

# The Northumberland Mini Soccer League

## Constitution (As amended AGM May 2011)

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### 1. League Obligations

- a. This competition shall be designated the Pin Point Recruitment Northumberland Mini Soccer League. The League shall consist of Clubs who will be Full Member Clubs who must be affiliated to the Northumberland Football Association and their names and particulars shall be returned annually by the appointed date on the form "D" to the Northumberland County Football Association.
- b. This competition shall apply annually for the sanction to the Northumberland County Football Association and the constituent teams of Member Clubs may be grouped in divisions, numbers decided by the Management Committee of the Competition.
- c. Member Clubs shall not enter any of their teams/Players playing in the League/ Competition in any other League or Competitions (with the exception of F.A. and County F.A. Competitions) except with the written consent of the Management Committee of the NMSL.
- d. At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have the power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 11..

### 2. Entry Fee, Subscription, Deposit

- a. Application by Clubs for admission to this Competition or the entry of and additional team(s) must be made in writing to the Secretary .At the discretion of the elected management committee teams will be accepted into the league or declined from entering the league.
- b. The Annual Subscription shall be £90.00 per Team for Under 10's and Under 9's and £320.00 per team for Under 8's per team. . Payable on or before the 31st September in each year, Plus a charge maybe levied to each club towards the cost of Annual Presentation .
- c. Each Team shall not participate in this League until the NFA Affiliation Fee has been paid.
- d. Clubs must advise annually to the Secretary in writing by 31 August of its Northumberland County Football Association affiliation number for the forthcoming Season, failing, which they shall be fined £10.00 per Team. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its Secretary's Name and Address, Officers and any other information required by the Competition

### 3. Officers

- a. The Officers of the Competition shall be the Chairman, Treasurer, Secretary, Fixture Secretary's for each age group (3), League Welfare Officers to be elected annually at the Annual General Meeting

### 4. Management, Nominations, Elections

- b. Competition shall be governed in accordance with the Rules and Regulations of The Football Association by the Management Committee comprised of the Officers and members who shall be elected at the Annual General Meeting.
- c. Retiring Officers shall be eligible to become candidates for re-election without nomination. All other candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Managers (Representatives) of two Member Clubs not later than 21 days prior to the date of the Annual General Meeting. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting in accordance with the foregoing for any office, nominations may not be received at the Annual General Meeting.

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- d. The Management Committee and the Members shall meet monthly or as often as is necessary to deal with business as it arises
- e. 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.
- f. All communications received from Clubs must be conducted through their nominated Officers

### 5. Powers of Management

- a. The Management Committee may appoint such sub committees as they may consider necessary and may delegate such of their powers as they deem necessary to such committees. The decisions of all such committees shall be reported to the Management Committee for ratification.
- b. Subject to the permission of the Northumberland County Football Association 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 upon each Club (including any Club which may have withdrawn during the season) to contribute equally such sums as may be necessary to meet any deficiency at the end of a 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 thereat, but no Member shall be allowed to vote on any matters directly appertaining to such Members or to the Club so represented. (This shall apply to the procedure of any sub committee).
- d. In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.
- e. The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules. Except where these Rules provide for the imposition of a set penalty any Club, Official or Player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules.
- f. All decisions of the Management Committee shall be binding subject to the right of the appeal to the Board of Appeal
- g. Decisions of the Management Committee must be notified in writing to those concerned within 14 days.
- h. Three Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and Three Members shall constitute a quorum for the transaction of business by any sub-committee of the Competition
- i. The Management Committee, as it may deem necessary, shall have power to fill in an acting capacity, any vacancies that may occur amongst their number
- j. A Club having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition shall be liable to be fined or otherwise penalised at the discretion of the Management Committee. All fines and charges shall be paid within 14 days of the date of posting of the written notification.
- k. The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the Annual General, or a Special General Meeting called to decide the constitution and the commencement of the Competition season.

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## 6. Annual General Meeting

- a. The Annual General Meeting shall be held not later than July in each year. At this meeting the following business shall be transacted provided that at least 50% of the Members are present and entitled to vote:-
- b. To receive and confirm the Minutes of the preceding Annual General Meeting.
- c. To consider any business arising therefrom.
- d. To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- e. Constitution of the Competition for the ensuing season.
- f. Election of Officers and Management Committee
- g. Alteration of Rules, if any (of which notice has been given).
- h. Fix the date for the commencement and conclusion of playing season.
- i. Other business of which due notice shall have been given and accepted.
- j. A copy of the Balance Sheet, Statement of Accounts is sent to the Northumberland County Football Association no later than the 1st of July of each season.
- k. Each Full Member shall be empowered to send a delegate to an Annual General Meeting. Each Club represented shall be entitled to one vote only. Not less than 14 days notice shall be given of any meeting
- l. Teams who have withdrawn their Membership of the Competition during the 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
- m. All voting shall be conducted by a show of hands unless a ballot is demanded by at least 6 of the delegates qualified to vote or the Chairman or Secretary so decides
- n. No individual shall be entitled to vote on behalf of more than one Full Member unless the individual is also appointed to vote as representative of a group of Associate Member Clubs
- o. Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given shall/may be fined £20.00
- p. Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting

## 7. Qualification of Players

A registered playing member of a Team is one who, being in all other respects eligible has:-

- a. Signed a fully and correctly completed League Registration Card, countersigned by an Officer of the Team, and who has been added to the Squad Summary Sheet, copied and sent to the Secretary, 48 hours before competing in a League/League Cup Game, and has been registered with the Registration Secretary by the next following Monthly Management Meeting

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- b. Is the correct age, i.e. No older than 10 years of age. (10th Birthday must occur between September 1 to August 31 of that season for the Under 10's League. 9th Birthday for the Under 9's League and 8th Birthday for the Under 8's League.) Must not be younger than 1 year in any of the above age groups.
- c. No player who has signed forms for a Premiership Academy may compete in the Competitions without first proving that they have fully discharged themselves from their contract:-
- d. No Team in the Under 10's and Under 9's Age Group may sign any more than a maximum of 14 Players. (No Maximum of Players for Under 8's). No Team may play any more than 10 players in any Game in the Competition and these must be the 10 Players Named in the Team Sheet at the time of the Game.
- e. A player having taken part in matches for a Team affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Team in the Competitions without first proving to the officials of the intended Team that the player has discharged all reasonable liabilities to the previous Team or Teams, and a Team official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Team, or Teams, for which the player last played.
- f. The Management Committee shall decide all registration disputes.
- g. In the event of a player signing a registration card or having a registration submitted for more than one Team, the management committee shall decide for which Team the player shall be registered. The Secretary shall notify the Team last applying to register the player of the fact of the previous registration.
- h. It shall be deemed misconduct for a player to:- Play for more than one Team in the League Competition in the season without being transferred. Play for more than one Team in the Cup Competition. Submit a signed Registration Card for Registration that the Player/Official had wilfully neglected to accurately or fully complete.
- i. The Management Committee shall have power to accept the registration of any player. The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player/Manager at their discretion proved guilty of any registration irregularities.
- j. The Management Committee shall have power to refuse or cancel the registration of any player/Manager found guilty of undesirable conduct and to disqualify the player in question from participating in all games in the Competitions
- k. The Management Committee shall have the power to refuse, suspend or cancel the registration of any player whose parent/guardian is found guilty of undesirable conduct and to disqualify/suspend the player in question from participating in all games in the Competitions.
- l. Subject to The FA Rules regarding transfers – when a player desires a transfer, the Club the player wishes to transfer to shall submit a transfer form to the Secretary. Such transfers shall be referred by the Secretary to the Club for which the player is registered. Should the original Club object to the transfer it should state its objections in writing to the Secretary and to the player concerned within 7 days of receiving the transfer request. Upon receipt of the original Club's consent or upon failure to object within the 7 days of receipt of the transfer form. The Secretary may on behalf of the Management Committee, transfer the player who may be deemed eligible to play for the new Club with immediate effect
- m. In the event of an objection to a transfer, the matter shall be referred to the Management Committee for a decision. A player may Only Transfer once in anyone season except by special permission of the Management Committee
- n. A Club shall keep a list of players it registers and a record of the games they have played, and shall produce such records upon demand by the Management Committee

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- o. A player may not be registered for a Club or transferred to another Club in the Competitions after completion of the qualifying leagues in that season except by special permission of the Management Committee
- p. A player shall not be eligible to play for a team in any special championship promotion or relegation deciding matches unless the player has played 2 previous games for that team in these Competitions in the current season.
- q. Any team playing an unregistered or otherwise ineligible player or players may/shall have the points gained in the match deducted from its total and may be fined and or otherwise dealt with at the discretion of the Management Committee.

### **8. CLUB/TEAM COLOURS, CLUB/TEAM NAME**

- r. Every Team must register the colour of its shirts and shorts with the Secretary within one month before the new season is due to start... The Secretary shall decide as to their suitability.
- s. Goalkeepers must wear colours, which distinguish them from other players and the referee.
- t. Any team not able to play in its normal colours as registered with the League shall notify the colours in which they will play its opponents at least 4 days before the match.
- u. If, in the opinion of the referee, two teams have the same colours, the Away Team shall make the change .The Secretary of the League may request shirts to be submitted if complaints are received as to a lack of distinguishing colours and the Management Committee may refuse to permit any shirts or shorts as they think fit
- v. Any Team/Club wishing to change its name and or colours must seek permission from its affiliated County Association and from the Management Committee.

### **9. PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK OFF, POSTPONEMENTS, SUBSTITUTES.**

- a. The Annual General Meeting shall determine the commencing and concluding dates for the ensuing season, which shall be in accordance with Football Association Rules. No Team shall be compelled to play after the concluding date
- b. Any Club/Team failing to be represented at a meeting or otherwise infringing this rule shall be liable to a fine levied by the Management Committee.
- c. All matches shall be played in accordance with the Laws of the Game as determined by the Football Association
- d. Clubs/Teams must take all reasonable precautions to keep their grounds in a playable condition. All 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 the power to order the venue to be changed
- e. The Management Committee shall have the power to decide whether a pitch and or facilities are suitable for matches in the League and to order the Club/Team concerned to play its fixtures on another ground
- f. 6.) All matches involving under 9 & 10's shall have duration of 50 minutes, Under 8's shall be 40 minutes. Unless a shorter time (Not less than 30 minutes) is mutually agreed by the two Managers and in consultation with the referee. All games should be divided equally into 4 quarters

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- g. The times of kick off are between the hours of 9.am & 12noon on Sundays unless mutually agreed by both Clubs/Teams. Any Club/Team failing to commence at the agreed/appointed time shall/may be fined or otherwise dealt with as the Management Committee may determine.
- h. A Suitably Qualified referee must be appointed by the home team. If one is not available a coin shall be spun to decide which team manager shall act as the referee.
- i. The Home Team must provide at least two size 4 footballs fit for play and the manager/Referee shall report to the League if the footballs are unsuitable. Goal nets must be used. & goalposts must be of the recommend size and conform to the rules set out by the Football Association
- j. Except by permission of the Management Committee all matches must be played on the dates originally fixed, but priority shall be given to the Football Association and all relevant County Association Cup Competitions, League Cups/Shields. All other matches must be considered secondary. Clubs/Teams may mutually agree to bring forward/re-arrange a match with the consent of the Secretary.
- k. The Secretary/Manager of the home Club/Team must contact the Secretary/Manager of the opposing Team/Club 4 days prior to the playing of the match. Any Club/Team failing to comply with this rule may be liable to a fine of £10.00.
- l. In the event of a Team/Club failing to keep its engagement, the Management Committee shall have the power to inflict a fine, deduct points from the defaulting Team/Club, award the points to the opponents, order the defaulting club/Team to pay the expenses incurred by the opponents or and/or order the game to be replayed to the satisfaction of the opponents Notice of postponement of any match should be given to opponents by the home team.
- m. The Management Committee shall review all postponed/abandoned matches and in a case where it is an advantage of the competition and does no real injustice to any Club/Team shall be empowered to decide the result or score. In all cases where the Management Committee are satisfied that a match was abandoned/cancelled owing to the conduct of one of its Team/Club members/parents, they shall be empowered to award the points for the match to the opponents and/or take what other action they may deem necessary. In all cases where a match is cancelled/abandoned owing to the conduct of both teams and their members/parents, the Management Committee shall take action as they consider appropriate such action is subject to any disciplinary action taken by the appropriate County Association.

## 10. REPORTING RESULTS

- a. The result must be phoned/text/Emailed to the relevant fixture secretary on the day of the match by 7.15pm on the day of the fixture.
- b. The Secretary must receive all team sheets within 4 days of the date played the result of each match in the prescribed manner. This must include the forenames and surnames of the team players in block capitals and also the referee name and any other information required by the League. Failure to do so will incur a fine of £10.00 and/or the Club/Team being dealt with by the Management Committee.

### 11. DETERMINING CHAMPIONSHIP

- a. Team rankings within the Competition will be decided by points with 3 points awarded for a win and 1 point awarded for a drawn game. The Teams gaining the highest number of points in their respective Divisions at the conclusion shall be adjudged the winners. Matches should not be played for double points/results..
- b. In the event of two or more teams being equal on points team rankings may be decided in any one of the following ways:
- c. The greater goal difference. The two teams can agree to share the Championship .A play-off match to decide the winners...

### 12. PROTESTS AND APPEALS

- a. All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the management Committee.
- b. Objections relevant to the dimensions of the pitches, goals or other facilities of the venue shall not be entertained by the management committee unless a protest is lodged with the Referee/Opposing Manager before the commencement of the match. Any club/team lodging such protest and not proceeding with it shall be deemed guilty of a breach of this rule and shall be dealt with by the management committee..
- c. Except in cases where the Management Committee decide that there were special circumstances, protests and complaints (which must be lodged with the Secretary within 5 days of the match 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/her Club) when such protest or complaint is being determined.
- d. No protest of whatever kind shall be considered by the Management Committee unless the complaining Club/Team shall have deposited with the Secretary a sum of £10.00. This may be forfeited in whole or part in the event of the complaining or protesting Club/Team losing its case. The Management Committee shall have the power to order the defaulting Club/Team making a losing or frivolous protest or complaint to pay expenses of the enquiry or to order that the costs to be shared by both parties.
- e. All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received at least 4 days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club/Team of any information which if properly used, might have avoided the protest or complaint

### 12. Board of APPEALS

- a. Within 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 a decision by lodging particulars in duplicate with the Secretary of the Northumberland FA, including the necessary fee for adjudication of a Board of Appeal. The grounds of appeal may order the appeal fee to be forfeited and shall decide by whom costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.

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## 13. EXCLUSION OF CLUBS/TEAMS, MISCONDUCT, CLUBS, OFFICIALS, PLAYERS AND PARENTS

- a. At the Annual General Meeting, or Special General Meeting called for the purpose, Notice in Motion having been fully circulated on the Agenda, the accredited delegates present shall have the power to exclude a Club or Team from further membership. Voting on this point can be conducted by ballot.
- b. At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of rule 18, The accredited delegates present shall have the power to exclude from further participation in the Competition any Club/Team whose conduct in their opinion, been undesirable, which must be supported by more than two thirds of those present and voting. Voting on this point shall be conducted by ballot. A Club/Team whose conduct is the subject of a vote being taken shall be excluded from voting.
- c. Any official, member of a Club/Team proved guilty of either misconduct, other than field offences, or of inducing a player or players of another Club/Team in the Competition to join them shall be liable to expulsion or such a penalty as a General meeting or Management Committee may decide and their Club/Team shall be liable to expulsion in accordance with the provisions of clauses (A) and (B) of this Rule.

## 13. SPECIAL GENERAL MEETINGS

- a. Upon receiving a requisition agreed by more than two thirds of the members, The Secretary shall call a Special General Meeting .The Management Committee may call a Special General Meeting at any time .At least 14 days' notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting. Any Club/Team failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined £10.00.Officers and Management Committee members shall be entitled to attend and vote at all Special Meetings.

## 14. ALTERATION TO RULES

- a. Alteration to these Rules can only be made at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 17. Any alterations made during the playing season to the Rule relating to the qualification of players can take immediate effect with the will of the majority. Notice of proposed alterations to be considered at The Annual General Meeting shall be submitted to the Secretary 21 days prior to the meeting together with any proposals by the Management Committee, shall be circulated to the Clubs/Teams 7 days before the pending meeting A proposal to change a Rule shall be carried if at least a two thirds majority of those present and entitled to vote are in favour.

## 15. RULES BINDING ON CLUBS

- a. Each member Club/Team shall have deemed to have given its assent to the foregoing Rules and agreed by the decisions of the Management Committee subject to Rule 15.Each Member Club/Team must abide by any Issued Football Association Code of Conduct

## 16. Finance

- a. All expenditure in excess of £250.00 shall be approved by the Management Committee
- b. The financial year of the Competition will end on June 30.The books, or a balance sheet, of the league shall be prepared and be audited annually by some suitable person (s) .