

# MEMBERSHIP RULES

## MEMBERSHIP RULES OF THE SHROPSHIRE FOOTBALL ASSOCIATION LIMITED ("The Association")

These Rules are made pursuant to the Association's Memorandum and Articles of Association and may only be changed in accordance with Article 6. If there is any conflict between these Rules and the Memorandum and Articles of Association, the Memorandum and Articles of Association shall prevail.

1.0 Membership Club and League membership shall be single category, i.e., Full Member. Member Clubs and Leagues shall be entitled to vote at General Meetings. Admission to Club Membership shall be defined by the status of the League or Competition in which they play, and, this shall be determined by the Directors, whose ruling shall be final. All clubs, before being admitted to Membership shall satisfy the Association that they are properly constituted Clubs playing football according to the Laws of the game. Clubs having membership are required by the SHROPSHIRE FOOTBALL ASSOCIATION to enter, and compete in, one of the Competitions of the Association, at the appropriate level, and such Competition shall take precedence over other Leagues or Competitions other than those of the Football Association. No change in name to be made without permission of the SHROPSHIRE FOOTBALL ASSOCIATION and this will not normally be granted after 30 June, in any season, other than for exceptional circumstances. All clubs having membership at feeder league level or above must affiliate by 30th June each year.

2.0 Annual Subscription The affiliation fees of Clubs in Full Membership of The Football Association, Leagues and Clubs and Competitions not affiliated by the due date will incur an administrative charge of £25.

3.0 Leagues and Competitions All Leagues and Competitions before being affiliated to this Association shall consist of properly constituted Clubs. Each League and Competition shall affiliate to The Shropshire Football Association using the on-line Whole Game System on or before the 31st of July each year. Leagues Rules of the Competition must be uploaded using the same process. If available leagues/competitions may post an electronic copy of their rules on the appropriate website. The Secretary of each affiliated League or Competition must ascertain that each Club in membership with their respective Competitions is duly registered with their own or this Association before being allowed to take part in the Competition for the current Season. All Leagues, Competitions and Clubs registered with the Shropshire FA shall, on or before 15 June each year, hold their Annual Meeting for the election of Officers and Committee for the ensuing Season. All books and vouchers for at least two Seasons preceding the current Season must be retained by the Club and be ready for production whenever required by the Association. The Association may call for the books/accounts of at least four (4) Clubs in Full Membership of the Association each Season.

4.0 President The President shall be nominated by the Board of Trustees and this nomination shall be submitted to the Annual General Meeting for approval. The President will hold office for a term of Three years. This term maybe extended at the approval of the board of Trustees.

5.0 Chairman The Chairman and Vice-Chairman will be nominated by The Board of Trustees and be ratified at the Annual General Meeting annually.

6.0 Annual Meeting The Annual General Meeting shall be held on or before June 5th each year. The Chief Executive shall give twenty eight days' clear notice to all members of the place, the day, and the hour of such meeting. An Agenda specifying the nature of the business to be transacted at that meeting, and printed abstract of the professionally prepared Accounts of the Association, covering all matches and activities for which Council is responsible, shall accompany the notice. Each Club, League or affiliated Competition shall be entitled to send one representative, who must be a bona-fide member of the same. No two Clubs shall be represented by the same individual. The Annual Statement of accounts, as prepared by the Association's accountants shall be submitted to the Meeting for approval.

7.0 Notice of Alteration of Rules Notice of alteration in Rules and any business intended to be introduced at the Annual General Meeting shall be forwarded to the Secretary in writing, under the names of the Proposer and Seconder, on or before the 31 March each year, and a copy of such notices shall be put upon the agenda and issued to Clubs at least ten days prior to the Annual General Meeting. The Proposer and Seconder must be present at the Annual General Meeting.

8.0 Life Membership A County Representative or Representative nominated by a Senior Club or The Shropshire Referees Association becoming a member of the SHROPSHIRE FOOTBALL ASSOCIATION shall be made a life member in accordance with Article 53 after completing 21 years as a SHROPSHIRE FOOTBALL ASSOCIATION Member.

9.0 Board of Appeal The CEO, or his appointed Deputy, shall have power to appoint a special Appeals Board, on behalf of the SHROPSHIRE FOOTBALL ASSOCIATION, when it is considered necessary.

10.0 Players and Payment The status of the players and payment to players is to be defined by the Rules of the Football Association and FIFA.

11.0 Discipline The Football Association, under its Rules and Regulations, has delegated to this Association powers to deal with misconduct committed by any of its Clubs, Competitions, Players, Officials or Members (excepting those Clubs who are in full membership of the Football Association). Field offences shall be dealt with in accordance with Part 1 of the Football Associations Memorandum of Procedures for Dealing with Offences committed by players of non-full member clubs and of full member clubs outside the penalty points procedure, and such other provisions under Part 2 as may be decided by the SHROPSHIRE FOOTBALL ASSOCIATION.

12.0 Leagues and other Appeals Appeals from the decisions of Management Committees of affiliated competitions must be made to this Association. Every appeal under this rule must be accompanied by a deposit of £50 and lodged within 14 days of the posting of the written notification of the decision. On the hearing of an appeal, the decision of the affiliated competition may be varied or reversed and shall also determine by whom the expenses of the appeal shall be borne. The decision to the Appeals board is final.



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**13.0 Publication of Proceedings** The Association shall be entitled to publish in the public press, or in any other manner it shall think fit, reports of its proceedings, acts and resolutions, whether the same shall or shall not reflect on the character or conduct of any Clubs, Officials, Players, or Spectators, and every such Club, Official, Player or Spectator shall be deemed to have assented to such publication.

**14.0 Offenders may be removed from the Association or suspended** In the event of any Association, League, Competition, Club, Player, Official, Member or Spectator being proved to the Satisfaction of the SHROPSHIRE FOOTBALL ASSOCIATION to have been guilty of any violation of the Laws of the Game, Rules, Regulations and Bye-Laws of this Association, or any misconduct, the SHROPSHIRE FOOTBALL ASSOCIATION shall have the power to order the name of the offending Association, League, Competition, Club, Player, Official, Member or Spectator to be removed from this Association, suspended for a stated period, or dealt with in such manner as the SHROPSHIRE FOOTBALL ASSOCIATION may think fit; and any Association, League, Competition, Club or Player, playing with or against the offending Association, Club or Player, after such removal, or during such time of suspension, shall also be dealt with in such a manner as the SHROPSHIRE FOOTBALL ASSOCIATION may think fit. No suspended player or member of any Association or Club so suspended or removed from this Association shall be eligible for membership of any other Association or Club belonging to this Association without the special permission of the SHROPSHIRE FOOTBALL ASSOCIATION. The SHROPSHIRE FOOTBALL ASSOCIATION may also order offending Clubs to pay all expenses incurred in hearing the case.

**15.0 Complaints** Any complaint or claim made by a Club or Player shall be in writing, and duplicate copies forwarded to the Club or player being the subject of complaint, at the time as to the Association's CEO. In the event of a frivolous or vexatious complaint being made, the SHROPSHIRE FOOTBALL ASSOCIATION shall have the power to compel the complaining Club or player to pay such expenses as may be deemed fit

**16.0 Barristers and Solicitors not to represent Clubs** No barrister or solicitor shall represent a Club or League or Cup Competition or Player at the hearing of a complaint or claim or protest unless he be the Secretary or Chairman of the Club concerned.

**17.0 Counting Money at Matches** A statement of all monies received shall be sent to the Association's CEO, within 14 days of the date of the match.

**18.0 Conduct of Member of SHROPSHIRE FOOTBALL ASSOCIATION** (i) No member of the SHROPSHIRE FOOTBALL ASSOCIATION shall represent any Player, Club, Committee or Competition in any case of misconduct, protest, objection or complaint unless he be Chairman or Secretary of the body concerned (ii) That it is desirable for members of the Shropshire Football Association to attend periodically football matches in all Junior Leagues and to report their attendance to the Secretaries of both Clubs.

**19.0 Competitions and Referees** The SHROPSHIRE FOOTBALL ASSOCIATION are authorised to make such Rules and Regulations with reference to Cup and League Competitions and the control of Referees as it may deem expedient.

**20.0 Long Service Awards** (i) A Long Service Award may be presented to Club Officials on completion of 21 years' service with an individual Club, League or Competition. The Club, League or Competition concerned shall have the option of making the application and producing the necessary supporting evidence. They can apply for individuals to receive a long service award from The Football Association after serving 50 consecutive years. (ii) A Long Service Award may be presented to Referees on completion of 21 years' service as a referee affiliated to this Association. (ii) The form of the awards to be determined by the SHROPSHIRE FOOTBALL ASSOCIATION

**21.0 Public Liability Insurance** Working with UK Global, Shropshire FA's appointed brokers to deliver the countywide insurance scheme. The SFA are able to provide a bespoke "essential cover" for all member adult and youth clubs, specifically tailored to the needs of grassroots football. Public Liability Insurance is mandatory for all SFA member clubs and leagues.

**22.0 Players Personal Accident Insurance** As part of our membership package, Shropshire County FA provides a bespoke Personal Accident Insurance Policy for both its adult and youth teams. Personal Accident Insurance is mandatory for all SHROPSHIRE FOOTBALL ASSOCIATION Members in line with the rules and Regulations of the FA. Policies will be paid for by individual teams/clubs.

**23.0 Matters Not Specifically Provided for in These Rules** In all matters which are not specifically provided for in these rules and in which common rules and practices of football are concerned, the rules, regulations and by-laws of the Football Association shall apply and all Clubs, Players and Officials, which have membership with this Association, either directly or indirectly are responsible for the observance of these rules, regulations and by-laws.



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## 1 FOCUS GROUPS

### Powers & Duties

Notice of dates of meetings of Focus Group shall be given to its members as soon as possible before the meetings, and an Agenda and accompanying documents, if considered necessary, shall be sent to Members at least 4 days before a meeting, unless the nature of the business and circumstances makes this impossible. Focus Groups & Terms of Reference: Football Regulatory Board (Governance) to include Safeguarding Regulations:

#### **The role of the group is to deal with matters concerning rules and regulations**

- Oversee, implement and evaluate Governance and Safeguarding elements of the SFA Strategy 2021-2024 including but not limited to: Code of Governance, Standard Code of Rules, FA Regulations, FA Technology, Safeguarding 365
- To revise and sanction rules and regulations of the Association and Associated Competitions.
- To form Boards of Appeal when required
- Enable the SFA to engage directly with stakeholders and get insight at an early stage of strategic developments.
- Identify potential obstacles to the delivery and implementation of new SFA initiatives and support the SFA with strategic advice to overcome these barriers.
- Support the SFA in communicating relevant information

#### **Competitions The role of the group is to:**

- Provide an annual schedule of competitions including setting conference dates, that are enjoyable, efficiently run and reflect the needs of its members.
- To arrange and manage County Cup Finals
- To deal with any disputes, protests and appeals in relation to SFA Cup competitions and SFA Affiliated competitions.
- To review, where necessary, the Competition Rules and make recommendations to the Governance focus group where appropriate.
- Advise the SFA on whether proposals and initiatives are realistic and will enhance football
- Support the SFA in communicating relevant information Referees The role of the group is to deal with matters concerning referees in accordance with the FA Regulations and;
- Oversee, implement and evaluate Referee elements of the SFA Strategy 2021-2024 including but not limited to: Recruitment, Retention, Progression, Conversion, Sustain and SFA Appointments
- Enable the SFA to engage directly with stakeholders and get insight at an early stage of strategic developments.
- Advise the SFA on whether proposals and initiatives are realistic and will enhance football
- Identify potential obstacles to the delivery and implementation of new SFA initiatives and support the SFA with strategic advice to overcome these barriers.
- Support the SFA in communicating relevant information

#### **Participation The role of the group is to:**

- Oversee, implement and evaluate participation elements of the SFA Strategy 2021-2024 including but not limited to: Clubs, Leagues, Players, Workforce, England Accredited, Non Traditional Formats and Facilities
- Enable the SFA to engage directly with stakeholders and get insight at an early stage of strategic developments.
- Advise the SFA on whether proposals and initiatives are realistic and will enhance football
- Identify potential obstacles to the delivery and implementation of new SFA initiatives and support the SFA with strategic advice to overcome these barriers.
- Support the SFA in communicating relevant information Inclusion Advisory Group The role of the group is
- Oversee, implement and evaluate inclusion elements of the SFA Strategy 2021-24
- Analyse data to provide intelligence and support recommendations to the County FA.
- Consult on and support the county planning process, including the setting of business objectives and targets which ensure that the needs of the whole community are met. This will include being responsible for the development and implementation of a new Inclusion Action Plan.
- Act as Ambassadors as appropriate for the County FA.
- Bring a diverse perspective to the County FA.
- Advocate the benefits of addressing equality issues.
- Assess and advise on equality impacts arising out of county plans.
- Promote inclusion and diversity in football.
- Devise, monitor and evaluate County FA Key Performance Indicators for inclusion and diversity..
- Support the SFA in communicating relevant information



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