

# Grimsby & District Football League 2011-2012



**League Handbook**

**GDFL.CO.UK**

# RULES

## NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the Grimsby & District Saturday Football League and known as the Grimsby & District Saturday Football League and shall consist of not more than 80 Clubs approved by the sanctioning authority.

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 Lincolnshire County Football Association. The area covered by the Competition Membership shall be within 25 miles radius of St. James’ Church, Grimsby.

This Competition shall apply annually for sanction to the Lincolnshire Football Association and the constituent teams of Member Clubs may be grouped in divisions, each not exceeding 15 in number.

This Competition wishes to become a designated Charter Standard League. Existing Member Clubs have two years (until the end of the 2012-2013 season) to achieve the Charter Standard club award or face expulsion from the League. New Member Clubs have one year to achieve the Charter Standard club award. The League has the right to refuse membership to a Club if it fails to demonstrate commitment to achieving the award.

This Competition and its Clubs shall support the FA’s Respect programme. As such it recognises that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place. A respect league values the contribution of match officials, players and spectators and ensures that they are treated with courtesy and fairness by opposing players, club officials and spectators. The League and its Clubs will seek to play fixtures in a fair, competitive but not antagonistic environment.

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

(B) At the Annual General Meeting or a special General Meeting called for the purpose, a majority of the delegates present shall have the 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 must be made in writing to the secretary and must be accompanied by an Entry Fee of £15.00 per team which shall be returned in the event of non-election.

At the discretion of a majority of the accredited 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 £60.50 per Team payable on or before 31st May in each year.

(C) Each Club shall within 7 days of 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.

(E) Clubs must advise annually to the secretary in writing by 1st June of its Lincolnshire

County Football Association affiliation number for the forthcoming season. Clubs must advise the secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

(F) All clubs wishing to enter the league must advise the secretary in writing the names and addresses of certificated referee and appointed emergency aider. Failure to do so could restrict entry.

### **OFFICERS**

3. The Officers of the Competition shall be the President, Vice-Presidents, Life Members, Chairman, Vice-Chairman, Treasurer, secretary, Registration secretary, Referees secretary and Fixtures secretary, to be elected annually at the Annual General Meeting. (N.B. Auditors/Verifiers are not Officers).

### **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 not more than 3 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 secretary 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 or as often as is necessary to deal with business as it arises. On receiving a requisition signed by two-thirds of the Members of the Management Committee the secretary shall convene a meeting of the Committee.

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

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

### **POWERS OF MANAGEMENT**

5. (A) The Management Committee may appoint such other sub-committees as they may consider necessary and may delegate such of their powers as they deem necessary to such committees. The decisions of all such Committees shall be reported to the Management Committee for ratification. The Management committee shall have power to deal only with 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 Lincolnshire 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 or where there may be a conflict of interest. (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), 11 and 19, for all breaches of Rule a formal written charge must be issued. The respondent shall be given seven 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.

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 breaches 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 in accordance with Rule 16. Decisions of the Management Committee must be notified in writing to those concerned within 7 days.

(F) Six Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and three 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) Clubs must notify the Competition secretary, in writing, of all or any breaches of the Rules, late kick-offs, (stating exact time of same), absence of appointed Referee at the time of kick-off, opponents failing to play, or any other irregularities, within three days of the date of the match (Sundays excepted). 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.

Any Club failing to do so will be fined a maximum of £50. Further failure to pay the fine including the additional sum within 14 days will result in fixtures being withdrawn until such time the outstanding payments are settled.

Clubs, Officials or individuals committing a breach of this Rule will further 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) 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) The business of the Competition as determined by the Management Committee may/shall be transacted by electronic mail or facsimile.

### ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting shall be held not later than 1st August in each year. At this meeting the following business shall be transacted provided that at least 30% of 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 there from.
  - (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 of the season and kick off times applicable to the competitions.
  - (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 Lincolnshire County Football Association.
- (C) A signed copy of the duly audited Balance sheet and statement of Accounts shall be sent to the Lincolnshire County Football Association within fourteen days of its adoption by the Annual General Meeting.
- (D) Each Member Club/team shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Not less than 14 days' notice shall be given of any Meeting.
- (E) Clubs who have withdrawn their Membership of the Competition during the season being concluded or who are not continuing Membership shall be entitled to attend but shall vote only on matters relating to the season being concluded.
- (F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least two thirds 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 Member Club.
- (H) Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall be fined £25.00
- (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 Grimsby & District Saturday Football League Competition 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.

Any alteration of the Chairman and /or secretary on the above Agreement must be notified to the Lincolnshire County Football Association and to the secretary of the Competition.

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

### **QUALIFICATION OF PLAYERS**

8. (A) (i) Contract players, as defined in Football Association Rules, are not permitted in this Competition. A contract player may only play for the Club that holds his contract.

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

(B) A registered playing member of a Club is one who, being in all other respects eligible, has:

(1) signed a fully and correctly completed Competition registration form in ink, countersigned by an Officer of the Club, and who has been registered with the Registrations secretary three days prior to playing and whose completed registration counterfoil has been received by the Club prior to playing.

(2) signed a fully and correctly completed Competition registration form in ink on a match day prior to playing, countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the Registrations secretary within two days (Sundays excluded) subsequent to the match. The player shall not again play until the Club is in possession of the completed counterfoil. A maximum of two players may be registered in this way.

Registration forms may also be submitted to the (Registrations) Secretary by facsimile machine or electronic mail prior to the player playing. The original document must be forwarded by post within three days of the match to the appropriate Officer.

In both (1) and (2) above, a first class stamped addressed envelope must be supplied by the Club, to the Registration secretary for the purpose of returning any registration counterfoils.

Failure to supply a first class stamped addressed envelope will result in counterfoils being returned to the club by the Registration secretary and an administration fee of £2.00 levied.

(C) A team shall not include any player who has taken part in any six or more senior Competition matches during the current season. For the purpose of this Competition a senior competition is supply League and above.

(D) 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.

(E) Registration forms shall be obtained electronically from the Registrations secretary. Each

submitted form shall carry an administration charge of 25p.

(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. A player signing more than one registration form in the same season shall be fined £10.00 and shall be suspended until such fine is paid.

(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 or may fine any player except those under 18 years of age at their discretion 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 F A or 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 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 112 days suspension, or 10 matches based discipline , In a period of two years or less from the date of the first offence.)

(J) 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 £2.50. Such transfer shall be referred by the Registrations 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 Registration secretary 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 Registrations secretary 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 fourteen days 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.

(K) A player may not be registered for a Club nor transferred to another Club in the Competition after 28th February except by special permission of the Management Committee. A player is not entitled to more than two transfers in any one season.

(L) 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.

(M) 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. 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.

Note: Registrations are valid for one season only.

(N) Clubs entering more than one team in the Competition shall register a minimum of 13 players for each team by the commencement of the Competition. such Clubs may play not more than two players of their higher Division team in the next lower Division. A player who has played for a team in the higher Division six times or more shall not in that season be eligible to play in a lower Division except by permission of the Management Committee.

(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.

Teams playing ineligible players shall be fined £10.00 per ineligible player.

(ii) In addition the team may have further 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 in exceptional circumstances 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 Leagues).

(iii) To play open age football the player must have achieved the age of 16.

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

### **CLUB COLOURS. CLUB NAME**

9. (A) Every Club must register the colour of its shirts and shorts with the secretary 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 five days before the match or shall be fined the sum of £10.00.

If, in the opinion of the referee, two 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 £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. In all matches, players should wear clearly numbered shirts, which distinguish them from other team members, or a fine of £5.00 will be imposed.

(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 of the season in accordance with Football Association Rules. Original fixtures arranged by the Fixtures secretary, or at a meeting specially convened for that purpose, to be held no later than 1st August, must not be arranged for a date later than seven days preceding the concluding date.

Fixtures are deemed to be accepted unless objections are received by the Fixtures secretary within 14 days of their issue. Clubs will be provided with a copy of their divisional fixtures, price £5.00

(B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

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 of 90 minutes unless a shorter time (not less than 60 minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

The times of kick-off shall be fixed by the Management Committee. Any Club failing to commence at the appointed time may 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.

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. Goal nets must be used.

(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, all relevant County Association Cup Competitions, Challenge Cup or any Cup Competitions run in conjunction with this League. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures secretary.

The Fixtures secretary has the power to order the bringing forward of any fixture in order to expedite the working of the League.

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

(D) 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 or to boost the strength of another or lower team. It is NOT intended that Clubs MUST field higher team players in lower teams when the higher team has no engagement. 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.)*

(E) In the event of a Club playing in any match with less than 10 players they may be fined £5.00 for each missing player. A minimum of 7 players will constitute a team for a Competition match.

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 opponents ground if they are satisfied that such action is warranted by the circumstances.

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 £25.00 or otherwise dealt with by the Management Committee.

Any club unable to fulfill a fixture must, without delay, give notice to the (Fixtures) Secretary, the Competitions Referees Appointments 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 a fine.

In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixtures secretary within 7 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.

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 of the opponents and/or take what other action they may deem necessary. In cases where a match has been abandoned owing to the conduct of both teams or their Club members, 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. Such action is subject to any disciplinary action taken by the appropriate Affiliated Association.

(F) A Club may at its discretion and in accordance with the Laws of the Game use 3 substitute players in any match in this Competition who may be selected from 5 players.

The referee shall be informed of the names of the substitutes not later than five 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.

(G) The half time interval shall be of 10 minutes duration, but it shall not exceed fifteen

minutes. The half time interval may only be altered with the consent of the referee.

(H) Clubs requesting game postponements will be limited to 2 per season, more requests will be decided by the Management Committee and only in exceptional circumstances.

(I) The League shall require all players and club officials to have signed the FA's Respect Codes of Conduct and produce these if so requested by the League management committee.

The participating clubs taking part in the fixture shall identify a team captain designated with a captain's armband who has a responsibility to offer support in the management of the on-field discipline of his/her team mates.

Prior to each match the participating teams and officials shall conduct the 'Respect' handshake and/or participating teams to offer 'three cheers' and handshakes to the opposing team after the match.

### **REPORTING RESULTS**

11. (A) The Registrations secretary must receive within four 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 £5.00 and/or the Club being dealt with as the Management Committee may decide.

Any Club giving a Referee a mark of 50 or less will submit a separate report, which must be forwarded to the Competition secretary. Any Club failing to comply will be fined £5.00.

(B) The Home Club shall telephone/notify the result of each match to the Fixtures secretary by 5pm on the day of the match for Saturday matches, and 9pm on the day of the match for evening matches or be fined £5.00 for each offence.

All Clubs entering the Lincolnshire Junior Cup Competition must telephone the match result to the Fixtures secretary by 6pm on the day of the match (both home and away Clubs) or be fined £5.00 for each offence.

(C) The match result notification, correctly completed, shall be signed by a responsible member of the Club. Failure to do so will result in a fine of £5.00.

N.B. If the fixed penalty exceeds £20 the Club must be charged as detailed in Rule 5(D).

The Management Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form, false or incorrect information.

### **DETERMINING CHAMPIONSHIP**

12. (A) Team rankings within the Competition will be decided by points with three 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 must not be played for double points.

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

(i) Goal average or Goal difference.

(ii) Goals scored.

(iii) Deciding match(es) played under conditions determined by the Management Committee.

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

(i) Should one or more teams withdraw from any one Division after the fixtures have commenced an equal number of teams to those withdrawing in that Division shall not be

automatically relegated.

(ii) Vacancies occurring after the conclusion of the season may be filled in any of the following ways

(A) Retention of otherwise relegated team(s)

(B) Additional promotion of the next ranked team(s) from the Division below.

(C) Election

(iii) The last two teams in the lowest Division shall retire, but be eligible for re-election except as below, and be subject to the conditions of paragraph (B) (i) above.

(iv) When a senior team is relegated to a lower Division of which its reserve team is a member, or entitled to be a member, such reserve team must accept relegation to, or retain its position in, the next lower Division, and should the senior team be relegated to the lowest Division, its reserve team automatically retires from the Competition.

(v) Should either or both of the leading teams in any of the Divisions have its senior team in the next higher Division, promotion shall fall, at the discretion of the General Meeting, to the next highest team or teams in the Division concerned.

(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 (and Assistant Referees where approved by the FA or County FA) 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 the appointed senior Assistant Referee shall take charge and a substitute Assistant Referee appointed by competing Teams. In cases where there are no officially appointed Assistant Referees, 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) The Management Committee may, if they consider it desirable, or upon application by the two competing Clubs, appoint Assistant Referees, if available, to any match. Both teams to share the costs of such appointments. Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine of £5.00 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 Representatives of that body is the sole arbiter, and whose decision must be accepted.
- (E) Match Officials appointed under this Rule shall entitled to the following match fees:-  
Referee - £18.00, Assistant Referees - £11.00, Junior Assistant Referees - £5.00 (inclusive of travel expenses) and any other permitted expenses actually incurred subject to any limits laid down by the sanctioning Association(s). Both clubs to pay for one assistant each. The Home club shall pay the Officials their fees before/immediately after the match.
- (F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to half fee, 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.
- (G) A Referee not keeping his engagement, and failing to give a satisfactory explanation as

to his non-appearance, may have the fact reported to the Association with which he is 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 out of 100 shall be submitted to the Competition on the prescribed Form provided. Clubs failing to comply with this Rule shall be liable to be fined or dealt with as the Management Committee shall determine. 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 Football Association/County Association.

(J) Referees officiating in this Competition shall wear black uniforms.

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

(L) Referees and Assistant Referees shall have undertaken a Respect briefing offered by the FA/County FA or the League.

(M) A club referee shall officiate the game if no appointed referee is present.

### **CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB**

14. (A) After 31<sup>st</sup> December in the current season a Club intending or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the secretary in writing by 31<sup>st</sup> March each season or be liable to a fine not exceeding £100.00.

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 secretary by 1<sup>st</sup> May.

(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.

(i) Any Club infringing this Rule after the fixtures have commenced shall be liable to a fine not exceeding £100.00 per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(ii) Any Club infringing this Rule and not disbanding before the fixtures have commenced shall be liable to a fine not exceeding £100.00 per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(iii) Any Club infringing this Rule and disbanding before the fixtures have commenced cannot be fined but will be liable for their financial commitments prior to disbanding.

(C) The Membership for the coming season having been decided at a Special General Meeting held for that purpose not earlier than ..... nor later than ..... or at the Annual General Meeting held not later than 31<sup>st</sup> July the Competition shall have the right, irrespective of other provisions in the 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.

If the debt remains unpaid after eighty-four (84) days the Competition may apply to the Club's parent County Association for the debt to be recovered in accordance with the FA Football

Debt Recovery System. Once the matter has been passed to the Club's parent County Association the debt can only be cleared by payment to that County Association.

### **PROTESTS AND APPEALS**

15. (A)(i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.
- (ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the Referee before the commencement of the match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Management Committee.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged in duplicate with the secretary within five days (excluding Sundays) of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A Member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.
- (C) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 16.
- (D) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the secretary a sum of £10.00. 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 five days notice of the hearing, together with a copy of the submission.
- When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information which, if properly used, might have avoided the protest or complaint.

### **BOARD OF APPEAL**

16. Within 14 days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the secretary of the Lincolnshire Football Association, including a fee of £35.00, 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 borne. The decision of the Board of Appeal is final and binding on all parties concerned.

### **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, which must be supported by (more than) two thirds (2/3) of those present and voting. Voting on this point shall be conducted by ballot.

(B) At the Annual General Meeting, or at a special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club 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 misconduct, other than field offences, or of inducing or attempting to induce a player or players of another Club in the Competition to join them shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of Clauses (A) and (B) of this Rule.

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

18. (A) A Competition Cup or Trophy shall be vested in the Association sanctioning the Competition as Trustees. If a Competition be discontinued for any cause the Cup or Trophy shall be returned to the Donor, if the conditions attached to it so provide, or otherwise dealt with as the Association may decide. At the close of each Competition awards shall be made to the winners if the funds of the Competition permit.

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 1st March. If the cup or trophy is not returned by the prescribed date then a fine of £10.00 will be imposed. Such Cup or Trophy must be returned in the same condition that it was presented to the Club or a fine of £25.00 will be imposed. 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.

### **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 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 delegates to all special General Meetings. Each Club shall be entitled to one vote only as will members of the management committee. Not less than seven days' notice shall be given of any Meeting.

Any continuing Member Club failing to be represented at a special General Meeting without satisfactory reason being given may be fined £20.00. 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. Alterations shall be made to these Rules only at the Annual General Meeting or at a special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the secretary by 1<sup>st</sup> April in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 1<sup>st</sup> May and any amendments thereto shall be submitted to the secretary by 7<sup>th</sup> May. 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 fourteen 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.

### **FINANCE**

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

All payments made to the Competition by cheque or postal order should be made payable to "The Grimsby & District Football League". Should any cheques be returned unpaid by the Bank, the defaulting Club shall be responsible for any charges incurred.

(B) All expenditure in excess of £100.00 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 30<sup>th</sup> April.

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

### **DISCLAIMER**

23. The Competition disclaims any responsibility for any loss, damage, or injury incurred during the Competition.

### **REIMBURSEMENT**

24. Clubs wishing to report players or officials who have failed to reimburse them for monies paid on their behalf must do so to the secretary of the Lincolnshire Football Association within a period of six (6) weeks from the initial date of notification of the fine/charge to the Club concerned. Reports outside of this period will not be entertained.

## HINTS TO SECRETARIES

1. Make yourself fully conversant with the rules of all Competitions your club enters, and observe them.
2. Ensure that all your players are duly qualified. If you are unsure, check with the League Registrar before you play the person(s) involved. Before signing a player make sure he is clear of suspension and has not signed for another team in this League.  
Failure to heed this advice could result in the loss in the Committee room of a match creditably won on the field, and your team's chances of winning a League or Cup competition.
3. Reply to all correspondence from the League or the Lincs. F A. promptly.
4. If any fines are imposed against your players by the Lincs. F.A. it is your responsibility, as secretary, to ensure that your club make payment of such within the deadline laid down. Failure to do so will only result in the suspension of your club and further fines and unnecessary expense.
5. Notify the League secretary, in writing, of any change of address, telephone number, change of secretary etc., at once.
6. If you arrange fixtures with clubs outside of this League, ensure they are properly affiliated to the relevant County Association.
7. Instruct your players to ensure match officials are courteously treated before, during, and after your match. Any cases of misconduct reported to the League will be severely dealt with by your Emergency Committee.
8. Ensure your team are ready to start a match at the appointed time. Late kickoffs will, in all probability, result in fines.
9. When your club are the home team, ensure that goal nets and corner posts are in place before commencement of play, a suitable match ball is provided to the referee, and that referee and any linesmen are promptly paid their match fees on completion of the match.
10. Telephone the Fixture secretary with your match result within the specified times. Failure to comply will result in a fine.
11. Result sheets must be received by the League Registrar within 4 days of the date of the match, stating score, names of players taking part (with full initials), Referee, his mark and kick-off time. Failure to comply with any part will lead to a fine for an incorrect result sheet. A late result sheet equals unnecessary fines and expense.  
Clubs giving a referee 50% or less marks MUST submit a written report to the League secretary within 3 days of the game. Failure to comply will result in a fine being levied.
12. Submit a brief, written match report to the League Press Correspondent, for inclusion in the Saturday Football Telegraph.
13. Should your club have to cancel a match at short notice, inform the following parties:
  - 1) League secretary and Fixture secretary.

2) Your opponents.

3) The Referee, (via the Leagues Referee's appointments secretary).

Confirm any cancellation to the League secretary, in writing, as required by rule.

14. Ensure your club settle all debts to the League promptly.

As secretary you should know how many grounds, if any, you owe for, what forms you have purchased, and whether the League have imposed any fines against you.

15. Remember, each season the League operates a Secretary of the year and Divisional Secretary Awards. It should be your aim to win such, but the standard is high! One fine against your club could put you out of the reckoning.

16. Remember, at all times **IF IN DOUBT ASK.**

Your League Committee are there to help and advise, but if you don't ask they can't help. Better to ask than to risk it and end up in trouble.



