

THE CHILTERN YOUTH FOOTBALL LEAGUE
(Affiliated to Bedfordshire Football Association)

MINUTES OF THE ANNUAL GENERAL MEETING OF THE CHILTERN YOUTH FOOTBALL LEAGUE HELD ON MONDAY 13th JUNE 2022 AT THE BEDFORDSHIRE FOOTBALL ASSOCIATION, SKIMPOT ROAD, DUNSTABLE, BEDFORDSHIRE LU5 4JU AT 8.00 P.M.

MINUTES

The Chairman, Mr. P. Brown welcomed everyone to the AGM and thanked everyone for taking the time to attend. The Chairman expressed his thanks to everyone for successfully completing the 2021-22 season and remarked that after the previous couple of interrupted seasons, it was nice to have a relatively straight forward season this time. Mr. Brown also welcomed the President, Mr Chris Davison and Mr. Paul Roberts (Vice President) to the meeting.

1. Apologies for Absence

Apologies for absence were received from Mr. K. Swain (Vice President), Mr. P. Mockett (Vice President), Mr. S. Brown (Committee Member) and Miss N. Browning (Committee Member)

The following clubs also recorded their apologies for absence – 2 Touch Football Academy and Queens Park Crescents.

2. Minutes of Annual General Meeting held on Monday, 12th July 2021

These had previously been circulated by email and all member clubs in attendance were issued with a copy. The minutes were approved by the floor as a true record of last years AGM

3. Matters Arising from those Minutes

None

4. Chairman's Report - as issued

A written report had previously been circulated by email and all member clubs in attendance were issued with a copy. This was adopted

5. Presentation of Awards

The President, Mr. C. Davison and the Chairman, Mr. P. Brown made the following awards to recognise the recipients' contribution to youth football in general and specifically the Chiltern Youth Football League:-

Presentation of President's Award

The Award was presented to: **Mrs. Emma Vase (CYFL Registration Secretary)**

Presentation of 'Frank Brock Memorial Trophy'

The Award was presented to: **Mr. Chris Walsh (Toddington Rovers FC)**

Presentation of 'Derrick Allen Award'

The Award was presented to: **Mr. Alan Barker (Dunstable Town Youth FC)**

6. Hon. General Secretary's Report

A written report had been circulated and this was adopted

a) **Presentation of Secretary's Award:**
The Award was presented to: **Mr. Gary McEvoy (Toddington Rovers FC)**

b) **Presentation of Sporting Trophy Awards**

Main Winners: Under 13 Sacred Heart Youth

Section Winners:

Under 18	AFC Dunstable
Under 17	Barton Rovers Youth
Under 16	Leighton United Reds
Under 15	Warden AFC Scorpions
Under 14	Kempston Rovers Colts Pumas
Under 13	Sacred Heart Youth
Under 12	Leighton United Reds
Under 11	Leighton Park Rangers Legends

7. **Hon. Fixture Secretary's Report**

A written report had been circulated and this was adopted

8. **Hon. Registration Secretary's Report**

A written report had been circulated and this was adopted

9. **Hon. AM Referee Secretary's Report**

A written report had been circulated and this was adopted

a) **AM Referee of the Year Award**

These were presented to:- **Isaac Jardine**

Hon. PM Referee Secretary's Report

A written report had been circulated and this was adopted

a) **PM Referee of the Year Award**

These were presented to:- **Harp Arora**

Both awards had been presented to the recipients at the Bedfordshire Football Association Referees Awards Evening, which had been held in May.

10. **Treasurer's Report**

A written report and copies of the Audited Accounts and Balance Sheet had been circulated. The Report and Accounts were adopted.

Thanks were recorded to M&S Water Services Limited for their continued support of the Chiltern Youth Football League, which it had been agreed would continue for another season.

11. **Election of New Clubs/Continuing Clubs**

New Clubs – AFC Kempston Town Hammers, Biggleswade Town Youth, Hitchin Town Youth, Potton United Youth, Revivalists, Shephall United, Shortstown Rangers, Stoke Hammond, Warden United

All new clubs had been interviewed prior by the committee prior to the AGM & had satisfied the criteria for being recommended for election to the CYFL. Their election was accepted by the floor as members of the CYFL.

12. **Election of Officers and Management Committee:**

Mr. Peter Brown (Chairman) thanked the committee for their hard work during the past season and explained that all members of the Management Committee had agreed to continue in their roles for the coming season, apart from Mr. G Wilson, who had asked to step down from the Committee for personal reasons. Thanks were recorded to Mr. Wilson for his service over a number of seasons. The Chairman also advised that Miss Nikki Browning had been operating as Social Media Officer towards the end of the 2021 / 22 season and would now be joining the Committee on a formal basis.

This means that the following structure would be in place for the 2022 / 23 season:-

PATRON:	Mr. P.D. Brown
PRESIDENT:	Mr. C. Davison
LIFE VICE-PRESIDENTS:	
VICE-PRESIDENTS:	Messers. P. Mockett, M.J. Ogden, P. Roberts, K. Swain, B.Fleet, D. Billington
CHAIRMAN:	Mr. P.D. Brown
VICE-CHAIRMAN:	Vacant
HON. GENERAL SECRETARY:	Mr. J.D. Brown
HON. FIXTURE SECRETARY:	Mr. T. Gee
HON. REGISTRATION SECRETARY:	Mrs. E. Vase
HON. TREASURER:	Mrs. J.E. Brown
AM REFEREE APPOINTMENTS OFFICER	Mr. S. Chamberlain
PM REFEREE APPOINTEMNTS OFFICER	Mr. B. Cooper
CHILD WELFARE OFFICER:	Mr. J. Thomas
SOCIAL MEDIA OFFICERS:	Miss. N. Browning & Mr. T. Gee
MANAGEMENT COMMITTEE:	Messers. R. Shekle, V. Shekle, D. Garner, S. Brown, R. Leonard

The above committee changes were proposed and seconded and the committee were elected 'en-bloc'.

POST MEETING NOTE:- Following the AGM, Mr. Wilson advised that owing to a change in circumstances, he wished to continue on the Management Committee. It was agreed that Mr. Wilson would be able to continue in his role as a Committee Member and that this would be ratified at the next Full Council Meeting.

13. **Alteration of Rules:**

The following amendments had been proposed ahead of the AGM and circulated to all member clubs for review. At the AGM, all proposals were reviewed and discussed as per the below:-

Rule 18(A)

Remove

Correctly completed Team sheets shall be exchanged between each Team and given to the Referee at least 10 minutes prior to kick off. Failure to do so will result in a fine (in accordance with the Fines Tariff). The Team Sheet must be signed by the opposition Team Manager / Coach to confirm the Certificate of Registration of the players listed has been checked.

Change to

At each match prior to the kick-off, the Team Manager shall exchange Squad sheets for all the players and check that all players present are eligible to play. In the event of a player's Squad sheet not being available for inspection by the end of the match, the player or players shall be deemed to be an ineligible.

In exceptional circumstances the Registration Secretary may give special permission for a player to represent their Team at one (1) match only with the Registration being unavailable at the match.

NO PLAYER SHALL TAKE PART IN A MATCH FOR A CLUB UNTIL THAT CLUB IS IN POSSESSION OF THE SQUAD SHEET WITH THE PLAYERS REGISTRATION SHOWING.

Please note that for the 2022/23 season all players must be registered through WGS and Squad Sheets must be taken to every game.

Squad Sheets must be exchanged and checked, with the players present on the day, at the beginning of every match and returned to the appropriate Manager at the end of the match.

Failure to comply shall result in a fine (not exceeding the sum of £25.00) in accordance with the Fines Tariff.

Every team will need to be able to provide the Squad sheets if requested to do so by a league official at a league arranged match.

Any Manager attending a match without squad sheets shall incur a fine (not exceeding £25.00) in accordance with the Fines Tariff.

Any match that continues without one (1) or both Teams in possession of the opposition Teams Sheets and shall do at the risk of both Managers. Any Manager who does not wish to play a game against opposition who are not in possession of their registration cards and/or squad sheet shall do so with the full support of the Management Committee.

It is the duty of the any Team to report any incidents when an opposing Team have not been in possession of the registration cards and/or squad sheet to their Club Secretary, who is then duty bound to inform the League Secretary in writing, within seven (7) days (not including Sundays) of the incident. Any Club failing to report and incident of this nature shall be liable to a fine (not exceeding £25.00) in accordance with the Fines Tariff.

Rationale:- We would like to propose a rule change that team match pads are no longer used. Instead each team must download their squad list from whole game and laminate, each team on a match day to exchange on arrival with their opposition, then at the end of the game these are to be handed back. (Dunstable Town Youth)

Comment:- Although the CYFL Committee believe that Team Sheets provide benefits to teams and referees, they have no objection to the Rule Change being supported by clubs if appropriate.

Rule 18(D)

Amendment

Each Team may register a maximum of 20 players. Clubs with Teams at Under 17 and Under 18 age levels may register 24 players at any one time.

Change to

Each Team may register a maximum of **24** players. Clubs with Teams at Under 17 and Under 18 age levels may register **28** players at any one time.

Rationale:- Good evening I'm just emailing to find out if the league would consider expending the number of players allowed signed as although 20 seems a lot with covid and also the fact that the league is a Sunday league where players play for Saturday teams often it's hard getting 11 players for the match and so bigger squads are needed. I have already 6 players Ill and 1/2 away and struggling to make sure we have enough and being able to add an extra 1/2 would help.

(MK Warriors)

Rule 18(H)

Amendment

Reduce fee to administer transfers to **£10** (from £20)

(CYFL Committee)

Rule 23(E)

Amendment to Referees Fees

Age Groups

	Current (2021-22)	Proposed (2022-23)
Under 17 and Under 18	£33.00	£35.00
Under 15 and Under 16	£27.00	£35.00
Under 13 and Under 14	£24.00	£25.00
Under 11 and Under 12	£22.00	£25.00

Amendment to Assistant Referees Fees

Age Groups

	Current (2021-22)	Proposed (2022-23)
Under 17 and Under 18	£20.00	£25.00
Under 15 and Under 16	£17.00	£25.00
Under 13 and Under 14	£15.00	£20.00
Under 11 and Under 12	£15.00	£20.00

Rationale (as per attached visual) is that the CYFL has fallen behind the fees that other sister leagues pay their referees and as such has challenges recruiting and retaining referees.

(CYFL Committee)

League (Youth Football)	U10 Fee	U11 Fee	U12 Fee	U13 Fee	U14 Fee	U15 Fee	U16 Fee	U17 Fee	U18 Fee
BMSL	N/A	N/A							
CJ7		£22	£22						
Youth County Cups					£25		£30		£35
Bedfordshire Girls FL	£15	£15	£20	£20	£25	£25	£25	£30	£30
CYL		£22	£22	£24	£24	£27	£27	£33	£33
BYSL				£30	£30	£30	£30	£35	£35
MKDDL	£20	£25	£25	£30	£30	£30	£30	£35	£35
Royston Crow		£25	£25	£30	£30	£35	£35	£40	£40
West Herts	£15	£22	£22	£27	£27	£31	£31		£36
League (Adult Football)	Div	Fee	Div	Fee	Div	Fee	Div	Fee	
Beds County League	Div 1, 2, 3	£35	Premier	£40					
Bedford & District	All	£35							
Leighton & District	All	£35							
North Home Counties	All	£35							
County Cups	Senior Cup	£55	Senior Trophy	£40	All others	£35			
Bedfordshire & Hertfordshire Women's FL	All	£35							
Eastern Region Women's Football League	Div 1	£25 *	Premier	£30 **					
* - plus 30p per mile									
** - plus 30p per mile									

Rule 20(A)

Clarification over Kick Off Times

AM Kick Off Times (Under 11 – Under 14 Age Groups) shall be between the times of 9.00am and 11.30am. If the teams cannot mutually agree on a kick off time during this window, the default kick off time will be 10.30am.

PM Kick Off Times (Under 15 – Under 18 Age Groups) shall be between the times of 12.30pm and 2.00pm. If the teams cannot mutually agree on a kick off time during this window, the default kick off time will be 2.00pm.

Team **MUST** give the Management Committee Meeting 7 days' notice in advance of any change to kick off time from the default kick off times. This is to allow the effective appointment of match officials in accordance with kick off times.

Rationale:- It is hoped that clarification over kick off times will provide clubs with both the flexibility to alter kick off times, whilst also providing a framework to work within
(CYFL Committee)

The rules were proposed and seconded and following a vote by member clubs were approved and adopted for the 2022 / 23 season.

Any additional alterations to the rules for season 2022 / 2023 will be made in conjunction with The FA's Standard Code of Rules (Youth).

14. **Conclusion of Playing Season 2022 / 2023:**

This was confirmed as 31st May, 2023.

15. **Standing Orders:**

These were adopted by the member clubs.

16. **Roll Call:**

The following clubs were recorded as absent from the meeting and it was agreed that they would be fined in accordance with league rule (8(H)), the sum of £30.00 for non-representation - **Blunham Youth, Dunstable United, Luton Celtic Youth,**

The following clubs were not in attendance for a second meeting in a year so were fined £50 - **Smart and Sundon Park Rangers**

As had been previously agreed, there was a draw amongst those clubs in attendance at the meeting for First Aid kits and match balls, which had been purchased using the funds received from clubs for non-attendance at the previous Full Council Meeting (March 2022). The clubs drawn out to receive the awards were as follows:-

Bromham Youth AFC, Kempston Rovers Colts, Leighton Town Youth, Potton United Youth, Shephall United, Shortstown Rangers and Stopsley United Youth.

Unfortunately, 2 clubs who were not in attendance at the meeting had to forgo their award due to their lack of representation on the evening.

17. **Election of Auditor:**

Mr. Terry Turrell was elected as Auditor for the 2022 / 2023 Season

18. **Any Other Business:**

The General Secretary confirmed that no questions had been received from member clubs ahead of the meeting.

The Chairman thanked the Bedfordshire Football Association for their support in hosting the AGM, the Committee for their continued hard work and recorded his best wishes to the member clubs for a restful summer and for the forthcoming 2022 / 23 playing season.

The Meeting closed at 9.10pm.

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Clubs are reminded that:

- a) Teams must submit at least 12 fully completed Player Registrations via the Whole Game System for each 11v11 Team (10 for 9v9 Teams) by **15th August 2022** (Rule 8(a) - Failure to do so may result in a £15.00 fine being issued)
- b) The 2022 / 23 playing season will commence on **Sunday 11th September 2022**
- c) Emma Vase (Registration Secretary) addressed the meeting (following the conclusion of the formal AGM business) and advised of timelines for registering players (as detailed above) and also confirmed the process for player photographs, clarifying that new photographs are needed. Clubs were also advised that the need to ensure that Player Squad lists from WGS need to be available at all games, for inspection by the opposition and CYFL Committee Members who maybe in attendance at games.