



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



AGENDA OF MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 24th AUGUST 2017
AT 7.00 P.M. AT BEDFORDSHIRE FOOTBALL ASSOCIATION

PRESENT: Mr. P. Brown (Patron & Chairman), Mrs. J. Brown, Mr. R. Shekle, Mr. T. Gee, Mr. G. Wilson and Mr. J. Brown (Secretary)

ALSO PRESENT: N / A

APOLOGIES: Mr. C.J. Davison (President & Vice-Chairman), Mr. V. Shekle, Mrs. P. Johnson, Mr. R. Leonard, Mr. J. Thomas Mr. M. Desborough (Referee Development Officer, Bedfordshire Football Association) and Mr. S. Chamberlain

The Chairman welcomed new committee member Mr. G. Wilson to his first committee meeting and hope that he would enjoy his time with the CYFL.

MINUTES OF PREVIOUS MEETING: The minutes of the previous meeting held on 5th June were approved as a true record of the last Committee Meeting

MATTERS ARISING FROM PREVIOUS MINUTES:

It was noted that the concept of inviting Under 18 teams to participate in the league cup of one of the Sunday adult leagues in Bedfordshire had not come to fruition. If any of the existing adult teams were interested in development routes to move into adult football for the 2018 – 19 season, they were asked to contact the General Secretary to register their interest.

Any Under 16 or Under 17 teams playing in the CYFL were also asked to contact the General Secretary if they were potentially interested in participating in adult league cup competitions (alongside their membership of the CYFL) for the 2018 – 19 season to assist with transitions into adult football.

PRE-SEASON CORRESPONDENCE:

- **Bedfordshire Football Association** re:- County Cup updates **NOTED**
- **Bedfordshire Football Association** re:- Various Central Appointments System Updates **NOTED**
- **Bedfordshire Football Association** re:- Affiliation updates **NOTED;**
THE COMMITTEE NOTED THAT AT THE TIME OF THE MEETING CIRCA 20 CLUBS HAD YET TO COMPLETE THEIR AFFILIATION WITH THE RELEVANT COUNTY FA AND AS SUCH WOULD NOT BE ABLE TO COMMENCE THE SEASON. THE GENERAL SECRETARY ADVISED THAT HE HAD BEEN LIAISING WITH NICHOLAS SNELSON (BEDFORDSHIRE FOOTBALL ASSOCIATION) REGARDING THE OUTSTANDING CLUBS. THE CHAIRMAN WAS ASKED TO WRITE TO THE ALAN YOUNG, CEO, BEDFORDSHIRE FOOTBALL ASSOCIATION TO REGISTER CONCERNS OVER THE CURRENT POSITION
- **Hertfordshire Football Association** re:- Affiliation updates **NOTED**
- **The FA** re:- Player Registration Updates **NOTED;**
REGULAR UPDATES CIRCULATED TO ALL MEMBER CLUBS THROUGHOUT THE SUMMER
- **Biggleswade United (Under 13)** re:- Concerns over divisional placement of team **NOTED;**
POSITION WILL BE REVIEWED OVER THE OPENING WEEKS OF THE SEASON

- **Brickhill Wanderers (Under 13)** re:- Concerns over divisional placement of team **NOTED;**
THE DECISION REGARDING THE PLACEMENT OF THE TEAM WAS BASED UPON INFORMATION SUPPLIED FROM THE CLUB AND POSITION WILL BE REVIEWED OVER THE OPENING WEEKS OF THE SEASON
- **Various clubs** re:- Free Week requests **NOTED;**
DETAILS PASSED TO FIXTURE SECRETARY TO ACTION AS APPROPRIATE
- **Kempston Rovers Colts (Under 11 Pumas)** re:- Observations relating to recent Bedfordshire Football Association disciplinary hearing **NOTED;**
CYFL TO AIM TO PROVIDE REPRESENTATION AT FORTHCOMING FIXTURES DURING SEASON
- **Various clubs** re:- Notification of pre-season friendlies **NOTED WITH THANKS;**
ALL CLUBS REMINDED THAT THEY NEED TO HAVE FRIENDLIES SANCTIONED WITH THE RELEVANT COUNTY FA PRIOR TO FIXTURE TAKING PLACE
- **Houghton Regis Town Council** re:- Council pitch allocations for 2017 / 18 season **NOTED**
- **Various clubs** re:- Notification of withdrawal of clubs / teams **NOTED;**
FURTHER DETAILS FOUND LATER IN THESE MINUTES
- **Various clubs** re:- Observations relating to constitution **NOTED WITH THANKS;**
THE GENERAL SECRETARY NOTED THAT ALL OBSERVATIONS HAD BEEN DISCUSSED AND RESPONSES SUPPLIED TO MEMBER CLUBS

REPORTS

1. Chairman (Peter Brown)

The Chairman welcomed the committee to the first committee meeting of the season and recorded his thanks to all the officers for their hard work over the summer in planning and preparing for the new season. The Chairman wished all member clubs an enjoyable and successful season and hoped that everyone involved adopted a high level of sporting behaviour and administration to assist with the smooth running and pleasure of all those involved. The Chairman reminded all clubs of the need to exchange team sheets with referees and opponents prior to the kick off as this is a league requirement.

2. General Secretary (Jonathan Brown)

a. Season 2017 / 18 Constitution

The General Secretary provided the following updates to the committee:

I. As of 24.08.17, we have **217** teams entered into CYFL for the 2017 / 18 season

II. Constitution as follows:-

Summary						
Age Group	Teams	% Split	Divisions			
Under 18	11	5%	1			
Under 17	18	8%	2			
Under 16	17	8%	2	PM	52%	
Under 15	39	18%	3			
Under 14	27	13%	3			
Under 13	34	16%	3			
Under 12	38	17%	4	AM	48%	
Under 11	33	15%	4			
	217	100%	22			

b. Withdrawals Post-AGM

The General Secretary advised that the following clubs / teams had withdrawn from the CYFL following the AGM in June:-

Flitwick Eagles	(Under 17 Whites)
Mid Beds Tigers	(Under 17)
Bedford Town Youth	(Under 16)
Houghton Athletic	(Under 17)
Haddenham Youth*	(Under 16)
MK Gallacticos*	(Under 16)
Walton MK*	(Under 16)
Houghton Athletic	(Under 16)
Newport Pagnell Town	(Under 15 Lions)
Luton United	(Under 14)
Meltis Rangers*	(Under 14)
Ampthill Town Youth	(Under 13 Blues)
Sundon Athletic Youth	(Under 13)
Caddington Youth	(Under 12)
Brickhill Wanderers	(Under 12 Development)

*indicates club have withdrawn as single team club within CYFL

The committee agreed that in accordance with Rule 14(A), it was agreed that the above teams all be fined £40 for withdrawing from the CYFL after the AGM. However it was agreed that the teams should be refunded for their application fees for the 2016 / 17 season. Therefore it was agreed that each team should be refunded £20 (£60 minus £40), dependent upon any other fines being outstanding.

It was also agreed that those teams listed above as single team clubs within the CYFL should have their deposits refunded (dependent upon any other fines being outstanding).

The Treasurer confirmed that she would be actioning these monies in due course.

c. Remaining New Club Interviews

The General Secretary advised that arrangements had been made to hold an informal New Club Interview on Monday 4th September 2017 at 7pm (preceding Full Council Meeting):- A.S.D. Phoenix, Inspire Athletic, Stopsley United and Sundon Park Rangers. Pending attendance at this meeting, it was proposed that the New Clubs would be proposed to join the CYFL at the Full Council Meeting.

d. League Development Plan

The General Secretary advised that he was intending to review the CYFL's Development Plan once the season had commenced. Once an initial draft had been completed, this would be forwarded to the Bedfordshire Football Association for review and observations. Further feedback would be supplied to the Committee in due course.

e. Charter Standard Status

The General Secretary advised that following the commencement of the season, he would contact all clubs regarding their current Charter Standard status to offer support either for their annual health check or to commence the actual submission and application process.

3. Fixture Secretary (Tony Gee)

a. Fixtures

The Fixture Secretary advised that there had been some delays in publishing the first set of fixtures for the season due to some technical issues involving the migration of data between the Whole Game System and Full-time. However these had now been resolved and fixtures for the first 2 weekends of the season – 10th and 17th September – had now been published and were able to be viewed. The fixtures for the 24th September were in process now that the County FA's had published the fixtures for the opening rounds of their own competitions.

The Committee thanked Mr. Gee for his hard work and patience over the summer in ensuring the fixtures were ready, with additional comment being made about the use of Facebook to announce the release of the fixtures. It was felt that this helped to publicise the fixtures and helped to create some extra publicity for the league.

Mr. Gee expressed his concern over the Bedfordshire Football Association's County Cup draws and the exemption process that had been implemented, which some teams receiving 'byes' until the latter stages of the competition. The Chairman was asked to write to the Chairman of the Competitions Committee (Mr. Mark Benson) with these observations.

b. Half Term Dates

Mr. Gee confirmed that the half terms dates (as detailed in rule 10(K)) as follows:-

- 22nd & 29th October 2017 (AM fixtures not to be scheduled unless requested by clubs)
- 11th & 18th February 2018 (PM fixtures not to be scheduled unless requested by clubs)

c. CYFL Committee Members Observing Fixtures

The committee discussed 'pitch walking' by committee members to observe fixtures and it was agreed that Mr. Gee would advise on a weekly basis which games were to be visited. Clubs were asked to be aware that committee members would be present at selected games each week and may ask to view Squad Lists and to discuss any issues that clubs may be facing. Thanks were recorded in advance to Messers Chamberlain, R. Shekle, V. Shekle, Thomas and Wilson who would be out and about each week!

It was agreed to produce an ID card for each committee member which could be produced at each game for inspection as required.

4. Registrations Secretary (Pamela Johnson)

a. FA Player Registration System – Season 2017 / 18 - Update

No report available.

On behalf of the CYFL Committee and member clubs, the Chairman placed on record his thanks and appreciation to the hard work, dedication and flexibility of Mrs Johnson in registering players across the pre-season. As everyone is aware the process has changed due to the introduction of the Whole Game system and Mrs. Johnson has worked tirelessly and vigilantly to assist clubs in registering their players. Although a number of clubs were still outstanding to register their players, almost 3000 players had now been registered and were ready to commence the season.

5. Referees

a. Central Appointments System Update (Mike Desborough)

In his absence, the General Secretary advised that Mr. Desborough had completed the refereeing appointments for the first weekend of the season, with other weeks to follow in due course. As per the norm at this time of year, the availability of referees was lower than hoped, but Mr. Desborough was confident that this would increase to the levels of the previous season in due course.

b. Club Assistant Referee Training

The General Secretary advised that over the summer he had supported the Bedfordshire Football Association in the delivery of a Club Assistant Referee Training evening. Over 40 representatives from clubs across the county had agreed to attend and although some dreadful weather on the day and night of the session limited those in attendance to 25, it was felt that this session was well received and a success. It was hoped to repeat the session in the future and hopefully as many as clubs as possible would try and be represented.

6. Treasurer (Jane Brown)

The Treasurer advised that she had been working hard over the summer to ensure that all outstanding fines and pitch fees had been paid so that the league could be up-to-date ready for the 4th September. Unfortunately a number of clubs still owed monies (including subscription fees) and it was agreed that the General Secretary should write to those members clubs still owing money and advise that if payment was not received by Monday 4th September, those clubs would be disqualified from playing their opening fixtures on 10th September and until payment had been received. Although regrettable, the committee felt that this course of action was appropriate to support all those clubs who had been vigilant and ensured that their payments had been made in a timely manner.

The General Secretary placed on record his thanks and gratitude to the Treasurer and Chairman for their work over the summer to prepared the CYFL rules (integrating the CYFL with The FA's SCORY) in readiness for publication in the handbook.

7. Website (Pamela Johnson / Tony Gee)

Nothing to report

8. Child Welfare Officer (Tony Gee)

Nothing to report

9. Sponsorship

The Chairman advised that he would contact representatives from M&S Water Services Limited and Pitchero to invite them to attend the forthcoming Full Council Meeting (4th September).

10. Sub-committees

1. Sub-committee – Discipline

Nothing to discuss

2. Sub-committee – Trophies

The Chairman advised that he was in contact with the preferred trophy supplier, TrophyUk.net to obtain an inventory of medals and trophies held against the CYFL account. It was noted that an additional set of both winners and runners up medals would be required for the Autumn Mini Season Shield and Plate for the Under 11 age group, which is a new competition for the coming season.

The Committee again asked for feedback from member clubs regarding the presentation of CYFL League Winners and Runners Up medals, as it had been noted that some other leagues held presentation evenings / afternoons. Is this something that clubs would support and attend if the committee were to consider re-introducing the concept? Please feel free to contact either the Chairman or General Secretary with any observations.

3. Sub-committee - Cup Finals

Nothing to discuss

Any Other Business

Nothing discussed

Meeting Closed: **20.37**

Dates for the 2017 / 18 Diary:

2017

Monday 4th September	Full Council Meeting	8.00pm	County Lounge
Thursday 5 th October	Management Committee Meeting	8.00pm	Boardroom
Monday 6 th November	Management Committee Meeting	8.00pm	Boardroom
Thursday 7 th December	Management Committee Meeting	8.00pm	Boardroom

2018

Monday 8 th January	Management Committee Meeting	8.00pm	Boardroom
Monday 22 nd January	Full Council Meeting	8.00pm	County Lounge
Thursday 1 st February	Management Committee Meeting	8.00pm	Boardroom
Monday 5 th March	Management Committee Meeting	8.00pm	Boardroom
Monday 9 th April	Management Committee Meeting	8.00pm	Boardroom
Thursday 3 rd May	Management Committee Meeting	8.00pm	Boardroom