

Newcastle



Mini Soccer

Constitution – as agreed 14th December 2006

1. NAME OF LEAGUE

The official and full name of the league is Newcastle Mini Soccer (Community) League. The working title of the league for standard use shall be Newcastle Mini Soccer League. The league may also seek to secure appropriate financial sponsorship on a fixed term basis and to change the openly published name of the league to reflect the title of the sponsoring organisation e.g. AN Company Newcastle Mini Soccer League. This constitution shall refer to 'the league' to represent all variants listed above.

2. PURPOSE

The purpose of the league is to provide as many opportunities as possible for young people of both sexes of all abilities in Newcastle and the surrounding area to play association football in a safe and supportive environment where the interests of the health and safety of every young person will always be paramount. The league shall operate at age levels determined by the Northumberland Football Association to be appropriate for the game of mini soccer.

3. PROTECTION OF THE CONSTITUTION

The purpose of the constitution is to provide a stable and transparent basis upon which the league shall operate. No changes shall be made to this constitution unless a majority of two thirds of members present vote in favour of a properly proposed amendment at an Annual or Extraordinary General Meeting. Changes made to this constitution shall become operational only at the commencement of the next scheduled football competition. The letter and the spirit of this constitution shall be protected by the Management Committee. Any disputes arising shall be settled by a final decision of the Northumberland Football Association.

4. EQUAL OPPORTUNITIES

The league will take a deliberately positive approach to support the development of football amongst young people from all sections of our community. The motto of the league shall be 'Everyone Plays' to reflect the commitment of the league to support players of all abilities from all backgrounds. The league will encourage all teams to adopt their own specific policies on Equal Opportunities and Anti Discrimination. The league will require mandatory investigation by the Northumberland Football Association of every single instance of racist, sexist, or other behaviour of a discriminatory nature.

5. AFFILIATION

The league shall affiliate to the relevant geographic division and shall adhere to the rules and decisions of the Northumberland Football Association.

6. COMMUNITY STATUS

The league shall operate on a community basis. No teams shall be admitted or remain as members if any manager, coach, other official or administrator linked to that team receives direct or indirect financial or non financial benefits (other than for minor expenses necessarily incurred) in return for their provision of goods or services in relation to that mini soccer team. Registered players shall only pay to their team a level of subscription or other payment which is sufficient only to cover the reasonable costs of operating a team at that age level. Officials of the league shall have the right to examine a copy of the statement of income and expenditure which is submitted on an annual basis by all clubs affiliated to

Newcastle



Mini Soccer

the Northumberland Football Association. Similarly, the league shall levies fees of a level sufficient only to cover the reasonable costs of normal operation of an amateur football league. Any disputes arising regarding the amateur status of a team or the operation of the league shall by settled by a final decision of the Northumberland Football Association.

7. QUALITY STANDARDS & CHILD PROECTION

The League will always adhere to national legislation and standards relating to systems of accreditation which protect the interests of Players and Managers. The league shall also implement appropriate quality standards and procedures as recommended or required by the Northumberland Football Association. The league will operate closely to the principles outlined in the Parents Charter as updated from time to time by the Football Association.

Current legislation requires that all team managers are vetted and approved by the Criminal Records Bureau. The league will therefore only accept applications for membership from teams who can provide documentary evidence that its manager has received such approval from the Football Association. This restriction shall also apply to other team officials who are likely to come into direct contact on a regular basis with young people.

With effect from 1st September 2007, the League shall only accept applications from teams with Managers who have obtained an introductory and minimum level of training formally recognised by the Football Association. This is currently known as Level 1 or Junior Managers Certificate. Managers are also required to undertake regular training on issues relating to Child Protection on a basis determined by the Football Association

Applications for membership will also only be accepted from teams who can demonstrate that at least one official or another responsible adult associated with that team has possession of a current certificate in Emergency First Aid.

Managers who are appointed at unavoidable short notice shall be required to seek CRB approval immediately upon appointment and to enrol on the next available Level 1 Course. Any liability arising as a result of this derogation shall rest in full with the member team.

Note. The requirement for Managers to hold a Level 1 qualification shall not apply to divisions which are classed as of Development Status i.e. where no league table is published and/or no championship trophy is awarded.

8. RESTRICTIONS ON ACTIVITY

The league shall not hold capital assets or enter into any lease. The league shall not hold beyond the end of the financial year any balances above that reasonable level required for the purposes of sound cash flow. The league shall not take part or offer any form of support to any party political or religious activity.

9. MEMBERSHIP & VOTING

No team shall be admitted or retain its membership if it is not affiliated to the Northumberland Football Association. The league shall accept applications for membership on an annual basis from all teams in the relevant geographic division of the Northumberland Football Association. The league may also choose by majority vote to accept applications from teams from adjacent geographic divisions provided the official governance or local league management of that



division has no objection. Teams shall only retain membership if maintains a full record of payment of fees to the league.

Each team accepted into the league shall appoint one official representative to attend all meetings.

Each team must be represented at every meeting by its official representative or by a deputy representative from a different team within the same club. The quorum for all meetings shall be half the number of teams accepted as members in the league. Disciplinary sanctions may be taken against teams which are not so represented.

Each fully subscribed team shall have one vote but its vote can only be recorded if its official representative is in attendance.

Other representatives of each team may also attend meetings with observer status. The Northumberland Football Association shall have the right to attend all meetings and, where appropriate, to instruct the league to take such decisions that are within its powers as the official body of government for association football in England.

10.ANNUAL GENERAL MEETING

The league shall organise an Annual General Meeting towards the end of the month of August provided that at least fourteen days notice has been given of the date of that meeting. The purpose of the Annual General Meeting is to;

- Receive for information purposes only the minutes of the last A.G.M.
- Adopt annual reports prepared by the officials of the league.
- Approve annual financial accounts
- Approve or amend League Policies
- Consider other formal resolutions submitted by members at least 14 days in advance
- Elect all officials for a term of one year
- Appoint members of the Management Committee for a term of one year

No other business shall be considered at the A.G.M.

11.EXTRAORDINARY GENERAL MEETNG

The Chair of the league may call an Extraordinary General Meeting at any time. The Chair shall call an Extraordinary General Meeting if the Secretary informs the Chair that a written request to hold such a meeting has been received containing the signatures of at least 3 members.

At least fourteen days notice shall be given of the date of any Extraordinary General Meeting. The agenda of Extraordinary General Meetings shall only contained written resolutions submitted to the Secretary at least fourteen days in advance of the meeting. No other business shall be discussed.

12.GENERAL MEETNGS

The league shall hold General Meetings on a regular basis during the course of the football season. The purpose of General Meetings is to provide for the sound management and administration of the league on a day to day basis. Regular business to be discussed shall include be management of fixtures, pitches, arrangements for cup competitions etc. No important matters shall be discussed without prior notification to the Chair.

13. ADMINISTRATION OF MATCHES & DIVISIONS

The management committee shall make arrangements for the administration of matches and divisions. Matters to be determined by the management committee shall include organisation of competitions, matches, team squads, and procedures to be adopted on a match day. Management of divisions shall not include automatic promotion and relegation. Changes to the administration of matches and divisions may be agreed at General Meetings but may not take effect until the start of the next football competition

14. CODE OF CONDUCT

The league shall operate a Code of Conduct to aid management and administration. The Code of Conduct shall stipulate what sanctions will be taken against teams for failing to fulfil managerial and administrative requirements. Changes to the Code of Conduct can be considered and voted upon at General Meetings but agreed changes shall not take effect until the start of the next football competition. The Code of Conduct shall be appended to this Constitution.

Teams against whom sanctions have been imposed may appeal that decision to the Northumberland Football Association whose decision shall be final.

15. ELECTION OF OFFICIALS

The League shall elect the following officials at the AGM;

- Chair
- Secretary
- Treasurer
- Fixture Secretary

No one person can hold more than one official position. Should casual vacancies occur, replacement officials may be appointed at a General Meeting. The league shall be suspended if these vacancies are not filled.

16. MANAGEMENT COMMITTEE

The Management Committee shall include all League Officials and up to 5 further representatives of individual teams appointed from time to time at General Meetings provided that no one club may hold more than two positions on the Management Committee. The Management Committee shall be chaired by the Chair of the League. The purpose of the Management Committee includes discussion of the following matters;

- Organisation of each football competition, including divisional championships, league cups and other ancillary competitions
- General scrutiny of Financial Management
- Liaison with the Football Association and with other relevant organisations
- Decisions to suspend or terminate the membership of any team in breach of the conditions of this constitution provided that a final right of appeal shall be available to the Northumberland Football Association

17. CORRESPONDENCE

Only the Secretary of the League shall enter into formal written correspondence with any outside organisation. The Secretary shall report all correspondence to the relevant meeting.

18. FINANCIAL MANAGEMENT



The League shall operate clear and transparent financial procedures. These can only be amended at the AGM and can only take effect from the next Financial Year.

The league shall maintain recognised systems of banking with a nationally recognised bank. The league shall operate a single bank account. All bank statements and copies of all orders, invoices cheques etc shall always be open for inspection by any member.

The Financial Year of the league shall be from 1st June to 31st May. Accounts shall be presented by the Treasurer to the meeting of the AGM held in the August of each year. The Chair shall invite an independent and appropriate person to examine the statement of accounts and to comment upon the extent to which they reflect a true record of income and expenditure.

Only the Secretary can place an order for any goods and services. No other person shall order goods or services. Only the Treasurer can authorise payment of any invoice. All cheques must be signed by at least two league officials.

19. INDEMINITY

Teams accepted into the league must hold insurance cover to a level and type as recommended by the Football Association. Teams are accepted into the league on the basis that the league shall not be held liable for any action or inaction of any kind.

20. DISSOLUTION

The league may be dissolved at an Extraordinary General Meeting called for that specific purpose if two thirds of members present at that meeting vote in favour of a resolution submitted at least 14 days in advance of that meeting. Should the league choose to dissolve, then subject to the discharge of any outstanding liabilities, any remaining assets shall be transferred to the Northumberland Football Association on condition that they be spent to benefit the development of football for young people in Newcastle and the surrounding area.

Ends

See Appendix 1.

Appendix One - Code of Conduct

Misconduct	Sanction
Failure of a team to be represented at a meeting of the league	£25
Failure of home team to contact away team by the Tuesday preceding the match to make practical arrangements	£10
Failure of home team to provide verbal notification of result to fixture secretary by notified deadline	£10
Failure of home team to provide written notification of result to fixture secretary by notified deadline	£10
Playing an unregistered player	Up to £200 or other maximum set by Northumberland FA – a win awarded to the opposition and three league deducted or, if a cup competition, disqualification from that competition.
Failure to provide for inspection a copy of a registration card when requested by an opposition manager before, during, or immediately after a match.	£25 and three league points deducted
Failure to fulfil a fixture without giving one months notice of a reasonable explanation why that game could not be played and receiving written authorisation from the fixture secretary	£25-£50 – and three points awarded to the opposition
Failure to use correct procedure to appoint the match referee	£25
Failure to control supporters in line with standards and principles set by Parents Charter	To be determined by Northumberland FA
A manager or official or a club making or facilitating an approach (directly or indirectly) to any player currently registered to another team without the advance consent of the management of that team	To be determined by Northumberland FA
A supporter of a club making or facilitating an approach (directly or indirectly) to any player currently registered to another team without the advance consent of the management of that team	To be determined by Northumberland FA
Failure to play a player for the minimum period of each game as identified in league rules.	£25
Allowing any one player to play more than the maximum number of minutes in any one day as limited by the Football Association	£100

The above sanctions relate to the first offence committed by any one team during any one season. The sanction for subsequent offences shall be automatically doubled for each further similar offence. **ENDS**