1) vote only as shall members of the Management Committee.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined a sum not exceeding £25.00

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

All amendment of Rules can only be implemented once approved by the appropriate sanctioning authority.

ALTERATION TO RULES

20. (A) Alterations for which consent has been given by the sanctioning Association 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 alterations made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

(B) Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by 28th February in each year. The proposals, together with any proposals from the Management Committee, shall be circulated to the Clubs by 15th March and any amendments thereto shall be submitted to the Secretary by 31st March.

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 two-thirds of those present and entitled to vote are in favour.

(C) A copy of the proposed alterations and proposed amendments to be considered at the Annual

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General Meeting shall be submitted to the Berks & Bucks Football Association by not later than 14th April.

A copy of the proposed alterations and proposed amendments to be considered at a Special General Meeting shall be submitted to the Berks & Bucks Football Association by no later than twenty-eight (28) days prior to the date of the meeting.

(D) Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Berks & Bucks Football Association shall have been obtained.

RULES BINDING ON CLUBS

21. (A) 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 shall abide by any issued Football Association Code of Conduct.

(B) The Secretary of each Club shall be held responsible for securing a copy of these Rules and failure to do so shall not be accepted as an excuse for any infringement of the Rules of this Competition.

(C) The Management Committee reserves the right to report any misconduct to the relevant County Football Association.

FINANCE

22. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition shall be lodged.

(B) All expenditure in excess of £200.00 shall be approved by the Management Committee. Cheques shall be signed by at least two (2) Officers nominated by the Management Committee.

(C) The financial year of the Competition shall end on 31st May.

(D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be verified annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

FAIR PLAY AWARD

23. There shall be a Fair Play Award for each age group for which all Teams in that age group shall be eligible. Each Team shall award points to their opponents at every match for fair play, organisation and attitude. The Management Committee shall adjudge the winner of the Fair Play Award for each age group for the season.

THE LEAGUE KNOCKOUT CUP RULES

1. The Competition shall be known as The Milton Keynes and Border Counties Youth Football League Knockout Cup. It shall be divided in age group sections as the League Competition.
2. Member Clubs only shall be eligible to enter these Competitions.
3. (A) Clubs playing over age or unregistered players or players who are under suspension by their County Football Association, shall be fined a sum not exceeding £25.00 and shall forfeit the match in which the offence occurred which shall be awarded to the opponents.

(B) No player shall play for more than one (1) Team in the Competition.

(C) Teams shall submit, seven (7) days prior to a Cup Semi-Final, a list of players available for selection for the Cup Final (First names and family names required) to the appropriate Registration Secretary. The submission shall also include the full name of the Manager and the colours of the kit to be used for the Cup Final. Fourteen (14) days prior to the Cup Final a copy is to be sent to the opposition. Failure to do so shall incur a fine not exceeding £25.00.
4. Teams failing to fulfil or complete a fixture may be fined a sum not exceeding £25.00 and the match shall be awarded to the opposition along with any costs incurred, at the discretion of the Management.
5. During the period October to February inclusive, AM matches shall kick-off at 10-30am and PM matches shall kick-off at 1-30pm
6. Semi-Finals shall be played on a one leg, Team drawn first to have choice of ground, and neutral Assistant Referees shall be appointed, where possible, for all Semi-Final ties. In the Semi-Final ties, Officials' fees and expenses, in accordance with Rule 13(E), shall be shared by the competing Clubs.
7. Should a match result in a draw, extra time shall be played. Should the scores be level, after extra time, the winners shall be determined by the taking of kicks from the Penalty mark in accordance with International Board Procedures.

Extra time shall be of the following duration:

Under 12 to Under 15 - 10 minutes each way
Under 16 to Under 18 - 15 minutes each way
8. In the event of the scores of a Cup Final being level at the end of normal time, extra time shall be played. If the tie is still undecided after the period of extra time, the winners shall be determined by the taking of kicks from the Penalty mark in accordance with International Board Procedures.
9. Match Officials' fees for all matches shall be as League Rule 13(E) except in Cup Finals where a memento shall be awarded but Match Officials may claim expenses as detailed in League Rule 13(E).
10. All appropriate Rules of THE MILTON KEYNES AND BORDER COUNTIES YOUTH FOOTBALL LEAGUE shall apply except when alternative provision is made in these Knockout

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Cup Rules.

11. All League Cup matches shall be played on a date specified by the Fixtures Secretary and advised before the first playing day of the season. These dates shall be away from School Holiday periods and shall remain fixed subject to Rule 8(R) (i). If they clash with any County Cup fixture the match shall automatically move to the next available weekend.
12. Where a League Cup match has been postponed twice, the Fixtures Secretary shall have the power to instruct the match to be played at the opponents ground or at a neutral venue.

All costs (pitch and officials) shall be paid for by the Team drawn at home in the tie.

CHILD PROTECTION

1. Any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the match into disrepute.
2. In these Regulations the expression "Offence" shall mean any one or more of the offences contained in Schedule 1 to the Children and Young Persons Act 1933 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to a child or children.
3. Upon receipt by The Association of:
 - 3.1 notification that an individual has been charged with an Offence; or
 - 3.2 notification that an individual is the subject of an investigation by the Police, Social Services or any other authority relating to an Offence; or
 - 3.3 any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to a child or children then The Association shall have the power to order that the individual be suspended from all or any specific football activity for such period and on such terms and conditions as it thinks fit.
4. In reaching its determination as to whether an order under Regulation 3 should be made The Association shall give consideration, inter alia, to the following factors:
 - 4.1 whether a child is or children are or may be at risk of harm;
 - 4.2 whether the matters are of a serious nature;
 - 4.3 whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed unimpeded.
5. The period of an order referred to in 3 above shall not be capable of lasting beyond the date upon which any charge under The Rules of The Association or any Offence is decided or brought to an end.
6. Where an order is imposed on an individual under Regulation 3 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.
7. Where a person is convicted, or is made the subject of a caution in respect of an Offence, that shall constitute a breach of the Rules of The Association and The Association shall have the power to order the suspension of the person from all or any specific football activity for such a period (including indefinitely) and on such terms and conditions as it thinks fit.
8. For the purposes of these Regulations, The Association shall act through its Council or any Committee or Sub-Committee thereof, including the Board.
9. Notification in writing of an order referred to above shall be given to the person concerned and/or any Club with which he is association as soon as reasonably practicable.
10. The applicable standard of proof shall be the civil standard, of the balance of probability. The more serious the allegation taking into account the nature of the misconduct alleged and the context of the case the greater the burden of evidence required to find the matter proved. Save that for charges pursuant to The Football Association's Child Protection Policy, where the welfare and protection of children shall be paramount and the test shall be whether more likely than not.

Copy APPROVED and SANCTIONED 2011-12 and advised to Competition 11.07.11