



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



MINUTES OF FULL COUNCIL MEETING HELD ON MONDAY, 6th FEBRUARY 2017 AT THE COUNTY LOUNGE, BEDFORDSHIRE FOOTBALL ASSOCIATION, SKIMPOT ROAD, DUNSTABLE, BEDFORDSHIRE, LU5 4JU

A G E N D A

1. Roll Call and Apologies for Absence

Mr. P. Brown (Patron and Chairman) welcomed Mr. C. Davison (President and Vice Chairman) to the meeting, along with Mr. D. McConnell and Mr. R. Camp from The FA who were also in attendance.

Apologies were received from committee members Mr. V. Shekle (illness) and Mr. R. Leonard (other footballing business).

Atletico Europa, Meltis Corinthians and Wootton Rangers recorded their apologies for not attending the meeting, while the following clubs were recorded as absent:-

Arlesey Town Youth, Bedford FC, Bedford United, Caddington Youth, Dunstable Lions, Eastcotts, Lea Sports PSG, Maulden Magpies, Mid Beds Tigers, MK Gallacticos, MK Wanderers, Newport Pagnell Youth, Real Luton, Sharnbrook, Stony Stratford Town, Sundon Athletic Youth, Tattenhoe, Toddington Rovers and Two Mile Ash Sports

The Chairman recorded his disappointment at the poor level of attendance and thanked those clubs in attendance for their support and time in attending.

POST MEETING NOTE:- Retrospective apologies were received from Dunstable Lions and Stony Stratford Town.

2. Minutes of previous Full Council Meeting (Pre-Season Full Council Meeting) held on Monday, 5th September 2016

The minutes were approved by the floor and seconded as a true record of the last Full Council Meeting.

3. Matters Arising:

Nothing submitted in advance or raised from the floor during the meeting.

4. Presentation by the Mr. D. McConnell (The FA) – Player Registrations

Mr. McConnell presented to those present the background and concept behind the proposed introduction of the Player Registration process on the Whole Game system. It was explained that the new system had been successfully piloted across many leagues and County FA's to understand the implications for user and to try and iron out any bugs. Mr. McConnell walked through the system process for clubs to undertake, whilst explaining the benefits to using the system (i.e. link up with Full-time and also disciplinary processes via the County FA's). The following considerations were raised from the floor:-

- Speed of uploading information – clubs stated that previous experience of loading players made them wary of the length of time required with the initial set up

- Use of Player ID cards – would these still be required and if so, in what guise?
- Data protection concerns – recording of email address and storage of photo ID for players
- Functionality for Manager's ID / statuses to be stored on the system to make easier for checking for compliance
- Requirement for rule changes to support new registration process
- Support required to club secretaries and managers during the initial set up period

Mr. McConnell and the CYFL Committee agreed to take away the points raised and to discuss further and provide updates in the run up to the implementation of the new process.

Thanks were recorded to Mr. McConnell for his time in attending the meeting and addressing use in attendance.

5. Reports:

a) **Hon. General Secretary: Mr. J. Brown**

- **Rule Changes** – The General Secretary reminded clubs that he would circulate all rule change proposals to clubs by **28th February**, with clubs allowed to submit any amendments back to the General Secretary by **14th March**. All proposals and amendments would then be discussed and voted on at the AGM.
- **Registration / Transfer Deadline** – Clubs were reminded that the deadline for registrations and transfers was **1st March**
- **Return of League Trophies (Cups)** - Clubs were reminded that the deadline for the return of trophies to the league was **1st March**
- **End of Season Cup Finals** – Mr. Brown reminded clubs that the end of season Cup Final Super Sunday had been scheduled for **Sunday 14th May 2017** and would again be held on Barton Playing Fields (Under 16 – Under 11 age groups). A schedule for the timing of the games was currently being devised and would be circulated to all clubs asap.
- The Under 17 and Under 18 League Cup Finals would to be held on **Sunday 7th May 2017** at Shefford Sports Club, with the kick off times still to be confirmed.
- The General Secretary encouraged as many people to attend these forthcoming events, explaining that they really help to showcase the CYFL. In 2016, over 2000 people attended the Cup Final Super Sunday, which made for a fantastic day, with so many games in progress throughout the day.
- **Application Forms** – to be circulated in mid-April and need to be completed and returned to the General Secretary by 31st May to allow the league to make the necessary plans in time to present at the AGM.
- **AGM** – is to be held on **Monday 19th June 2017** at the County Lounge, Bedfordshire Football Association. Further notices and information will be circulated to member clubs prior to the meeting.
- **Committee Members** - Mr. Brown explained that the committee were looking to strengthen their numbers for the coming season and would welcome any approaches from volunteers who were interested in joining the committee. Anyone who was interested, or knew of anyone who may be interested, were invited to contact either the Chairman or the General Secretary for an informal chat.

- **Under 11 Campaign Medals** – Mr. Brown advised the meeting that the committee had decided to award all Under 11 players a memento to commemorate playing in the CYFL for the 2016 – 17 season. The committee had decided to use some of the sponsorship money received from M&S Water Services Ltd. to provide the players with a memento. It was suggested that campaign medal may not be appropriate for recognising playing football, which was accepted – participation medals will be issued!

b) Hon. Fixture Secretary: Mr. T. Gee

- **Free Week Requests** – clubs were advised that no free week requests would be granted for April and May. The league rule 10(M) states that free week requests are not permissible in April or May.
- **Fixtures** – fixtures for the remainder of the season were in the process of being drawn up and will be processed on www.full-time.thefa.com in due course. The season will finish (unless otherwise advised) on Sunday 14th May 2017 (Cup Final Super Sunday). It was hoped to finish all league fixtures the previous Sunday (7th May 2017). Mr Gee advised that fixtures are ahead of schedule as the weather had been kind so far (at the time of the meeting not one whole Sunday had been lost yet to inclement weather) and if teams wished for more friendly fixtures once their games had finished, they should contact him and he will try and arrange additional games.
- **Midweek Fixtures** – clubs were advised that some mid-week fixtures may be necessary to conclude the season and these would commence once the clocks change. Clubs were asked to check the scheduling of fixtures on www.full-time.thefa.com and if they were unable to play on the scheduled date, they could liaise with their opponents to re-arrange for a mutually convenient date. If this was the case, clubs were asked to advise Mr Gee at the earliest possible opportunity. However, the re-scheduling of fixtures would not be possible at short notice (i.e. in the week of the date of the game).
- **Council Pitches** – clubs who use these pitches are asked not to train on them, as this will potentially impact the quality of the pitches (especially during the winter months). Any clubs who are caught training on the pitches may lose their right to be allocated a pitch going forward.
- **Easter Sunday** – falls this year on Sunday 16th April. Fixtures would not automatically be scheduled on this date; however if teams wished to play, they should state their availability to Mr Gee at the earliest opportunity and fixtures would be scheduled if at all possible
- **Under 11 League Cups** – Mr Gee advised that these competitions would commence on **Sunday 9th April**, with 2 knock out competitions being introduced, with the finals scheduled as part of the Cup Final Super Sunday on **14th May**.
- **County Cup Success** – Mr Gee recorded his congratulations and best wishes to those teams who had progressed to the latter stages of their respective County Cup competitions:-

Under 18 – AFC Sundon & Arlesey Town Youth	(both Bedfordshire)	– semi finalists
Under 16 – Crawley Green Youth Falcons	(Bedfordshire)	– semi finalists
Under 14 – Luton Allstars Rovers	(Bedfordshire)	– semi finalists
Under 14 – Stony Stratford Town	(Berks & Bucks)	- finalists
- **Sporting Marks** – Mr Gee recorded his observations that following a recent review of the sporting marks being recorded by each team following fixtures, there had been a noticeable reduction in the level of marks. This is disappointing to note and clubs were asked to make

an effort for the remainder of the season to improve their behaviour and sportsmanship both on and off the pitch.

c) Hon. Treasurer:

Mrs. J. Brown

- **Fines** – Clubs are reminded that they will be notified of any fines via the monthly Management Committee Meeting Minutes (specifically by the Club Discipline Summary attachment) and are asked to make their payments promptly (no reminders will be sent). The Treasurer advised that she was intending to close the league's accounts for the season on 31st March, so it would be appreciated if clubs could ensure that all outstanding monies were paid before that point.
- **Pitch fees** – those clubs who play in either Luton or Dunstable on council owned pitches will be invoiced for their pitch fees. Swift settlement of these fees would be appreciated to ensure that the process is kept as tidy and as up-to-date as possible

d) Hon. Registration Secretaries:

Mrs. K. Hall and Mrs. P. Johnson

- **Current Registration Position** - the Registration Secretaries advised that to this point they had registered 3513 players with the league (2048 – PM / 1465 – AM). On the whole the clubs had been very supportive with the processing of registrations. Clubs were reminded though that if they wished for registrations to be returned to them by post, they needed to include a stamped, self-addressed envelope with the registration card.
- **ID Card Checking** – clubs were reminded that they MUST exchange ID cards with their opposition prior to matches taking place. This procedure is clearly detailed in Rule 8(A).
- **Team Sheets** – clubs were reminded that they MUST exchange teamsheets with their opposition (also giving a copy to the match referee) prior to kick off. This procedure is clearly detailed in Rule 8(A).
- **De-registration of Players** - clubs were reminded that if they wished to de-register players, they needed to return the player's ID card to the relevant Registration Secretary, giving notice of intention. This would then be actioned by the Registration Secretary.

Clubs were asked to respect the work being completed by the Registration Secretaries and reminded that any registration requests received after 9pm on a Thursday night, would not be processed for the following Sunday. However, anything received prior to that cut off point would endeavour to be processed.

e) Child Welfare Officer:

Mr. T. Gee

Mr. Gee advised that all reports had been forwarded to the Bedfordshire Football Association for further review. Clubs were issued with an update from The Bedfordshire Football Association into recent developments in Child Welfare matters. Mr Gee also recorded his thanks to clubs for their efficiency in completing the recent request for information that had been sent out by The FA. He also reminded clubs that if they had any concerns, he was available to offer advice and assistance.

f) Webmaster:

Mrs. P. Johnson and Mr. T. Gee

Mrs. Johnson advised that there had been 28,739 unique visitors to the CYFL website this season. Information was being uploaded to the website as and when received from clubs. If clubs had any information relating to summer tournaments or forthcoming events, please let either know and they will be happy to post on the site. The committee are increasing their use of social media – Twitter and Facebook – to circulate information about the league, to supplement the more traditional vehicles such as email

g) Charter Standard Award Update: Mrs. K. Hall

Mrs Hall reminded clubs that she was available for advice and support if any clubs required it during either the initial application process or the health check stage.

6. Acting Chairman's Remarks: Mr. P. Brown

Mr. Brown thanked the committee and all clubs for their hard work and reminded everyone that the committee was always looking for additional support from volunteers. Best wishes were recorded for a successful second half to the season. The Chairman made a plea for more clubs to make use of RESPECT de-markation at games and also for there to be more tolerance on the touchlines amongst officials and spectators.

7. Any Other Business:

Nothing raised from the floor.

a) Fines for Clubs not represented

(Rule 5(N) CLUBS NOT REPRESENTED SHALL BE FINED £20.00)

Arlesey Town Youth, Atletico Europa, Bedford FC, Bedford United, Caddington Youth, Dunstable Lions, Eastcotts, Lea Sports PSG, Maulden Magpies, Meltis Corinthians, Mid Beds Tigers, MK Gallacticos, MK Wanderers, Newport Pagnell Youth, Real Luton, Sharnbrook, Stony Stratford Town, Sundon Athletic Youth, Tattenhoe, Toddington Rovers, Two Mile Ash Sports and Wootton Rangers

Please Note –

CLUBS NOT REPRESENTED AT A SECOND MEETING IN THE SEASON SHALL BE FINED £40.00

The Chairman thanked the Bedfordshire Football Association for the use of their facilities and the clubs for attending, wishing them well for the remainder of the season and closed the meeting at 21.40.

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