



## **BCFA YOUTH FOOTBALL LEAGUE**

### **MINUTES OF THE ANNUAL GENERAL MEETING**

**HELD ON TUESDAY 27<sup>th</sup> JUNE 2023 at 7:45pm**

**HELD AT CHELMSFORD CITY FC, SALERNO WAY, CHELMSFORD CM1 2EH**

### **AGENDA**

The Chairman opened the meeting and thanked everyone for attending, the Club Volunteers for all they do and the Management Committee for their work for the League.

**1. Roll Call and Apologies**

All teams present in the room confirmed they had signed the AGM register. Apologies were received from Havering Palace FC. 5 Clubs failed to attend so would receive a fine for non-attendance in line with League Rule 8.

**2. Minutes of last years AGM held on the 22<sup>nd</sup> June 2022**

Minutes were taken as read with no objections noted.

**3. Presentation of Annual Report**

Peter Hockley gave a summary of the Annual Report that had been sent out ahead of the meeting by email and taken as read.

**4. Presentation of Balance Sheet and Statement of Accounts**

Laurence Bough gave an overview of the Treasurers Report covering the Balance Sheet and Statement of Accounts that had been sent out by email ahead of the meeting. There were no questions on the Accounts and no objections noted.

**5. Election of Officers, Club Representatives to the Management Committee**

The Officers and Club Representatives put forward for election in the agenda were voted in unanimously by the Member Clubs.

It was noted there were still vacancies for an U8 Fixture Secretary and Development Officer which we need to fill before the season starts in September.

**6. Election of Clubs to fill vacancies as recommended and proposed by the Management Committee.**

The Following clubs were voted in unanimously by member clubs with no objections noted to fill vacancies subject to their completed application and requested paperwork being submitted to the League Secretary by 17<sup>th</sup> July 2023.

Barnston, Basildon Utd, Chafford Utd, Essex Royals, Hatfield Peverel, Heybridge Swifts, Millside, North Weald Raiders, Playball and Witham Town.

The Chairman requested permission from the member clubs to add in additional clubs during the season if they successfully meet our joining criteria.

**7. Constitution of the League for the coming season 2023/2024:**

The existing Clubs in the constitution were noted by the meeting. The Clubs elected under item 6 will be added to the constitution. The resulting Constitution was adopted with no objections noted.

**8. Divisional Constitution – Under 12's,13's,14's,15's,16's,17's & 18's**

Latest Draft Version was sent out to Clubs on 26/06/2023 – It was agreed that some changes may still be made to these and are subject to all teams submitting their league application form online by 17<sup>th</sup> July 2023.

The chairman requested permission from membership to move teams after 3 to 4 matches if a team is clearly in the wrong division.

**9. CYFL Funds Update**

Lesley Smith advised that some funding had been paid out but there was a lot more available to support coaching and referee courses. Applications are available on the League website and clubs were encouraged to take advantage of this funding.

**10. Appointment of Auditor/Verifier**

Carol Payne was proposed by the Management Committee. There were no objections noted.

**11. Alteration to Rules**

The proposed Rule changes for Season 2023/24 were sent out ahead of the meeting. Peter Hockley presented this list and the following rules were agreed with no objections noted:

**Rule 2 –** Cap of 12 Teams Per Division

**Rule 4 –** New Club Deposit increased from £0 to £50

**Rule 7 –** Election to state case in Person from £0 to £10

**Rule 15 –** Honorariums for the committee must be agreed by the Charity Trustees

**Rule 18 (Q) –** Teams must have an electronic or paper copy of their latest squad ID list available to share with opposition before a match commences.

**Rule 18 (R) –** Any player not found on the squad list can play in the match but be reported to the League to verify the players registration. If the player is found not be registered further action will be considered by the Management Committee.

**Rule 20 (B) –** There will be no matches scheduled on 24<sup>th</sup> Dec 2023, 31<sup>st</sup> Dec 2023 and 31<sup>st</sup> March 2024. The number of extra closed Sunday's allowed with 21 days-notice was reduced from 4 to 2.

**Schedule A - Team Fees –** Increased by £10 per team.

**Schedule A - Referee Fees –** Increased to new rates proposed by ECFA.

**Rule 18 (L) –** It was proposed ahead of the AGM to name JPL and Echo as Senior Competitions and limit 1 player from each league per matchday squad. This change was retracted by the Management Committee following concerns raised about the standard of these leagues compared to the BCFA, especially the Girls JPL.

**Rule 20 –** The Management Committee advised Kicks Offs should be between 10am and 2pm apart from Cup Finals which will be fixed by the Management Committee. 5 Clubs objected to this requesting an extension of the permitted Kick off window up to 3pm. The Chairman acknowledged the challenges some clubs have with pitch availability but said the league had to go with the majority of membership which in this case was in favour of the 10am to 2pm window. Managers can agree to play a match

outside of this window if both teams agree and notify the relevant Fixture Secretary beforehand.

**12. Fix Dates for the start of the playing season.**

The start of the playing season was agreed as Sunday 3<sup>rd</sup> September 2023 for start of season Round Robins and Playoffs and then Saturday 16<sup>th</sup> & Sunday 17<sup>th</sup> September 2023 for start of League fixtures.

**13. Fix Dates for the end of the playing season.**

The end of the season was agreed as Saturday 18<sup>th</sup> & Sunday 19<sup>th</sup> May 2024.

**14. Football Development**

It was noted that the League is looking for a Development Officer to help provide development opportunities for our players and help support coach development through league workshops run in partnership with Essex FA.

**15. Festivals for U7 Boys / U8 Girls**

Following success of workshops last season, new U7/U8 coaches will need to attend a Festival Intro Workshop before they can start applying for fixtures. This will be run in September in partnership with Essex FA to support new coaches.

**16. Cup Competitions**

The BCFA facilitated 46 Cup Finals last season which were organised and hosted by a small number of committee members. The Chairman confirmed that next season we will be running Bi-Divisional Cup Competitions for U9s to U18s.

**17. Sportsmanship Awards**

The Chairman congratulated the Top 10 rated Teams for Sportsmanship as recorded in Full time for 2022/23. Each Manager will be sent a £50 Pro-Kit Voucher. The full list of teams has been published in the Roll of Honour on the league website.

**18. FA Accreditation**

The Chairman introduced our new FA Accreditation Officer – Lisa Alger. In order to remain an accredited league at least 85% of BCFA teams must be accredited. We are currently the 3<sup>rd</sup> top league in Essex with 91% of teams accredited. Teams that are currently not accredited have been given 1 season to get this resolved to remain in the league and Lisa will be contacting the relevant clubs direct with reminders.

**19. ECFA Representative**

Emma Burden (Football Development Officer – Female Pathway) and Karl Sear (Football Development Manager – Clubs/Leagues) gave a presentation with latest news from Essex FA. Details of what was shared will be emailed out to clubs by the League Secretary.

**20. Application Deadline**

The deadline for confirming team applications to the League for season 2023/2024 is 17<sup>th</sup> July 2023 and must be done via an online submission on the web admin portal.

**21. Player Registration Window Update**

The Registration system is now open. Players will be approved once clubs have submitted their league application and affiliated the team with Essex FA. All Players need Photo ID from U7s to U18s. Most rejections are due to player photos – please ensure photos show a head shot of the player. Photos last for 2 years and the registration system will tell when a player requires a new photo.

Meeting was closed by the Chairman at 8.41pm

Hon. Secretary June 2023