

HERTS SENIOR COUNTY LEAGUE

LEAGUE RULES

2021-22

(Incorporating FA Standard Code of Rules)

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F.A. STANDARD CODE OF RULES

For 2021/22

This document contains the Standard Code of Rules developed by The Football Association for open age football (the “Standard Code”).

The Standard Code is mandatory for all Competitions at Step 7 of the National League System and below, and The FA Women’s Pyramid excluding FA Women’s Super League and FA Women’s Championship.

Competitions seeking sanction must draft their Rules in conformity with the Standard Code, using the same numbering and standard headings.

The mandatory rules are printed in normal text and the optional rules in italics.

It should be noted that in many cases rules are so printed because they are alternatives and the procedure to apply should be retained and the others omitted.

In all cases where a [] is shown the necessary name, address, number or wording to complete that rule must be inserted.

Competitions may add to the core of the Standard Code, which is mandatory, providing the additions are approved by the Sanctioning Authority and do not conflict with the mandatory rules or any relevant principles and policies established by The FA. ***Competitions at Tiers 5 & 6 of the FA Womens Pyramid must also have any additions or optional rules approved by the Womens Football Board prior to seeking approval from the Sanctioning Authority.*** Guidance from the Sanctioning Authority should be sought in advance if there is any doubt as to the acceptability of additional rules.

Please note that from the 2021/22 season all players must be registered through WGS.

DEFINITIONS

1(A) In these Rules:

“Affiliated Association” means an Association accorded the status of an Affiliated Association under the rules of The FA.

“**AGM**” shall mean the annual general meeting held in accordance with the constitution of the Competition.

“**Club**” means a club for the time being in membership of the Competition.

“**Competition**” means the ***Herts Senior County League***.

“**Competition Match**” means any match played or to be played under the jurisdiction of the Competition.

“**Contract Player**” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

“**Deposit**” means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.

“**Fees Tariff**” means a list of fees approved by the Clubs at a general meeting to be levied by the

Management Committee for any matters for which fees are payable under the Rules, as set out at Schedule A.

“**Fines Tariff**” means a list of fines approved by the Clubs at a general meeting to be levied by the Management Committee for any breach of the Rules, as set out at Schedule A.

“**Ground**” means the ground on which the Club’s Team(s) plays its Competition Matches.

“**Management Committee**” means in the case of a Competition which is an unincorporated association, the management committee elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.

“**Match Officials**” means the referee, the assistant referees and any fourth official appointed to a Competition Match.

“**Non Contract Player**” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“**Officer**” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.

“**Participant**” shall have the same meaning as set out in the rules of The FA from time to time.

“**Player**” means any Contract Player, Non Contract Player or other player who plays or who is eligible to play for a Club.

“**Player Registration System**” means the FA system to register players as determined by the FA from time to time.

“**Playing Season**” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“**Rules**” means these rules under which the Competition is administered.

“**Sanctioning Authority**” means [The FA] [the **Hertfordshire** County Football Association Limited].

“**Scholarship**” means a Scholarship as set out in Rule **C 3 1.1** of the rules of The FA.

“**Season**” means the period of time between **one** AGM and the **next** AGM.

“**Secretary**” means such person or persons appointed or elected to carry out the administration of the Competition.

“**SGM**” means a special general meeting held in accordance with the constitution of the Competition.

“**Team**” means a team affiliated to a Club, including where a Club provides more than one team in the Competition in accordance with the Rules.

“**The FA**” means The Football Association Limited.

“**Virtual Meetings**” means meetings held electronically.

“**Written**” or “**in writing**” means the representation or reproduction of words or symbols or other Information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

(B) Unless stated otherwise, terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and **also the other way around**.

GOVERNANCE RULES

COMPETITION NAME, CONSTITUTION

2(A) The Competition will be known as “Herts Senior County League” The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall automatically cease to be a member of the Competition.

(B) This Competition shall consist of not more than 68 Clubs and/or 68 Teams approved by the Sanctioning Authority.

(C) The geographical area covered by the Competition membership shall be “The County of Hertfordshire and the surrounding geographical areas where appropriate following practical considerations.

(D) The administration of the Competition under these Rules will be carried out by the Competition acting through the Management Committee in accordance with the rules, regulations and policies of The FA.

(E) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Management Committee in relation **to them**, subject to the provisions of Rule 7.

(F) The Rules are taken from the Standard Code of Rules (the “Standard Code”) determined by The FA from time to time. In the event of any omissions from the Standard Code then the requirements of the Standard Code shall be deemed to apply to the Competition.

(G) 1. All Clubs must be affiliated to an Affiliated Association and their names and particulars shall be returned annually by the appointed date in a manner prescribed by the Sanctioning Authority and must have a constitution approved by the Sanctioning Authority. Failure to comply with this 2. Rule will result in a fine in accordance with the Fines Tariff.

This Competition shall apply annually for sanction to the Sanctioning Authority and the constituent Teams of Clubs may be grouped in divisions, each not exceeding 67 in number.

(H) Inclusivity and Non-discrimination

1. The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination and should abide and adhere to The FA Equality Policy and any legislative requirements (**including** those contained in the Equality Act 2010).

2. This Competition and each Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise.

3. Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.

(I) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including, but not limited to, Charter Standard and RESPECT programmes. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(J) All Participants shall abide by The Football Association Regulations for Safeguarding Children **and regulations for safeguarding adults at risk** as determined by The FA from time to time.

(K) 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. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(L) At the AGM or a SGM called for the purpose, a majority of the delegates present shall have power to decide or adjust the constitution of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 22.

(M) Only one Team **from a Club shall be permitted** to participate **in a single** division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. **In which case** the Competition will obtain the prior approval of the Sanctioning Authority. This Competition will ensure that, where permission is given, Teams from a Club operating in the same division are run as separate entities with no interchange of players other than **by** transfers of registration in accordance with these Rules.

CLUB NAME

Any Club wishing to change its name must obtain permission from the Sanctioning Authority. **In the event that permission is granted, the Club must advise the Competition Secretary.** Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

4(A) Applications by Clubs for admission to the Competition or the entry of an additional Team(s) from the same Club must be made in writing to the Secretary and must be accompanied by an Entry Fee **for each** Team as set out in the Fees Tariff, which shall be returned in the event of non-election.

Applications of which due notice has been given will be received at the AGM or an SGM if confirmed by a majority of the accredited voting members present.

When Rule 22(B) is applied or a Team seeks a transfer or, is compulsorily transferred to another division, no Entry Fee shall be payable.

(B) The annual subscription shall be payable in accordance with the Fees Tariff **for each** Club/Team **payable at a date agreed at the AGM or set by the Competition.**

(C) In the event of any issue concerning the membership of any Club with the Competition the Management Committee may require a Deposit to be paid (in accordance with the Fees Tariff) by or on behalf of the Club on such terms and for such period as it may in its entire discretion think fit. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(D) A Club shall not participate in this Competition until the entry fee, annual subscription and deposit (if required) have been paid.

(E) Clubs must advise the Secretary **annually** in writing by 1st July of its Sanctioning Authority affiliation number for the forthcoming Playing Season. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its headquarters, its Officers and any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

MANAGEMENT, NOMINATION, ELECTION

5(A) The Management Committee shall comprise the Officers of the Competition and **8** members who shall all be elected at the AGM.

(B) Retiring Officers shall be eligible to become candidates for re-election without nomination provided that the Officer notifies the Secretary in writing not later than 1st May in each year. All other candidates for election as Officers of the Competition or members of the Management Committee shall be nominated to the Secretary in writing, signed by the secretaries of two Clubs, not later than 1st May in each year. Names of the candidates for election shall be circulated with the notice of the AGM. In the event of there being no nomination for any office **by the date stated in the earlier part of this Rule**, nominations may be received at the AGM.

(C) The Management Committee shall meet **a minimum of twice a season or** as and when required.

On receiving a requisition signed by two-thirds (2/3) of the members of the Management Committee the Secretary shall convene a meeting of the Management 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 Officers and sent to the Secretary.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

POWERS OF MANAGEMENT

6(A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub-committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Competition and not for any matters of misconduct that are under the jurisdiction of The FA or Affiliated Association.

(B) Subject to the permission of the Sanctioning Authority 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 **on** each Club to contribute equally such sums as may be necessary to meet any deficiency at the end of the Season.

(C) Each member of the Management Committee shall have the right to attend and vote at all Management Committee meetings and have one vote **at all such meetings**, but no member shall be allowed to vote on any matters directly **relating to that** member or to the Club so represented or where there may be a conflict of interest. (This shall also apply to the procedure of any subcommittee).

(D) In the event of the voting being equal on any matter, the **Chair** shall have a second or casting vote.

The Management Committee shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

(E) With the exception of Rules 6(I), 8(H), and 9, for all alleged breaches of a Rule the Management Committee shall issue a formal written charge to the Club concerned. The Club charged shall be given 7 days from the date of notification of the charge to reply. In such reply a Club may:

1. Accept the charge and/or submit in writing a case of mitigation for consideration by the Management Committee on the papers; or
2. Accept the charge and notify **the Competition** that it wishes to put its case of mitigation at a hearing before the Management Committee; or
3. Deny the charge and submit in writing supporting evidence for consideration by the Management Committee or
4. Deny the charge and notify **the Competition** that it wishes to **have** a hearing before the Management Committee.

Where the Club charged fails to respond within 7 days, the Management Committee shall determine the charge in such manner and upon such evidence as it considers appropriate.

Where required, hearings shall take place as soon as reasonably practicable following receipt of the reply of the Club as more fully set out above.

Having considered the reply of the Club (whether in writing or at a hearing), the Management Committee shall make its decision and, in the event that the charge is accepted or proven, decide on the appropriate penalty (with reference to the Fines Tariff where applicable).

With the exception of Teams playing at Step 7 of the National League System, the maximum fine permitted for any breach of a Rule is £250 and, when setting any fine, the Management Committee must ensure that the penalty is proportional to the offence, taking into account any mitigating circumstances.

The maximum fine permitted for a breach of a Rule by a Team playing at Step 7 of the National League System is £500.

No Participant under the age of 18 can be fined.

All breaches of the Laws of the Game, or the Rules and Regulations of The FA shall be dealt with in accordance with FA Rules by the appropriate **Sanctioning** Association.

(E) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 7.

(F) Decisions of the Management Committee must be notified in writing to those concerned within 7 days.

A minimum of 40% of its members shall constitute a quorum for the transaction of business by the Management Committee or any **of its** sub-committees.

(G) The Management Committee, as it may deem necessary, shall have power to fill any vacancies that may occur **in** their number.

(H) A Club must comply with an order or instruction of the Management Committee and must attend to the business and/or the correspondence of the Competition to the satisfaction of the Management Committee. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(I) Subject to a Club's right of appeal in accordance with Rule 7 below, all fines and charges must be paid within 14 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within a further 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.

(J) A member of the Management Committee appointed by the Competition to attend a meeting or Competition Match may have any reasonable expenses incurred refunded by the Competition. Documentary evidence is required of all expenses incurred and claimed.

(K) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the AGM or SGM called to decide the constitution and the commencement of the Playing Season.

(L) The business of the Competition as determined by the Management Committee may be transacted by electronic mail or facsimile.

PROTESTS, CLAIMS, COMPLAINTS, APPEALS

7(A)1. All questions of eligibility, qualification of Players or interpretations of the Rules shall be referred to the Management Committee or a sub-committee duly appointed by the Management Committee.

2. Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities will not be entertained by the Management Committee unless a protest is lodged with the referee **prior to** the commencement of the Match.

(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 with the Secretary within 3 days (excluding Sundays) of the Competition 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) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. 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 inquiry or to order that the costs to be shared by the parties.

(D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days **before** the protest or complaint being heard.

1. All parties must have received **a minimum of 7 days'** notice of the hearing should they be instructed to attend.

2. Should a Club elect to state its case in person then it should indicate such when forwarding the written response.

(E) The Management Committee shall also have power to compel any party to the protest to pay such expenses as the Management Committee shall direct.

(F) Any appeal against a decision of the Management Committee must be lodged with the Sanctioning Authority within 14 days of the posting of the written notification of the decision causing the appeal, accompanied by a fee (as set out in the Fees Tariff), which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary. The procedure for the appeal shall be determined by the Sanctioning Authority, the Sanctioning Authority may (but is not obliged to):

1. invite submissions by the parties involved;

2. convene a hearing to hear the appeal;

3. permit new evidence; or

4. impose **appropriate** deadlines.

Any appeal shall not involve a rehearing of the evidence considered by the Management Committee.

(G) No appeal can be lodged against a decision taken at an AGM or SGM unless this is on the ground of unconstitutional conduct.

(H) All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Management Committee, or a sub-committee duly appointed by the Management Committee. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee (as set out in the Fees Tariff) which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and **in these circumstances** may, in addition, be ordered to pay the costs at the direction of the Management Committee.

All such protests, claims, complaints and appeals must be received in writing by the Secretary within **14** days of the event or decision causing any of these to be submitted.

ANNUAL GENERAL MEETING

8(A) The AGM shall be held not later than 1st July in each year. At this meeting the following Business shall be transacted provided that at least 2/3rds of members are present and entitled to vote:-

1. Confirm the minutes of the **last** AGM.

2. To Adopt the annual report, balance sheet and statement of accounts **from the previous season or accounting period.**
3. Election of Clubs to fill vacancies. as recommended by the Management Committee.
4. Constitution of the Competition for the ensuing Season.
- 5.) Election of **Competition Officers** and Management Committee members.
6. Appointment of auditors/**verifiers**.
7. Alteration of Rules, if any (see Rule 14)
8. **Agree** the date for the **beginning** of the Playing Season and kick off times applicable to the Competition.
9. **Agree** the date for the end of the Playing Season (save for Step 7 which shall be determined by The FA).
10. Other business of which due notice shall have been given and accepted **by the Chair** as being relevant to an AGM.

(B) A copy of the duly audited/verified balance sheet, statement of accounts and agenda shall be forwarded to each Club at least 14 days prior to the meeting, together with any proposed Rule changes.

(C) A signed copy of the duly audited/verified balance sheet and statement of accounts shall be sent to the Sanctioning Authority within 14 days of its adoption by the AGM.

(D) Each Club shall be empowered to send two delegates to an AGM. Each Club shall be entitled to one vote only. 14 days' notice shall be given of any AGM.

(E) Clubs who have withdrawn their membership of the Competition during the Playing 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. This provision will not apply to Clubs expelled in accordance with Rule 12.

(F) All voting shall be conducted by a show of **hand or count of email or virtual responses (for virtual meetings)**, unless a ballot be demanded by at least 50% of the delegates qualified to vote or the Chair so decides.

(G) No individual shall be entitled to vote on behalf of more than one Club.

(H) Any continuing Club must be represented at the AGM. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(I) Officers of the Competition and Management Committee members shall be entitled to attend and vote at an AGM.

(J) Where a Competition is an incorporated entity, the Officers of the Competition shall ensure that the Articles of Association of the Competition are consistent with the requirements of these Rules.

SPECIAL GENERAL MEETINGS

9 (A). On receiving a requisition signed by two-thirds (2/3) of the Clubs in membership the Secretary shall call an SGM.

(B) The Management Committee may call an SGM at any time.

(C) At least seven 7 days' notice shall be given of a meeting under this Rule, together with an agenda of the business to be transacted at such meeting.

(D) Each Club shall be empowered to send two delegates to all SGMs. Each Club shall be entitled to one vote only.

(E) Any Club failing to be represented at a SGM shall be fined in accordance with the Fines Tariff.

(F) Officers of the Competition and Management Committee members shall be entitled to attend and vote at all SGMs.

AGREEMENT TO BE SIGNED

10. 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.

“We, (A) (name)..... of (address) (Chair)/(Director) and
(B) (name)..... of (address) (Secretary)/(Director) of Football Club
(Limited)

have been provided with a copy of the Rules and Regulations of the Herts Senior County League Competition and do hereby agree for and on behalf of the said Club, 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 7.”

The agreement shall be signed by:

1. Where a Club is an unincorporated association **by**, the Club Chair and Secretary;
or
- (ii) Where a Club is an incorporated entity, **by** two directors of the Club.

Any **change of Chair, Secretary or Directors of the Club as named on** the above agreement must be notified to The County Football Association to which the Club is sanctioned and to the Secretary **of this Competition**.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

CONTINUATION OF MEMBERSHIP, WITHDRAWAL OF A CLUB

11(A) Any 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 **of such intentions** by 31st March each season. This does not apply to a Club moving in accordance with Rule 22(B). Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(B) The Management Committee shall have the discretion to deal with a Team being unable to start or complete its fixtures for a Playing Season, including, but not limited to, issuing a fine in accordance with the Fines Tariff.

(C) Notwithstanding the powers of the Management Committee pursuant to Rule 6(I), in the event of a Club failing to discharge all its financial obligations to the Competition in excess of £50, the Management Committee shall be empowered to refer the debt under The FA Football Debt Recovery provisions.

EXCLUSION OF CLUBS, TEAMS. MISCONDUCT OF CLUBS, OFFICERS, PLAYERS, MANAGEMENT COMMITTEE

12.(A) At the AGM or SGM called for the purpose in accordance with the provisions of Rule 9, notice of motion having been duly circulated on the agenda by direction of the Management Committee, the accredited delegates present shall have the power to: (i) remove a member of the Management Committee from office; (ii) exclude any Club or Team from membership, both of 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. A member of the Management Committee or Club which is the subject of the vote being taken shall be excluded from voting.

(B) At the AGM, or at an SGM called for the purpose in accordance with the provisions of Rule 9, 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, **provided this is** supported by more than two thirds (2/3) of those present and voting. 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 Officer or member of a Club **found** guilty of either a breach of Rule, 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 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 **12** (A) and/or (B) of this Rule.

TROPHY

13.(A) The following agreement shall be signed on behalf of the winners of the cup or trophy:-

“We (A) (name.....) and (B) (name.....), the Chairman and Secretary of FC (Limited), members of and representing the Club, having been declared winners of cup or trophy, and **the Cup or Trophy** 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 31st March. 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.”
Failure to comply will result in a fine in accordance with the Fines Tariff.

(B) At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.

ALTERATION TO RULES

14. (A) Alterations, for which consent has been given by the Sanctioning Authority, shall be made to these Rules only at the AGM or at an SGM specially convened for the purpose called in accordance with Rule 9. Any alteration made during the Playing Season to these Rules shall not take effect until the following Playing Season.

(B) Notice of proposed alterations to be considered at the AGM shall be submitted to the Secretary by 1st March each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs by 1st April and any amendments **to these proposals** shall be submitted to the Secretary by 7th May. The proposals and proposed amendments **to these proposals** shall be circulated to Clubs with the notice of the AGM. A proposal to change a Rule shall be carried if 2/3 majority of those present **and** entitled to vote and voting are in favour.

(C) A copy of the proposed alterations to Rules to be considered at the AGM or SGM shall be submitted to the Sanctioning Authority or The FA (as applicable) at least 28 days prior to the date of the meeting.

FINANCE

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

(B) All expenditure in excess of £200 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 31st May.

(D) The **accounting records**, or a certified balance sheet, of a Competition shall be prepared and shall be audited/verified annually by a suitably qualified person(s) who shall be appointed at the AGM.

INSURANCE

16. (A) All Clubs must have valid public liability insurance cover **for a minimum of** ten million pounds (£10,000,000) at all times.

(B) All Clubs must have valid personal accident cover for all Players registered with them from time to time. The Players' personal accident insurance cover must be in place prior to the Club taking part in any Competition Match and shall be at least equal to the minimum recommended cover determined from time to time by the Sanctioning Authority. In instances where The FA is the Sanctioning Authority, the minimum recommended cover will be the cover required by the Affiliated Association to which a Club affiliates.

Failure to comply with Rule 16(A) or 16(B) will result in a fine in accordance with the Fines Tariff.

DISSOLUTION

17. (A) Dissolution of the Competition shall be by resolution approved at an SGM by a majority of three quarters (3/4) of the members present and shall take effect from the date of the relevant SGM.

(B) In the event of the dissolution of the Competition, the members of the Management Committee are responsible for the winding up of the assets and liabilities of the Competition.

(C) The Management Committee shall deal with any surplus assets as follows:

(i) Any surplus assets, save for a trophy or any other presentation, remaining after the discharge of the debts and liabilities of the Competition shall be transferred only to another Competition or Affiliated Association or The Football Association Benevolent Fund or to such other charitable or benevolent object in the locality of the Competition as determined by resolution at or before the time of winding up, and approved in writing by the Sanctioning Authority.

(ii) If a Competition is discontinued for any reason a trophy or any other presentation shall be returned to the donor if the conditions attached to it so provide or, if not, dealt with as the Sanctioning Authority may decide.

MATCH RELATED RULES

QUALIFICATION OF PLAYERS

18 (A) A Player is one who, being in all other respects eligible, has:

1. Registered through the Player Registration System and received approval from the Competition.

Or

2. signed a fully and correctly completed Competition emergency form in ink on a match day prior to playing which is countersigned by an Officer of the Club and witnessed by an Officer of the opposing Club, and submitted to the Competition within two days (Sundays excluded) subsequent to the Competition Match. The Player shall not play again **in a** subsequent match **in the Competition** until the Club **has registered the player through the FA Player Registration System and is in possession of the approval of the Competition.**

A maximum of 3 Players may be registered in **this manner.**

Any registration that is not fully and correctly completed will be returned to the Club unprocessed **and the player classed as unregistered**. If a Club attempts to register a player via the **Player Registration System** but does not fully and correctly complete the necessary information via the **Player Registration System**, the registration will not be processed. For Clubs registering Players under Rules **18(A) 2**, forms will be provided in a format to be determined by the Competition. **For Clubs registering players by the Players Registration System, Clubs must access the Player Registration System in order to complete the Registration process.**

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(B) 1. Contract players are not permitted in this Competition with the exception of those Players who are registered under Contract with the same Club who have a team operating at Steps 1 to 6 of the National League System.

2. It is the responsibility of each Club to ensure that any Player registered to the Club has, where necessary, the required International Transfer Certificate.

Clearance is required for any Player aged 10 and over crossing borders including Wales, Scotland and Ireland.

3. Each **team** must have at least 15 Players registered 7 days before the start of each Playing Season. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(C) A Player that owes a Football Debt (as defined under the Football Debt Recovery Regulations) **shall be permitted to register for a Club but will be suspended from football activities if the player does not comply with the terms of the Football Debt Recovery regulations in respect of that football debt.**

(D) A fee as set out in the Fees Tariff shall be paid by each Club/Team for each Player registered.

(E) 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 Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(F) It shall be a breach of Rule for a Player to:-

1. Play for more than one Club in the Competition in the same Playing Season without first being transferred.

2. Having registered for one Club in the Competition, register for another Club in the Competition in that Playing Season except for the purpose of a transfer.

3. Submit a signed registration form **as per Rule 18 A2** or submit a registration through **the Player Registration System** for registration that the Player had wilfully neglected to accurately or fully complete.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(G) 1. The Management Committee shall have the power to accept the registration of any Player subject to the provisions of Rules 18(G) (ii) and (iii) below.

2. The Management Committee shall have power to refuse, cancel or suspend the registration of any Player or may fine any Player, at their discretion (in accordance with the Fines Tariff) who has been charged and found guilty of registration irregularities (subject to Rule 7).

3. 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 7) subject to the right of appeal to the Sanctioning Authority. Application should be made to the parent County of the Club the Player is registered or intending to be registered with. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a Participant from being involved in this Competition.

4. A player who has previously had a registration removed in accordance with Rule 18(G)(iii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the Player commit a further act of proven misconduct under the jurisdiction of the Competition, (excluding standard dismissals), the Competition **may** consider a further charge of bringing the Competition into disrepute. (Note: Action under Rule 18(G) (iii) shall not be taken against a Player for misconduct until the matter has been dealt with by the Sanctioning Authority, and then only in cases of the Player bringing the Competition into disrepute and will in any event be subject to an appeal to the Sanctioning Authority or The FA. All decisions must include the period of restriction. 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 in match based discipline, in any competition (and is not restricted to the Competition) in a period of two years or less from the date of the first offence.)

(H) Subject to compliance with FA Rule C2(a) when a Club wishes to register a player who is already registered with another club it shall submit a transfer form **notification** to the Competition **via the Player Notification System**. A fee as set out in the Fees Tariff **will be required**. Such transfer shall be referred by the Competition 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 Competition and to the player concerned within 3 days of receipt of the notification. Upon receipt of the club's consent, or upon its failure to give written objection within 3 days, the 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 7 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.

(I) A Player may not be registered for a Club nor transferred to another Club in the Competition after **29th February** except by special permission of the Management Committee.

(J) Registrations are valid for one Playing Season only.

In the event of a Non Contract 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 Non Contract Player will automatically be cancelled and declared void unless the Club conforms to the exception detailed in Rule 18(B)(i).

(K) A Player shall not be eligible to play for a Team in any special championship, promotion or relegation deciding Competition Match (as specified in Rule 22(A)) unless the Player has played 5 Competition Matches for that Team in the current Playing Season.

(L) A Reserve and development Team shall not include more than 4 players who has/have taken part in 17 or more senior Competition Matches during the current Playing Season. For the purpose of this Rule a senior competition is the Premier Division and 1st Division. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff, and any points awarded may be deducted as directed by the Management Committee.

(M) 1. Subject to Rule **18L 2** any Club found to have played an ineligible Player in a Competition Match or Matches where points are awarded shall have the points gained from that Competition Match deducted from its record, up to a maximum of 12 points, and have levied upon it a fine (in accordance with the Fines Tariff).

2. The Management Committee may vary the sanction as relates to the deduction of points set out at Rule 18L 2 only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status.

3. Where a Club is found to have played an ineligible Player in accordance with Rule **18L 2** above, the Management Committee may also, at its discretion:

- a) Award the points available in the Competition Match in question to the opponents, subject to the Competition Match not being ordered to be replayed; or
- b) Levy penalty points against the Club in default; or
- c) Order that such Competition Match or Matches be replayed (on such terms as are decided by the Management Committee).

(N) The following clause applies to Competitions involving Players in full-time secondary education:-

1. Priority must be given at all times to **activities of** school and school organisations. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.
2. The availability of children **and young people** must be cleared with the Head Teachers **or Principals**(except for Sunday leagues competitions).
3. To play open age football the player must have achieved the age of 16.

(O) A Player who has played for a Team in the Premier division 12 times or more shall not in that playing season be eligible to play in a lower division except by permission of the Management Committee.

CLUB COLOURS

19. (A) Every **Team** must register the colour of its shirts and shorts with the Secretary by 1st July **and the Competition Secretary** shall decide as to their suitability.

(B) Any **Team changing** its colours during the Playing Season must **notify the Competition Secretary immediately**.

(C) Goalkeepers must wear colours which distinguish them from all other Players and the Match Officials.

(D) No Player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

(E) Any Team not being able to play in its normal colours as registered with the Competition shall notify its opponents of the colours in which they will play (including the colours of the goalkeeper's jersey) at least 7 days before the Competition Match.

(F) If, in the opinion of the referee, two Teams have the same or similar colours, the **away team** shall make the change. Should a Team delay the scheduled time of kick off for a Competition Match by not having a change of colours they will be fined in accordance with the Fines Tariff.

(G) Shirts must be numbered, failing which a fine will be levied in accordance with the Fines Tariff.

PLAYING SEASON. CONDITIONS OF PLAY, TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

20 (A) All Competition 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 Competition 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.

Lockable dressing rooms shall be provided by the home Club, accessible forty five (45) minutes before kick-off (Saturday matches) and thirty (30) minutes before kick-off (midweek matches). By mutual consent, once dressing rooms are locked, it shall be permissible for the keys to be handed to, and held in safe custody by an official of the home Club. Clubs in breach of this Rule shall be fined in accordance with the Fines Tariff.

Clubs with floodlights must have them approved by the Management Committee before use in Competition matches.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for Competition matches and to order the Club concerned to play its Competition match(es) on another ground. A minimum of fourteen (14) days notice shall be given by a Club wishing to play matches on a previously non-approved ground to permit examination of the nominated facility. Facilities not fulfilling all Competition requirements may not be approved, even on a temporary basis.

Those member Clubs whose ground becomes unavailable for fixtures at any time during the course of any season must either provide an approved alternative ground and facilities or with the consent of the Management Committee play the nominated fixture(s) on their opponents ground(s) on the date(s) originally set or re-arranged. Such games may be designated as 'home' games at the discretion of the Fixture Secretary.

Football Turf pitches (3G) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf pitches. For clubs playing at Step Seven and below a pitch must be tested (by a FIFA accredited test institute) every three (3) years and the results passed to the FA. The FA will give a decision on the suitability for use and add the pitch to the Register.

The home Club is also responsible for advising participants of footwear requirements when confirming match arrangements in accordance with Rule 20(C).

Within the National League System (NLS) all Competition matches shall have a duration of 90 minutes. All Competition matches outside of the NLS shall have duration of 90 minutes unless a shorter time (not less than seventy (70) minutes) is mutually arranged by the two Clubs in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves. Two matches involving the same two teams can be played on the same day providing the total playing time is not more than 120 minutes.

The times of kick-off shall be **agreed** at the AGM and can only be altered by the mutual consent of the two competing Clubs **and the Competition**. Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The home team must provide goal nets, corner flags and at least two footballs fit for play and the referee shall make a report to the Competition **if not provided**. Failure to comply with this Rule will result in a fine in accordance with the Fines tariff.

(B) Except by permission of the Management Committee all Competition Matches must be played on the dates originally **agreed by the Competition** but priority shall be given to the FA and parent County Associations Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a Competition match with the consent of the **Competition**. Failure to comply with this rule will result in a fine in accordance with the Fines Tariff.

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).

In cases of emergency or backlog of fixtures the Management Committee may extend the season and/or order matches to be played on neutral or opponents grounds.

(C) An Officer of the home Club must give notice of full particulars of the location of, and access to, the ground and time of kick-off to the Match Officials and an Officer of the opposing Club at least **5** clear days prior to the playing of the match. If not so provided, the away Club shall seek such

details and report the circumstances to the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(D) In accordance with the Laws of the Game, the minimum number of players **which** will constitute a team for a Competition match is 7.

(E) 1. 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 impose a fine (in accordance with the Fines Tariff), deduct points from the defaulting Club, award the points in the Competition match in question to the opponents, order the defaulting Club to pay any reasonable expenses incurred by the opponents and/or Match Officials or otherwise deal with them except **by** the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a Competition match to be played on a neutral ground or on the opponent's Ground if they are satisfied that such action is warranted by the circumstances. Clubs shall not mutually agree to play a match in lieu of a Competition match.

2. 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.

3. Any Club unable to fulfil a fixture or where a Competition match has been postponed for any reason must, without delay, give notice to the Competition, the Secretary of the opposing Club and the Match Officials. **Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.** When a match is postponed by the Local Authority or ground owner, a minimum Level 7 referee must inspect the pitch and submit a report to the Fixture Secretary within three (3) days.

4. In the event of a Competition match not being played or abandoned owing to causes over which neither Club has control, it should be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the **Competition**. Failing such agreement and notification to the **Competition** within 7 days the **Competition** shall have the power to order the match to be played on or before a given date. Where it is to the advantage of the Competition, the Management Committee shall also be empowered to order the score at the time of the abandonment to stand. Providing gate money is taken and retained the visiting Club shall receive their actual standard class rail or bus fares or the equivalent for 20 persons, or car allowance at 40 p per mile for transporting 20 persons, or hire charge of a coach (receipt to be submitted). The residue (if any) to be equally divided between the two Clubs after deducting the cost of advertising, printing, posting, police and Match Officials charges. The home Club shall take the whole of the proceeds of the second Competition match.

Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

5. The Management Committee shall review all Competition 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 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 to the opponent. In cases where a Competition match has been abandoned owing to the conduct of both teams or their Club member(s), the Management Committee shall rule that neither team will be awarded any points for that match and it shall not be replayed. No fine(s) can be applied by the Management Committee for an abandoned match.

The Management Committee shall review any match that has taken place where either or both Teams were under a suspension imposed upon them by the FA or Affiliated Association. In each case the Team that was under suspension would be dealt with in the same manner as if they had participated with ineligible players in accordance with Rule 18(N) above.

Where both Teams were under suspension the game must be declared null and void and shall not be replayed.

6. All teams engaged in matches organised by the Competition shall submit team sheets in the specified format to the match referee thirty (30) minutes before the specified kick-off time. Clubs in default of this Rule may be fined in accordance with the Fines Tariff.

7. Where admittance is charged A Club shall retain any gate receipts for its home Competition matches, but up to four (4) visiting Club officials shall be admitted as guests having submitted their names at least five (5) days prior to the fixture.

8. A Club having two (2) or more players selected for a Representative match may request release from its corresponding Competition fixture. Seven (7) days notice of this request shall be given to the Fixture Secretary who will adjudicate on behalf of the Management Committee. Where a member Club has been asked to provide a player(s) for a Representative match then that player(s) is/are ineligible for selection by the member Club on the day of the Representative match. Member Clubs failing to comply with this requirement shall be dealt with at the discretion of the Management Committee.

(F) ***In the Premier Division*** a Club may, at its discretion and in accordance with the Laws of the game, use substitute players in any Competition match. A Club may name up to **5** substitute players **all** of whom may be used.

In Divisions below the Premier Division a player who has been substituted becomes a substitute and may replace a player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

Where a Competition does allow return substitutes, a Team may use up to **5 from 5 substitute players** in a Competition match.

The referee shall be informed of the names of the substitute players not later than **30** minutes before the start of the Competition match and a player not so named may not take part in that Competition match.

A player who has been named as a substitute before the start of the Competition match but who does not actually play in that game shall not be considered to have been a player in that Competition match within the meaning of Rule 18 of this Competition.

(G) The half time interval shall be of 15 minutes duration, but it shall not exceed 15 minutes. The half time interval may only be altered with the consent of the referee.

(H) The Teams taking part in a Competition match shall identify a Team Captain who shall wear an armband and shall have a responsibility to offer support in the management of the on-field discipline of **their** teammates. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(I) The Competition shall require all Clubs and players to have signed the FA's Respect Codes of Conduct and produce these if required to do so by the Management Committee. Prior to each match the participants and the Match Officials shall conduct the 'Respect' handshake, and offer handshakes to each other at the end of the match.

21. REPORTING RESULTS

21. (A) The **Competition** must receive within 5 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 23, or any other information required by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(B) The Home Club/both Clubs shall **use** telephone/SMS/email/**FA Full Time/FA Matchday as directed by the Competition to** notify the result of each Competition Match to the results secretary in 1 hour. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(C) The match result notification, correctly completed, shall be signed by an Officer of the **Team**, or as prescribed by the Competition. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

22. DETERMINING CHAMPIONSHIP

(A) Team rankings within the Competition shall 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 circumstances where two or more teams are equal on points team rankings shall be determined by goal difference where the goals scored against by each team shall be deducted from the goals scored by that team and the largest positive difference shall be placed the highest.

In the event of the goal difference being equal the highest placed team shall be the team that has scored the most goals.

In the event that two or more teams have the same goal difference and have scored the same number of goals then the highest placed team shall be the team that has won the most matches.

In the event of the two teams still being equal the team which has the better playing record against the other team in their head to head Competition matches during the season will be the highest placed team.

If the records of two or more teams are still equal and it is necessary for any reason to determine the position of each then the teams affected shall play a deciding match or matches as determined by the Management Committee.

(B) Automatic promotion and relegation shall be applied for the first three and last three teams in each division the league reserves the right to apply up to fifth in any league for promotion should teams finishing in top three either not be eligible or not want promotion

1. 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.

2. Additional vacancies, caused by the retirement of a team or by the withdrawal of a club from the competition, shall be filled by election.

3. The last three clubs in the lowest division shall retire and be eligible for re-election subject to the conditions of Rule 22(B)(i)

No club may field two or more teams in the same division.

(C) Where any team in a division resigns having played more than 75% of their fixtures, league positions will be decided by points average, and where two or more teams are equal, league positions will be decided on their head-to-head records.

Should there still be a tie, then a play-off match or matches shall be held, and then kicks from the penalty mark in accordance with the Laws of the Football Association.

(D) 1. The club winning the Premier Division competition may apply to join the appropriate Step Six competition (or similar). Where the club winning the Premier Division does not wish to apply to a Step Six competition (or similar), then the club coming second in the Senior Premier Division may apply for membership of the appropriate Step Six competition (or similar).

2. Clubs intending to apply for promotion must give written notice to the Competition via the General Secretary on or before 1st February in accordance with Rule 11(A)

MATCH OFFICIALS

23(A) 1. Registered referees and assistant referees (where appropriate) for all matches shall be appointed in a manner approved by the Management Committee and by the Sanctioning authority.

2. Match officials MUST ensure that they provide the Referee Appointments Officer with their available dates at least four weeks in advance.

3. All match officials are required to acknowledge their appointments to the Referees Secretary and to the home clubs concerned by email.

(B) 1. In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge, and a substitute assistant referee shall be appointed by the competing teams. In cases where there are no officially appointed assistant referees, the clubs shall agree upon a referee, and the game must be completed.

An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered referee. An individual thus agreed upon shall, for that game, have the full powers, status and authority of a registered referee. Individuals under the age of 16 must not participate either as a referee or assistant referee in any open age competition.

2. Failure to comply with this Rule may render a defaulting club (or clubs) liable to a fine and the points awarded to opponents at the discretion of the Management Committee. It is the responsibility of the home club to supply the necessary equipment for a substitute referee to control the game. Should a non-fulfilment occur due to the default of either club in respect of the requirements of this Rule, this shall be reported and dealt with according to the Fines Tariff.

(C) Where assistant referees are not appointed each team shall provide a Club assistant referee. Failure to do comply with this Rule shall result in a fine according to the Fines Tariff. Upon request the Management Committee will allow registered referees to be appointed to non-Premier Division matches as Assistant Referees dependant on their availability. The requesting Club will be responsible for their fee and expenses.

(D) In the Premier Division no Club shall postpone a Competition match on account of the apparent state of the ground. In the event that such circumstance prevail, Clubs should comply with procedures provided for in the document published by the FA 'Recommended procedure for the guidance of Clubs and referees in determining the suitability of grounds in adverse weather conditions'. Should the ground be declared unfit it is the responsibility of the home Club to immediately advise the Competition, the Appointing Authority, the visiting Club and the Match Officials.

In all other Divisions 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 the determination of the Local Authority or the owners of a ground, which must be accepted.

(E) Subject to any limits/provisions laid down by the sanctioning Authority match officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff, inclusive of travel expenses.

Match Officials will be paid their fees by the home Club immediately after the Competition match. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(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. Failure to comply with this Rule will result in a fine in accordance with the Fines Tariff.

(G) A referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may have his/**her name removed from the League's referees list and** be reported to the Association with which he or she is registered.

(H) (i) Each club shall, in a manner prescribed from time to time by the Football Association, award marks to the referee for each Competition match and the name of the referee and the marks awarded shall be submitted to the Competition on the prescribed form provided. **Marks shall be awarded out of one hundred (100) and any club awarding less than sixty-one (61) shall explain their reasons in writing by letter to the Referee Appointments Secretary.** Clubs failing to comply with this rule shall be fined in accordance with the Fines Tariff or dealt with as the Management Committee determine.

(I) 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 and the Hertfordshire Football Association.

(J) The referee officiating in any game organised by the Competition shall submit a report to the Referees Appointments Secretary no later than three days following the conclusion of the game using either the website online match report or the specified form.

(i) Where qualified assistant referees are appointed then the referee shall award marks in accordance with the marking scheme issued by county and national football associations and approved for use in the Competition by the Management Committee.

(iii) All cautions, dismissals, kick-off delays, short teams or any other deficiency such as condition of grounds or facilities or attire must be reported using the tick boxes and comments area provided.

(iv) The support of match officials in maintaining the reputation of the Competition is sought and match officials are actively encouraged to report all instances of unacceptable behaviour on the part of team management, players and/or spectators to the Referees Secretary in addition to any report submitted in the usual way to the County FA.

(K) Match Officials shall be supplied with a copy of the Competition Rules free of charge.

(L) Match Officials shall have undertaken a RESPECT briefing offered by The FA/Hertfordshire FA or the Competition.

FEES TARIFFS

4 (A)	CLUB ENTRY FEE	£ 25
4 (B)	CLUB/TEAM ANNUAL SUBSCRIPTION	£100
4 (B)	ADDITIONAL TEAM FEE	£ 50
4 (C)	DEPOSIT	£100
7 (C), 18 (D)	7 (E), 7(G) PROTEST/APPEAL FEES	£ 10
18 (D)	PLAYER REGISTRATION FEE	£ 1
18 (D)	EMERGENCY REGISTRATION FEE	£ 2
18 (H)	TRANSFER FEE	£ 10
23 (E)	REFEREE FEES	£ 40
23 (E)	ASSISTANT REFEREE FEES	£ 30

FINES TARIFFS

2 (G)	FAILURE TO AFFILIATE	£ 10
2 (I)	FAILURE TO COMPLY WITH FA INITIATIVES	£ n / a
2 (K)	UNAUTHORISED ENTRY OF TEAMS INTO COMPETITIONS	£ 10
3	FAILURE TO OBTAIN CONSENT FOR A CHANGE OF CLUB NAME	£ 10
4 (C)	FAILURE TO PAY A DEPOSIT	£ 25
4(E)	FAILURE TO PROVIDE AFFILIATION NUMBER/DETAILS FORM	£ 10
5(E)	COMMUNICATIONS CONDUCTED BY PERSONS OTHER THAN NOMINATED OFFICERS	£ 10
6 (H)	FAILURE TO COMPLY WITH AN INSTRUCTION OF THE MANAGEMENT COMMITTEE	£ 10
6 (I)	FAILURE TO PAY A FINE WITHIN REQUIRED TIME FRAME	£ 10
8 (H)	FAILURE TO BE REPRESENTED AT AGM	£ 25
9	FAILURE TO BE REPRESENTED AT SGM	£ 25
10	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT OR TO NOTIFY CHANGES TO SIGNATORIES	£ 10
11(A)	FAILURE TO PROVIDE NOTICE OF WITHDRAWAL BEFORE DEADLINE	£100
11 (B)	FAILURE TO COMMENCE/COMPLETE FIXTURES	£ 10
13 (A)	FAILURE TO SUBMIT THE REQUIRED WRITTEN AGREEMENT REGARDING THE TROPHY	£ 10
16(A)	FAILURE TO HAVE THE REQUIRED INSURANCE	£ 10
16(B)	FAILURE TO HAVE THE REQUIRED INSURANCE	£ 10
18 (A)	FAILURE TO CORRECTLY REGISTER A PLAYER	£ 10
18 (B) (ii)	FAILURE TO HAVE THE REQUIRED NUMBER OF REGISTERED PLAYERS PRIOR TO THE SEASON	

	COMMENCING	£ 10
18 (F)	REGISTERING OR PLAYING FOR MULTIPLE CLUBS, OR INACCURATE COMPLETION OF A REGISTRATION FORM	£ 10
18 (G) (ii)	REGISTRATION IRREGULARITIES	£ 10
18 (M)	FIELDING MORE THAN THE PERMITTED NUMBER OF PLAYERS WHO HAVE PARTICIPATED IN SENIOR COMPETITIONS MATCHES	£ 25
18 (N)	PLAYING AN INELIGIBLE PLAYER	£ 20
18 (O)	FAILURE TO GIVE PRIORITY TO SCHOOL ACTIVITIES	£ 10
19	DELAYING KICK OFF DUE TO NO CHANGE OF COLOURS	£ 10
19	FAILURE TO NUMBER SHIRTS	£ 10
20 (A)	DELAYING KICK OFF DUE TO FAILURE TO PROVIDE REQUIRED EQUIPMENT	£ 10
	FAILURE TO PROVIDE LOCKABLE DRESSING ROOMS	£ 25
20 (B)	FAILURE TO PLAY MATCHES ON THE DATE FIXED:	£ 10
20 (C)	FAILURE TO PROVIDE DETAILS OF A FIXTURE	£ 10
20 (D)	PLAYING MATCH WITH LESS THAN REQUIRED NUMBER OF PLAYERS	£ 50
20 (E) (i) & (iv)	FAILURE TO PLAY FIXTURE:	
	FIRST NON-FULFILMENT	£ 75
	SECOND AND SUBSEQUENT NON-FULFILMENT	£ 150
20 (H)	NO CAPTAIN'S ARMBAND	£n / a
21 (A)	LATE RESULT NOTIFICATION FORM	£ 20
21 (B)	FAILURE TO PROVIDE RESULT	£ 20
21 (C)	RESULT NOTIFICATION NOT SIGNED BY APPROPRIATE SIGNATORIES	£ 10
23 (C)	FAILURE TO PROVIDE CLUB ASSISTANT REFEREE	£ 10
23 (E)	FAILURE TO PAY MATCH OFFICIALS' FEES AND EXPENSES	£ 10
23 (F)	FAILURE TO PAY MATCH OFFICIALS WHERE A MATCH IS NOT PLAYED	£ 10
23 (H)	FAILURE TO PROVIDE REFEREE'S MARK	£ 20

THE PAULINE MARY FOX TROPHY

The Trophy will be known as the Pauline Mary Fox Trophy and will be awarded annually to the league team which scores the highest total number of goals in its league matches.

Games played in the Aubrey Cup and Cecil Hudson Cup, and in FA and county cup matches, are not to count. Abandoned games are not to count.

The final table will be based upon thirty (30) matches and a team playing more or less than this number of games will have its score adjusted pro-rata thereto.

In the event of two or more teams being tied, the winners will be the one with the least number of goals against after the pro-rata adjustment, should this be necessary.

Should there still be a tie, then the team which has scored the highest number of goals in any one of its league matches will be declared the winner.

In the event of there still being a tie, the final adjudication will be made by the officers of the Competition, whose decision will be final, subject to the usual right of appeal to the Hertfordshire Football Association Limited.

No monetary award will be made, but a suitable memento will be awarded to the successful team to commemorate the winning of the trophy.

The Trophy will be held for one season and the presentation will be made to the winning team at the annual general meeting.

THE LEAGUE CLUB SPORTSMANSHIP TROPHY

The Trophy will be awarded annually to the league club that, in the opinion of the member clubs, has the best conduct record in league matches.

The presentation will be made to the winning club(s) at the Annual General Meeting and the Trophy will be held for one season.

No monetary award will be made, but a suitable memento will be awarded to the successful club(s) to commemorate the winning of the Trophy.

To decide the winner, each member club will vote for one team (other than one of its own) in each of the divisions in which it plays and which in that club's opinion displayed the best sporting conduct during the season current.

Ballot papers for this purpose will be provided by the General Secretary, and will be returned at a date specified by him but in any event not later than the May 31st in each season.

The total number of votes obtained by each club will be divided by the number of teams that club has playing in the league and the club then having the highest number thus obtained will be declared the winner.

In the event of there being a tie, the record of the clubs concerned in the Competition with regard to infringements of league rules will be examined to determine the winner. In the event of there still being a tie, then the final adjudication will be made by the officers of the Competition, whose decision will be final, subject only to the usual right of appeal to the Hertfordshire Football Association Limited.

B. LEAGUE SUPPLEMENTARY CUPS and COMPETITIONS

These ancillary competitions are intended to augment the number of games in the divisions in the event of a shortfall occurring in the number of teams in any of the divisions.

It is intended that the spirit of the rules of the League will apply at all times, and should any ambiguity subsequently arise over the interpretation of these rules during the operation of any of these competitions, then this fact will be borne in mind during any adjudication, having regard as to what is obviously intended.

The Competition Management Committee or its Emergency Committee may at any time order the implementation of any of these competitions, and all teams in the division(s) concerned will take part.

There will be an entrance fee of £10.

The competing teams will be divided into two groups where each team will play each other either once or twice, depending upon the number of games desired to be played, as decided by the Management Committee from time to time.

The winners of each group will be determined by the awarding of points as for League matches; and the top team from each group will play a two-legged final tie (home and away), and the aggregate score will decide the winner.

If after ninety (90) minutes play in a final tie second leg the aggregate score of both teams is level, then an extra 30 minutes will be played. If after extra time has been played the aggregate score still remains level, then away goals will count double.

Should the tie still be drawn, the result will be decided by kicks from the penalty spot; the rules will be as described by the Football Association and published in the Referees Chart.

Players must have completed a Player Registration Form to participate in the League Charity Cup. This tie is to be played over ninety (90) minutes, and if the score is tied, then the result will be decided by kicks from the penalty spot'.

CUP AND TROPHY COMPETITION RULES

THE AUBREY AND CECIL HUDSON CUP COMPETITIONS

1. MANAGEMENT

These competitions shall be managed by the Herts Senior County League Management Committee (hereinafter referred to as the Management Committee), or its Emergency Committee, acting on behalf of the League Management Committee.

The Management Committee, or its Emergency Committee, shall have powers to apply, act upon, and enforce the rules of the competitions and shall also have jurisdiction over all matters affecting the competitions, including any not provided for by the rules.

2. ENTRY AND FEES

The competitions shall be competed for annually.

All clubs playing in the Premier and Division 1 shall compete in the Aubrey Cup, no two teams with the same affiliation can play in the same cup competition and all other teams will compete in the Cecil Hudson Cup.

The entrance fee for each competition shall be £15.

3. DRAWS, CONFIRMATIONS ETC.

The draws shall be made in the usual way, all byes being given in the preliminary rounds.

Clubs shall confirm fixtures with their opponents and match officials as per the procedures laid down in League Rule 10(D), and match officials are required to acknowledge their appointments to the Referees Secretary and with home clubs as laid down in League Rule 23(A) (ii).

4. GROUNDS, FACILITIES AND STANDARDS

Clubs must take all necessary precautions to keep their grounds in a playable condition and up to the required standards of the Competition.

Lockable dressing rooms shall be provided for visiting teams and for the match officials, and the keys shall be handed to them not later than fifteen (30) minutes before kick-off time.

By mutual consent, once dressing rooms are locked, it is permissible for the keys to be handed to and held in safe custody by an official of the home club. Clubs in breach of this rule shall be fined a sum of not less than £25.

All matches shall be played on grounds previously approved by the Management Committee. The Fixtures Secretary may order or arrange matches to be played on grounds having approved floodlighting. Clubs with floodlights must have them approved by the Management Committee for use in these competitions.

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 ground is suitable for matches in the competitions and to order the club concerned to play its fixtures on another ground.

Home clubs must ensure that their dressing accommodation is available to visiting clubs and the appointed match officials, not less than forty-five (45) minutes before the appointed kick-off time for afternoon matches and thirty (30) minutes for evening games, or in default be fined not less than £10.

Detailed requirements for grounds and facilities shall be decided by the Management Committee, and are specified in Appendix 'A' of the League Rules.

Clubs in breach of these requirements shall be fined not less than £10 for each offence or otherwise dealt with at the discretion of the Management Committee.

5. DURATION OF GAMES, EXTRA-TIME, SPOT KICKS ETC.

Extra-time shall be played in all rounds and the Final if necessary. This will normally be an extra half-hour but referees shall have discretion to reduce this to twenty (20) minutes when conditions indicate the match would otherwise not be completed. The duration must be stated to both teams before commencing extra time and each period shall be of equal duration.

The half-time interval shall not exceed ten (10) minutes duration which time may only be altered with the consent of the referee.

If after extra-time has been completed the tie is still drawn, then the result will be decided by taking kicks from the penalty spot. The rules will be as decided by the Football Association and published in the Laws of Association Football. The Final tie shall be played on a ground selected by the Competition Management Committee.

6. ELIGIBILITY OF PLAYERS, SHORT TEAMS, SUBSTITUTES

Only players registered with the Competition shall be eligible to compete in the League's Cup Competitions. Players of competing clubs must be registered as League players with their competing clubs as per Rule 18, except to play in the Semi-Final or Final stages where they will be required to have played the requisite number of qualifying games.

The signing-on of players under the League's Emergency Registration procedure will be permitted in the League's cup competitions up to, but not including, the Semi-Final stage.

No player can play for more than one club in these competitions in the same season.

In the event of replayed games due to matches being abandoned or postponed, only those players who were eligible on the date originally fixed for the match shall be allowed to play in the replay.

Clubs in default of any of the foregoing rules shall be fined not less than £10 and be eliminated from the competition.

In both Competitions a player qualified to play (and who has played) in any round shall be deemed qualified in any subsequent round by virtue of his original qualification.

No alteration relating to the qualifications of players is permitted during the season current.

In the event of a club playing in any match with less than eleven (11) players it shall be fined £10 for each player deficient.

For Aubrey Cup

Substitutes - A club may nominate five (5) substitute players and at its discretion, use up to a maximum of **five (5)** at any time in these competitions, except to replace a player or players suspended from the game by the Referee after play has commenced. The names of the substitute players shall be given to the Referee prior to commencement of play. Substitutes not so named shall not take part in the game.

For Cecil Hudson Cup

Substitutes -A club may nominate five (5) substitute players and at its discretion, use up to a maximum of **five (5)** at any time in these competitions as a roll on roll off basis. The names of the substitute players shall be given to the Referee prior to commencement of play. Substitutes not so named shall not take part in the game

7. REFEREES AND ASSISTANT REFEREES

In the Finals of both of these competitions the match officials shall be presented with commemorative awards in lieu of match fees. Travel expenses may be claimed at the currently prescribed rates for League official travel.

The officers of the Competition shall appoint all referees in both competitions.

In the Aubrey Cup, assistant referees shall be appointed to all ties, and match officials' fees shall be as per main Rule 23(E), at the rate appropriate to a Senior Premier Division game.

In the Cecil Hudson Cup, assistant referees shall be appointed in the Semi-Finals and the Final tie, and match officials fees shall be as per main Rule 23(E) at the rate appropriate to a Reserve and Development Section game.

In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge and a substitute assistant referee be appointed. In cases where there are no officially appointed assistant referees, the clubs must agree to a substitute person as referee and the game must be played. A referee thus agreed upon shall for that game have the full powers, status and authority of a registered referee.

Should a non-fulfilment occur, due to the default of either club, in respect of the requirements of this rule, then the defaulting club shall be eliminated.

8. CLUB COLOURS ETC.

Goalkeepers must wear colours that distinguish them from other players and the referee.

No player, including the goalkeepers, 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 seven (7) days before the match.

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 not less than £10.

All shirts shall be clearly numbered and no team shall play with two or more similar numbers.

The wearing of cycling shorts is permitted but these must match the predominant colour of the shorts being worn.

If in the Final the club colours are similar, both competing clubs must change and notify the Fixtures Secretary of the new colours at least seven (7) days prior to the date of the Final.

9. FULFILMENT OF FIXTURES

Any team failing to fulfil a fixture in these competitions on the date fixed, may be eliminated and fined as per League Rule 20(F) (iii).

NOTE: Football Association, Hertfordshire Football Association and other County competitions shall take precedence.

10. REPORTING RESULTS OF MATCHES

Each club must submit results as prescribed in League Rules 21(A), 21(B) and 21(C).

Clubs in default shall be fined as prescribed in League Rule 11(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 21(B) (iii).

Home clubs must telephone the results of their matches to the appointed officer within thirty (30) minutes of the conclusion of matches. Clubs in default shall be fined as prescribed in League Rule 11(B) (iii).

Offences committed under this rule shall be additive to those committed under League Rule 11(B) (iii).

11. MATCH RECEIPTS AND EXPENSES

In all rounds to the Final, gate receipts and or proceeds from collections, by sale of tickets, etc, shall be divided after all customary expenses (including visiting club's travelling) have been met - (bus or ordinary rail fares for a party of fifteen (15) can be claimed by the visitors). In cases where the receipts are not sufficient

to meet the expenses of the match, including visitors' travelling, the deficit shall be borne equally by the two competing clubs.

In the Final tie, the net gate receipts will be apportioned as the Management Committee may determine after all customary expenses and costs of awards to both finalists have been met.

12. SEMI-FINALS AND FINAL TIES

Each club competing in the Semi-Final and Final ties shall, seven (7) days prior to the date fixed for the ties, submit to the Competition Registrations Secretary and their opponents, a list from which their team to play will be selected. Failure to comply with this rule will incur a fine of not less than £25.

In the Aubrey Cup, to play in the Semi-Final or Final a player shall have played six (6) or more games in the League or Cup competitions for his club in the season current. Any club in breach of this rule shall be fined a sum of not less than £10 and be eliminated from the competition.

In the Cecil Hudson Cup, clubs are expected to observe the spirit of League Rule 20(E) and should not deliberately field higher team players in this competition when the higher team has no engagement. Any club infringing this rule shall be fined a sum of not less than £10 and be eliminated from the competition.

Cecil Hudson Cup only - in the Semi-Final and Final ties, the following conditions must also be observed in respect of qualification of players:-

(A) At least seven (7) of the team must have played eight (8) fixtures and/or Cecil Hudson Cup games in order to be eligible to play.

(B) All players must have played at least four (4) fixtures and/or Cecil Hudson Cup games for their club.

(C) No player who has been transferred to another club can include in his number of games those played for his former club in the season current.

Protests or objections will not be considered unless they are lodged with the Registrations Secretary of the Competition at least twenty-four (24) hours prior to the tie.

Both finalists shall provide two match balls fit for play and provide a suitable person to act as a match steward.

13. PROTESTS / CLAIMS, DISPUTES, APPEALS

All protests and claims must be lodged in duplicate with the Competition's General Secretary within three (3) days of the match or occurrence to which they refer (Sundays excluded).

No objections, protest or claim shall be entertained unless it is accompanied by a deposit of £10, which may be forfeited to the Competition funds in the event of the club losing its case.

If the objection, protest or claim is sustained, the Management Committee, or its Emergency Committee, acting on its behalf, may order the offending club to refund the deposit.

All other matters, including any dispute occurring between clubs in these competitions, shall be referred to the arbitration of the Management Committee, whose decision shall be binding upon all parties, subject to the right of appeal to the Hertfordshire Football Association.

Within fourteen (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 Hertfordshire Football Association, including a fee of £35 (as at season 2001-02), for adjudication of the Board of Appeal. The grounds of appeal shall be in accordance with F.A. 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.

A copy of the appeal must be sent to the Competition's General Secretary, and the operation of the decision made by the Competition shall not be suspended pending the result of the appeal, unless the Board of Appeal or the Hertfordshire Football Association Limited, through its Officers, orders such suspension.

RULES OF THE BINGHAM COX & GREG CUP COMPETITIONS

(presented by the late W. H. Bingham Cox Esq and T.T. Greg Esq)

1. MANAGEMENT

The Competition shall be controlled by the Management Committee of the North and Mid Herts Football Association, and administered by the Herts Senior County League.

2. ENTRY AND FEES

This competition is open to clubs with grounds within twenty (20) miles of St Albans City Centre (Bingham-Cox) or St Mary's Church Hitchin (Greg). It is open to first teams only, or by invitation of the Management Committee.

Entry to the competition is open only to teams affiliated as a Junior Club with Hertfordshire Football Association Limited.

There shall be no entrance fees for the Competition.

3. DRAWS, CONFIRMATIONS, ETC

The draws shall be made in the usual way, all byes being given in the preliminary rounds.

Clubs shall confirm fixtures with their opponents and match officials as per the procedures laid down in League Rule 20(D), and match officials are required to acknowledge their appointments to the Referees Secretary and with home clubs as laid down in League Rule 23(A) (ii).

4. GROUNDS, FACILITIES AND STANDARDS

Clubs must take all necessary precautions to keep their grounds in a playable condition and up to the required standards of the Competition.

Lockable dressing rooms shall be provided for visiting teams and for the match officials, and the keys shall be handed to them not later than fifteen (30) minutes before kick-off time.

By mutual consent, once dressing rooms are locked, it is permissible for the keys to be handed to and held in safe custody by an official of the home club. Clubs in breach of this rule shall be fined a sum of not less than £25.

All matches shall be played on grounds previously approved by the Management Committee. The Fixture Secretary may order or arrange matches to be played on grounds having approved floodlighting. Clubs with floodlights must have them approved by the Management Committee for use in these competitions.

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 ground is suitable for matches in the competitions and to order the club concerned to play its fixtures on another ground.

Home clubs must ensure that their dressing accommodation is available to visiting clubs and the appointed match officials, not less than forty-five (45) minutes before the appointed kick-off time for afternoon matches and thirty (30) minutes for evening games, or in default be fined not less than £10.

Detailed requirements for grounds and facilities shall be decided by the Management Committee, and are specified in Appendix 'A' of the League Rules.

Clubs in breach of these requirements shall be fined not less than £10 for each offence or otherwise dealt with at the discretion of the Management Committee.

5. DURATION OF GAMES, EXTRA-TIME, SPOT KICKS ETC.

Extra-time shall be played in all rounds and the Final if necessary. This will normally be an extra half-hour but referees shall have discretion to reduce this to twenty (20) minutes when conditions indicate the match would otherwise not be completed. The duration must be stated to both teams before commencing extra time and each period shall be of equal duration.

The half-time interval shall not exceed ten minutes duration which time may only be altered with the consent of the referee.

If after extra-time has been completed the tie is still drawn, then the result will be decided by taking kicks from the penalty spot. The rules will be as decided by the Football Association and published in the Laws of Association Football. The Final tie shall be played on a ground selected by the Competition Management Committee.

Matches shall be played on the cup-tie principle. In cup-ties, if after ninety (90) minutes the result is a draw then extra-time of fifteen minutes each way shall be played or extra-time as detailed by the FA under the Laws of the Game.

If a draw still ensues after extra-time then kicks from the penalty-mark shall decide (as per FA Law) in all rounds including the Final.

Where practicable, the Final tie will be played at St Albans City Football Club on a date to be decided by the Management Committee and St Albans City Football Club.

6. ELIGIBILITY OF PLAYERS, SHORT TEAMS, SUBSTITUTES

(A) No player shall play for more than one Club the Competition in the same season.

(B) The signing-on of players under the League's Emergency Registration procedure will be permitted in the League's cup competitions up to, but not including, the Semi-Final stage.

(C) Participation in the Bingham Cox Cup shall not render a player ineligible for other North and Mid Herts Association Competitions.

(D) Contract players are NOT permitted in the competition.

Any club playing an ineligible player shall be expelled from the competition and fined £10 for each ineligible player.

(E) Any club submitting incorrect names of players shall be deemed guilty of misconduct, fined £10 for each incorrect name, and shall be further dealt with as the Management Committee deems appropriate, which may include expulsion from the Competition in the present and subsequent seasons.

(F) A club may nominate five (5) substitute players and at its discretion, use up to a maximum of **five (5)** at any time in these competitions **as a roll on roll of basis**, except to replace a player or players suspended from the game by the referee after play has commenced. The names of the substitute players shall be given to the referee prior to commencement of play. Substitutes not so named shall not take part in the game.

7. REFEREES AND ASSISTANT REFEREES

In the Finals, all match officials shall be presented with commemorative awards in lieu of match fees. Travel expenses may be claimed at the currently prescribed rates for League official travel.

The officers of the Competition shall appoint all referees in both competitions.

Match officials' fees shall be as per main Rule 23(E), at the rate appropriate to Division One fixtures.

In the event of the non-appearance of the appointed referee, or should the appointed referee become unable to carry on for any reason during the match, the senior appointed assistant referee shall take charge and a substitute assistant referee be appointed. In cases where there are no officially appointed assistant referees, the clubs must agree to a substitute person as referee and the game must be played. A referee thus agreed upon shall for that game have the full powers, status and authority of a registered referee.

Should a non-fulfilment occur, due to the default of either club, in respect of the requirements of this Rule, then the defaulting club shall be eliminated.

8. CLUB COLOURS ETC.

Goalkeepers must wear colours that distinguish them from other players and the referee.

No player, including the goalkeepers, 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 seven (7) days before the match.

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 not less than £10.

All shirts shall be clearly numbered and no team shall play with two or more similar numbers.

The wearing of cycling shorts is permitted but these must match the predominant colour of the shorts being worn.

If in the Final the club colours are similar, both competing clubs must change and notify the Fixtures Secretary of the new colours at least seven (7) days prior to the date of the Final.

9. FULFILMENT OF FIXTURES

Any team failing to fulfil a fixture in this competition on the date fixed, may be eliminated and fined as per League Rule 20(F) (iii).

NOTE: Football Association, Hertfordshire Football Association and other County competitions shall take precedence.

10. REPORTING RESULTS OF MATCHES

Each club must submit results as prescribed in League Rules 21(A), 21(B) and 21(C).

Clubs in default shall be fined as prescribed in League Rule 21(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 21(B) (iii).

Home clubs must report the results of their matches to the appointed officer within thirty (30) minutes of the conclusion of matches.

Clubs in default shall be fined as prescribed in League Rule 21(B) (iii). Offences committed under this rule shall be additive to those committed under League Rule 21(B)(iii).

11. MATCH RECEIPTS AND EXPENSES

All proceeds including sponsorship, gate money and box collections at Cup matches shall be paid to the Treasurer for the Association Funds.

12. SEMI-FINALS AND FINAL TIES

All players taking part in a Semi-Final or Final must have played at least five (5) competitive fixtures for that team during the current season.

At its discretion, the Management Committee may give permission to allow players who have played in less than five (5) competitive fixtures to be eligible. Clubs must request such permission, in writing, to the Registration Secretary no less than seven (7) days prior to the respective match. (This rule covers circumstances where fixtures have been postponed and where the player may have reached five (5) games otherwise).

Each club competing in the Semi-Final and Final ties shall, seven (7) days prior to the date fixed for the ties, submit to the Competition Registration Secretary and their opponents, a list from which their team to play will be selected. Failure to comply with this rule will incur a fine of not less than £25.

Protests or objections will not be considered unless they are lodged with the Registration Secretary of the Competition at least twenty-four (24) hours previous to the tie.

If, in the Registration Secretary's opinion, a player or players are included who is/are not eligible, the club shall be immediately advised and the facts reported to the General Secretary who shall write to the club concerned advising them of the ineligible players.

Clubs failing to submit these lists shall be fined £10 and may be ruled out of the Competition, or otherwise dealt with by the Management Committee.

Both finalists shall provide two matchballs fit for play and provide a suitable person to act as a match steward.

13. PROTESTS / CLAIMS, DISPUTES, APPEALS

All protests and claims must be lodged in duplicate with the Competition's General Secretary within three (3) days of the match or occurrence to which they refer (Sundays excluded).

No objections, protest or claim shall be considered unless it is accompanied by a deposit of £10, which may be forfeited to the Competition funds in the event of the club losing its case.

If the objection, protest or claim is sustained, the Management Committee, or its Emergency Committee acting on its behalf, may order the offending club to refund the deposit.

The Management Committee, or Emergency Committee, shall consider such protest, objection or complaint but no member of the Committee who is a member of the complainant club shall be present (except as witness or representative of his club) when the matter is being discussed and decided. Both clubs shall be requested to send representatives to such meetings to state their case.

All other matters, including any dispute occurring between clubs in these competitions, shall be referred to the arbitration of the Management Committee, whose decision shall be binding upon all parties, subject to the right of appeal to the Hertfordshire Football Association.

Within fourteen (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 Hertfordshire Football Association, including a fee of £35 (as at season 2001-02), for adjudication of the 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.

A copy of the appeal must be sent to the Competition's General Secretary, and the operation of the decision made by the Competition shall not be suspended pending the result of the appeal, unless the Board of Appeal or the Hertfordshire Football Association Limited, through its officers, orders such suspension.

14. UNDERTAKING FOR POSSESSION OF TROPHIES

An Undertaking shall be required in accordance with League Rule 18 guaranteeing the Trophy and its return to the Competition's General Secretary.

Any issues not covered above shall be resolved by the Management Committee as its discretion using the League rules.

C. INCLUSIVE SECTION RULES

1. ELIGIBILITY

Only players who have a disability based on the definitions below will be allowed to compete in the League:

- (A) A Mental or physical impairment which has substantial and long-term adverse effect on his / her ability to carry out normal day to day activities.
- (B) Substantiated – more than minor or trivial
- (C) Long term has lasted or is likely to last twelve (12) months or more or the rest of an individual's life is terminally ill

This definition covers hidden impairments such as mental illness or mental health problems and learning disabilities.

2. PLAYER REGISTRATION

All players must be registered. A registered playing member of a club is one who has either:

(A) Prior to the matchday:

- Signed a fully and correctly completed competition registration form in ink,
- Countersigned by an officer of the club,
- Submitted to the Registration Secretary before the 1st of April,
- The registration has been confirmed to the club by the league prior to playing.

(B) On the matchday:

- Signed a fully and correctly completed competition registration form in ink,
- Countersigned by an officer of the club and officers of the opposing clubs,
- Submitted to the Registration Secretary within two days (Sundays excluded) subsequent to the match and before the 1st of April.

A maximum of four (4) players may be registered on a matchday during the season.

Each Player Registration will be subject to a fee of £2. Clubs will be invoiced by the 28th of April of each year.

Having signed for one club in the competition, said player cannot sign for another club unless an agreed transfer is completed.

The transfer must be completed with signed consent of both clubs on an Transfer Form, and the new club paying the League a fee of £5. Players cannot be transferred after 31st of March of each year.

A team found guilty of playing a player who is not registered to them, or registered to another side, may have their points deducted for the offending games and be subject to a fine from the League.

3. CLUB INFORMATION

All clubs must submit the following information to the league for the forthcoming season by 1st August of each year:

- Number of teams in each division / age group
- Club training times & venues
- Club colours
- Team manager
- Contact details for the club and team manager

4. LAWS OF THE GAME

All matches at seven a-side and shall be played in accordance with the Laws of the Game as determined by FA (or as amended in the handbook).

5. DURATION OF MATCHES

Each game will be fifteen minutes, one-way.

Games will run continually throughout the day, so please check the fixtures and make sure you are warmed up ready to start the game and enter the field of play as soon as possible. Teams not ready on time will have their match duration reduced by the amount of time taken to start the fixture.

6. SUBSTITUTES

All teams are limited to squads of twelve (12) for each match (seven (7) players + five (5) substitutes).

All teams may use a maximum of five (5) substitutes per match. Players may "roll on roll off" with the referees permission. In the interest of players development all coaches should ensure that equal playing time is given to all players where possible.

7. START OF PLAY

At the start of play the ball must be played forward. Every player on the team opposing that of the kicker shall remain at least three (3) metres from the ball.

Should the game be stopped for any reason other than those mentioned, the game will be re-started via a drop ball. The referee shall not drop the ball within three (3) metres of the lines marking the penalty area and touchlines.

8. BALL IN PLAY

There will be no height restriction.

9. BALL OUT OF PLAY

When the ball is out of play, the ball shall be returned to play using a normal throw-in or rolling the ball into play.

When a member of the attacking team puts the ball out of play over the opponents' goal line, the goalkeeper shall return the ball into play via a goal kick.

When a member of the defending team puts the ball out of play over his own goal line, the opposing team shall be awarded a corner kick.

10. OFFSIDE

There is no offside.

11. FOULS AND MISCONDUCT

Sliding tackles are not permitted and shall be penalised by the awarding of a free-kick. (This rule is inserted to keep players on their feet to improve development of players).

A player who is sent off shall automatically be suspended from playing any further part in the matchday.

12. FREE KICK

When a player is taking a direct or indirect free-kick, all of the opposing team should be at least three (3) metres from the ball until it is in play.

All free-kicks given against the defending side for infringements committed near the goal area should be taken from no less than three (3) metres outside the goal area at the nearest point to where the offence occurred.

13. PENALTY KICK

At the taking of a penalty kick, all players except the penalty taker and the defending goalkeeper shall be at least three (3) metres behind the penalty spot.

The defending goalkeeper must remain on his goal line, facing the kicker, between the goalposts, until the ball has been kicked.

14. THE GOAL AREA

Both attacking and defending players are allowed inside the penalty area. Goalkeepers are allowed outside the penalty area but must not handle the ball.

15. AWARDING POINTS

The following points will be awarded for league games:

- Three Points Win
- One Point Draw
- No Points Loss

If at the end of the season teams finished equal on points the league champions will be decided on:

- Goal Difference
- Goal Average
- Goals Scored

Any team that does not attend a match, forfeit their game and automatically lose the match 2-0.

16. PITCH DIMENSIONS

Seven a-side	Max	60 yards	x 40 yards
	Min	50 yards	x 30 yards

Each pitch should contain a centre spot, a goal area and a penalty spot.

See appendix 2 for layout of pitch. (Throw down lines can be used to mark goal area and can be loaned from the League with two week's notice). The penalty spot should be 8 metres from the midpoint between the goal posts.

All goals should be anchored securely in accordance with FA goal safety guidelines, see Appendix 3.

17. HOSTING A MATCH DAY

The hosts of the match day must:

- (A) Ensure all pitches meet the pitch requirements as listed above.
- (B) Ensure the set up and use of Respect barriers. On grass pitches, only players, the referee and club officials, who are or about to play, are permitted inside the Respect barriers. On artificial pitches, only players, the referee and club officials, who are or about to play, are permitted inside the caged area. (Respect barriers can be loaned from the League with two week's notice).
- (C) Supply match balls, two size five match balls per adult match.
- (D) The League will provide referees for all match days.
- (E) Inform the League of the surface of the pitches to be used for matches.
- (F) Record and report all match results and Matchday Registration Forms.

18. KIT COLOUR

If teams have a colour clash, the 1st named team on the fixture list will where possible change their kit.

19. EQUIPMENT

A player must:

- Not use equipment or wear anything that is dangerous to himself or another player. All Jewellery must be removed.
- Wear shin guards. The shin guards must be covered entirely by the socks, made of a suitable material (rubber, plastic or similar substances) and provide a reasonable degree of protection.
- Wear appropriate footwear for the surface of the pitch.

20. MATCH DAYS

All teams are to:

- Ensure they have the appropriate amount of responsible adults in order to manage their group of players. Where possible the ratio should be increased when a team has a particularly challenging group of players. The team should maintain that ratio until they have left the venue.
- Arrive thirty (30) minutes before kick-off.
- Confirm all players that are attending a matchday by using the Matchday Registration Form.

It is acknowledged that not all players will understand codes of conduct and therefore it is agreed that all coaches will manage their own group of players in terms of discipline and assist the referee where necessary.

21. REFEREES

All referees must be FA qualified. All referees must wear their official kit.

Each referee will be paid a set fee of £40.00, inclusive of expenses, by the League immediately after the match day fixtures have been completed.

D. APPENDIX 'A'

All member clubs of the HERTS SENIOR COUNTY LEAGUE (the Competition) undertake to ensure that their playing facilities conform to the requirements set out in this appendix, and will co-operate with the Standards Officer and other League Management Committee (LMC) members when completing ground inspections under the powers provided by Rule 5 (A).

These requirements integrate the minimum standards set down by the Football Association for **Regional NLS Leagues** football with additional standards set and approved by the Competition.

Clubs seeking admission to the Competition will be subject to a formal club structure assessment and ground inspection by a Sub-Committee delegated by the LMC and chaired by the Standards Officer, and clubs failing to have the minimum standards specified in this appendix by the Annual General Meeting in June of each year may not be admitted.

The Sub-Committee will have the power to recommend that applications for membership be accepted where they believe that minimum entry requirements will be met within a specified timescale agreed with the club after the Annual General Meeting (not exceeding twelve months or one season, whichever is the shorter).

Once admitted, a member club undertakes to maintain its playing facilities so that they conform to the requirements set out here at all times at the risk of expulsion, relegation or other penalty as the LMC considers appropriate.

Grounds are routinely inspected in detail on a three-year rolling basis, or on request by any member club. Ad hoc inspections shall be carried out where concerns have been reported regarding ground standards.

Any member club seeking to change its approved playing venue will give notice to the Management Committee no later than 1st April prior to the commencement of the season in which the change would take effect. Any proposed new ground is subject to inspection and approval by the LMC.

Where temporary circumstances warrant it, the LMC has the power to vary the requirements set out in Appendix A where to do so would be to the benefit of the Competition and its member clubs.

SECTION A

Ground Requirements for all teams are as follows:

1. PITCH SIZES

Pitches will conform in all respects to the requirements of the Laws of Association Football and be a minimum of 100 x 64 metres for the Premier Division, and 90 x 64 metres **for all other Divisions**.

It should be noted that the minimum size of playing area for Step 6/Grade H is 100 x 64 metres.

2. GROUND AND PLAYING AREAS

Grounds should be completely enclosed on all four sides wherever possible.

The playing area must be kept in good condition and all sections which allow viewing access MUST be completely enclosed.

Premier Division requires post and rail or a solid barrier. Where one side of the pitch is affected by a cricket square, this may be roped using a method approved by the Competition.

The standard recommended for Division One is for post and rail or a solid barrier but an approved rope system may be permitted.

Whichever method is employed, the barrier must be set back from the touchlines to a minimum distance of 2.0 metres

When roping is employed, it will conform to the following specification:

1. The diameter of the ropes will be not less than 12mm.
2. The ropes must be supported by posts of an appropriate design and strength, and the height of each post and rope attachment point shall be the same height as the post and rail set where infilling a post and rail system. Alternatively, a minimum height of one metre above ground level, and the poles shall be no more than four metres apart.
3. The ropes may not sag more than 150mm at the centre point between the posts
4. Pitch enclosures, including any roping, must be set back from the touchline a minimum of 2.0 metres

Where a natural boundary exists around a playing area, clubs may be allowed dispensation not to enclose these sections.

Permanent dugouts or portable trainers' boxes are required for Senior Premier Division clubs. Where new dugouts or boxes are being procured, these must be capable of holding eight people.

For Division One, Two and Three, bench forms or other suitable seating for team managers and substitutes are to be provided inside the fenced or roped playing area with, if possible, protective covering.

Goal posts and other appurtenances and fittings must comply with all relevant health and safety requirements (standards BSEN 748 or PAS 36/2000 apply) and conform with prevailing guidelines as may be issued from time to time by national and county football associations. Match officials may, at their discretion, postpone or delay the start of any game where this requirement is not met.

Clubs should check regularly to ensure that crossbars meet the height requirement set down by the Football Association.

Clubs must also ensure that all clips, clamps, ties and fixings are in good condition, and not a danger to players at any time.

3. TECHNICAL AREA

Technical Areas must be marked with a white line or other distinguishing markings, extending one metre on either side of the Trainers Box/Bench and extending forward up to a distance of one metre away from the touchline.

Each team's Trainer's Box/Bench will be separately defined unless they are situated within two metres of each other.

The persons permitted in the Technical Area are the managerial staff, trainer/physiotherapist and up to five substitutes. The maximum number of persons permitted within the Technical Area may not exceed the number of seats provided within that area and, in any case, may not exceed eight. If more than eight persons, including substitutes, are observed by any match official to be within the Technical Area the referee and/or fourth official has the power to order the removal of all surplus persons.

Only one person is permitted to stand within the Technical Area at any time during the progress of a match.

Team officials must remain within the confines of the Technical Area except in special circumstances, for example, for the treatment of an injured player. In such cases it will be determined by the referee and/or fourth official who may enter the field of play and when they may do so.

A maximum of three substitutes may warm up outside the Technical Area but if within the confines of the railed or roped playing area only in the half used by the assistant referee. Substitutes may warm up anywhere beyond the railed or roped confines of the playing area.

Occupants of the Technical Area must conduct themselves, at all times, in a responsible manner.

4. MANAGEMENT OF THE PLAYING AREA

It is the responsibility of home clubs to ensure that spectators (this includes members of the press and club officials) remain outside the enclosed playing area for the duration of matches.

Home clubs must ensure that players' and match officials' access to and from the playing area is safeguarded and free from interference by spectators at all times.

Clubs must ensure that glass utensils are not brought outside the confines of the clubhouse or within the vicinity of the playing area as defined as the enclosed area encompassing the playing area up to and including the entrances to the dressing rooms and all access ways.

5. DRESSING ROOMS

Separate dressing rooms must be provided for each team and match officials – at least three rooms in all – the dressing room for each team should be at least twelve (12) square metres in usable area. The dressing room for match officials shall be at least four (4) square metres in usable area.

All dressing rooms shall be kept in a clean and tidy condition, and all shall be secure, lockable and private.

The dressing rooms for each team should have a minimum of three (3) working showerheads.

The dressing room for match officials should have at least one working showerhead.

Clubs are also required to have a contingency plan in place for when both male and female match officials are appointed.

Where clubs are planning to commission new changing facilities, the design should allow for the team dressing rooms to be a minimum of eighteen square metres in area. The shower and toilet areas shall not count in this area. The design shall include two dressing rooms for match officials, and that one showerhead should be located in each room.

To be eligible for promotion to Step Six, clubs must also have en suite shower and toilet facilities for each team and the match officials, with a minimum of four showerheads per team.

6. SHOWERING FACILITIES

Separate showering facilities of a reasonable size are required for each team and match officials. (Dispensation from this requirement may be granted at the Management Committee's discretion to teams competing in *Divisions other than the Premier Division*).

Sufficient water, at a suitable temperature, must be provided for both teams and the match officials.

7. TOILETS

Toilet facilities of reasonable size are required for each team and, separately, for match officials. Access to these facilities must be integral to the buildings in which the changing rooms are situated and must not be via other dressing rooms or changing areas.

8. HOSPITALITY

Tea or other suitable beverages (not water) will be provided for visiting teams and match officials, if required, at both half and full times; this to be taken into their respective dressing rooms.

Clubs entering external competitions must be aware of the hospitality requirements of those competitions and ensure they comply with them on match days.

9. MATCHDAY ADMINISTRATION

Using the prescribed form, each club is responsible for the exchange of a list of names of players (including the nominated substitutes) taking part in any Competition match by a responsible club official with a representative of the opposing club, in the presence of the referee, at least thirty (30) minutes before the advertised time of kick-off for afternoon games and at least fifteen (15) minutes before the advertised time of kick-off for evening games.

Each player must be numbered on the list (in accordance with the number on the shirt he will wear) and the team's colours, including the goalkeeper's, must be clearly stated. Any club which alters the composition of its team or changes the numbers of its players after lists have been handed over will be subject to any appropriate action decided upon by the management committee.

Match officials must be paid their fees in their dressing room no later than twenty (20) minutes following the conclusion of the game.

10. EMERGENCY ACCESS

Access to the playing area for emergency services vehicles should be provided. All grounds shall have an emergency plan covering evacuation and safe routes.

SECTION B

The League stipulates that the following administrative requirements shall be in place:

1. TENURE

Clubs must have a formal agreement in place on their ground, which identifies their priority of use, to be accepted into league membership.

2. PROPERLY CONSTITUTED CLUB

The club must have in place a club constitution that meets FA requirements, hold regular minuted meetings, and keep annual accounts.

3. FA CHARTER STANDARD

All clubs joining the Senior Section must attain FA Adult Charter Club Standard status within one year of being elected into the Competition. Priority will be given to new applicants with FA Charter Standard status already achieved.

Clubs joining the Reserves and Development Section will have two years from being elected into the Competition to attain FA Adult Charter Standard status.

4. MEDICAL

There must be a suitable, qualified person with a first aid qualification in attendance.

5. INSURANCE

All clubs must have Public Liability Cover in place, and must also have at least the minimum permitted level of Player Accident Insurance in force to be able to play in the Competition.

SECTION C

Spectator facilities required are as followed:

1. CLUB HOUSE

Where these are combined with other facilities, it should be available for use on match days by visiting teams, match officials and spectators.

Where post-match hospitality is provided, it is the expectation of the LMC that visiting teams WILL accept the courtesy extended to them by their host club, unless there are extenuating circumstances.

2. CAR PARKING

There should be adequate car parking facilities on, or close to, all grounds.

3. TOILETS

Where possible, dedicated toilet facilities should be available for spectators, but the LMC may permit the shared use of changing facilities toilets as long as this does not compromise security.

4. WALKWAYS AND COVERED ACCOMMODATION

A dry walkway around at least two sides of the playing area, linking to existing pathways and to the clubhouse thresholds, should be provided for spectator comfort in the Senior Premier Division. The walkway will be maintained in good order and repair, above the level of the supporting ground, free of encroaching weeds and grass and without gaps or other breaks and interruptions.

Covered shelter, to accommodate a minimum of twenty (20) spectators, on one side of the pitch will be provided, and this to be adjacent to a walkway and provide a clear view of the playing area.

For Senior Division One and the Reserves and Development Section, a dry walkway must be provided on at least one side of the playing area.

The construction of such dry walkways must be of a durable material that has been accepted by the LMC.

5. MATCH DAY PROGRAMMES

Premier Division clubs are required to issue a match day programme or similar – for which an appropriate fee may be charged – for all Saturday first team home games.

All match day programmes will feature a minimum of a one page black and white advertisement for the Competition's sponsor, with the advertising copy provided to clubs by the sponsor, via the management committee. In addition, the name and logo of any League sponsor logo must feature on the match day programme cover.

At least six (6) programmes are to be provided free of charge to the visiting team and one for each match official appointed in their changing area.

A copy of the programmes issues for the first two home games in every season will be submitted to the General Secretary. Thereafter clubs are subject to occasional requests throughout the season by the General Secretary for copies of the programmes issued.

6. HOSPITALITY FOR VISITING CLUBS

Where admission is charged for entry to a ground, complimentary admission must be provided for a maximum of four (4) visiting club officials, who are to be deemed as guests.

The visiting club is expected to contact the home club secretary at least two days prior to the fixture to provide the names of officials planning to attend.

E. REGULATIONS FOR THE ESTABLISHMENT AND OPERATION OF THE NATIONAL LEAGUE SYSTEM

The NLS Regulations can be found in the FA Handbook which is available on the FA Website.

