

**Torfaen Junior League  
Attachment to Rulebook 2011/2012**

**Start of Season**

**Under 12/Under 14/Under 16**      **Saturday 10 September 2011**  
**Min-Football**                      **Saturday 17 September 2011**

**End of Season**

**All Age Groups**                      **Monday 30 April 2012**

**Days and Times of Kick off**

**Under 12/Under 14/Under 16**      **Saturdays at 2.30pm**

**Under 10 and Under 11**              **Saturdays at 12 noon**

**Under 7/Under 8/Under 9**          **Sundays at 11.00am**

**Contact details:-**

**Secretary:-**

**John Edmonds**                      **01633 870550**  
**37 Buttercup Court**  
**Ty Canol**  
**Cwmbran, NP44 6JY**

**Assistant Secretary**

**Terry Eaton**                      **01633 863713**  
**102 Brynhyfryd**  
**Croesyceiliog**  
**Cwmbran, NP44 2LN**

**Welfare Officer - Neil Beech**      **01495 756583**

**Chairman - Gerald Davies**          **01495 755714**

**Treasurer - Steve Brooks**          **01633 868283**

**email**                                      **[info@torfaenleague.co.uk](mailto:info@torfaenleague.co.uk)**

**Website**                                  **[www.torfaenleague.co.uk](http://www.torfaenleague.co.uk)**

**The above information is not part of the rulebook. We are obliged to give you this information in order to comply with the various rules.**

**Results : Can be phoned in to 01633 863713 or by email to [info@torfaenleague.co.uk](mailto:info@torfaenleague.co.uk) or by text to 07712 542661. The time limits of 7pm for weekend matches and 9pm for midweek games still apply.**

# **Torfaen**

## **Junior & Youth Association Football League**

### **Constitution & Rules Season 2011/12**

## Officers & Committee 2011/2012

President

D. Coles

Vice-President

S.J. Brooks KSS JP

Life Vice-President

J. Gilbert

Life Members

S.J. Brooks KSS JP

D. Coles

J. Challingsworth

G. Davies

T. Eaton

Chairman

G. Davies

Vice-Chairman

K. Beckett

Secretary

J. Edmonds

Treasurer

S. J. Brooks KSS JP

Assistant Secretary

T. Eaton

Welfare Officer

N. Beech

Executive Committee Members

N. Leaworthy (New Inn)

K. Williams (Race)

T. Evans (Pontnewydd)

C. Richardson (Penygarn & Trevethin)

K. Beckett (Pontnewydd)

N. Beech (Griffithstown)

A. Sulway (Llanyrafon)  
J. Edmonds (Henllys)  
S. Bryant (Llanyrafon)  
J. Betts (Sebastopol)

## CONSTITUTION

1. **TITLE**

The league shall be known as the Torfaen Junior & Youth Association Football league

2. **AREA**

The league area will be the same as the area of Torfaen County Borough Council.

3. **OFFICERS & MANAGEMENT COMMITTEE**

**(i) MANAGEMENT**

The affairs of the League shall be managed by an Executive Committee to consist of Life Members, Life Vice-Presidents and twelve members elected annually by the clubs at the Annual General Meeting. The area Football Development Officer (FDO) will be co-opted to the Executive Committee.

The Executive Committee shall have the power to co-opt members to the committee in the event of there being a vacancy.

**(ii) ELECTION**

The Annual General Meeting of clubs will elect twelve persons to sit on the Executive Committee. The officers (President, Vice-President, Chairman, Vice Chairman, Secretary, Treasurer and Assistant Secretary) shall be appointed by the Executive Committee from amongst its number at the first Executive Committee meeting immediately following the Annual General Meeting. Officers may be life members or elected members. The FDO shall not be eligible to be an officer of the league.

The President and vice president of the league will be appointed for a three year period. Other officers will be appointed for a one year period.

**(iii) LIFE MEMBERS**

A member of the Executive Committee shall be eligible for Life Membership after serving 15 years, not necessarily continuously. Life members will have full voting powers and may hold any office within the league. Life members not to exceed five in number.

**(iv) LIFE VICE-PRESIDENTS**

A life member who has served as president will be eligible to become a Life Vice-President immediately after their service as President has ceased.

**(v) MANAGEMENT MEETINGS**

Meetings of the Executive Committee shall be held each month during the football season or as ordered by the Chairman and Secretary. Any member absent from three consecutive meetings without sufficient reason shall be considered to have resigned and the vacancy be

filled by the Management Committee.

**4. ANNUAL GENERAL MEETING**

The league will hold an Annual General Meeting of clubs in June of each year. A minimum of 21 days notice of the date of the Annual General Meeting will be given by the league secretary to member clubs.

The financial report and balance sheet, duly audited, should be forwarded to member clubs at least 7 days prior to the date of the Annual General Meeting.

**5. SPECIAL GENERAL MEETINGS**

The league secretary shall convene a Special General Meeting at any time by order of the executive committee and/or by requisition of at least two thirds of the clubs in membership of the league. Such requisition to be given in writing to the league secretary. Special General Meetings shall take place as directed by the executive committee. A minimum of 21 days notice of the date of the Special General Meeting will be given by the league secretary to member clubs.

**6. REPRESENTATIVES AT ANNUAL AND SPECIAL GENERAL MEETINGS.**

Each club in membership of the league shall be entitled to send two representatives to the Annual General Meeting or any Special General Meeting but each club will only be entitled to one vote on any issue.

Clubs not represented at the Annual General Meeting or any Special General Meeting will be fined as directed by the executive committee.

Clubs who owe fees or fines to the league or the Gwent County Football Association, or are under suspension for any reason, must attend the Annual or Special General Meeting but will not be allowed to vote on any issue before the meeting.

**7. AFFILIATION**

All clubs in membership of the league must be affiliated to the Gwent County Football Association.

**8. LEAGUE ENTRANCE FEES AND DEPOSITS**

The League will charge an entrance fee and a deposit for each team accepted into the league. The entrance fee and deposit to be fixed by the Executive Committee and published to clubs prior to 31 July each year.

Clubs must pay such entrance fees and deposits to the league by 1 September each year.

The deposit of a team may be forfeit if that team fails to complete all of its commitments to the league by the end of the season as determined by the executive committee. Teams withdrawing from the league during the season will automatically forfeit their deposit. Teams completing all of their commitments to the satisfaction of the executive committee will have their deposits returned to them at the end of the season although, with the permission of the clubs concerned, the deposit may be held by the league and used against that clubs commitment for the next season.

# **Torfaen Junior League**

## **RULES**

### **1. COMPETITION**

The League will operate divisions, based upon demand, as follows: Competitive Football (11-a-side) - Under 12, Under 13, Under 14, Under 15 and Under 16.

Where the Leagues decide to play at two-year age groups then divisions shall be Under 12, Under 14 and Under 16.

Non-Competitive (Mini) Football - Up to Under 11.

The number of clubs accepted into each division shall be at the discretion of the League Management Committee.

All players must be under the age as defined by the division on the 31 August at the commencement of the season.

In normal circumstances the league will run 1 division at each group with teams playing each other twice on a home and away basis, with championship points awarded as below. The League has the discretion to vary this where circumstances require it. That is where there is a very high or very low demand for entry into a particular division. In such cases the league will notify member clubs of how the competition winners and runners up are to be determined before the commencement of the season.

For competitive matches championship points will be awarded as follows:-

- i. Win - Three (3) points to the winning team
- ii. Drawn Matches - One (1) point to each team

The team having the most number of points in a division shall be declared winners of that division and the team with the next greatest number of points shall be declared runners-up. In the event of two, or more, teams in the same division having the same number of points then the league shall arrange play off games to determine the division winners and runners up. Goal difference shall not be counted.

### **2. CLUBS APPLYING TO JOIN LEAGUE**

The League will only accept applications from clubs based within the area of the league as defined in Constitution section 2. Clubs from outside of a league area applying to join that league will not normally be allowed to do so except in special circumstances, such applications may only be approved by the Gwent County Football Association.

Clubs must apply before 31<sup>st</sup> July each year and will be accepted into the league at the discretion of the League Management Committee and must be notified of their

acceptance or otherwise by 1 September each season. Clubs must provide a current Gwent County Football Association Affiliation number.

The League may accept late applications from clubs but clubs applying to join a league after the commencement of the current playing season will only be allowed to join if there is a vacancy, ie an odd number of teams in a division.

Clubs making false statements in support of their application to join a league will be fined as directed by the Management Committee.

### **3. CLUB DETAILS**

Within 14 days of their acceptance into the league each club shall forward to the League Secretary full details, including name, address and telephone number and Email address of club officials.

### **4. CLUB COLOURS**

Each club shall forward to the League Secretary a statement of its distinguishing colours. Registered colours only to be used. No variations will be allowed and no one will be allowed onto the field until properly dressed. No club will be allowed to play in black or navy shirts. If there is a clash of colours, the away team must change.

Goalkeepers shall play in colours distinct from members of both teams.

### **5. CLUB GROUNDS**

Each club in the League shall register its ground with the League and shall not use another ground for home matches unless by agreement of the League Secretary.

The League will not be responsible for the safe custody of the club, players or officials' property. When in any dressing accommodation whether hired to the club or the League, it is the responsibility of the club, person or official concerned.

### **6. WITHDRAWALS**

Teams withdrawing from the league must pay all league and cup fees and, at the discretion of the Executive Committee will lose their deposit. In addition they will be liable to a withdrawal fee not exceeding £50.00. (Note withdrawal fee not to apply to mini-football).

### **7. FIXTURES**

All league fixtures will be arranged by the league and reported to the League Management Committee before the commencement of the season. Matches played without the consent of the league will be declared void and offending clubs will be dealt with by the League Management Committee. In all cases league and cup matches shall take precedence over friendly games.

### **8. PLAYER REGISTRATION**

Player registrations for clubs must be renewed each season. The registration period is the 1<sup>st</sup> June to the last Thursday in March inclusive. Players must reside within the

area of the Gwent County Football Association subject to the FIFA rules concerning players living within 50kms of a Country's external border i.e. Wales/England.

Each player will be registered with the Central Registration System. Appropriate forms are available from the League Secretary. Completed registration forms, which must include the Gwent County Football Association Licence number, must be submitted to League Secretary/League Registration Officer. The player is not deemed registered until the Club receives confirmation from the League Secretary/League Registration Officer that the registration form has been received.

In competitive age groups, where a club enters two, or more, teams in one division then, for the purposes of player registration, the teams will be treated as separate clubs and players may register and play for one team only. Any player wishing to move from one club's team to another within the same division must apply for a transfer. Transfer Forms are available from the League Secretary. Incomplete registration forms and forms not accompanied by the Gwent County F A Players Licence number shall be returned to the secretary of the club concerned without being processed. Clubs are responsible for ensuring that a player is free to register for them and is not under suspension. In competitive age groups, where a League has divisions at every age group a player may only register for one age group.

Clubs playing a player prior to receipt of the registration confirmation being received from the League Secretary/League Registration Officer will be charged with playing an ineligible player.

All registration forms submitted must be accompanied by a stamped addressed envelope for the return of forms.

#### **9. REGULATIONS AFFECTING PLAYERS UNDER THE AGE OF 16 ON 31 AUGUST AT THE COMMENCEMENT OF EACH SEASON**

No player may play senior football until their sixteenth birthday. Note that rule applies until the end of the season in which the player is 16.

When a player reaches the age of 16 he/she may register for a jointly affiliated senior team in the pyramid system and continue to play for his junior team. This will apply until the end of the season in which the player reaches 16.

Any player wishing to play senior football for any other club will not be able to continue playing junior football.

Players wishing to play senior football must first obtain a Gwent County Football Association Senior Players Licence and must register in accordance with the rules of the senior league in which the player wishes to play.

The only academy players allowed to sign for a junior team are the players registered with a club that has FAW Academy status.

#### **10. TRANSFER OF PLAYERS**

Players wishing to transfer shall complete a transfer form. Transfer forms are available from the League Secretary at a cost of £5.00. Applications for transfers after the 31<sup>st</sup> December must first of all be sanctioned by the Gwent County Football Association. Players are only allowed one transfer per season.

Note: Where a player holds kit belonging to, or owes monies to, or is in any way in dispute with, the existing club then such details must be entered on the transfer form by the club secretary of the existing club. The Gwent County Football Association will take such comments into account when determining whether the transfer is to be allowed or refused.

#### **11. DURATION OF SEASON**

The League shall determine the start and end of the season within the period laid down by the Football Association of Wales and The Gwent County Football Association.

#### **12. TIMES OF KICK OFF AND DURATION OF GAMES**

The League will notify clubs before the commencement of each season times of kick offs.

UNDER 15 & UNDER 16 - 40 minutes in each half

UNDER 12/UNDER 13 & UNDER 14 - 35 minutes in each half

The time played in each half must be equal.

Clubs wishing to kick off a league fixture at a different time must apply to the League Secretary in writing, with a copy to their opponents, 14 days prior to the date of the match concerned. In case of one club objecting then the fixture will be played at the time notified by the league as above.

Any match not completed may be ordered to stand as a completed match or to be replayed for the full period as the Management Committee may direct.

#### **13. REFEREE & ASSISTANT REFEREES**

Referees in all matches for all divisions when available will be appointed by the League. Referees appointed by the League must accept or reject within 48 hours. The referee's fee and expenses will be determined by the Gwent County Football Association. The home club shall pay the referee's fee and expenses; however leagues may, at their discretion, order the home and away club to equally share the payment of the referee's fee and expenses.

Where a referee has not been appointed by the League, or the appointed referee fails

to turn up for the game, the **home club** will appoint a suitable person to referee the game. No game to be postponed because of the lack of a referee. If a game is not played because no referee is available then the league, at its discretion, may charge the home club with breaking a fixture.

If assistant referees are not appointed by the league then both the home and away clubs will each supply a suitable person to act as assistant referee. The home club shall be responsible for supplying flags for both assistant referees.

To get the most effective use of club referees and assistant referees, the following procedure should be adopted.

### **Match Day Procedure**

- Home team must appoint a suitable person to act as referee
- Both teams must appoint a suitable person to act as assistant referee who must not be changed without informing the referee
- These three persons are then acting on behalf of the Gwent County Football Association
- The referee must acquaint himself/herself with the assistants
- The referee must not start the game until he/she has satisfied him/herself that the assistants are in position
- The officials must take a zero tolerance to foul and/or abusive language.
- Any player using foul and/or abusive language must be sent from the field of play immediately and reported to the Gwent County Football Associations
- Any manager that uses foul and/or abusive language must be removed from the field of play and the game must not restart until the said person is back in the changing rooms or well away from the pitch. The person must be reported to the Gwent County Football Association
- All reports from referees must be sent to Mr P.W. Aston, Disciplinary Secretary, 'Brook Farm', Bishton, Newport, Gwent NP18 2DZ
- Any official not adhering to the above will not be allowed to officiate in any further games and clubs will be charged with misconduct
- The only reports that will be accepted are from the referee and/or the club
- No reports will be accepted from parents or spectators
- If any other reports are required these will be requested by Mr Aston
- Players licence must be available for inspection at each match otherwise clubs may be fined as directed by the Executive Committee

#### **14. NOTIFYING OF HOME GROUND**

The Home Club must notify the visitors and referee (if appointed) by first class post, same to be in the hands of the opponents and referee at least 72 hours preceding the match, with details of the arrangements. Clubs failing to confirm will be fined the sum of £10.00 for the first offence and at the discretion of the League Management Committee for subsequent offences.

In the event of non-receipt of notification, the opposing club and referee to obtain the information and submit a report to the League Secretary. Non-receipt of notification will not be accepted as an excuse for not playing the match.

**15. POSTPONEMENTS DUE TO INCLEMENT WEATHER**

In the event of a postponement the Home club to notify visitors, referee, and the league on the day of the match. Both Clubs must telephone the League Secretary/Fixture Secretary as soon as a decision is made.

**16. THE BALL**

The home team will be responsible for supplying the match ball which should be in good condition, the size should be as follows:

UNDER 12 - SIZE 4

UNDER 13/UNDER 14/UNDER 15 & UNDER 16 - SIZE 5

Failure to provide a ball of the size required will result in a fined the sum of £5.00.

**17. CORNER FLAGS & NETS**

These must be provided and erected by the home club. Nets and corner flags to be in accordance with the laws of the game. Clubs not providing or erecting nets and corner flags will be fined the sum of £5.00.

**18. SUBSTITUTES**

A Club may, at its discretion, use a substitute player at any time in a match for any reason except to replace a player who has been suspended from the game by the Referee. The substitution can only be made when play has stopped for any reason, and only after the referee has given permission. Five named substitutes are allowed and must be named prior to kick-off. A player who has been substituted himself/herself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football.

**19. LATE STARTS**

The referee to report clubs responsible for delaying the start of the game to the League Management Committee. Clubs deemed responsible for the late start will be fined the sum of £5.00 for the first offence, £10.00 for the second offence and up to £25.00 for subsequent offences.

**20. RESULTS**

The League will require a written match report to be submitted for each competitive game played. Except for the results, such match reports to be completed before the start of the game and must include the date of the game, the names of the home and away clubs, the venue, the name of the referee, the final score and the names and FAW Registration Number of all players taking part in the game or nominated as a substitute. Match reports to be signed by a team official of both the home and away club.

Both Clubs are responsible for providing and submitting a written match reports to the league.

Written match reports to arrive with the league within three days of the date of the game (excluding Sundays). Clubs not submitting a written match report within the 3 day period will be fined the sum of £5.00.

Clubs not fully completing the match report to be fined the sum of £5.00. Clubs falsifying information on a match report will be fined the sum of £20.00.

Home Clubs must telephone the result of the game to the Designated League Officer within 2 hours of the termination of the game. Clubs not complying will be fined the sum of £5.00.

**21. CAUTIONS AND SENDINGS OFF**

All Cautions and Sending off must be reported to the Gwent County FA Disciplinary Secretary in writing on official form. The home club shall be responsible for ensuring that any club referee appointed reports the matter as above. Full details of the above must also be entered on to the rear of the match report form.

**22. POSTPONEMENT OF FIXTURES**

If a postponement of any league fixture is required, application must be made in writing and be in possession of the League Secretary, at least 14 days before the match is to be played. The unavailability of a qualified person is not classed as a reason to postpone a fixture. A fee of up to £15.00 may be charged at the discretion of the League.

A copy of this application must also be sent to the Secretary of the opposing club within the same time scale. The League Secretary will then notify both teams of the postponement, if agreed to. **THIS RULE WILL NOT APPLY WHEN PITCHES ARE DECLARED UNFIT FOR PLAY.** Clubs failing to notify their opponents in writing will be liable to a fine of £5.00.

**23. BREAKING A FIXTURE**

Clubs charged with breaking a fixture shall be dealt with by the League Management Committee.

If a fixture is deemed to be broken then the game will be awarded to the non-offending club with the result recorded as 1 - 0. The offending club shall be fined the sum of £10.00 for the first offence and £15.00 for the second offence. Teams committing a third offence in the same season will be liable to a fine of £20.00 and expelled from the league.

The offending club shall pay all match expenses incurred by their opponents.

Where only one team turns up for a scheduled fixture that team and the referee (if appointed), shall wait at the ground until 30 minutes after the scheduled kick off time. If the opponents do not turn up during this period, the team may then accept that the fixture will not be played and they may leave the ground. They must immediately report the matter to the league by telephone and confirm all details in writing within

three days. Non receipt of such reports not to prevent the league taking action if it deems the fixture has been broken.

**24. TEAMS LEAVING THE FIELD**

In the event of any team leaving the field of play without the permission of the referee, the result of the match will be decided at the discretion of the League Management Committee, and the club or clubs involved will be fined a sum not exceeding £50.00.

**25. INELIGIBLE PLAYERS**

Any club playing an ineligible player shall be dealt with as follows:

**When the Winning Club plays an ineligible player:**

The match shall be awarded to the non-offending club.

The result will be recorded as 5-0.

**When the losing side plays an ineligible player:**

The result of the game will stand.

The goals scored by the losers shall be disallowed.

**In drawn matches where one club plays an ineligible player:**

The match shall be awarded to the non-offending club.

The result will be recorded as 5-0.

**When both teams play an ineligible player.**

The match shall be declared a 0-0 draw

No points shall be awarded

In all cases clubs will be liable to fines and expenses as the Executive direct.

The defaulting club shall pay such expenses of opponents as the league direct and shall be fined a sum not exceeding £50.00.

Any player taking part in a match in which he is not eligible, shall be reported to the Gwent County FA. He is also liable to have his registration cancelled at the discretion of the League Executive Committee.

**26. SEARCH OF REGISTER**

Should doubt arise as to the eligibility of any player, the League Secretary will give such registered information as necessary, or required, on payment of a fee of £5.00 per player. All applications will be made in writing and must be accompanied by the fee. This will not constitute a protest which should be made in the usual way. Frivolous requests being proved, fee will be retained.

**27. PROTESTS**

Protests must be lodged with the League Secretary within 10 days of the match to which they refer, and an exact copy of such protests shall in addition be forwarded by the club protesting, to the secretary of the club against which the protest is directed, within such time limits as aforesaid. To prevent frivolous protests, a fee of £25.00 must accompany the protest or they will be rendered void, if the Committee deem the

protests frivolous, the fee will be forfeited.

The protest must be confined to the infringement of rules contained here in. If individuals are referred to in the protest their full names must be given.

**28. CONDUCT**

The League Management Committee shall have powers to deal with any offending club or clubs on infringing the rules contained here in. All cases of misconduct by clubs, players, officials or spectators will be dealt with by the Gwent County FA. All offending clubs will be invited to attend disciplinary hearings.

**29. FINES**

All fines must be paid within 10 days of receiving notice from the League (such notification to be given within 10 days of the fine being imposed) or the offending club will be placed under suspension until such time as the fine is paid, the only exception being, when the offending club has given notice in writing of an appeal. All fines to be paid to the League Secretary.

**30. APPEALS**

Any club being dissatisfied with the decision of the League Management Committee may appeal to the Gwent County FA enclosing their fee. Appeals to be made within time limits laid down by the Gwent County FA in their Constitution Handbook.

**31. TROPHIES AND MEDALS**

For competitive divisions, and where funds permit, the League to present 16 medals to the winners and 16 medals to the runners up in each division. Additional medals may be provided for each club if requested. The league may require the cost of additional medals to be borne by the requesting club.

**32. CUSTODY OF SHIELDS AND CUPS**

Clubs who hold League Trophies are required to insure the trophy or trophies they hold for their full value. Clubs to furnish to the league the names of two responsible persons who will act as trustees for the league trophies held by the club. The club shall pay the repair costs for any trophy damaged whilst in possession of the club, or if repair is not possible, shall provide a new replacement trophy as directed by the league.

All trophies to be returned to the league by the 28 February following or earlier if directed. Clubs failing to comply will be fined as directed in Appendix E.

**33. REPRESENTATIVE AND INTER LEAGUE MATCHES**

The league shall enter any inter-league competition arranged by the Gwent County FA.

The League Management Committee shall have the power to arrange special matches, the proceeds of which shall be devoted to the General Funds of the League.

Any player selected to play under the auspices of the League in Inter-League games

or otherwise, and failing or refusing to do so, shall, in the absence of good and sufficient cause, be dealt with at the discretion of the League Management Committee. Any club which shall be found to have encouraged or instigated such conduct on the part of a player shall be deemed guilty of misconduct and shall be dealt with at the discretion of the League Management Committee.

Leagues may decide their own criteria for the selection of their representative squads and the recruitment of representative team managers and coaches.

**34. DISBANDED CLUBS**

The players of any disbanded team which has discharged its liabilities to the League, shall be eligible to register for any other club in the League immediately withdrawal of such team is accepted by the League Management Committee. Results of matches of disbanded teams to be completely eliminated from the League records. Once all outstanding fees & fines (both League & County FA) have been paid the League Secretary must forward a list of the players to the Football Association of Wales to enable the registrations to be deactivated.

**35. RULEBOOKS**

Rule books will be supplied to all Clubs and the League Management Committee reserves the right to make a charge.

A plea of not having a rulebook or not having knowledge of the rules shall not be accepted as a plea of clemency if any charge be made against the team.

**36. CORRESPONDENCE AND COMMUNICATION WITH THE LEAGUE**

All communications with the League must be in writing from the club secretary, the league reserves the right not to act on correspondence received from any person other than the club secretary.

Email will only be accepted in the following circumstances:

The email address must have been lodged with the League Secretary at the start of the season.

The email must have a signed letter on Club Letterhead attached or should be followed up with a signed letter on Club Letterhead with 3 days.

Correspondence which requires an answer should be accompanied by S.A.E. Clubs failing to answer correspondence from the league within 10 days will be liable to a fine of £10.00.

All telephone communications with the league must be confirmed in writing, by the club secretary, within three days. The league reserves the right not to act on telephone communications until such confirmation is received.

No telephone calls to be made to League Officials, Club Secretaries or Team Managers after 9.00pm unless by prior arrangement.

**37. FRIENDLY MATCHES**

A friendly match may only be arranged when the team concerned has no prior

commitment in the league or league cup competitions.

All friendly matches must be sanctioned by the Gwent County Football Association. Friendly fixtures against Clubs outside of Wales must also have the sanction of the Football Association of Wales. Forms can be obtained from the Secretary of the Gwent County Football Association.

A club guilty of playing matches without permission will be reported to the Gwent County Football Association.

**38. ALTERATION TO RULES**

No alteration shall be made to these rules except by the Gwent County Football Association. Clubs wishing to propose rule changes must do so in writing to the League Secretary prior to 1st February each season. Leagues to hold a Rules Revision Meeting specially convened for that purpose in March of each season when proposals from Clubs and those, if any, proposed by the League Management Committee will be voted upon. Proposals receiving the assent of at least two thirds of the members present at the Rules Revision Meeting shall then be forwarded by the League Secretary to the Secretary of the Gwent County FA. These will may then be approved or rejected by the Gwent County FA in May of each year. Rule changes made by the Gwent County FA shall become operative at the commencement of the following season.

**39. MATTERS NOT PROVIDED FOR**

Any matter arising which is not provided for in these rules shall be dealt with at the discretion of the League Management Committee and shall be reported to the Gwent County Football Association.

## **CUP RULES**

### **1. PARTICIPANTS**

All teams registered with the league must enter the respective cup competition(s) as directed by the league and pay a fee to be determined by the league.

### **2. CHOICE OF GROUND**

Each round will be drawn by the League Management Committee. First team drawn will be the home team. In the event that a ground is unavailable or unfit, the tie will be reversed. In ties that are reversed the second drawn team becomes the home club. Semi-Finals to be played on pitches as directed by the League Management Committee.

In semi-final matches, if nets and corner flags are not supplied and erected by the host club, the first drawn club shall supply and erect nets; the second drawn club shall supply and erect corner flags. In all rounds and semi-finals both clubs shall supply a suitable match ball.

### **3. DATE OF ROUNDS**

Date of rounds to be decided by League Management Committee, conference dates may be set. All cup matches will take precedence over league matches.

### **4. DURATION OF GAMES**

The duration of the game will be as League Rule 12. In the event of a draw at full time, extra time of 10 minutes each way will be played. Should a draw still result, penalties will be taken as per the rules laid down by the Football Association of Wales Penalty Procedure.

Any match not completed may be ordered to stand as a completed match or to be replayed for the full period as the Management Committee may direct.

The Management Committee to have the power to decide that an abandoned match result may stand.

**5. REGISTRATIONS**

A player must be registered 7 days immediately previous to the match. All players must have a Gwent County Football Association Licence. A player may only play for one team in one age group in the cup competition. No player shall be registered after the last Thursday in March each year. Any club that plays an ineligible player will be struck out of the competition and the tie may be awarded to the opponents and fined as directed by the League Management Committee.

**6. NETS AND CORNER FLAGS**

Nets and corner flags must be provided in all rounds.

**7. REFEREES**

In all rounds and semi-finals referees will be appointed by the league.

In all rounds, but not semi-finals or finals, if the appointed referee is not available then league rule 11 applies.

Referees fee and expenses to be paid by the home club in rounds and by the league in semi-finals and final.

**8. COLOURS**

As in League Rule 4.

**9. BROKEN FIXTURES**

Any club who fails to play an arranged cup match on the appointed date without a suitable reason will be struck out of the competition and fined as directed by the League Management Committee.

**10. NOTIFICATION**

In all rounds league rule 12 shall apply.

In Semi-Finals the league secretary shall confirm all details with the referee.

**11. SUBSTITUTES**

As League Rule 18.

**12. SEARCH OF REGISTER**

As per League Rule 26.

**13. RESULTS**

The Secretary of each Club shall forward a report giving the result of each game, and a list of the players taking part to the League Secretary not later than three days after the date of the game (excluding Sundays). Clubs will be fined the sum of £5.00 for failing to comply. Clubs falsifying a match report form will be fined the sum of £20.00

Home Club Secretaries must phone in the result of the game to the League Secretary immediately after the completion of the game. Failure to comply will result in a fine of £5.00.

**14. MEMENTOES**

Winners and Runners Up will receive sixteen mementoes. Extras may be purchased through the League, but payment for such must be made before order can be placed.

**15. MATTERS NOT PROVIDED FOR**

Matters not provided for in these rules shall be dealt with by the League Management Committee.

Where not stated in Cup Rules, League Rules shall apply.

**MINI - FOOTBALL**

League Rules apply unless specified in the following.

**1. GENERAL**

There will be no league or cup competitions. No club to organise a competitive league or cup competition.

Mini-football is a modified version of the 11 a-side game. It gives children the chance to play real football, for a real team, whilst experiencing an enjoyable and fun introduction to football through small sided games.

Mini-football is for all children, irrespective of ability, under 11 on 31 August at the start of each season. It is also intended for boys and girls and young footballers with disabilities and learning difficulties.

**2. AGES, DIVISIONS AND SESSIONS (FIXTURES)**

a. The League will organise mini-football sessions for players up to and including Under 11.

b. All sessions organised by the league shall take precedence over club arranged matches.

**3. TEAM SIZE – PITCH SIZE – BALL SIZE**

a.

<b>Age Group</b>	<b>Number of Players</b>	<b>Pitch Size</b>	<b>Ball Size</b>
Under 7	4 v 4 No Goalkeepers	30 x 20 yards	3
Under 8	5 v 5	30 x 20 yards	3
Under 9	6 v 6	40 x 30 yards	3
Under 10	7 v 7	60 x 40 yards	4

Under 11	8 v 8	60 x 40 yards	4
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- b. Teams must be of equal numbers at all times. If one team does not have the required number of players present then the other team must reduce the number of players in its team until the teams are equal.
- c. Any number of substitutes may be used at any time with the permission of the game leader. Players substituted may re-enter the game at any time.
- d. All players in the squad must be given an equal playing time during the
- e. The maximum size for goal posts for all ages is 12ft x 6ft. If portable goal posts are used these must be securely fixed to the ground. Under 7 should use smaller goals such as Pop up Goals (PUG).
- f. Ideally games should be played on dedicated mini-football pitches but any level surface which is suitable for football may be used. **THERE MUST BE NO DEBRIS OR DANGEROUS HAZARDS EITHER ON THE FIELD OF PLAY OR IN THE IMMEDIATE SURROUNDING AREA.** The game should not be played on sections of full size pitches where full size fixed goal posts form part of the touchline or goal lines or are within three (3) yards of these lines.
- g. Cones and marker discs may be used for pitch marking. Corners must be marked. The general aim is to provide a safe, supervised environment for the players and their families.

#### **5. DURATION OF SESSIONS AND GAMES**

A mini player can only play a maximum of 60 minutes sanctioned match time in one 24 hour period. This should be broken down into 15 minute quarters for Under 7 & Under 8 and either 15 or 20 minute sections for Under 9, Under 10 & Under 11.

#### **6. KICK OFF**

The kick off to be taken in the centre of the field. The normal football rules apply to the kick off.

#### **7. THROW INS**

Law 15 applies and the throw in should be taken in the normal way, game leaders can, and should, show flexibility. For example, in the case of a foul throw in, the game leader should allow the throw to be retaken by the same team; if necessary the game leader should advise the player concerned of the correct way to take the throw in.

#### **8. CORNER KICKS, FREE KICKS AND PENALTIES**

These are to be taken in the normal way except:

- a. Opponents must be three yards from the ball when the kick is taken.
- b. All free kicks are indirect.

- c. No penalties are awarded. Offences in the goal area are penalised with an indirect free kick.

**9. GOAL KICKS**

- a. To be taken anywhere in the goal area.
- b. Under 8's and 9's may kick the ball out of their hands.
- c. Under 10 and Under 11 players must kick the ball off the ground as normal Goalkeepers in younger age groups may kick the ball from their hands anywhere in the goal area.
- d. Opponents must be at least five yards away when the kick is taken.

**10. GOALKEEPERS**

- a. May handle the ball in the goal area and there are no restrictions on the number of steps they may take when holding the ball.
- b. Cannot handle the ball outside of the goal area.
- c. May play the ball outside or inside the goal area with their feet but may then be challenged by an opponent.
- d. Under 10 and Under 11 may only throw the ball after it is picked up or kick the ball on the ground. Goalkeepers in younger age groups may kick the ball out of their hands.
- e. May handle the ball if it is passed to them by a team mate.

**11. GOAL AREA**

There are no restrictions on the number of players allowed in the goal area.

**12. GAME LEADERS**

- a. A game leader is appointed to supervise each game. The club hosting the mini-football session is to appoint the game leader.
- b. The role of the game leader is to supervise the game, awarding free kicks, throw ins etc. as a normal referee would and, in addition, he/she should explain the rules as the game proceeds, if necessary demonstrating certain points as to how the game is restarted, eg. a throw in.
- c. Game leaders shall perform their duties from the side of the playing area.
- d. The game leader is urged to be extremely flexible in the way the game is supervised, especially with the younger children.

**13. RESULTS AND MATCH REPORTS**

- a. Leagues may require match reports to be submitted for each game. Such match reports must not show the match result but may list the names and Gwent County FA licence numbers of each player taking part.

- b. Leagues must not request match results to be telephoned to a league officer or any other person.
- c. Leagues to report any person, team or club attempting to collate results of various teams to the Gwent County FA.

**14. PLAYER REGISTRATION**

- a. Note rules 8 apply
- b. Each player to register on a simple registration form provided by the league.
- c. Players to register for a club only. Players may play for any team run by the club subject to age restrictions. This gives clubs the opportunity to select equal size squads for each team if they run more than one team at each age group.
- d. No player to play for more than one team on the same day.

**15. MATCH REGULATIONS**

The club hosting the mini-football session shall be classed as the home club.

- a. The home club shall contact the visitors by telephone, or in writing, at least 72 hours prior to the date of the session to confirm all details.
- b. The pitch and all required equipment shall be provided by the home club.
- c. In the event of colour clashes the away team(s) shall change, except where the home club wishes to play in colours not registered with the league in which case the home club shall change.
- d. In the event of postponements due to inclement weather then the home club shall notify visitors and the league.

**16. TEAMS NOT ARRIVING, INELIGIBLE PLAYERS AND TEAMS LEAVING THE FIELD**

In the event of one team not turning up for a league organised session or if a team plays an ineligible player or if a team leaves the field without the permission of the game leader. The matter shall be dealt with as follows:-

- a. The League may impose fines as per directed by the Management Committee.
- b. For a second offence the League may instruct such teams to appear before the League Management and/or disciplinary committee.
- c. Teams committing a third offense may be expelled from the League.

**17. FESTIVALS ETC**

Clubs **organising** Football Festivals must be have permission from the Gwent County Football Association. Any Club wishing to **play in** a Football Festival must also have permission from the Gwent County Football Association. Clubs organising or playing

in Football Festivals without the necessary permission will be reported to the Gwent County Football Association. Clubs wishing to play in Football Festivals outside Wales must apply to the Gwent County Football Association who will then get the necessary permission from the Football Association of Wales.

**18. TROPHIES/MEDALS/AWARDS**

No trophies, medals or awards of any kind indicating winners, runners up, finalists, most improved team, most sporting team etc., shall be presented to any team or the individual players of any team.

The exception to this is where a league or club wishes to recognise the involvement of players in a particular session, e.g. a festival. In such cases exactly the same award must be presented to each and every player taking part, or in the case of one award per team, to each and every team taking part.

**19 EXPLANATORY NOTES**

The mini-football rules contained in this handbook are based on the football Association of Wales requirements for mini football.

Mini-football is non-competitive and therefore it is not important that clubs play each other on a home and away basis. Also the usual sanctions for breaking fixtures and playing ineligible players etc. cannot apply.

However each team that makes a commitment to entering into the organisation of mini-football must recognise that it has certain responsibilities towards the league and other member clubs.

Clubs may well end up hosting sessions on a home and away basis but this is mainly to ensure that the work required in preparing the pitch and pitch hire costs are spread equally across all teams.

Clubs/Teams that persistently break the rules may be expelled from membership of the league subject to the usual disciplinary procedures.

**20. OTHER**

- a. Club and team officials must ensure that every player in the team gets an equal opportunity. Winning is not important.
- b. Officials and spectators are asked to encourage the players at all times.
- c. Club and team officials must consider weather and ground conditions very carefully before games commence.

## **STANDING ORDERS FOR LEAGUE MEETINGS**

### **1. CONTROL OF MEETINGS**

The Chairman of the League shall have control of the meeting, and in case of a tie on voting for any motion or amendment, he shall have power to give a second or casting vote.

### **2. MOVING OF RESOLUTIONS**

Every motion or amendment shall be moved and seconded (and if so required shall be reduced to writing) before it is discussed or put to the meeting.

### **3. MEMBERS SPEAKING**

A member shall address the Chair, only the Chairman shall have power to check or call to order a speaker. When the Chairman rises no one else shall continue, nor shall anyone else until the Chairman has finished.

### **4. MATTERS NOT BEFORE THE MEETING**

No member shall speak on any matter, not before the meeting.

### **5. MEMBERS TO SPEAK ONCE ONLY.**

No member shall speak twice on any motion, unless permission be given to explain, except the mover of the original resolution, or of an amendment that displaces an original resolution.

### **6. RESOLUTIONS ETC. NOT TO BE WITHDRAWN**

A motion or amendment once made and seconded, shall not be withdrawn without the consent of the meeting.

### **7. AMENDMENTS TO BE RELEVANT**

Any amendment must be relevant to the motion on which it is moved.

### **8. REJECTED AMENDMENTS**

If any amendment be rejected, other amendments may be moved on the original motion, providing notice has been given.

### **9. AMENDMENTS CARRIED**

If any amendment is carried, the original amendment as thereby amended, shall become the question upon which any further amendments may be moved.

**10. NOTICE TO RESCIND RESOLUTION**

Notice of motion must be given and appear on the agenda before any decision arrived at can be varied or rescinded. Any motion having been passed by the Executive Committee Meeting shall not be rescinded without the consent of at least two thirds of those present. No motion to alter or rescind any resolution passed within the preceding 6 months, and no motion or amendment to the same effect as one which has been rejected within the preceding 6 months, shall be proposed. When any such motion or amendment has been disposed of by any Executive Committee it shall not be open to any member to propose a similar motion within a further period of 6 months.

**11. URGENT MATTERS**

Any matter of pressing importance not on the agenda, may be dealt with at once upon a motion of 'urgency' being duly moved, seconded and carried by a two thirds majority of the members present.

**12. INTEREST**

If a member of member(s) has any interest in any matter put before the meeting then the member(s) shall withdraw from the meeting whilst the matter is discussed and resolved.

**13. TIME LIMIT FOR SPEECHES**

No member shall address the Executive Committee for a longer period than 5 minutes on any one question, except the mover of the resolution, who may speak on bringing forward his proposition for a period not exceeding 10 minutes.

**14. PRIORITY OF SPEAKER**

When two or more members rise at one time, the Chairman shall decide who shall have priority of speaking.

**15. OBJECTIONABLE MATTERS**

If the Chairman shall be of the opinion that any motion proposed to be made is of an objectionable character, he may at once put it to the vote (on which there shall be no discussion) whether it shall be entertained or not, and if two thirds of the members present decide not to entertain such motion the matter is disposed for that meeting.

**16. QUORUM**

Five members shall form a quorum of the Executive Committee, and without a quorum no business shall be transacted. This does not refer to sub-committees.

**17. CONDUCT OF MEMBERS**

Should there be any dispute which involves the conduct or otherwise of any member, or members of the Executive Committee, the said member shall retire during its consideration.

**18. RESOLVING INTO COMMITTEE**

The Executive Committee may, by vote, resolve itself into a Committee, and whilst in Committee there shall be no restriction as to the number of times a member may

Speak.

**19. PRIVILEGE**

The evidence of witnesses, statements of members, general discussion and other matters within and before the Executive Committee and Sub-Committees shall be deemed to be privileged and private. The Executive Committee shall have the power to censure or suspend from service on the Executive Committee any member proved to be guilty of a breach of this rule.

**20. DURATION OF MEETINGS**

All Executive Committee meetings will terminate no later than 2 hours after the Chairman declared the meeting open.

**REFEREES WANTED**



Throughout the Country local football depends on the service of keen, dedicated people who make a vast contribution to the national game as referees, enabling players to more easily enjoy their matches.

**CAN YOU HELP?**

Every year more clubs registered with the Gwent County Football Association. There are more and more matches to which referees must be appointed.

**CAN YOU HELP?**

If you have played the game at any level you will know how important it is to have a qualified referee present.

**CAN YOU HELP?**

If you are physically fit, with good eyesight and are

at least fourteen years of age and willing to attend a local course of instruction, in preparation for a straight forward examination.

**WILL YOU HELP?**

If are interested in accepting the challenge of refereeing local football matches:

**PLEASE CONTACT:**

Referee Development Secretary:

**K.R.Jones**

**“Awelfryn”,**

**1 Park House,**

**Cyfartha Park, Merthyr Tydfil,**

**Mid Glam. CF47 8RE**