

**NASH & CO SOLICITORS
DEVON JUNIOR & MINOR LEAGUE
SPECIAL GENERAL MEETING
held on Monday 14/08/2017
at the Jan Cutting Centre.**

A Special General Meeting was called and opened at 19.15 to consider and vote on the following proposal:

The Nash & Co Devon Junior and Minor League season shall commence on Sunday 3rd September 2017. Following a presentation of the full reasons behind the committee's proposal and discussion, a vote was taken. All clubs present were in favour of the revised start date for the League fixtures; no votes against and no abstentions. Motion carried. Meeting closed at 19.25

**NASH & CO SOLICITORS
DEVON JUNIOR & MINOR LEAGUE
Policy and Business Meeting
held on Monday 14/08/2017
at the Jan Cutting Centre, Plymouth
www.djmleague.org.uk**

Opening Remarks: The Chair opened the meeting by thanking everyone for attending early. He hoped that all the outstanding issues with WGS would be resolved soon and he thanked again everyone who had any input this month in trying to resolve them. These are the ones that he knew about, Shane for his Mini Soccer meeting which was a pleasure to attend and for the feedback from clubs which has been very good. Steve Conteh and Lewis Bell for their work with the WGS and Steve again for making the league Number 1 in the top 50 list for WGS player registrations. Anita and Steve for all the queries regarding divisions and fixtures. Des for getting the team sheet books completed and for assisting Mark in completing the Handbook. In the 5 weeks that Mark has been in post he has worked non-stop to contact all the clubs that have had issues with registrations and there were many, and also had to re-write the rule amendments apart from everything else that was thrown at him. I am very grateful. My apologies if I have missed anyone out.

Apologies: Bideford FC, Edgemoor FC, Keyham Kolts, Morley Rangers, Roborough Youth, Sporting Lipson, Tamerton Foliot, Tavistock Thistles, Elburton Villa and Ian Rothwell.

1. Minutes of Last Meeting

- 1.1 The minutes were approved as a true and accurate record of the meeting held on Monday 10th July 2017.

2. Matters Arising

- 2.1 Club Welfare Officer - Please make sure that your Club Welfare Officer is continuing this season as if you do not have a qualified CWO in place you will not be able to affiliate. It would make sense to think about having an assistant CWO in case of emergencies. Please discuss within your clubs and book on to a Welfare Officer Workshop with Annie at Devon FA or book online via Devon FA website.
- 2.2 Website - The league website is up and running and is updated regularly by Chris French. The website is www.djmleague.org.uk. Please have a look at it and if there are any errors then advise Chris French and also any suggestions to him for anything else you would like put on the website.
- 2.3 Any use of council pitches for friendly matches must be agreed and booked through Brian Rimes.
- 2.5 New club secretaries meeting scheduled for Monday 21st August at the BT Club.
- 2.6 Lee Mann (Lakeside Athletic) is still currently suspended from youth football. We will inform clubs when that suspension has cleared.
- 2.7 Currently 4 clubs are not charter standard; 2 from Devon and 2 from Cornwall. Dave is following up with these clubs. New teams have 12 months in which to obtain charter standard.
- 2.8 The Whole Game System has been hectic with many, many issues. We are hoping the League will be sanctioned very soon so fixtures can be planned.
- 2.9 No under 7 or under 8 football will be arranged by the League. For those teams who have been invoiced by the league for under 8 teams, please disregard the invoice. Please see 10.1 and 14.7.
- 2.10 New team sheet books have been issued to clubs this evening. There are no result books for mini-soccer. Please ensure your managers and coaches are aware that match fee is paid to referee **before** kick-off.
- 2.11 League rule book has been issued this evening. It is vital that club secretaries check carefully the entries for all their managers, teams etc. Please notify Mark of any errors ASAP for corrections to be issued by email to all clubs, committee members etc.
- 2.12 28 day cancellation requests – please email directly to relevant fixtures secretaries, Anita, Steve A, Shane or Barry.

3. Correspondence

- 3.1 Roborough FC – Request for home fixtures for development soccer team.
- 3.2 Drake FC – Change of Manager Under 9 team (in handbook).
- 3.3 Plymouth Phoenix Girls – Sponsor name Stadium Garage.
- 3.4 Elburton Villa – Under 15 new manager (in handbook).
- 3.5 Activate Youth – Reporting of an illegal approach.
- 3.6 Bideford FC – Confirming requirements in place to enter Under 18 girls League.
- 3.7 Kelliwick FC – Details of the new team (in handbook).
- 3.8 Efford FC – reference appeal against League decision relating to trophies.
- 3.9 Lydford Foxes – Directions to their ground (in handbook).
- 3.10 SB Frankfort – Information relating to fixtures being played on 2nd September 2017.
- 3.11 Activate Youth – Under 9 Manager information (in handbook).
- 3.12 Bideford FC – Confirmation of Okehampton College as their home pitch.
- 3.13 Plymouth United – Withdrawal of their Under 9 team.

- 3.14 Callington Colts – Equipment and kit required from Kelliwik FC.
- 3.15 Plymstock Utd Colts – Query about the notice of approach rule.
- 3.16 Plymouth Marjon FC – Request for Under 16’s to play in top division.
- 3.17 Morley FC – Concern about size of Under 18 divisions.
- 3.18 Ivybridge - Cancellation request Under 12’S senior for 30th September 2017.
- 3.19 Saltash United Youth and Saltash United – Re allocation of pitches at Broad Walk.
- 3.20 SB Frankfort – querying Under 14’S Team Division allocation.
- 3.21 Plymouth Aspire – Information re issue with a parent at the Club.
- 3.22 Plymouth Kolts – Query relating to their Under 11 team and loss of players.
- 3.23 Activate Youth – Confirmation Under 11 Girls team not entering League.
- 3.24 Horrbridge FC – Confirmation of withdrawal of Under 18 team.
- 3.25 Sporting Lipson – Querying procedure for changing kit colours.
- 3.26 YMCA All Saints –Alan Colloins- Apology for EGM and LMM on the 14th August 2017.
- 3.27 Saltash United – Querying allocation of Saltash United Rangers in the Hood Division.
- 3.28 Kelliwik FC – Confirming equipment collected for handover to Callington.
- 3.29 Plymouth Parkway – Withdrawal of Under 11 Girls team from the League.
- 3.30 Plymouth Marjon St Mark Under 14 Postponement Request 16th September 2017.
- 3.31 Sporting Lipson – Change of team colours - green & white shirts and socks and green shorts U10 and U16
- 3.32 Callington FC – Confirmation of kit and equipment return by Kelliwik FC and confirmation of contact being made to Cornwall County FC
- 3.33 Devon FA – Clubs with affiliation issues outstanding.
- 3.34 Keyham Kolts – Player who has left the Club and has a kit outstanding.
- 3.35 Keyham Kolts – Withdrawal of their Under 9 team.
- 3.36 AFC Plympton – Query relating to whether a tattoo company can sponsor a team? Reply – no.
- 3.37 Saltash Youth – Update on Under 11 team.
- 3.38 Plymouth Kolts – Update on Under 12 team.
- 3.39 Plymouth Phoenix Girls – wanting to confirm pitch allocation for one of their teams.
- 3.40 Roborough Youth – Apologies for August LMC and SGM meetings.
- 3.41 Dawlish – Cancellation request for their Under 18 Girls team game for 16th September 2017.
- 3.42 Tavistock Thistles -apologies for LMC / SGM on 14TH August 2017.
- 3.43 Plymouth Parkway apologies for LMC / SGM on 14TH August 2017.
- 3.44 Keyham Kolts apologies for LMC / SGM on 14TH August 2017.
- 3.45 Edgemoor FC – apologies for LMC / SGM on 14th August 2017.

4 Treasurer’s Report

- 4.1 Current Account..... £ 8657.12
 Social Account..... £ 6,388.35
 Cambridge Counties..... .£ 22,000.00
 Secure Trust£ 30,059.11
- 4.2 Nash and Co Solicitors have been invoiced for League sponsorship.

- 4.3 Clubs have been invoiced for league fees and pitch fees.
- 4.4 Handbooks and team sheets issued this evening.
- 4.5 Des has first aid kits available to purchase. Please contact him for further details.

5. Registration Secretary's Report u11s-14s

- 5.1 There are a couple of teams still with below required number of players. These clubs have been emailed by league secretary (as per Whole Game Minutes).
- 5.2 Transfers - 6 up to 14th August 2017. 2 transfers pending.
- 5.3 Please remember notice of approach rule applies in all cases for registered players. Steve to ask Chris to prioritise facebook postings coming from clubs for those clubs we know are short of players to assist them in their search for players to make up a full squad.

Registration Secretary's Report u15-16s (in addition to u11s-14s above).

- 5.4 Steve will be advising me on what I need to do in due course. Meeting originally planned for 4th July postponed as Steve attended another meeting. Many thanks to Steve who has done everything with regards to the 15s/16s registrations this season so far.
- 5.5 1 x transfer to date.
- 5.6 Teams with below minimum players per format (all clubs have been issued an email from Mark Rowles chasing up and requesting immediate information).
 - Efford CFC u16s (new team) - 3 short
 - Ivybridge u15 – 1 short
 - Keyham Kolts u15s – 5 short

6 Fixture Secretary's Report

- 6.1 Divisions formation meeting took place on 4th July. Fixtures cannot be issued until pitches allocated for all teams and all teams allocated to divisions. This has to be done after the league has been sanctioned on the Whole Game System. As soon as the league is sanctioned on WGS, I will start on the fixtures which is about another 10 days work. I will do it as quickly as I can but there is no point in secretaries, managers and anyone else asking when they will be issued as I cannot answer that question. They will be issued as soon as possible – please ask your club officials to stop contacting me or any other league official for the fixtures. Mark is issuing updates regularly to club secretaries – please circulate those to your managers and coaches.
- 6.2 11+ exams will take place on Saturdays 16th and 23rd September 2017. Matches will be arranged for these dates. Any teams who have players taking 11 plus exams and left with less than 9 players (for 9v9 matches) will need to submit a fully completed school activity permission form to cancel match 7 days before the match date or alternatively use one of their permitted postponements (Rule 10(B) ii).
- 6.3 Following this evening's Special General Meeting, the Nash & Co Devon Junior and Minor League season will commence on Sunday 3rd September 2017.
- 6.4 It is vital that all manager mobile numbers are up to date as this is the number that Full Time will send match details text to for results. PLEASE check all your manager details

in the handbook and let both Mark and Anita know if any of the mobile numbers are wrong.

7. Registration, U/18 Fixtures & Referees Appointment Secretary's Report

- 7.1 Due to the number of teams remaining in the u18s after teams have withdrawn since the AGM - twenty two, the decision has been made to run with two divisions for the 2017-2018 season with eleven teams in each division.
- 7.2 Division construction will take place over the next couple of days with clubs being notified of the Leagues make up prior to the LMC on Monday 14th August.
- 7.3 There will be matches on Wednesday 6th September 18.15 kick off time.

8. Mini Soccer & Girls' Registration Secretary's Report

- 8.1 Lewis Bell now undertaking this role. Lewis's email is lewisabell@aol.co.uk
Mobile 07816 375586.

9. Girls Fixture Secretary Report

- 9.1 All pitches sorted.
- 9.2 Quick meeting for u18 girls teams after this meeting.

10. Mini Soccer Co-ordinator's Report (Under 7s & 8s)

- 10.1 Following discussions with league committee members, it has been decided that next season the league will not run any under 7 or under 8 football. Instead the league will support affiliated organisations to run friendly football for these age groups. At present Goals Soccer Schools (based at Plymstock School), Plymouth Parkway and Swift Football have all started affiliating with Devon FA. Details on these will be sent to all clubs in due course. As the league will not be providing u7/u8 football there will be no u8 player registration fees due. Des has already sent the invoices to clubs so please disregard these.

11. Mini Soccer Co-ordinator's Report (Under 9s & 10s)

- 11.1 Good response to meeting held recently. Season starts on Saturday 16th Septemeber.
- 11.2 Teams are permitted two cancellations per season – 28 day rule applies to cancel fixture for a specific date.
Any issues or concerns with u9s and u10s, please get in touch with Shane Connolly, u9/10 co-ordinator.

12. Referee Appointments Secretary's Report

- 12.1 My meeting with Jason Haywood took place on Monday 24th July at Staddon Heights Golf Club, most of the meeting was productive from my prospective, but I'm afraid to say the one element that I need to appoint officials is not available on the Full Time

System. To appoint officials for our league I need everything to be in venue order, this is not permitted on the system. A copy of how the appointments were done was shown to Jason and he understood where I was coming from on the matter. Jason will be contacting the FA on this issue.

- 12.2 Referees meeting on Weds 16th August – I have around 28 who have confirmed their attendance at the moment having replied to first e-mail; another e-mail was sent out on Thursday with regard to other matters. These will be explained at meeting on Monday.
- 12.3 Full Time System – It is frustrating that this system is not functional at this time for me to update officials for the season, plus we are only four weeks from season starting and I cannot do any appointments. At this moment in time I believe we will not have enough officials to cover matches this season, I have had another two officials withdraw from officiating because of work and a new career in the RAF.
- 12.4 September Matches – Following my latest e-mail to officials with regard to availability in the afore-mentioned month, I have had 12 officials in their replies state limited availability already.
- 12.5 With regard to the appointing of officials for September, I have limited time to do the appointments due to a four day break, plus some friends coming down in last week of August - an early closure to the Full Time System problem would be appreciated.
- 12.6 I have lost all 3 officials local to the Ivybridge area this season and am generally lacking numbers of referees this season.
- 12.7 As in previous seasons, I will issue a Friday night email with referee details and I will input referee details onto the system on Friday evening also.
- 12.8 We can put on a mini-soccer referees course if clubs want it. This would be for parents and coaches helping them to referee mini soccer matches. Please let Dave Keast know if this is something your club would be interested in.

13. Referees Support Officer Report

- 13.1 The new team sheet has been designed and printed. It is in triplicate to be completed before the match. One copy to keep, one copy to be passed to opposing team manager and one copy to referee BEFORE kick-off. Match fee will also be paid to referee before kick-off.
- 13.2 **Reminder to all clubs – if you are planning on replacing kit for the new season with a predominately dark shirt, have it checked and approved by the League before spending a lot of money on something that may not be acceptable.**

14. Development and Charter Standard Report

- 14.1 **NEW CLUBS** – A reminder to all new clubs joining the league this season, you have 12 months to obtain the Charter Standard award. If you require any support with the application please contact chrisfrench-djm@outlook.com.
- 14.2 **Charter Standard Award** – One club lost their award on 31st July, this club has been informed and will need to ensure they have the award in place soon as it is a requirement of the League. All clubs need to ensure they complete their annual health check and have the award in place for the 2018 AGM. Please contact chrisfrench-djm@outlook.com if you have any questions.

- 14.3 **Nash & Co Goal of the 2016/17 Season Competition** – Voting is now live on our Facebook page from 2nd to 11th August with the top 4 goals from the 12 entries this season. On the 7th August we had over 700 votes across the 4 goals!
- 14.4 **Plymouth Argyle Partnership** – Through our partnership with Plymouth Argyle FC we again have been given 45 FREE tickets for every League 1 fixture at Home Park this season. This will enable the league to provide 3 sets of 15 tickets for every game. These will be advertised to all under 9, under 10 and under 11 girls teams and be allocated on a first come first serve basis. At present, 28 teams have been allocated tickets to a game this season.
- 14.5 **#DJMTakeOver Home Park** – Through our partnership with Plymouth Argyle we will once again be running #DJMTakeOver Home Park this season. Following the success of last season Bidvest will be again sponsoring the event which will be taking place on Saturday 9th December when the Pilgrims take on Gillingham. This season every ticket will cost £1 with all money from the tickets going to our partner charity Brain Tumour Research. Details will be sent to all clubs in September.
- 14.6 **DRD Employee Trust Mini Soccer Festival** – Due to the large amount of festivals this summer it was decided to delay this year's festival. I can confirm that this season's festival will be taking place on Sunday 3rd September in Central Park, all details have been sent to clubs.
- 14.7 **Under 7 & Under 8 Next Season (2017/18)** – Following discussions with league committee members it has been decided that next season the league will not run any under 7 or under 8 football. Instead the league will support affiliated organisations to run friendly football for these age groups. At present Goals Soccer Schools (based at Plymstock School), Plymouth Parkway and Swift Football have all started affiliating with Devon FA. Details on these will be sent to all clubs in due course.
- 14.8 **Goals Soccer Centre Partnership** – Goals Soccer Centre have not agreed to continue our partnership for another season. Please keep an eye on our social media and website for new offers for our clubs.
- 14.9 **Website** – Don't forget to visit our website www.djmleague.org.uk for all the latest news on the league. If you have any stories you would like to feature on the website please contact chrisfrench-djm@outlook.com
- 14.10 **Enewsletter** – We have launched our monthly enewsletter which will include the latest league news, coaching information, event information and club stories. Anyone who would like to be added to the mailing list should email chrisfrench-djm@outlook.com. Any clubs who would like a story featured should email chrisfrench-djm@outlook.com,
- 14.11 **Facebook Notice Board Page** – The notice board page is very busy at the moment, please bear with us as we try to get everyone's advert on the page. Please keep an eye on the page as a number of parents have posted adverts looking for a team as well. The address for the page is: www.facebook.com/DJMLeagueNoticeBoard. To have an advert posted please message the page with your advert.
- 14.12 **Facebook** – We need your support to add more photos on to the page please!
- **Coaches Corner** – Every Monday we will be posting various coaching practices, stories and links that will support our managers and coaches. Any feedback on these posts would be much appreciated.
 - **Team Photos Album** – We will be starting a photo album for the new season for teams for this season. To submit your photo please email

chrisfrench-djm@outlook.com and we will create a new album for these. Please ensure you have permission from parents before submitting.

- **Club Badge Album** – As part of the Facebook page, I would like to have an album with all our club logos. Alongside the logos would be a link to your club website. If you are happy for your Club Badge to be part of this album please send a picture of your badge and your website link to chrisfrench-djm@outlook.com
- **Action Photos** – If you have any action photos of this season, please send them to chrisfrench-djm@outlook.com and we will create a new album for these. Please ensure you have permission from parents before submitting.

14.13 **Twitter** – Please follow our twitter account @DJMLeague

For more details on Charter Standard or Football Development within the League please contact me chrisfrench-djm@outlook.com **MOBILE NUMBER – 07816787194.**

15. Youth League Welfare Officer's Report

15.1 Dave has taken out from this meeting all information that has been re iterated over the last year about Respect as this should now be embedded **HOWEVER:-**

- Respect barriers **MUST** be in place this season along one side of the pitch and parents from both teams to stand behind. Barriers must be 2 metres behind the touchline. If not ropes, cones or a line can be used. Failure to comply this season will mean a referee will not start the game and if the game is postponed the home team will almost certainly lose the points for the game. Respect barriers are included in the rules as an essential part of equipment for the playing of the game. Referees are being informed that this rule must be abided by this season. Dave Keast informed Clubs that they have had long enough to sort this out. Please contact Dave Keast if you require information as to where to get the equipment from.

16. League Respect Report

You have signed up to The Respect Programme-Are you abiding by it?

All clubs have signed up for Respect and the Code of Conduct-please make sure that everyone in your club understands their roles, this also includes, parents and spectators. Barriers, can be cones, must be used. These not only keep spectators back from touchlines but help the Referee and your Club Assistant Referee and **it is a League Rule.** Also the person in charge of the team **MUST** wear something visible so that the referee knows who to talk to if necessary. You will find confirmation of this under Rule 10 (A0 and 10 (J) in League Rule Book.

HAVE ALL YOUR PLAYERS, MANAGER, COACHES OFFICIALS AND PARENTS SIGNED THE RESPECT CODE OF CONDUCT?

Clubs will be randomly requested to produce copies.

17. Sponsorship Liaison Officer Report

- 17.1 Bidvest Foodservice have agreed to sponsor the Plymouth Argyle Takeover day again this season. The date is Saturday 9th December 2017 when PAFC host Gillingham.
- 17.2 Sponsorship meeting arranged with Nash and Co for the end of August.

18. PAFC Match Attendance Report

- 18.1 Through our partnership with Plymouth Argyle FC we have again been given 45 FREE tickets for every League 1 fixture at Home Park this season. This will enable the league to provide 3 sets of 15 tickets for every home game. These will be advertised to all under 9, under 10 and under 11 girls teams and be allocated on a first come first served basis. At present, 28 teams have already been allocated tickets to a game this season.

19. Paperless Whole Game System

- 19.1 Still a few clubs yet to register players for specific teams and clubs. All these have been emailed by League Secretary. Had a few responses which is good; please ensure if you are having issues do not hesitate to contact me; anything I can't do I will liaise with both Jason at County and The FA, that way any duplicate issues we all know how to rectify easier by way of learning.
- 19.2 Emails with WGS issues received July to August – 27 in total. All emails responded to within 24 hrs and problems rectified within 48 hrs at present.
- 19.3 **Please ensure that all players you are registering, you have parental Consent as we have had two issues.**
- 19.4 Match Day team online sheets - the online team sheet is done through Full Time. **All managers who are going to be inputting the information must have been added as a 'Full Time email contact' on the whole game system so they can register for Full Time access.** Instructions will follow very shortly (Anita Beale is the contact for the Full Time access).
- 19.5 Registered Players as of Monday 14th August 2017 – **4304** making us the Number 1 league in the top 50 list for WGS player registrations. That is an incredible achievement and reflects the sheer volume of work put in by committee members and the majority of club secretaries.
- 19.6 We are unable to sanction the league therefore preventing us from listing divisions and allocating fixtures as not all clubs have affiliated. We have had to name a cut off point to allow for fixtures and referees to be sorted. The cut-off has been agreed as midday on Monday 14th August.
- 19.7 Teams who have not got enough players registered as per League rule will be given 48 hours to sort and then teams will be fined as per rule. The majority of clubs have worked extremely hard and done everything asked of them. Clubs who are not doing the required are holding up the sanctioning of the league preventing fixtures from being issued so it is time to come down hard on those not complying.

20. Notice Board

20.1 Please use this e-mail address philiphart_uk@yahoo.co.uk for any Plymouth Herald notice board inserts.

21. A.O.B.

21.1 Regulation Changes-Suspensions for 2017/2018:-

1) Start date for RED Card suspensions has now changed from 14 days to 7 days after date of offence.

2) Any misconduct suspensions will commence 3 days after the notification of the hearing result.

3) Late fines have changed - instead of £20.00 added to each late booking, it will now be 25% of the invoice.

21.2 League president reiterated what had been said all evening – committee members in particular Mark, Steve C, Lewis, Dave, Des, Steve A, Anita have worked tirelessly over the last month and the majority of club secretaries have put in a lot of time and effort to get information on to the Whole Game System. The fact that we are number 1 league for players registered in the country is reflection of that and thanks should be recorded and given to everyone who has put in so much work to make this possible.

21.3 All league trophies must be returned to Des O’Leary or any committee member by the date of the next League meeting- 11th September 2017 or club will be fined as per league rule18.

Meeting closed: 20:45

Date of next LMC: Monday 11th September 2017 at Jan Cutting Centre.