



THE CHILTERN YOUTH FOOTBALL LEAGUE
(Affiliated to The Bedfordshire FA)



MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 11th FEBRUARY 2016 AT 7.00 P.M. AT BEDFORDSHIRE FOOTBALL ASSOCIATION

PRESENT: Mr. P. Brown (Patron & Acting Chairman), Mr. T. Gee, Mr. R. Shekle, Mrs. J. Brown, Mrs K. Hall, Mrs. P. Johnson and Mr. J. Brown (Secretary)

ALSO PRESENT: Amy Dewar (Youth Council, Bedfordshire Football Association)

APOLOGIES: Mr. C.J. Davison (President & Acting Vice-Chairman), Mr. D. Billington, Mr. R. Leonard, Mr. V. Shekle, Mr. M. Desborough (Referee Liaison Officer, Bedfordshire Football Association); Maddison Goodenough (Youth Council, Bedfordshire Football Association)

Prior to the commencement of the meeting, the Acting Chairman welcomed Amy Dewar to the meeting and she introduced herself and explained her role on the Bedfordshire Football Association Youth Council. The Acting Chairman welcomed the support provided by the Bedfordshire Football Association in relation to this initiative and confirmed that whilst Miss Dewar would be observing the meeting and would be able to partake in any discussions, she would not be entitled to vote on any matters requiring a decision.

MINUTES OF PREVIOUS MEETING: The minutes were approved as a true record of the last Committee Meeting

MATTERS ARISING FROM PREVIOUS MINUTES:

- **AFC Oakley M&DH Allstars** re:- correspondence received relating to abandoned fixture V Luton Borough Youth **NOTED;**
CORRESPONDENCE HAS BEEN RECEIVED FROM AFC OAKLEY REGARDING THE SCHEDULING OF REVERSE FIXTURE VERSUS LUTON BOROUGH YOUTH. THE ACTING CHAIRMAN ADVISED THAT HE HAD ATTENDED THE FIXTURE ON SUNDAY 7th FEBRUARY; HOWEVER OWING TO A WATERLOGGED PITCH THE GAME WAS POSTPONED AND WOULD BE RESCHEDULED IN DUE COURSE.

JANUARY CORRESPONDENCE:

- **Bedfordshire Football Association** re:- minutes of various meetings **NOTED**
- **Bedfordshire Football Association** re:- discipline reports **NOTED**
- **Bedfordshire Football Association** re:- County Cup Schedules and Fixtures **NOTED**
- **Bedfordshire Football Association** re:- Various Central Appointments System Updates **NOTED**
- **Hertfordshire Football Association** re:- County Cup Schedules and Fixtures **NOTED**
- **Various Clubs** re:- requests for free Sundays **NOTED;**
DETAILS PASSED TO FIXTURE SECRETARY FOR APPROVAL
- **Various Clubs** re:- request for Transfer Forms **NOTED;**
GENERAL SECRETARY RESPONDED TO ALL QUERIES WITH DETAILS OF PROCEDURE. ALL CLUBS ARE REMINDED THAT THE TRANSFER FORM AND INSTRUCTIONS WAS EMAILED TO ALL SECRETARIES AT THE START OF OCTOBER AND CAN ALSO BE DOWNLOADED DIRECTLY FROM THE CYFL WEBSITE – www.chilternyouthfootballleague.com
- **Various Clubs** re:- feedback relating to observations and issues with referees and Central Appointments System **NOTED;**
ALL CORRESPONDENCE REPLIED TO BY GENERAL

SECRETARY AND CORRESPONDENCE FORWARDED TO THE BEDFORDSHIRE FOOTBALL ASSOCIATION FOR REVIEW

- **Sundon Park Rangers** Re:- summer tournament invitation and information **NOTED;**
GENERAL SECRETARY ADVISED THAT DETAILS HAD BEEN CIRCULATED TO ALL MEMBERS CLUBS AND THAT THE WEBMASTER HAD POSTED ALL DETAILS ON THE CYFL WEBSITE – www.chilternyouthfootballleague.co.uk
- **Sharnbrook** re:- notification of pitch change due to issues with pitch **NOTED WITH THANKS; FIXTURE SECRETARY TO CONSIDER OPTIONS IN RELATION TO FIXTURE SCHEDULING**
- **Woburn & Wavendon (Lions)** re:- notification of pitch change for Under 14 Tornadoes **NOTED WITH THANKS; FIXTURE SECRETARY TO CONSIDER OPTIONS IN RELATION TO FIXTURE SCHEDULING**
- **AFC Dunstable** re:- request for cancellation of fixture due to FA Vase game **NOTED; HAVING REVIEWED THE REQUEST AND THE CIRCUMSTANCES BEHIND THE SCHEDULING OF THE GAME, THE COMMITTEE AGREED TO POSTPONE THE CYFL FIXTURE WHICH WAS SCHEDULED TO TAKE PLACE AT THE SAME TIME AS THE FA VASE GAME**
- **Blunham Youth** re:- Observations relating to stand-in / un-qualified referees **NOTED WITH THANKS; DETAILS REFERRED TO ALAN YOUNG, BEDFORDSHIRE FOOTBALL ASSOCIATION WHO AGREED TO REVIEW AND DISCUSS FURTHER WITH BLUNHAM YOUTH**
- **Various** re:- confirmation of availability to play games over February half term **NOTED WITH THANKS; THE FIXTURE SECRETARY AGREED TO TRY AND SCHEDULE GAMES WHERE POSSIBLE FOR THOSE TEAMS REQUESTING A GAMES**
- **Bedfordshire Football Association** re:- notification of new initiative relating to young volunteers supporting Charter Standard Leagues **NOTED WITH THANKS**
- **Various** re:- notification of postponement of fixtures due to unfit pitches **NOTED WITH THANKS TO THOSE CLUBS ADOPTING COMMON SENSE APPROACH AND PROACTIVELY DEALING WITH PITCH INSPECTIONS AND POSTPONEMENTS TO AVOID UNNECESSARY TRAVELLING**
- **Various** re:- questions surrounding registration of players from withdrawn teams / teams playing in different leagues **NOTED;**
GENERAL SECRETARY CONFIRMED THAT HE HAD LIAISED WITH CLUBS REQUESTING INFORMATION AND REGISTRATIONS HAD BEEN COMPLETED WITH THE RELEVANT REGISTRATION SECRETARY
- **Woburn & Wavendon (Lions)** Re:- summer tournament invitation and information **NOTED;**
GENERAL SECRETARY ADVISED THAT DETAILS HAD BEEN CIRCULATED TO ALL MEMBERS CLUBS AND THAT THE WEBMASTER HAD POSTED ALL DETAILS ON THE CYFL WEBSITE – www.chilternyouthfootballleague.co.uk
- **MK Galacticos** Re:- summer tournament invitation and information **NOTED;**
GENERAL SECRETARY ADVISED THAT DETAILS HAD BEEN CIRCULATED TO ALL MEMBERS CLUBS AND THAT THE WEBMASTER HAD POSTED ALL DETAILS ON THE CYFL WEBSITE – www.chilternyouthfootballleague.co.uk
- **Bushmead Rovers** re:- notification of withdrawal of team from CYFL with immediate effect **NOTED;**
FIXTURE SECRETARY TO ADJUST LEAGUE TABLE AND FIXTURES ACCORDINGLY

- **Shenley (Under 15 Lions)**

re:- notification of progress within Berks & Bucks County Cup and future fixture scheduling
**NOTED WITH THANKS;
 CONGRATULATIONS RECORDED TO SHENLEY LIONS WHO
 HAVE REACHED THE BERKS & BUCKS COUNTY CUP FINAL.
 FIXTURE TO BE PLAYED ON SUNDAY 13th MARCH AT MARLOW
 TOWN FC.**

REPORTS

1. Acting Chairman (Peter Brown)

Nothing additional to report

2. General Secretary (Jonathan Brown)

a. Team Withdrawals

Since the last meeting, the following teams had given notice of withdrawing from the CYFL:-

Bushmead Rovers (Under 14)

The committee agreed that the above teams should be fined £40, as per rule 14(B)

b. Selsey Rovers

A discussion took place surrounding issues with Selsey Rovers and the payment of fines and pitch fees. The General Secretary and the Treasurer advised that numerous communications and conversations had been made with the club secretary over the past month, which unfortunately had not resulted in payment being made. As a result of this the club had been disqualified from playing their fixtures until the payment had been received. However the committee agreed that the General Secretary should write to Selsey Rovers and advise them that they have until Monday 22nd February to pay the outstanding monies in full or the matter would then be referred to the Bedfordshire Football Association with the recommendation that the club be excluded from the CYFL (pending an Extraordinary General Meeting).

POST MEETING NOTE:- Selsey Rovers subsequently paid the outstanding monies (in full) to the Treasurer, prior to the date set and the disqualification was lifted, allowing Selsey Rovers to continue with their fixtures.

c. Transfers

The General Secretary advised that the following transfers had been completed during January:-

Transfer Number	Player Name	Current Club	Age Group	New Club	Age Group
20	Adam England	Houghton Athletic Whitesox	15	Houghton Athletic Falcons	15
21	Joshua Adeniyi	AFC Kempston Rovers Colts Lions	14	Bedford United Santos	14
22	Daniel Brewer	Blunham Youth	14	Eastcotts Sharks	14
23	Ned Stevens	Two Mile Ash	13	Bucks CC	13
25	Mason Misquitta	AFC Dunstable Blues	13	Newport Pagnell Town Lions	13
26	Tom Winetroube	Langford Youth	16	Roxton Youth	16
27	Ellis Brown	Bushmead Rovers	13	Luton Borough Youth	13

These transfers were approved and ratified by the Management Committee.

d. Match Delegates

The General Secretary placed on record on behalf of the committee his thanks to Alan Young and Sarah Da Costa from the Bedfordshire Football Association for attending the recent Full Council Meeting. Their presentation regarding the proposal surrounding the use of Match Delegates was certainly interesting and thought provoking and promoted a lively discussion. The committee reviewed these discussions and confirmed that they were still in favour of adopting the scheme, but needed to assess the practical logistics involved to maximise the benefits and minimise the impact on clubs in the Under 11 and Under 12 age groups.

e. Proposed Rule Changes

A discussion took place amongst the committee regarding possible rule changes for the 2016 / 17 playing season. The General Secretary recorded this thanks to Dunstable Town Youth who were the only club to submit a proposed rule change by 31st January deadline. The General Secretary advised that as per league rule 20, he would be circulating proposed rule changes to clubs by 29th February 2016 and member clubs were asked to submit any amendments to these proposals by 14th March.

Following the discussion and review, it was agreed that the following rules would be submitted to member clubs for discussion and review:-

- Rule 8 – fielding ineligible players – review of the level of fine associated with this offence
- Rule 10 (M) – Free weeks – discussion around reverting back to teams being able to request a number of free weeks instead of current system of only 1 free week and no fixtures scheduled on half terms
- Rule 13 (E) – Referee Fees – adopt a fixed fee (inclusive of expenses) for referees instead of the current fee and expenses model. The levels of the fixed fee are to be reviewed and aligned with other leagues.
- Dunstable Town Youth rule change proposal relating to payment of referees; proposal for payment schedule (fee and expenses combined in flat fee)

Age Groups	Current	Proposed
Under 11 & 12	£13 + Expenses	£16
Under 13 & 14	£15 + Expenses	£18
Under 15 & 16	£18 + Expenses	£22
Under 17 & 18	£20 + Expenses	£25

3. Fixture Secretary (Tony Gee)

a. Fixture Position By Division

The committee reviewed the current position in all age groups and divisions and agreed that there were certain divisions where there were concerns over the number of games outstanding. Mr Gee was asked to plan all fixtures until the end of the season and he agreed to post these fixtures as soon as possible on the Full-time website. Unfortunately a number of mid-week fixtures would be required during April and early May to complete playing seasons in some divisions; these midweek fixtures would be scheduled to commence in the week following the Easter Bank Holiday (when the clocks are due to change). Clubs are reminded that league rules do not allow free weeks to be requested in April or May and with the Easter school holidays scheduled for the start of April, fixtures would need to be played during this time.

As per previous seasons, mid-week fixtures can be moved, but only during the week that they are scheduled for, providing both teams are in agreement. Notification MUST be given to the Fixture Secretary, giving a minimum of 7 days' notice.

b. League Cup Draws

The committee reviewed all the cup competitions, with the Under 18 competition giving the biggest cause for concern due to the April 17th cup final date. It was agreed that Mr Gee should contact all Under 18 teams to ask whether they would be able to play some of the games under floodlights in mid-week, to avoid a possible bottle neck of fixtures.

Mr Gee confirmed that the Under 11 cup competitions would commence in April to allow for the finals to be played as part of the CYFL Cup Final Super Sunday on 15th May.

4. Referees

a. Central Appointments System Update (Mike Desborough)

Summary of appointments by month, broken down by AM and PM sections:-

	Current	Refs	%
PM	626	520	83%
AM	647	642	99%
TOTAL	1273	1162	91%
By Month (PM)			
Month	Games	Refs	%
Sep	142	128	90%
Oct	134	110	82%
Nov	170	139	82%
Dec	109	88	81%
Jan	71	55	77%
Total	626	520	83%

By Month (AM)			
Month	Games	Refs	%
Sep	140	139	99%
Oct	143	142	99%
Nov	148	146	99%
Dec	124	124	100%
Jan	92	91	99%
Total	647	642	99%

Summary of appointments by week, by age group and division (league fixtures only) during January:-

Age Group	Div	10.01.16			17.01.16			24.01.16			31.01.16			TOTALS		
		No Games	Refs	%	No Games	Refs	%	No Games	Refs	%	No Games	Refs	%	No Games	Refs	%
18	1	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
	2	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
17	1	2	1	50%	1	0	0%	5	2	40%	6	5	83%	14	8	57%
16	1	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
	2	1	1	100%	0	0	N/A	3	2	67%	4	4	100%	8	7	88%
	3	1	1	100%	1	1	100%	2	2	100%	4	2	50%	8	6	75%
15	1	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
	2	0	0	N/A	0	0	N/A	3	2	67%	0	0	N/A	3	2	67%
	3	4	4	100%	0	0	N/A	4	3	75%	5	4	80%	13	11	85%
14	1	4	4	100%	0	0	N/A	2	1	50%	4	4	100%	10	9	90%
	2	1	1	100%	0	0	N/A	3	2	67%	2	2	100%	6	5	83%
	3	2	2	100%	0	0	N/A	5	3	60%	2	2	100%	9	7	78%
13	1	3	2	67%	0	0	N/A	4	4	100%	3	3	100%	10	9	90%
	2	2	2	100%	0	0	N/A	1	1	100%	2	2	100%	5	5	100%
	3N	2	2	100%	0	0	N/A	4	4	100%	2	2	100%	8	8	100%
	3S	0	0	N/A	0	0	N/A	4	4	100%	4	4	100%	8	8	100%
12	1	3	3	100%	0	0	N/A	0	0	N/A	0	0	N/A	3	3	100%
	2	1	1	100%	0	0	N/A	4	4	100%	4	4	100%	9	9	100%
	3	6	6	100%	0	0	N/A	6	6	100%	5	5	100%	17	17	100%
11	1	2	2	100%	1	1	100%	5	5	100%	3	3	100%	11	11	100%
	2	0	0	N/A	0	0	N/A	3	3	100%	3	3	100%	6	6	100%
	3	3	3	100%	0	0	N/A	4	4	100%	2	2	100%	9	9	100%
	4	2	2	100%	0	0	N/A	2	2	100%	2	2	100%	6	6	100%
Totals		39	37	95%	3	2	67%	64	54	84%	57	53	93%	163	146	90%

b. Cup Final Appointments

Mr. Gee advised that he had scheduled a meeting with Mike Desborough (Referee Liaison Office, Bedfordshire Football Association) to short list referees for appointment to a CYFL Cup Final. A draft list of appointments would be prepared in readiness for the next committee meeting.

c. **Referee Liaison Officer Updates (Bob Leonard & Dave Billington)**

Mr. Billington had submitted a report prior to the meeting in which he detailed his concern over the number of reports being received from match referees following their CYFL fixtures. The committee agreed that there needed to be an improvement in this area and that discussions would be held with the Bedfordshire Football Association to understand how improvements could be made.

5. **Registrations Secretary (Kerry Hall & Pamela Johnson)**

a. **Registration Update (AM & PM)**

Mrs. Hall and Mrs. Johnson reported the following registration position (as of 11th February 2016):-

AM SECTION			PM SECTION	
Age Group	No. Registrations		Age Group	No. Registrations
Under 11	460		Under 14	587
Under 12	449		Under 15	475
Under 13	632		Under 16	452
			Under 17	228
			Under 18	290
TOTAL	1541		TOTAL	2032
COMBINED TOTAL		3573		

b. **Match Report Administration / Processes**

Nothing to report

6. **Treasurer (Jane Brown)**

The Treasurer provided a summary of the expenditure up to the start of February. The committee thanked Mrs Brown for her time in preparing the report and she confirmed that she would be looking to close the books during March to submit them to the auditor.

7. **Website (Pamela Johnson / Tony Gee)**

Mrs Johnson confirmed that a number of clubs had submitted details of their summer tournaments to the league and these had all been posted on the CYFL website and were available for review.

8. **Child Welfare Officer (Tony Gee)**

Mr Gee confirmed that all relevant reports had been submitted to the Bedfordshire Football Association for review and appropriate action.

9. **Charter Standard League Update (Kerry Hall)**

Mrs Hall advised the committee that she had met with Marc Di Carlo from the Bedfordshire Football Association and had reviewed the existing position of clubs within the CYFL. A communication plan had been agreed for those clubs who have not submitted a Charter Standard application or require renewal this season. Mrs Hall also confirmed that the league's Charter Standard status required renewal at the end of this season and she was preparing an updated Development Plan as part of this application.

10. **Sponsorship**

Nothing to report

11. **Sub-committees**

1. **Sub-committee – Discipline**

a. **Non-fulfilled Fixtures**

The General Secretary confirmed that the following fixtures had not been fulfilled during the month of January. In accordance with league rules, the team highlighted in **yellow** had been charged with the non-fulfilment of the fixture. Details of the committee decision relating to these fixtures can be found within the accompanying Club Discipline Summary spreadsheet (see January tab highlighted in **red**).

10th January 2016

Under 14 Division 2 Bedford Town FC Eagles V **Bushmead Rovers**

17th January 2016

Nothing to report

24th January 2016

Under 14 Division 1 AC Dunstable Rovers V **Blunham Youth**

31st January 2016

Under 18 League Cup **EB Lions** V St Joseph Youth
Under 18 League Cup Lea Sports PSG V **Eastcotts**

Under 17 Division 1	AFC Luton	V	Caddington Youth
Under 16 Division ?	AFC Kempston Rovers Colts Pumas	V	EB Lions
Under 15 Division 3	Watling	V	Sundon Athletic Youth
Under 14 Division 1	Blunham Youth	V	Crawley Green Youth Blades
Under 13 Division 2	Eastcotts Blues	V	Selsey Rovers
Under 12 Division 3	Selsey Rovers	V	Westoning

b. Abandoned Fixtures

13th September 2015 Under 15, Div 2 **AFC Oakley M&DH Allstars V Luton Borough Youth**
Match abandoned following alleged misconduct by parents & spectators after incident between players. Disciplinary matters now concluded by the Bedfordshire Football Association. Committee decision relating to the status of this fixture can be found within the attached Club Discipline Summary spreadsheet.

31st January 2016 Under 16 League Cup **Dunstable Lions V Luton Borough Youth**
Match abandoned following alleged misconduct by players, parents & spectators. Disciplinary matters still under review by the Bedfordshire Football Association following reports received from the match referee and both teams.

c. Ineligible Players

Nothing to report

2. Sub-committee – Trophies

The General Secretary was asked to write to those clubs who won the League Cup competitions during the 2014 – 15 season and remind them that they needed to return the trophies by 1st March.

3. Sub-committee - Cup Finals

- The General Secretary confirmed that he had spoken with the photographer used previously and that a booking had been made to attend the Cup Final Super Sunday on 15th May
- The General Secretary confirmed that he had spoken with the programme printer used previously and a booking had been made for the production of programmes for both Cup Final days. The General Secretary advised that in due course, he would contact all clubs still involved in the cup competitions, to ask them to prepare some literature relating to their season in readiness for the programmes
- Amy Dewar was asked by the committee to request support from the Youth Council for the Cup Final Days
- Kick Off times for the Under 17 League Cup Final – 12.00pm - and the Under 18 League Cup Final – 3.30pm – were confirmed. Mrs Johnson was asked to confirm the details with Shefford and Campton Town FC who are hosting the day.

Any Other Business

The General Secretary advised that correspondence had been received from Ampthill Town on the day prior to the meeting, relating to the sanction that had been issued to their Under 14 Casuals team, following their non-fulfilled fixture in September 2015. The committee reviewed the correspondence and whilst being sympathetic to the sentiment contained within the letter, they agreed that the sanction issued was appropriate and that owing to the time elapsed, no further review of the matter was possible under league rules. The General Secretary was asked to write to the club to confirm this decision.

Meeting Closed: 21.08

Date of Next Meeting: Monday 7th March 2016, 7.00pm, Bedfordshire Football Association

Dates for the 2016 Diary:

Monday 7th March	Committee Meeting - Board Room, Bedfordshire Football Association
Thursday 7th April	Committee Meeting - Board Room, Bedfordshire Football Association
Sunday 17th April	Under 17 and Under 18 League Cup Finals - Shefford & Campton Town FC
Sunday 15th May	Cup Final Super Sunday - Barton Playing Fields
Monday 20th June	AGM - County Lounge, Bedfordshire Football Association