



**Season 2018 / 2019**

**MONMOUTHSHIRE WINDOWS**

**EAST GWENT**

**FOOTBALL LEAGUE**

**FORMED 1913**

*(Affiliated to the Gwent County)*

**HANDBOOK &**

**OFFICIAL**

**RULES**

**Officers, Council Members for Season 2018/2019**

**President: Mr. M. Harbinson , 4,Whitehall Gardens, Undy, Caldicot, Mon NP263EW**

**Vice Presidents: Mr. P. Aston, Mrs. P. Scrivens, Mr. D. Rix, Mr. D. Lovell.**

**Life Members: Mr. H. Wills , Mr. M. Harbinson , Mr. M. Knight , Mr. B. Reed , Mr. J. Gates, Mr. R. Morley,  
Mr. D. Barlow.**

**Chairman of Council: Mr. S. Matthews, 28, Plover Crescent, Caldicot Mon. NP26 5ET**

**Vice Chairman: Mr. J. Gates, 2, Llanthony Close, Caldicot, Mon. NP26 4LU**

**General Secretary: Mr. B. Reed, 20, Station Road, Caldicot, Mon. NP26 4BU**

**Treasurer: Mr. B. Reed, 20, Station Road, Caldicot, Mon. NP26 4BU**

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**Registration Secretary. Mr. B. Reed, 20, Station Road, Caldicot, Mon. NP26 4BU**

**Safeguarding Officer. Mr. R. Murden, 86, Thornwell Road, Bulwark, Chepstow. Mon. NP16 5NT**

**Council :**

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**Mr. S. Matthews, 28 , Plover Cresent, Caldicot Mon. NP26 5ET**

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**Mr. R. Morley, 31, Longcroft Road, Caldicot, Mon. NP26 4EX**

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**Mr. R. Murdin, 86, Thornwell Road, Bulwark, Chepstow. Mon. NP16 5NT**

**Mr. K. Nurden, 3, Keats Road, Caldicot, Mon. NP26 4LH**

**Mr. C. Currey, 6, Mathern Road, Bulwark, Chepstow. Mon. NP16 5JS**

**Mr. G. Vaughan, 224, Newport Road, Caldicot, Mon. NP26 4AE**

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<b>CLUB</b>	<b>COLOURS</b>	<b>ALTERNATE</b>	<b>GROUND</b>
<b>Caldicot Castle A</b>	<b>Red/Black</b>	<b>Black/White</b>	<b>Caldicot Castle Grounds</b>
<b>Caldicot Castle B</b>	<b>Black/White</b>	<b>Red/Black</b>	<b>Caldicot Castle Grounds</b>
<b>Caldicot Town</b>	<b>Royal Blue</b>	<b>All Red or Lime Green</b>	<b>Jubilee Way</b>
<b>Chepstow Athletic</b>	<b>Light Blue</b>	<b>Maroon</b>	<b>Mathern Road</b>
<b>Chepstow Town</b>	<b>Blue/White</b>	<b>All Red</b>	<b>Larkfield Park</b>
<b>Iscoed Tarfarn</b>	<b>Blue</b>	<b>Red/White</b>	<b>Larch Grove Underwood</b>
<b>Mathern FC</b>	<b>All Red</b>	<b>Yellow</b>	<b>Mathern Athletic Club</b>
<b>Monmouth Town</b>	<b>Yellow/Blue</b>	<b>All Red</b>	<b>Blestium Street</b>
<b>Portskewett &amp; Sudbrook</b>	<b>Red/Black</b>	<b>White</b>	<b>Recreation Ground</b>
<b>Raglan</b>	<b>Purple/White</b>	<b>Orange or Black Stripe</b>	<b>Station Road Raglan</b>
<b>Rockfield Rovers</b>	<b>Red/Black</b>	<b>Green/White</b>	<b>Rockfield Community Centre</b>
<b>Severn Tunnel N.P. A</b>	<b>Red/Navy</b>	<b>Navy</b>	<b>Rogiet Playing Fields</b>
<b>Sudbrook Cricket Club</b>	<b>Yellow/Black</b>	<b>All Navy</b>	<b>Sudbrook C.C. Mill Lane</b>
<b>Thornwell Red &amp; White A</b>	<b>Red/White</b>	<b>White</b>	<b>Thornwell Park</b>
<b>Thornwell Red &amp; White B</b>	<b>White</b>	<b>Red/White</b>	<b>Thornwell Park</b>
<b>Tintern Abbey</b>	<b>Yellow/Green</b>	<b>Dark Blue</b>	<b>Tintern Playing Fields</b>
<b>Undy Athletic</b>	<b>All Red</b>	<b>All Blue</b>	<b>The Courseway Undy</b>

## THE LEAGUE

### **1: The League**

The League shall be called the EAST GWENT ASSOCIATION FOOTBALL LEAGUE and shall be affiliated to the GWENT COUNTY FOOTBALL ASSOCIATION.

### **2 : Objects**

The object of the league shall be to promote football within the East Gwent Area.

### **3 : Area**

The area of the league is bordered by the River Severn/Bristol Channel on the South and the River Wye on the East to Monmouth. The league area continues West to include Raglan then following a line south to, but not including Llanwern , then on to the River Severn /Bristol Channel.

### **4 : Assets**

The income and property of the league shall be applied to its stated objects. No member of the League shall receive payment for their services as a member and on dissolution any income and property remaining shall not be distributed among the members but devoted to a Society with similar aims or to a Philanthropic or Charitable purpose

### **5 : Management**

The affairs of the League shall be managed by a Council to consist of President, Life Members, Hon Secretary, Hon Treasurer, Assistant Secretaries as required and 12 members of the Council nominated by the clubs and/ or and by the Annual General Meeting. The Chairman, Vice Chairman, and Officers shall be elected by the Council at the first meeting after the Annual General Meeting. Members of the League Council who have served for 15 years not necessarily continuously shall be eligible for election as Life Members with full voting powers at any meeting

### **6 : Annual General Meeting**

The President of the League Shall conduct the business of the Annual General Meeting, or in his absence a person elected at the start of the meeting by the clubs present. The 12 members for the council shall be elected at the Annual General Meeting and shall be nominated by the clubs not less than 14 days before the date of the meeting. Each club may nominate candidates up to 12 in number but not more than one own members. The League Council may also nominate up to 12 candidates. The term of office of the members of the League Council shall cease at the start of the Annual General Meeting and they shall not be eligible to vote in the election of the Council members. The next nominee on the voting list at the Annual General Meeting shall fill any vacancy occurring on the Council. If there is no qualified candidate the Council are empowered to co-opt.

### **7 : General Meeting and Special General Meeting**

Each club may send two representatives only to the Annual General Meeting or any Special Meeting, but only one representative from each club may vote. All clubs must send at least one representative to all meetings as directed or be fined unless reasonable explanation is provided. No representative shall vote

upon any matter connected with his or her club. The League Secretary shall convene a special general meeting at any time by order of the Council or upon receiving a requisition to that effect signed by the Secretaries of not less than three League clubs. Any proposition to be put before a Special General Meeting may not be considered unless notice of such proposition has been given to the League Secretary who shall include such proposition on the notice calling the meeting. No such proposition shall be deemed carried unless by two-thirds majority of those voting. Meetings of the League Council shall be held once a month during the football season the secretary being empowered to call a special meeting at any time deemed necessary on giving seven days notice an agenda to accompany notice to show all matters which are likely to require discussion or voting.

#### **8 : Standing Orders for Council and other Meeting.**

**A) Control of Meeting-**The Chairman of the Council shall have control for the business of the meeting and in the case of a tie on voting for any motion or amendment he/she shall have the power to give a second or casting vote

**b) Moving or Resolution-**Every motion shall be moved and seconded (and if so required shall be reduced in writing) before it is discussed or put to the meeting.

**c) Matters not before the Meeting-**No member shall speak on any matter not before the meeting except by express permission of the Chairman.

**d) Members to speak once only-**No member shall speak twice on any motion unless permission be given to explain except the mover of the original resolution or of an amendment that displaces on original resolution.

**e) Resolution etc not to be withdrawn-**A motion or amendment once made and seconded shall not be withdrawn without consent of the meeting.

**F) Amendment to be relevant-**Any amendment must be relevant to the motion on which it is moved.

**g) Rejected Amendments-**If any amendments be carried the original motion as thereby amended shall become the question upon which further amendments may be moved.

**h) Time limit for speeches-**No member shall address the council/league meeting for longer than five minutes on any one question save the mover of the resolution who may speak on bringing forward his position for a period not excluding ten minutes.

**i) Priority of Speaking-**When two or more members speak at one time the chairman/president shall decide who shall have priority of speaking.

**j) Objectionable Matters-**If the chairman shall be of the opinion that any motion proposed to be made is of an objectionable character he may at once put it to the vote on which there shall be no discussion whether it shall be entertained or not and if two thirds of the members present decide not to entertain such motion the matter is disposed of for that meeting.

**k) Quorum-**Four council members or officers shall form a quorum of the League/Council meetings and without a quorum no business shall be transacted. This does not apply to sub committees.

**l) Conduct of members-**Should there be any dispute which involves the conduct or otherwise of any member of the league council the said member (s) shall retire during its consideration.

**m) Resolving into committee-**The council may vote to resolve itself onto a committee and whilst in committee there shall be no restriction as to the number of times a member shall speak.

**n) Privilege-**The evidence of witness's statement of members general discussion and other matters within and before the council/league and committees shall be deemed privileged and private. The council/league shall have the power to censure or suspend from service/membership any member acting in breach of this rule.

**o) Termination-** All council meetings will terminate at 9.30pm.

**p) Declaration of interest –**A council member or league official during council or committee meetings shall declare an interest in any discussion involving a specific club or player where the member or official is a member or in any way connected with an affiliated club, connection with a club shall include situations where a council member or league official has a relative as a registered player with that club e.g. father, brother, son, uncle or nephew that male gender is to include the female gender if appropriate. On a declaration of interest the member of official shall leave the meeting during discussion of the particular item and shall not take part in any discussion or voting thereon.

**9 : Reports and Balance sheets-**The annual report and balance sheet duly audited shall be forwarded to each club at least seven days before the Annual General Meeting.

**10 : Expenses-** Members of the league council will be reimbursed from league funds any expenses incurred on any business of the league. The honorariums of the officers of the league shall be decided by the league council at their first meeting of the season and may be revived at the discretion of the council during the season if deemed necessary. The amounts shall be submitted for approval to the annual general meeting.

## **CLUBS**

**11 : Affiliation :** All clubs shall be directly affiliated to the Gwent County Football Association and shall not arrange fixtures with any unaffiliated club

**12a : Application for Membership :** All clubs should make an application to the League Secretary for membership for the following season by the 24th July. Application must include the name and address of the club secretary, location of ground and headquarters. Any club/team after that date and subsequently accepted shall be liable to pay an extra affiliation fee of twice the normal amount. Any club/team withdrawing from the league must obtain the permission of the league council and having been accepted shall be liable for payment of all fees for that season and shall forfeit the guarantee fee. Clubs from outside the designated area of the league shall only play with the permission of the league management council and appropriate County Football Association.

### **CONSTITUTION OF CLUBS**

**12b : New Clubs.** All clubs under the jurisdiction of the Gwent County Football Association shall satisfy the Council they are properly constituted. Newly formed clubs cannot be considered for promotion to the Gwent County League until the end of the season in which it completes three full seasons in their respective District Senior League.

**13 : Payment and Fees :** All fees to be decided annually by the league management council. The following payments shall be for each team on application for membership.

- a) Guarantee Fee
- b) Team registration Fee

**14 : Insurance- :** All clubs must have Public Liability Insurance cover.

**15: Club Colours-** Each club shall forward annually to league secretary a statement of its team distinguishing colours. All players shall play in the colours registered for their respective teams and in the event of the colours being (in the opinion of the referee) too similar it shall be for the home team to change their colours for the match. No team will be allowed to play in shirts with a black body or in different shirts of various colours.

## **16 : Grounds**

a)Each club in the league shall register its ground with the league and shall not use another ground for home matches unless by agreement with the league secretary. All grounds shall be approved by the league council and shall have adequate dressing room accommodation adjacent or close to the ground. Showering facilities must be provided for the visiting team. Pitches must be properly marked out with goal nets and corner posts to conform with the laws of football. The use of creosote or slaked lime for marking is forbidden.

b)Any club shall(on request)be compelled to let their ground to the council for club, inter league cup competition and championship matches at reasonable fee, if proper application for same is made in writing clubs letting its ground to the league must render its account within 14 days to the secretary.

c)Clubs should ensure that no alcoholic drinks, glasses or bottles are taken within the vicinity of the playing area.

16)d The HOME club Must inspect their pitch by 11am on the Saturday and if in doubt as to the condition MUST telephone the Fixture Secretary who will then arrange for a referee to carry out a pitch inspection, this referee is to be reimbursed his travelling expenses, if declared unfit by the local authority the Fixture Secretary must be informed immediately. If the game is postponed the Home club MUST telephone the Secretary of the away club and the match referee. Both secretaries must also telephone the Fixture Secretary confirming the postponement of the game by 12 noon. If this procedure is not carried out the offending club or clubs are liable to be fined by the Management Committee.

## **PLAYERS**

### **17 : Registrations**

a)Each player shall be separately registered on the registration form, which shall show full details requested

b)Postal applications for registrations may be forwarded to the League Registration Secretary. Personal applications will not be accepted. Registration forms must be accompanied by a stamped addressed envelope for return. The onus to obtain proof of posting and delivery of a registration form rests with the club who if they wish may use the post office recorded delivery service.

c)Any player signing registration forms for more than one club in the same category shall be deemed guilty to misconduct and reported to the Gwent County Football Association.

d)No player shall be registered after the last Thursday in March.

e)The league reserves the right to refuse, withdraw or suspend the registration of any player.

f)Contract players must be registered with the Football Association of Wales

### **18 : Transfers**

Application for transfer should be made to the registration secretary on the appropriate form accompanied by the transfer fee and a stamped address envelope for the return. Provided no club has any objection to the transfer the registration secretary may grant the transfer and report it to the next meeting of the council who may sanction or amend the action. The transfer deadline shall be the last Thursday in March.



## **19 : Bona fide Players.**

**a) A bona fide player is one who has signed an official registration form and has been duly registered with the league.**

**b)Where a club which plays in a league at national level and has a reserve team playing in a league at recreational level and the clubs first team (which plays in a league at national level)does not have a playing fixture on a given day, no more than three(3) players from the clubs first team(which played in the clubs last fixture in a league at national level)shall be allowed to play in the reserve fixture on that day.(There will be no restrictions at Recreational level)**

**c)In all senior matches both teams before the match commences must supply their opponents with a list of participating players including substitutes. Should any match not proceed because of non-compliance with this procedure the offending team may be deemed to have broken the fixture.**

## **20 : Ineligible Players**

**a)When the winning team plays an ineligible player(s)**

**The match shall be awarded to the non-offending club. The score will be recorded as 5-0**

**b) When the losing team plays an ineligible player(s)**

**The result of the game will stand. The score will be recorded as 5-0**

**c) In a drawn match where one team plays an ineligible player(s)**

**The match shall be awarded to the non-offending team. The score shall be recorded as 5-0**

**d) When both teams play an ineligible player(s)**

**The match shall be declared void and no points awarded. The match shall be replayed.**

**e)In all cases clubs will be liable for fines and expenses as the league seems fit.**

**f)Any player taking part in a match in which he is not eligible, shall be reported to the Gwent County Football Association. He is also liable to have his registration cancelled at the discretion of the league council**

## **COMPETITIONS**

### **21) Senior Competitions**

**a) The league management council will configure the structure of the league with regard to the Divisions and Cup/Shield competition at the commencement of every season.**

**b) R. E. Watson Benevolent Cup competition for all teams. Those teams accepted into the league should notify the General Secretary of the league in writing, with their application for membership, if they do not wish to participate in the above competition.**

## **22) League Winners**

**In League matches three points shall be awarded for a win and one point for a draw. At the end of season the team with the most points shall be declared winners of the Division and in the event of two or more teams having scored the same number of points the team with the best goal difference shall be declared the winners.**

## **23) Promotion and Relegation**

**The league management Council will decide promotion and relegation issues prior to the commencement of each season. The team winning Division One or Runner Up may apply for election to the Gwent County Football League.**

### **23a) District League to Gwent County League.**

**The Football Association of Wales has given approval for the Gwent County Football Association LTD to retain control of the Gwent Leagues in membership of the Pyramid Structure.**

**The two lowest club in Division Three of the Gwent County League may be relegated to the District Feeder League immediately below, within the Pyramid System. The nominations from the Four District Feeder Leagues will be eligible for promotion to replace the bottom two clubs in the Gwent County League Division Three. If there is more than two clubs eligible for promotion there will be a play off; the format of the playoffs will be dependent on the number of teams eligible for promotion. If there are 2 clubs or less eligible for promotion there will be automatic promotion.**

**The nomination from the Feeder Leagues must be the Champions and have obtained the required ground criteria and the necessary facilities required by the Gwent County League. The Runner up in the District Feeder League can be nominated if the Champion Club does not want promotion or does not meet the criteria. It is the responsibility of the District Feeder League Secretary for the nomination of the Leagues clubs who desire promotion and are able to meet the criteria. The District Feeder Leagues Secretary must send their nominations to the Secretary of the Gwent County Football Association League to arrive before 31st December each year. The Leagues Ground Committee will inspect the facilities of every applicant on payment of an inspection fee (currently £50.00 ). The clubs will be advised of any alterations or work to be carried out to meet the criteria. This criteria to be in place by 30th April each year for further inspection.**

**The final nomination from the Secretary of the District Feeder League of the winner or runner up to be promoted must be in the hands of the Secretary of the Gwent County AFL by 30th April each year. The nomination must be made by the Feeder League Secretary. No application or nomination will be accepted from an individual club. A copy of the nomination must be sent to the Secretary of the Gwent County FA.**

**It must be noted that in addition to the bottom two clubs in Division Three of the Gwent County League, further teams may be relegated if the number of teams being relegated from Level 4 of the Pyramid System does not equate to the number of teams being promoted to level 4 from the Gwent County League. This is to ensure there are no more than 16 teams in each Division of the Gwent County League.**

## **24) Cup/ Shield Competitions**

**a) No player shall be permitted to play in cup or shield matches for more than 1 (one) team during the current season.**

**b) Any player registered after the 1<sup>st</sup> March shall not be eligible to play in cup or shield matches.**

**c) A player shall not be eligible to play for any team in cup/shield semi-finals or finals unless he has played in three (3) East Gwent League matches for that team.**

**d) Any player who has played in any one match in the HG Watkins Shield competition shall not be eligible to play in any match of the South Wales Argus Shield nor the Harry Fishwick Memorial Cup. Additionally any player who has played in the South Wales Argus Shield shall not be eligible to play in any match of the Harry Fishwick Memorial Cup**

**NB: While the Argus Shield and Watkins Shield are not being played, any player who has played in any one match of the Gill Cup will not be eligible to play in any match of the Harry Fishwick Cup. While the Centenary Cup is played by Division 2 teams only, any player who has played in any one match of the Harry Gill Cup shall not be eligible to play in any match of the Centenary Cup**

**e) All teams in Cup/Shield semi finals or Finals shall forward a list of all eligible players to the Registration Secretary and opponents secretary such list to be received at least seven (7) days before the tie takes place.**

**f) Any team found guilty of playing an ineligible in a Cup/Shield match shall be struck out of the competition.**

**g) Any team withdrawing or declining to play in any cup/shield shall (unless good cause is shown) be struck from the competition .**

**h) Cup and Shield matches shall be played on the ground of the first team drawn and Finals shall be played on neutral grounds unless otherwise mutually agreed by both teams or directed by the League Management Council, if their opponents consider the ground of the club having choice of ground unsuitable for a cup tie the opponents may appeal within seven (7) days after the draw to the League Management Council who may if the appeal is sustained nominate another ground. The appellants may be ordered to pay the costs of such an appeal. The game must be reversed if home team pitch is unfit.**

## **25) Matches**

**a) All league, cup and shield matches shall be played under the rules of the Football Association of Wales.**

**b) All matches shall be arranged and played as directed by the League Management Council.**

**c) In all matches the home team shall supply the match ball (size 5).In semi-finals and final ties played on neutral ground both teams to supply two (2) match balls.**

**d) In all cases Cup ties County and League matches shall take preference over friendly matches.**

e) Any team leaving the field of play before the expiration of the game without the consent of the referee shall be adjudged to have lost the match.

f) The Council may arrange matches, the proceeds of which will be devoted to the League Funds.

g) Cup ties and Senior games will always take precedence.

h) All teams entering a Senior Competition (e.g. Amateur Cup) must inform the League Secretary.

i) Notifying of home ground, the home team must notify their opponents and the referee 72 hours prior to the commencement of the match, via telephone or letter. Clubs failing to conform to , will be fined as per the appendix, as for the first offence and at the discretion of the League Management Council for subsequent offences. Non receipt or notification will not be accepted as an excuse for not playing the match.

#### **26) Postponed Matches.**

Teams wishing to postpone fixtures should apply in writing enclosing the appropriate administration fee to the League Secretary by the 15<sup>th</sup> of the month prior to the match (s). The League Secretary may grant such request and any fixtures rearranged.

#### **27) Breaking Fixtures.**

Clubs charge with breaking a fixture shall be dealt with by the League Management Committee. The offending club shall have THREE (3) points deducted from their total of points and fined as directed by the Management Committee. They will also be liable for any cost incurred by their opponents. A club committing a third offence will be liable to such disciplinary action the Management Committee may determine, including expulsion from the league. In all cases the game will either; be rescheduled or awarded to the non-offending club as determined by the League Management Committee .

#### **27 a) Abandoned Matches**

##### **1.1) Caused by late starts**

In the event that a late start is the cause of a match being left unfinished, the League Management Committee shall determine if the result at the time the match finished shall stand

##### **1.2) Caused by Inclement Weather.**

When a match is abandoned due to inclement weather, the League Management Committee shall determine if the result at the time the match finished shall stand.

##### **1.3) Caused by misconduct of a club/s.**

Any match abandoned by the match official due to indiscipline of a club or clubs must be reported by the match official to the Gwent County Football Association with a copy of the report sent to the League Secretary. A charge of misconduct shall be issued to the offending club/s by the Gwent County Football Association. The Gwent County Football Association shall inform the League of the outcome of the disciplinary hearing. Any club found guilty by the area Football Association of having caused the abandonment of a match may have up to three (3) points deducted from its League record by the League Management Committee. Furthermore, the League Management Committee shall determine the result

of the match as they deem fit or have the match replayed. In the event that both clubs are found guilty by the Area Association, the League Management Committee may at its absolute discretion declare the match VOID and order that it be replayed.

**1.4) Caused by team leaving the field of play.**

In the event of any club leaving the field of play, without the permission of the referee, the Match Official must send a report to the Gwent County Football Association with a copy of the report sent to the League Secretary. A charge of misconduct shall be issued to the offending club/s by the Gwent County Football Association. The Gwent County Football Association will inform the league of the outcome of the disciplinary hearing and the result of the match shall be decided at the discretion of the League Management Committee, irrespective of the time played. The offending club may have up to three (3) points deducted from its league record.

**1.5) Caused by an injury to a player.**

When a match is abandoned due to an injury to a player, the League Management Committee shall determine if the result at the time the match finished shall stand or the game is replayed.

**28) Times of Kick off.**

**a) Senior matches shall kick-off at the following times**

**League Fixtures**

**August, September, October, March, April, May. 2.45pm**

**November, December, January, February. 2.15pm**

**Cup and Shield Fixtures.**

**September, October, March, April, May. 1.45pm**

**November, December, January, February. 1.30pm**

**Evening matches to commence no later than 6.15pm**

**b) Teams are expected to adhere to the stated kick-off times, failure to do so may render the teams liable to disciplinary action by the League Management Council.**

**29) Duration of matches.**

**a) 1 hour and 30 minutes.**

**b) When a match of shorter duration than the stipulation time is agreed upon the agreement should be put into writing and signed by the two captains and referee before the match commences. Any match not completed may be ordered to stand as a completed match or replayed for the full period as the League Management Committee may direct**

**30) Extra Time.**

**In all Senior cup/ shield matches including semi-finals and finals, when the normal period of play has taken place and the scores are level the referee shall order extra time. (15 minutes each way ) and after**

this period of extra time should the scores still be level then the match shall be decided by the penalty procedure as laid down by the Football Association of Wales.

### **31) Substitutes.**

A club may, at its discretion, use a substitute player at any time in a match for any reason except to replace a player who has been suspended from the game by the referee. The substitution can only be made when play has stopped for any reason, and only after the referee has given permission. FIVE substitutions from each side will be permitted in any match, the nominated substitutes must be introduced to the referee prior to the commencement of the game.

### **32) Results.**

The club secretary shall within three(3) days of the match, Sundays excluded send a notice in writing to the League Secretary or other nominated person showing the result of the match and the names of the players and substitutes. If the League Secretary or other nominated person does not receive the match report in the above period, the offending team could be liable to be charged with a broken fixture. The home club must on the day of fixture within one (1) hour of the game finishing for Saturday/Sunday matches and within one (1) hour of the game finishing for midweek matches notify the appointed Fixture Secretary by telephone the result of the match or its postponement.

## **MATCH OFFICIALS**

### **33) Referee.**

a) Referees for all matches shall be appointed by the Fixture Secretary such referee to be registered with the Gwent County Football Association.

b) When an official referee is not appointed or unable to fulfil the appointment the home club shall be responsible for providing a competent person to referee the match.

c) At least 72 hours before the match the home team shall confirm with the official referee, if appointed the fixture and their ground and headquarter details.

d) When an official referee is appointed he shall receive a match fee and travelling expenses such fee and expenses to be decided annually by the Gwent County F.A. The home club will pay these expenses for all matches except in Cup/Shield semi-finals or finals, when the expenses shall be shared between the participating teams. Payment should be made before the match commences.

e) Should an official referee be appointed and attend the ground and the match for any reason not take place the referee shall be paid a half match fee and his travelling expenses by the home club. The League Management Council shall decide who will bear this cost.

### **34) Assistant Referee.**

a) Each team shall supply an assistant referee who should report to the referee before the match commences. Their duty is to assist the referee and to signal when the ball is out of play and indicate which side is entitled to the throw in, subject at all times to the decision of the referee. Whilst acting in this capacity any person shall be deemed an Football Association League Official.

b) Clubs may apply to the fixture secretary for neutral assistant referees.

## **DISCIPLINE**

### **35) Misconduct.**

a) All clubs are responsible for the conduct of their players, officials and spectators and must take all precautions necessary to prevent any official, players and spectators being assaulted or threatened during or at the conclusion of matches. The League Management Council may deal with clubs as they deem fit but cases of misconduct of players, officials and spectators will be dealt with by the Gwent County Football Association.

### **b) Abandoned games.**

In the event of a game being abandoned for any reason, the outcome of the game shall be determined by the League Management Council as they deem fit.

### **36) Disorderly Conduct.**

In order that the League competitions may be carried out in a fair and sporting manner the referee is encouraged in all matches to put down the slightest attempt at rough play or intimidation. The referee may also terminate the match at any stage for the same reason or when any interference of any outside agency prevents the conclusion of the match in a fair and proper manner. Spectators at any match stopped on this account will not be entitled to the return of any admission fee.

### **37) Protest and Appeals.**

a) Protest must be lodged with the League Secretary within seven (7) days, Sunday excepted of the date of the match to which it refers. Such protest to be accompanied by the appropriate protest fee or be rendered void. An exact copy shall also be forwarded within the same time scale to the Secretary of the club against whom the protest is made of which proof of delivery should be obtained. The League Management Council may at its discretion extend this time period to enable the production of evidence not readily available.

b) Any club, being dissatisfied with the decision of the League Management Council may appeal to the Gwent County Football Association. The appeal must be served on the Gwent County Football Association not more than seven (7) days after the earlier of (a) the decision being announced at the time of the hearing of (b) receipt by the party appealing of the written notification of the decision. All appeals must be accompanied with the appropriate fee.

c) Any club, being dissatisfied with the decision of the Gwent County Football Association may within seven (7) days of the notification of findings and upon payment of the appropriate fee make a final appeal against those findings to the Football Association of Wales.

### **38) Search of Register.**

a) Upon request in writing and payment of the appropriate search fee the League Secretary shall furnish copies of the playing record on any registered player incurred within the East Gwent Association Football League.

**b) Any club requesting copies of playing records from other leagues shall do so on their own initiative and shall conform to the procedure laid down by that league and be liable to any fee levied.**

#### **39) Disciplinary Meetings.**

**a) Any club may be granted a personal hearing upon request, which must be accompanied by a request hearing deposit. Such deposit to be retained or returned at the discretion of the League Management Council at the conclusion of the personal hearing.**

**B Any club must attend a disciplinary meeting when called upon to do so, failing which might render them liable to a fine and loss of any deposit.**

**c) Any club adjudged guilty of a breach of league rules may be liable at the discretion of the League Management Council for any cost or expenses incurred by the League in holding and preparing for any hearing and any expenses incurred by any complainant in compiling any evidence or complaint.**

#### **40) Fines.**

**The club Secretary shall pay all fines within ten (10) days of notification otherwise the club shall be suspended from all competitions of the league and reported to the Gwent County Football Association.**

## **MISCELLANEOUS**

#### **41) Cup and Shields.**

**a) No alteration, inscription and addition of any description may be placed on or removed from any cup/shield belonging to the League without written application to and permission from the League Management Council.**

**b) The League Management Council may at its discretion require clubs and or club officials to enter into written guarantee or otherwise as deemed necessary to ensure the safe keeping of any Cup/Shield or other league property held by the club.**

#### **42) Telephone Calls.**

**Officers of the League or members of the League Management Council will not accept telephone calls after 9.00 pm unless by prior arrangement.**

#### **43) Alteration to Rules.**

**a) No alteration shall be made to these rules except at the Rules Revision Meeting specially convened for the purpose, to be held not later than the third Tuesday in March.**

**b) Notice of any proposed alterations of the rules should be made in writing to the League Secretary by 10<sup>th</sup> February.**

**c) Details of proposed alterations shall accompany the notice calling the meeting.**

**d) No alteration of such rules at a special meeting shall be carried unless by a two thirds majority of those voting.**



## **SCHEDULE OF FEES FOR SEASON 2018/2019**

**Application Deadline** 24th July 2018

### **Entrance fees**

**Guarantee Fee (New Teams)** £50.00

### **Registration of Team**

**1 Team** £130.00

**2nd Team** £100.00

The Guarantee Fee may be deducted if the team has been in membership with the League during season 2017/2018, and have completed their fixtures to the satisfaction of the League. If a club has withdrawn its team during the previous season, the Guarantee Fee is £50.00.

### **Additional Fees**

**Player Transfer** £5.00

**Protest Fee** £25.00

**Search of Register** £5.00 Per Player

**Referee Fee and Expenses** £20.00 Plus 35p per mile

**Competition Fees** £30.00 Per Cup

**Request of a personal hearing** £10.00

## **SCHEDULE OF FINES SEASON 2018/2019**

### **Brief outline of offence**

**Clubs not attending** £20.00

**Failing to Answer Correspondence** £15.00

**Failing to Confirm Visiting Team/Referee** £25.00

**Failure to provide Ball, Nets and Corner Flags** £50.00

**Late Starts** £20.00

Subsequent Offences the fine amount will be at the discretion of the Management Committee.

<b>Incomplete Match Report</b>	<b>£25.00</b>
<b>Falsifying information on a match report</b>	<b>£40.00</b>
<b>Teams not submitting a Match Report within 3 days</b>	<b>£25.00</b>
<b>Clubs not reporting results by set time</b>	<b>£20.00</b>
<b>Clubs breaking fixture (rule 27)</b>	<b>£50.00</b>
<b>Cup Competitions: Failure to submit team roster as per rule 24e</b>	<b>£20.00</b>
<b>Subsequent Offences the fine amount will be at the discretion of the League Management Council.</b>	
<b>Teams leaving the field of play</b>	<b>Reported to Gwent County</b>
<b>Playing an Ineligible player</b>	<b>£40.00</b>
<b>Withdrawal Fee</b>	<b>£50.00</b>
<b>Failure to return cups/Shields on time</b>	<b>£50.00</b>
<b>Returning damaged or dirty cups/shields</b>	<b>£50.00</b>
<b>Plus cost of repair, cleaning or replacement Cup, as directed by the Management Committee.</b>	

