

WEST SUTTON LITTLE LEAGUE RULES

2018 – 2019 SEASON

1 Nomenclature and Constitution

- (A) This Competition shall be designated the West Sutton Little League and known as the West Sutton Little League and shall consist of one Football Club called West Sutton Little League FC containing Teams formed into age groups providing FA approved youth formats as published under FA Rule C4(A) and approved by the sanctioning authority.
- (B) The Little League Competition constitution is formed of one football club consisting of all of the teams that participate in the Competition and the Competition and Football Club are run by one single Committee. The Competition mainly plays at a single venue.

The Little League Competition and Football Club shall be separately affiliated to Surrey County Football Association.

The number of participating teams shall be determined by the League Management Committee. Teams consisting of players with two years age difference will always play in the lower age banding format.

A team name shall consist of the Football Club name followed by the age group (U10), followed by the individual Team identifying name (Arrows) (example: Sutton Little League FC U10 Arrows. The individual names of Teams, the Coaches and Managers assigned to each Team and other required particulars shall be returned annually as part of the Affiliation process to the County Football Association.

Form "D" shall be returned by the 1st September to the Surrey County Football Association.

This Little League shall apply annually for sanction to the Surrey County Football Association(s) and the constituent teams may be grouped in divisions.

- (C) Inclusivity and Non-discrimination
- (i) The Little League and each Member must be committed to promoting inclusivity and to eliminating all forms of discrimination
 - (ii) The Little League and each Member does not and must not [by its rules or regulations or] in any manner whatsoever unlawfully discriminate against any person within the meaning and scope of the Equality Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).
 - (iii) [The Little League and each Member must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).
 - (iv) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate sanctioning Association for investigation.
- (D) The Little League and its Teams shall support the FA's Respect programme. As such it recognises that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place. A Respect League values the courtesy and fairness by opposing players,

club officials and spectators. The League and its Membership will seek to play fixtures in a fair, competitive but not antagonistic environment.

2 Membership

- (A) The annual Individual Membership Fee shall be set by the Management Committee. This amount is a donation and is not compulsory in that no child shall be prevented from playing football if a parent or guardian is unable to afford the stipulated sum. Such monies shall be payable to the league on the 1st September to cover a period of one year.

The League Management Committee may offer longer periods of Membership, or Joint Parent Membership, at a subscription to be determined from time to time by the League Management Committee.

Staff Referees shall be deemed to be Individual Members without payment of the Individual Membership fee.

- (B) Membership of the Little League shall consist of Individual Members and Honorary Members.
- (C) Honorary Members are the Officers of the League and shall be appointed at the Annual General Meeting of the League, in accordance with the Procedures.
- (D) Any person aged 16 years or over may apply for Individual Membership with the exception of those children participating in the benefits of the Little League.
- (E) Any Member may stand for election to the Little League Committee, or continue to hold any Committee position, except for those seeking election to, or holding the honorary positions of President and Vice Presidents.

3 Officers

- (A) The Officers of the Little League shall be determined by the Annual General Meeting and elected thereat. (*N.B.* Auditors/Verifiers are not Officers).

4 Management, Nomination, Election

- (A) The Little League shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the Officers who shall be elected at the Annual General Meeting. All Participants shall abide by The Football Association Regulations for Safeguarding Children as determined by The Association from time to time.
- (B) 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 at least two Individual Members, not later than 14 April in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting

- (C) The Management Committee shall meet at least quarterly.

On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

- (D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Little League and keep a record of its proceedings.
- (E) All communications received from teams must be conducted through their nominated Officers.

5 Powers of Management

- (A) The Management Committee **may** appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all sub- committees shall be reported to the Management Committee for ratification. The Management Committee shall have power to deal only with matters within the Little League and not for any matters of misconduct that are under the jurisdiction of the Football Association or affiliated Association
- (B) Subject to the permission of the Surrey 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 Little League and, if necessary, may call upon Individual Members to contribute equally such sums as may be necessary to meet any deficiency at the end of the season.
- (C) Each Member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one vote thereat, but no Member shall be allowed to vote on any matters directly appertaining to such Member or to the Team such Member represents or where there may be a conflict of interest. (This shall apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

- (D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Little League and shall also have jurisdiction over all matters affecting the Little League, including any not provided for in the Rules.

Breaches of Rule shall require a formal written charge to be issued. The respondent shall be given seven days from the date of notice to reply to the charge and given the opportunity to:-

- (i) Accept or deny the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put 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 by the appropriate Association.

Little Leagues do not issue or set any fines. The Little League shall ensure that any penalty which is issued is proportional to the offence, taking into account any mitigating circumstances.

- (E) All decisions of the Management Committee shall be binding subject to the right of appeal in accordance with Rule 16.

Decisions of the Management Committee must be notified in writing to those concerned within

fourteen days.

- (F) **Seven** 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 Little League.
- (G) 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.
- (H) An Individual Member 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 Little League, shall be penalised at the discretion of the Management Committee.
- (I) Failure to comply with an order or instruction will result in the Individual Member having their Membership suspended and their child withdrawn from participating until such time the order or instruction is carried out.
- (J) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Little League.
- (K) The business of the Little League as determined by the Management Committee may be transacted by electronic mail or facsimile.
 - (i) The Little League, as determined by the Management Committee, shall provide organized football at a minimal cost to children under the age of 18.
 - (ii) Provide or assist in the provision of training for those children and officials registered with the Little League.

6 Annual General Meeting

The Annual General Meeting shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least **seven** Members are present and entitled to vote:-

- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
- (ii) To consider any business arising therefrom.
- (iii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- (A) (iv) Constitution of the Little League for the ensuing season.
- (v) Election of Officers and Management Committee.
- (vi) Appointment of Auditors.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement of the season and kick off times applicable to the Little League.
- (x) Other business of which due notice shall have been given and accepted as being relevant to an Annual General Meeting.
- (B) A copy of the duly *audited/verified* Balance Sheet, Statement of Accounts and Agenda shall be made available to Individual Member at least fourteen days prior to the Annual General Meeting or Special General Meeting called for the purpose, and to the Surrey County Football Association(s).

- (C) A signed copy of the duly *audited/verified* Balance Sheet and Statement of Accounts shall be sent to the Surrey County Football Association(s) within fourteen days of its adoption by the Annual General Meeting or Special General Meeting called for the purpose.
- (D) Any Individual Member shall be empowered to attend the Annual General meeting and entitled to one vote only. Fourteen days' notice shall be given of any meeting.
- (E) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least seven of the delegates qualified to vote or the Chairman so decides.

7 Agreement to be Signed

Each Individual Member of the West Sutton Little League shall complete and sign the following agreement which shall be deposited with the Little League with the Trial and Application / Registration Form, or upon indicating that their child intends to compete.

I, _____ the parent/guardian of _____ (name of child) give my approval to his/her participation in all Little League Football activities and apply for Membership of the West Sutton Little League. I am aware that a copy of the Rules and Regulations of this Little League are posted on its website, which are available for me to view and do hereby agree, if accepted into Membership, to conform to those Rules and Regulations and to accept, abide by and implement the decisions of the Management Committee, subject to the right of appeal in accordance with Rule 16.

My child/charge is not suffering from any health problems that may be aggravated by them playing football or training and I do not hold the organisers responsible for any claim arising out of injury to him/her except to the extent and amount covered by the Personal Insurance Policy arranged by Little League Football.

(Note: The spaces above are intended for the inclusion of the signatures and addresses of the Individual Member)

8 Qualification of Players

- (i) Contract players, as defined in Football Association Rules, are not permitted in this Little League.
- (A) (ii) No player registered with a F.A. Premier League or Football League Academy under the Elite Player Performance Plan contained within Youth Development Rules will be permitted to play in the Little League. Details of the Youth Development Rules are published on the FA web site.

(B) A registered youth playing member of the Little League is one who, being in all other respects eligible, has:-

(i) Submitted a fully and correctly completed Little League Trial & Application / Registration Form in ink, signed by his / her parent or guardian and who has been registered with the Little League prior to playing. The Form must incorporate any known serious medical conditions of the player and emergency contact details of the player's parents or guardians. These details must be available at matches and training events the player attends within the management of the Little League.

If a player's age is required for registration purposes a Competition must accept an original birth certificate or a photocopy. In cases where the birth certificate is not available a Competition is required to accept a photocopy of the player's passport or other official document issued by a Government Agency attesting to the player's date of birth.

Only players who have submitted a completed a registration form signed by a parent / guardian can participate in League games and Training.

(C) A child who has not attained the age of six shall not play, and shall not be permitted or encouraged to play, in a match of any kind.

The relevant age for each player is determined by his or her age as at midnight on 31 August of the relevant playing season.

i.e. Children who are aged 6 as at midnight on 31 August in a playing season together with those who attain the age of 6 during the playing season will be classed as Under 7 players for that playing season. Children who are aged 7 as at midnight on 31 August in a playing season will be classed as Under 8 players for that playing season, and so on.

Notwithstanding the above, a child is permitted to play up in the age group above his or her chronological age group, irrespective of any changes of format or competition structure, save that a child who attains the age of 6 after 31 August is permitted to play only in the Under 7 age group, and may not play in the Under 8 age group, for that playing season.

The age groups that children are eligible to play in are set out in the table below, along with the permitted football formats for each of those age groups. Children shall not play, and shall not be permitted or encouraged to play, in a match between sides of more than the stated number of players, according to their age group:

Age on 31 August of the relevant playing season <small>(Participant who attains age of x after 31st August can only play in U7 age group)</small>	Eligible Age Groups	Maximum Permitted Format
6	Under 7	5v5
7	Under 8	5v5
8	Under 9	7v7
9	Under 10	7v7

10	Under 11	9v9
11	Under 12	9v9
12	Under 13	11v11
13	Under14	11v11
14	Under 15	11v11

In this Competition any teams consisting of players with two years age banding difference will always play in the lower age banding format in accordance with Rule 1B

- (D) A player having taken part in matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign with the Little League without first proving to the officials of the Little League that the player has discharged all reasonable financial liabilities to the previous Club or Clubs.
- (E) Players registration is free of charge. The Trial and Application / Registration Form shall be obtained from the Secretary or downloaded from the Competition website.
- (F) It shall be deemed misconduct for a player to submit a signed registration form for registration that the player had wilfully neglected to accurately or fully complete.
- (G) The Management Committee shall have the power to accept the registration of any player subject to the provisions of clauses (i), (ii), (iii), (iv), (v) and (vi) below.
- (i) The Management Committee shall have power to refuse, cancel or suspend the registration of any player who has been charged and found guilty of registration irregularities. (Subject to Rule 16).
 - (ii) The Management Committee shall have power to make application to refuse or cancel the registration of any player charged and found guilty of undesirable conduct (subject to Rule 16) subject to the right of appeal to the FA or the relevant County Football Association. Undesirable conduct shall mean an incident of repeated proven misconduct, which may deter a participant from being involved in the Little League. Application should be made to the parent County of the Little League.
 - (iii) For a player who has previously had a registration removed in accordance with clause (ii) but has a registration accepted at the expiry of exclusion will be considered to be under a probationary period of 12 months. Whilst under a probationary period, should the player commit a further act of proven misconduct under the jurisdiction of the Little League, (excluding standard dismissals), the Competition would be empowered to consider a further charge of bringing the Competition into disrepute.
 - (iv) Any player not attending for four consecutive weeks without providing a satisfactory reason (playing for their school is not considered a satisfactory reason) will forfeit their team place.
 - (v) Players may not be registered at more than one Little League at the same time.
 - (vi) A player who has left the League after the teams have been selected will not be able to rejoin the League at a later date during the same season, unless there is a vacancy in the team they were in when they left and the Manager is happy for them to return. Players who leave part way through

the Season will be able to apply to join the League for the following season.

(Note: Action under Clause (ii) shall not be taken against a player for misconduct until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Little League into disrepute and will in any case be subject to an Appeal to the Football Association. All decisions must include the period of restriction. For the purpose of this Rule, bringing the Little League into disrepute can only be considered where the player has received in excess of 112 days' suspension, or 10 matches in match based discipline, in a period of two years or less from the date of the first offence for any team playing in the Little League.)

(H) A register containing the names of all players registered with the Little League, with the date of registration, shall be kept by the Secretary and shall be open to the inspection at all Management Committee meetings or at other times mutually arranged.

(I) (i) Any team playing an unregistered or otherwise ineligible player or players may have the points gained in the match deducted from its total or otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the team may have two points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) The Management Committee may, at its discretion, award the points available in the match in question to the opponents, subject to the match not being ordered to be replayed.

(J) Permanent Promotions:

Where applicable teams will be able to permanently promote a player from a lower league matching the league age of the player that has left the team. If no players are available of the same age group then a player of the alternative age group can be selected. E.g. For a team with U13s and U12s; with a vacancy for an U13 and no U13s are available then an U12 can be used to replace the U13. Permanent promotions may not be refused.

Allocation of permanent replacement players from the Juniors / Waiting list will be managed by the League Secretary.

Players are only allowed 1 promotion per season (the Juniors/ Waiting List will count as if it were a league) after the playing season has commenced.

One weeks' notice must be given to the League Secretary and Manager for requesting a permanent replacement. This should be requested at the desk on Saturday morning. Such promotions are binding and take place the following week.

Any League Team member playing four consecutive sporting games for his school will forfeit his place in WSL.

(K) Temporary Promotions:

All temporary promotion requests must be made more than 15 minutes ahead of the scheduled kick-off time to the relevant Team Manager.

Temporary promotions can be taken from any team playing at the same time (subject to being of an appropriate age). Teams must release players if they have more than their playing squad size available

and of the correct league age. A maximum of 2 players from any side can be promoted on a temporary basis.

Players who are temporary promotions must play a full game (subject to injury), even if a missing player(s) turn up later.

- (i) 11-aside teams must not be topped up to more than 11 players, so as to provide substitutes.
 - (ii) 9-aside teams must not be topped up to more than 9 players, so as to provide substitutes.
 - (iii) 7-aside teams not to be topped up to more than 7 players, so as to provide substitutes.
 - (iv) 5-aside teams not to be topped up to more than 5 players, so as to provide substitutes.
- (L) (The following Clause applies to Competitions involving players in full-time secondary education):-
- (i) Priority must be given at all times to school and school organisations' activities. This is not applicable for under 17/18 football.
 - (ii) Children under 15 shall not play in a team involving players who are more than 2 years older.

9 Team Colours

Team colours shall be decided by the Management Committee.

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

No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

If, in the opinion of the referee, two teams have the same or similar colours, the last named team shall make the change.

Bibs will be provided by the Competition should there be a need for a change of colours due to a colour clash

10 Playing Season, Conditions of Play, Times of Kick Off, Postponement, Substitutes

- (A) The Annual General Meeting shall determine the date for the commencement of the season.
- (B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board or, for Mini-Soccer and 9v9 football, the Laws as set down by The Football Association.

The Management Committee will take all reasonable precautions to keep the grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Management Committee.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition.

Football Turf Pitches (3G Artificial Pitches) are allowed in this Competition providing they meet the required performance standards and are listed on the FA's Register of Football Turf Pitches. For clubs playing at Step 7 and below from season 2014/15, all Football Turf Pitches used must be on the FA's register and must be tested (by an accredited test institute) every three years and the results passed to The FA. The FA will give a decision on the suitability for use and add the pitch to the Register. The Competition is responsible for advising participants of footwear requirements.

All matches shall have a duration as set out below unless a shorter time (not less than twenty minutes) is mutually arranged by the two teams in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

For Mini-Soccer – The maximum duration of play shall be two halves of 20 minutes each way. The maximum playing time in any one day for under 7 and under 8 age groups is 40 minutes and for under 9 and under 10 age groups is 60 minutes.

For Youth football – The duration of play shall be as follows unless it is mutually agreed by all parties to reduce the time. For under 11 and under 12, 30 minutes each half; for under 13, 14, 35 minutes each half and under 15 and under 16, 40 minutes each half; under 17 and under 18, 45 minutes each half.

The minimum time for any game will not be less than twenty minutes each half for players in the under 14 age group and below and 25 minutes each half for all other age groups.

All cup games for the knockout stages of the competition will go to extra time (7.5 minutes each way) and then penalties if the result is a draw at the end of extra time.

No player participating in an under 17 division or lower age group shall be permitted to play more than one game (this includes playing any sport for the school - even half a game) or, in the event the competition allows the playing of a double-header, ie: two separate matches, 100 minutes per day in this Competition.

When double headers are played the teams will play 10 or 12½ minutes each way with a straight turnaround.

The League fixtures and kick-off times shall be arranged by the Management Committee. Any team failing to commence at the appointed time may be dealt with as the Management Committee may determine.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The Competition will provide footballs fit for play and the referee shall immediately report to the Competition if any footballs are unsuitable.

- (i) A size 3 ball will be used for age groups U7 to U8.
- (ii) A size 4 ball will be used for age groups U9 to U14.
- (ii) A size 5 ball will be used for all other age groups.

Goal nets must be used.

(C) Minimum Playing Squad Sizes

- (i) 5-side teams require a minimum of 4 players.
- (ii) 7-side teams require a minimum of 5 players.
- (ii) 9-side teams require a minimum of 7 players.

- (ii) 11-aside teams require a minimum of 8 players.

If a team fails to field a minimum squad size then they forfeit the game with the opponents being awarded a 2:0 victory. In this circumstance a friendly game should be played balancing the available players across the two teams.

(D) Substitutions:

11-aside and 9-aside teams make their substitutions at half time only ensuring that the same children are not substituted week on week. A substitute can return to the field of play if a player is injured and cannot continue (gentleman's agreement).

ALL 7-aside leagues will do substitutions at 12.5 minutes through each half of the game and at half time (ie 3 changes of substitutes) ensuring that the same children are not substituted week on week.

ALL 5-aside leagues will do substitutions at 10 minutes through each half of the game and at half time (ie 3 changes of substitutes) with the ensuring that the same children are not substituted week on week.

11 Reporting Results

- (A) The Secretary must receive within one day of the date played, the result of each Little League match.
- (B) Leagues are permitted to collect but not to publish results for fixtures they organise for U7, U8, U9 and U10 Mini Soccer.

12 Determining Championship

- (A) Team rankings within the Competition will be decided by points with two points to be awarded for a win and one point for a drawn match. For Cup competition games an additional point being awarded where the winner wins by two or more goals. The teams will be ranked using Points, Goal difference, Goals conceded, Number of wins, Playing record against each other.

In the case where the same team wins the league in both halves of the season but a different team finishes second in each half. The runner up will be determined by establishing which of the two runner-up teams have the better playing record for the season using the ranking detailed in 12A. Matches must not be played for double points. In Mini Soccer points can only be awarded for Under 9 Competitions onwards.

13 Referees

- (A) Registered Referees (and Assistant Referees where approved by the FA or County FA) for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association(s).
- (B) In cases where there are no officially appointed Assistant Referees, or where the Competition has been unable to appoint a Referee, the teams shall agree upon a Referee. An individual thus agreed

upon shall, for that game, have the full powers, status and authority of a registered Referee.

It will be acceptable to allow each team to provide an individual to officiate thereby allowing each person to referee one half of the match each.

- (C) Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee
- (D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.
- (E) Subject to any limits/provisions laid down by the sanctioning Association Match Officials appointed under this Rule normally offer their services to this Competition for free.
- (F) A Referee not keeping his or her engagement, and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Association with which he or she is registered.
- (G) The Referee shall submit a report form, supplied by the Competition, giving the result of the match, the number of players in each team and the time of kick-off to the Secretary immediately after the match.
- (H) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge.
- (I) Referees shall have undertaken a Respect briefing offered by the FA/County FA

14 Protests & Complaints

- (A) (i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the Referee before the commencement of the match. Any 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.
- (B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged in duplicate with the Secretary within one days (excluding Sundays) of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A Member of the Management Committee who is a member of any team involved shall not be present (except as a witness or representative of his team) when such protest or complaint is being determined.
- (C) Any dispute occurring between Teams in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 15.
- (D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.
 - (i) All parties must have received two days' notice of the Hearing should they be instructed to attend.

(ii) Should an individual or team elect to state their case in person then they should indicate such when forwarding the written response.

- (F) When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining individual Member, player or team of any information which, if properly used, might have avoided the protest or complaint.

15 Board of Appeal Little Leagues Association & County FA

- (A) Within 14 days of the posting of written notification of any decision of the Management Committee, a team, Individual Member or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Little Leagues Association, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The decision of the Board of Appeal is final and binding on all parties concerned.
- (B) No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.
- (C) Within 14 days of the posting of written notification of any decision of Little Leagues Association, the Competition, a team, Individual Member or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Surrey County Football Association, including a fee of £25, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.
- (D) No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

16 Exclusion of Individual Members, Misconduct, Teams, Officials, Players

- (A) At the Annual General Meeting, or Special General Meeting called for the purpose in accordance with the provisions of Rule 18, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Individual Member, Team, Official or player from further membership which must be supported by (more than) two-thirds ($\frac{2}{3}$) of those present and voting. Voting on this point shall 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 team whose conduct has, in their opinion, been undesirable, which must be supported by (more than) two-thirds ($\frac{2}{3}$) of those present and voting. Voting on this point shall be conducted by ballot. The Individual Members associated with the team whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any official or Individual Member, or player of a team proved guilty of a breach of Rule, other than field offences, shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their team shall also be liable to expulsion in accordance with the provisions of Clauses (A) and (B) of this Rule.

17 Trophy:- Legal Owners, Conditions of Taking Over, Agreement to be Signed, Awards

The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

“We A _____ and B _____, the Manager and Coach of _____, Individual Members of and representing the team, having been declared winners of _____ Cup or Trophy, and it having been delivered to us by the Little League, do hereby on behalf of the team jointly and severally agree to return the Cup or Trophy to the Little League Secretary on or before 1st January of each year. If the Cup or Trophy is lost or damaged whilst under our care we agree to refund to the Little League the amount of its current value or the cost of its thorough repair.”

Failure to comply will result in a fine as determined by the Management Committee.

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

18 Special General Meeting

Upon receiving a requisition signed by two-thirds of the Membership the Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least seven days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting.

Each Individual Member shall be entitled to attend all Special General Meetings. Each Individual Member shall be entitled to one vote only, as will members of the Management Committee.

Individual Members, Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

19 Alterations to Rules

Alterations, for which consent has been given by the sanctioning Association, shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary at least two months prior to the date of the Meeting. The proposals, together with any proposals by the Management Committee, shall be circulated to all Individual Members at least six weeks prior to the Annual General Meeting and any amendments thereto shall be submitted to the Secretary at least four weeks prior to the Annual General Meeting. The proposals and proposed amendments thereto shall be made available to all Individual Members with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a majority of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association four weeks prior to the date of the meeting.

20 Finance

- (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.
- (B) All expenditure in excess of £500 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.
- (C) The financial year of the West Sutton Little League will end on 31st March.
- (D) The books, or a certified balance sheet, of the Little League shall be prepared and shall be verified annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

21 Insurance

The Competition must have public liability insurance cover of at least ten million pounds (£10,000,000)

22 Dissolution

(A) Dissolution of the Competition shall be by resolution approved at a Special General Meeting by a majority of three quarters of the members present and shall take effect from the date of the relevant Special General Meeting.

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

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

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

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