



BEDFORDSHIRE COUNTY FOOTBALL LEAGUE

PRESIDENT: MR T. SADLER
HON GENERAL SECRETARY: MR G. B. SNELSON
3 THE FURLONG BEDFORD TELEPHONE 01234-317597
MINUTES: MANAGEMENT COMMITTEE MEETING
THURSDAY 1ST DECEMBER 2016

7PM AT AFC KEMPSTON, HILLGROUNDS ROAD, KEMPSTON

MEMBERS PRESENT: Messrs TM Sadler [President], BT Watson [Chairman], P Francis [Vice-Chairman], B Humphries, R Leonard, K Redman, GB Snelson [General Secretary]. **CLUB REPRESENTATIVES:** Messrs R Simmonds [Elstow Abbey FC and League Charter Standard Coordinator], D Gauntlett [Shefford Town and Campton FC], G Ingerson [AFC Kempston Town & Bedford College].

APOLOGIES: Messrs B Hallybone, PJ Onion. **LIFE VICE-PRESIDENT:** Mr J Warner. **BEDFORDSHIRE F.A. REPRESENTATIVE:** Mr A Scott

The Chairman: welcome Gary Ingerson to his first Management Committee meeting as a Club Representative.

1 PREVIOUS MEETING

- ❖ The minutes of the Management Committee meetings of 3rd November 2016 were signed as a true record.

2 MATTERS ARISING

- ❖ JLC meeting 21st November 2016 at 7pm at PDFL offices, Peterborough. Messrs Francis and Simmonds attended. Peter Francis:
 - FA Small Grants Available for Clubs Below Level Seven.
 - CPD Training: At minimum of 6 hours per year is required to be given by the league to its clubs as a requirement to maintain Charter Standard status.
 - Northampton Town League: About to fold, now down to four clubs.
 - Referee Appointments : Both the Northants Combination & Peterborough League are struggling to gain full coverage to the extend they sought Football Association advice.
 - Whole Game System : Player Registration Extended Roll-out program underway. BCFL to either be in the roll out on 12th January 2017 or 16th February 2017. It would appear to involve a lot of work just getting to the starting point because of potentially masses of duplicate records already created.
- ❖ Adult only basic referee course. Target date March 2017. Brian Humphries to liaise with Beds FA.
- ❖ Inter League Centenary Cup – only BCFL and Leighton Sunday League entered, therefore the competition will not run.
- ❖ Bedfordshire F.A. Representative Mr A Scott not available to attend meetings. Management Committee still want Alan to continue as League Rep.
- ❖ **Harlington FC** re fine 2016.11-09 for ineligible player. Correspondence on the matter reviewed at length before the Management Committee decided the fine and point deduction to stand.
- ❖ **Flitwick Town 'A'** re warning 2016.11-04 for failing to notify opponents. Matter reviewed. Club provided evidence that notification had been made on Thursday 13th October 2016 at 16:56 for the Saturday match, which was a day late. Management Committee decided the warning to stand.

3 CORRESPONDENCE

- ❖ Various items of correspondence were listed for information. All those requiring action or for information are recorded elsewhere in these minutes. These included various minutes and notices from Beds FA. Again, those requiring action by, or special information to, the League are covered elsewhere in these minutes. Otherwise correspondence is available on request to the General Secretary. All other correspondence is included in the items below.
- ❖ **The Football Association:**
 - FA Inter-League Cup (2017/18) - expression of interest. General Secretary replied confirming interest in entering,
- ❖ **Bedfordshire Football Association:**
 - Various minutes of meetings
 - Kempston Town & Bedford College FC has launched a charity calendar to fundraise for the Teenage Cancer Trust and Shelbee Clarke. Forwarded to all Clubs. It was agreed the League donate £100 to the fund.
- ❖ Northants Combination minutes for November 2016. Received with thanks.
- ❖ United Counties Football League informing of the death of Jeremy Biggs. Funeral arrangement details also supplied.

4 FINANCE

- ❖ All fines levied at the November 2016 meeting have been paid.
- ❖ League Sponsorship opportunities: Gary Ingerson briefed the Committee on some ideas he wished to follow and was requested to report back at the January 2017 meeting.

5 TROPHIES & MEMENTOES

- ❖ *Trophies need to be engraved sometime over the next few months, but no later than 31st March 2017.*

6 TRANSFERS

Jonathon Stratford
Matthew Jarman
Kirkwood McKinley
Adam Smith
Shaun Wincone
Jhey Tompkins
Martin Bennett
Ravinder Momi
AJay Momi
Benni Debrah
Ethan Skea
Charlie Watson

Sandy to Sandy Albion.
Wixams to Marston Shelton Rovers.
Kempston Hammers Sports to Wixams.
Elstow Abbey to Meltis Albion.
Kempston Hammers Sports to Wilstead.
Wootton Blue Cross to Elstow Abbey.
Kempston Hammers to Sharnbrook.
Wootton Blue Cross to Bedford Albion.
Wootton Blue Cross to Bedford Albion.
Wootton Blue Cross to Bedford Albion.
Wootton Blue Cross to Bedford Albion.
Henlow to Clifton

7 ALTERATIONS TO HANDBOOK

- ❖ AFC Kempston Town & BC: change of colours Blue and White stripes shirts, White shorts, Blue socks.
- ❖ New online version of the handbook [revision 2A dated 1st November 2016] published to all Clubs. The next online version of the handbook will be published to all Clubs on **1st January 2017**.

8 REFEREE SECRETARY REPORT

- ❖ Brian Humphries to report to January 2017 meeting on progress with Club Assistant Referee training and Adult only Referee Course.
- ❖ It was reported that the completion of Match Report Forms by referees has improved.

9 FIXTURE REPORT

- ❖ Saturday 19th November 2016 Div.3: **Marston Shelton Rovers Reserves** v Bedford Albion. Marston SR Res failed to notify opponents and are warned as per rule, **see item 15 below, reference 2016.12-01**
- ❖ Saturday 19th November 2016 Div.4: **CS Rovers** v Harlington. CS Rovers failed to notify opponents and are warned as per rule, **see item 15 below, reference 2016.12-02**
- ❖ Saturday 12th November 2016. Div.2: Flitwick Town Reserves v **Kempston Hammers Sports**. Kempston Hammers unable to raise a team. Withdrew from league 17th November 2016. See item 16 below.
- ❖ **FREE DATES SEASON 2016-2017**: All the following requests were agreed and recorded in the October/November minutes:
 - **Harlington** – away fixture on 3rd December 2016
 - **Lea Sports PSG** - Saturday 17th December 2016 – **REQUEST WITHDRAWN** [Herts FA County Cup tie to be played].
- ❖ **League Cup Competitions**
- ❖ Revisions to Pools G and H following the withdrawal of Kempston Hammers Sports from Pool G. Sundon Park Rovers move from Pool H to Pool G.

JUBILEE CUP POOL G

Henlow Reserves [HEN3]

Kempston Hammers Sports [KEHA]

Sandy Albion [SAL1]

Sundon Park Rovers [SPRO]

Wootton Village [WOOV]

JUBILEE CUP POOL H

Lea Sports PSG [LEA1]

Lidlington United Sports [LID1]

Shefford Town & Campton 'A' [STC3]

Wixams [WIX1]

➤ JUBILEE CUP GROUP STAGE – RULES

- Entry is for all teams playing in Divisions 2 to 4 inclusive [now 32 teams]
- Teams arranged into 8 groups, with teams within a group playing each other home and away
- **LEAGUE RULES APPLY**. Knockout Cup Rules do **NOT** apply at this stage of the competition, **therefore when a Club has two teams entered at this stage a player may play for both teams if required to do so. Rule 8[C] also applies: three players from a first team may play in the second team [there is no County Cup ineligibility] and three players from the second team may play in the third team.**
- THREE points for a win, ONE for a draw. Final group positions to be decided on League points, then goal difference, then goals scored then finally the head to head aggregate score. If still level between second and third placed teams a tie break match between the teams will be arranged under the Rules for Knock-out Competitions.
- On completion of fixtures, the top two teams in each group progress to the knock-out stage of the competition [16 teams]. Ties to be randomly drawn. Rules for knock-out cup competitions WILL apply in these later stages.
- All other teams will be entered into the Watson Shield, together with any entries from the Bedfordshire Youth Saturday League.

10 REGISTRATIONS, RESULTS, PRESS & MEDIA SECRETARY REPORT

- **Henlow Reserves**: In breach of league rule 11C in failing to load onto Full Time their result sheet for their game against Sandy Reserves on Saturday 12th November 2016 by the deadline of Midnight Wednesday 16th November 2016. Report notice issued by email on Thursday 17th November 2016. Result sheet loaded Tuesday 22nd November 2016.
 - 1st Occurrence. Club warned as per rule, **see item 15 below, reference 2016.12-03**
- **Houghton Athletic**: In breach of league rule 11C in failing to load onto Full Time their result sheet for their game against Cranfield United Reserves on Saturday 12th November 2016 by the deadline of Midnight Wednesday 16th November 2016. Report notice issued by email on Thursday 17th November 2016. Result sheet loaded minus referee mark Thursday 17th November 2016. Referee mark added Friday 18th November 2016.
 - 1st Occurrence. Club warned as per rule, **see item 15 below, reference 2016.12-04**
- **Potton Town**: In breach of league rule 11C in failing to load onto Full Time their result sheet for their game against Atletico Europa on Saturday 29th October 2016 by the deadline of Midnight Wednesday 2nd November 2016. Report notice issued by email on Thursday 3rd November 2016.
 - 1st Occurrence. Club warned as per rule, **see item 15 below, reference 2016.12-05**
- **Potton Town**: In breach of league rule 11B in failing to report the result of their game against Wixams on Saturday 19th November 2016 by the deadline of 5.00pm. Report notice issued by email on Sunday 20th November 2016. Result text received at 5.03pm following chase.
 - 2nd Occurrence. Club fined as per rule, **see item 15 below, reference 2016.12-06**
- **The 61FC Luton Reserves**: In breach of league rule 11B in failing to report the result of their game against Totternhoe Reserves on Saturday 19th November 2016 by the deadline of 5.00pm. Report notice issued by email on Sunday 20th November 2016. Result text received at 5.03pm following chase.
 - 2nd Occurrence. Club fined as per rule, **see item 15 below, reference 2016.12-07**
- **White Eagles**: Outcome of charge issued against the club for use of an unregistered player on Saturday 12th November 2016 against AFC Dunton following investigation by the Beds FA of their discipline charge case number 8768162 against Adam Chmiel. Charge dropped. Match day referee supplied Beds FA with incorrect information

- ❖ Total number of registered players to 26th November 2016: **2050**

11 NATIONAL LEAGUE SYSTEM including FACILITIES

- ❖ The following checks are still required to be made:

- **Harlington FC** – check required on current changing facilities.
 - **Stevington FC** – check required on current facilities at Pavenham.
 - **Wootton Blue Cross FC** – check required on current facilities and any improvements that can be made.
- Floodlights check required before evening matches can be played.
- **Flitwick Town FC** – request for grant towards purchase of Team Shelters
 - **Clubs requesting grant aid from the League MUST provide written cost estimates of the project BEFORE any work starts, as there is no guarantee that a League Grant will be made.**

12 REPRESENTATIVE FOOTBALL

- ❖ Nothing to report.

13 CHARTER STANDARD LEAGUE

- ❖ As previously reported, League Charter Standard Co-ordinator Roland Simmonds [01234 217688 or 07501059080] will continue to assist Clubs in achieving or maintaining CS status.
- ❖ Work in hand to help Club's renew CS status by completion of Annual Health Check. It was again reported that the response of Clubs to complete the Health Check was very poor to date. Clubs are reminded that a review of the CS status of Clubs will be made in January following the initial deadline of 31st December 2016, and that it is a condition of entry into the League to obtain Charter Standard.

14 RESPECT and COUNTY FA DISCIPLINE

- ❖ Please be aware that Respect Sanctions [C2 Cautions for showing dissent by word or action and S6 Sending off for using offensive, insulting or abusive language] carry **very heavy automatic penalties**. **For next season, get your players to understand the seriousness of being cautioned or sent off for dissent.**

15 CURRENT FINES

- ❖ Fines/warnings levied at this meeting:

REF	CLUB	DATE	DESCRIPTION	FINE	PTS	RULE	DUE DATE
2016.12-01	Marston Shelton Rvs Res	19 November 2016	Failure to notify opponents/referee	warning		10-D: 05-D	no fine [1st occur.]
2016.12-02	CS Rovers	19 November 2016	Failure to notify opponents/referee	warning		10-D: 05-D	no fine [1st occur.]
2016.12-03	Henlow	12 November 2016	Failure to complete online Match Notification by deadline [1st]	warning		11-C	no fine [1st occur.]
2016.12-04	Houghton Athletic	12 November 2016	Failure to complete online Match Notification by deadline [1st]	warning		11-C	no fine [1st occur.]
2016.12-05	Potton Town	29 October 2016	Failure to complete online Match Notification by deadline [1st]	warning		11-C	no fine [1st occur.]
2016.12-06	Potton Town	19 November 2016	Failure to provide result by deadline	£15		11-B	02 January 2017
2016.12-07	The 61FC [Luton] Res	19 November 2016	Failure to provide result by deadline	£15		11-B	02 January 2017
2016.12-08	Kempston Hammers Sp	17 November 2016	Withdrawing after AGM & before completion of fixtures	£75		14-B	Club deposit used as payment.

16 NEW TEAMS and WITHDRAWALS

- ❖ New Teams: **Bedford Albion Reserves** [provisional]
- ❖ Withdrawals: 17th November 2016 Div.3: **Kempston Hammers Sports** from Division Two. Club fined as per rule [£75] – Club deposit used to pay fine, **see item 15 above, reference 2016.12-08**

17 LEAGUE DEVELOPMENT PLAN REVIEW

- ❖ #●Action from Plan – Bedfordshire FA support
- ❖ **Running The League**
- ❖ 1●FA Emergency Aid qualified personnel at all Clubs for all Teams
 - 1A●To check qualifications of all Club First Aiders in League from a list provided by the League. **COMPLETED.**
 - 1B●To liaise with League in arranging EA courses as required. **Roland Simmonds - ON GOING.**
- ❖ 2●Extend the use of FA Full Time software, and the on-going interface with Whole Game System, in the collection of match results and goal scorers.
 - 2●To provide support. **NOT YET STARTED**
- ❖ 3●Invitation for Bedfordshire FA staff to attend League Management meetings twice during the season.
 - 3●Beds FA staff [as appropriate] to attend League Management Committee meeting in November 2016 and March 2017. Additionally in September 2016. **COMPLETED FOR 2016 – ON GOING INTO 2017.**
- ❖ 4●To dramatically improve the number of followers of the League Twitter site.
 - 4●To involve Beds FA Youth Council and to manage the use of the League-owned I-pad Mini. **COMPLETED – I-Pad purchased and Chris Howes from Beds FA Youth Council nominated to be first I-pad holder. 217 followers 29/11/16**
- ❖ **Sustain and Increase Participation**
- ❖ 5●In co-operation with the Bedfordshire FA, the League will once again look to sponsor 10 new, possibly young [over 16 years], referees with a view to them officiating in the League. The League will pay a sum of £100 per referee, towards course fees and kit purchases, following the 6th [sixth] BCFL match completed by any new match official.
 - 5●To identify suitable candidates and put them in contact with the League. **IN HAND FOR COURSE IN JANUARY 2017**
- ❖ 6●Explore the introduction of a 'split season' in the lower divisions of the League
 - 6●To provide support and expertise in developing this initiative. **NOT STARTED.**
- ❖ **Player Development- Environment**
- ❖ 7●In conjunction with Bedfordshire FA, re-introduce a short, one-evening training course for Club Assistant Referees. Devise incentives/rewards for training and performance at matches.
 - 7●To provide a course and course tutor. **IN HAND.**
- ❖ **Player Development- Coaching**

- ❖ 8•The League will pay 50% of the course fees for one person per Club attending a Bedfordshire FA Level 2 Coaching Course. This will be limited to 5 persons per season.
 - 8A•To publicise the initiative via Beds FA and League Twitter sites. **ON GOING.**
 - 8B•To provide the opportunity for financial help in the form of bursaries. **ON GOING.**
- **Graham Norman - Wootton Village**
 Course: *The FA Level 1 in Coaching Football* (includes The FA Emergency Aid Certificate and The FA Safeguarding Children Workshop)
 Discounted Price: £65 (original price £130)
 Start Date: 5th February 2017
 Venue: University of Bedfordshire, Bedford Campus
- **Martin Powell - Ampthill Town Reserves**
 Course: *The FA Level 1 in Coaching Football* (includes The FA Emergency Aid Certificate and The FA Safeguarding Children Workshop)
 Discounted Price: £65 (original price £130)
 Start Date: 5th February 2017
 Venue: University of Bedfordshire, Bedford Campus
- **Chris Harvey - Wootton Blue Cross FC**
 Course: *The FA Level 1 in Coaching Football* (includes The FA Emergency Aid Certificate and The FA Safeguarding Children Workshop)
 Discounted Price: £65 (original price £130)
 Start Date: 5th February 2017
 Venue: University of Bedfordshire, Bedford Campus
- **Criag Keizer - Houghton Athletic FC**
 Course: *The FA Level 2 in Coaching Football*
 Discounted Price: £175 (original price £350)
 Start Date: 18th February 2017
 Venue: Bedfordshire FA, Dunstable
- ❖ **Improve Training and Playing Facilities**
- ❖ 9•Support to Clubs particularly in Premier Division and Division One in order for them to improve their facilities where necessary.
 - 9•Management Committee reviews with Bedfordshire FA. **ON GOING.**

18 ANY OTHER BUSINESS

- ❖ Date of next full meeting: **Thursday 5th January 2017** starting at **7pm at Kempston Rovers FC**
- ❖ There being no other business the Chairman closed the meeting at 8.52 p.m.
- ❖ G. B. Snelson, General Secretary
- ❖ <https://twitter.com/bedscountylge>



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