

NASH & CO SOLICITORS
DEVON JUNIOR & MINOR LEAGUE
Policy and Business Meeting
held on Monday 06/11/2017
at the BT Club, Plymouth
www.djmleague.org.uk

Opening Remarks: The chair opened the meeting and welcomed everybody.

Apologies: Bernard Leach, Teresa Hill, Lewis Bell and Larry Reed.

1. Minutes of Last Meeting

- 1.1 The minutes were approved as a true and accurate record of the Policy and Business meeting held on Monday 2nd October 2017.

2. Matters Arising not covered in rest of minutes

- 2.1 It has been noted that some teams were still requesting Respect Forms for Managers and Parents to sign and it was agreed that this should have been completed prior to the Season starting by Clubs. Executive will instigate throughout the Season a random audit request of forms from Clubs to ensure the League is compliant.
- 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 Des O’Leary informed the Executive that all League trophies have now been collected in.
- 2.4 One Cornish club has had difficulties obtaining the Charter Standard award. This has now been addressed between club, Cornwall FA and the League and necessary action and courses booked to resolve the issues.
- 2.5 Advice has been received from the FA re protecting the identity of any player subject to a full court order. The advice in these cases is that the whole division on Full Time is to be actioned as if it were an under 11 division and no player details would show as public on the system. It is anticipated that this would be a very rare occurrence.

3. Correspondence - Received by the General Secretary.

- 3.1 Correspondence re Bideford Girls U18 non fulfilment of fixture on 16th September 2017.
- 3.2 Tamerton FC – Query RE Devon FA Under 16 Trials.
- 3.3 Plymouth Kolts – Under 11 Team withdrawal.
- 3.4 Activate Yth – Various correspondence re hearing into incident at Under 12 game.
- 3.5 AFC Plympton – requesting change of pitches due to council pitches being placed OOB.
- 3.6 Activate Yth – requesting neutral to observe an Activate fixture.
- 3.7 William Davies – apology for conduct and acceptance of League actions.
- 3.8 Brian Rimes – handover information re Referees Appointments.
- 3.9 Elm Utd – Querying fixture 7th October in Drake Division.

- 3.10 Elm United – Notification of postponement of Under 15 fixture v YMCA All Saints on 7th Oct.
- 3.11 Barry Metters – Secretary to inform Clubs re cancellation of Girls fixtures to contact himself.
- 3.12 Bernard Leach – re potential sponsorship Vesey UK.
- 3.13 Plymouth Aspire Girls – Manadon pitches and work required.
- 3.14 Central Park Rangers – re mini soccer measurements at Tothill.
- 3.15 Plymouth Kolts – confirming payment of fine for withdrawal of team from League.
- 3.16 Geoff Battams – referee report re game between Manstow v Plymstock Utd Under 12's
- 3.17 Bernard Leach – Secretary to remind clubs about sending reports to the Plymouth Herald.
- 3.18 Letter received from parent re conduct observed in U14 game Drake v Plymstock Utd.
- 3.19 Tom Sampson – Drake Under 13's V Plymstock Under 13's lack of respect shown in game.
- 3.20 Referee reporting abandonment of game due to worsening pitch conditions.
- 3.21 Lewis Bell, Chaddlewood praising referee Richard Robinson.
- 3.22 Torpoint Athletic FC – procedure for joining U9 League after Christmas.
- 3.23 B Rimes – re referee sending a report re Hooe Rangers U18 Manager being sent off – gone to Devon FA.
- 3.24 Drake FC – reports received as requested by League Secretary.
- 3.25 Plymouth Aspire Girls – transfer rule clarification.
- 3.26 Efford FC – CHANGE OF Under 16 and Under 15 Manager details.
- 3.27 Plympton FC – Cancellation of upcoming County Cup match.
- 3.28 Railway Beacon – various correspondences re getting a pitch for County Cup game.
- 3.29 Steve Conteh – sending list of Respect marks.
- 3.30 Devon FA – sending copies of Devon County Cup draws.
- 3.31 Plymstock United – reports required from games involving Plymstock Colts FC.
- 3.32 Elburton Villa – report received re game v Drake as requested.
- 3.33 Barry Metters – re Bideford under 18 cancellation of game v Dawlish.
- 3.34 Steve Conteh – advising Plymouth Herald should not be reporting Under 11 scores. Cup match results are permitted.
- 3.35 YMCA All Saints – clarification sought of League and County registration rules.
- 3.36 Plymouth Aspire – 7 day notice of approach rule clarification.
- 3.37 SB Frankfort – checking on referee availability for an Under 16 fixture.
- 3.38 Devon FA – Devon U16 Boys squad announcement.
- 3.39 SB Frankfort – various including procedure for part cancelling games on a private pitch.
- 3.40 Drake FC – Cancellation of Under 9 game v Ocean City due to illness.
- 3.41 Steve Conteh – highlighting referees praised on a Facebook page.
- 3.42 Jon Hearn – concerns re ill discipline and a refereeing decision in Under 15 girls game.
- 3.43 Complaint received re council pitches at Lipson.
- 3.44 SB Frankfort – re a Welfare issue that was sent to Devon FA.
- 3.45 Tamerton FC – Query re signing a player released by Argyle Academy.
- 3.46 Railway Beacon – Letter on behalf of Simon Gerry and receipt of £50 Benevolent Fund award.
- 3.47 Southgate / D Keast – various re Charter Standard Information required.
- 3.48 Dave Keast – retrospective action required re ineligible player in Cup game 2016 – 2017.
- 3.49 Railway Beacon – expressing concerns re fixtures for 21/10 re Storm Brian.

- 3.50 Ian Rothwell – complaint re Under 16 game involving Hooe Rovers.
- 3.51 Tamerton FC – Low referee mark awarded.
- 3.52 Devon FA – Confirming our League database is up to date and complete.
- 3.53 Secretary – to all Clubs confirming cancellation of fixtures 21/10/2017.
- 3.54 Nash and Co Solicitors – Discussion about communication methods for forthcoming year.
- 3.55 Steve Conteh – Query Cup match Plymouth Trophyman v Efford CFC.
- 3.56 MAP Kings – Use of social media to report Game Scores.
- 3.57 Tamerton FC – clarification sought for County Cup Rules.
- 3.58 Woolwell – issues re a parent and comments about the Club.
- 3.59 Plymouth Utd – Re payment of registration and monthly subscriptions to parents.
- 3.60 Elburton Villa – reporting an illegal approach to Devon FA.
- 3.61 Terry Jones – ideas about RESPECT.
- 3.62 Gail Lord PCC – players leaving mud on pavements near Sheridan Gardens Football Pitch.
- 3.63 Elm United – reporting an illegal approach.
- 3.64 Steve McDonald – Drake Under 18's v Morley – query on team sheets.
- 3.65 Steve Avery – confirming withdrawal of Tamerton FC from Under 18 Cambridge Division.
- 3.66 Elburton Villa FC – Illegal approach -copied into letter sent to Devon FA.
- 3.67 Ryan Perks – querying fixtures on website.
- 3.68 Horrbridge – re Under 11 team division allocation.
- 3.69 Lydford Foxes – querying whether a fixture is on or off.
- 3.70 Tavistock CFC – expressing concerns about teams not informing Secretaries of cancellations.
- 3.71 Tamerton FC – Potential allocation of pitches at Bond Street, Southway.
- 3.72 Drake FC – Confusion about fixtures Under 13 on 28 / 10 / 2017.
- 3.73 Elburton Villa – MAP Kings only 6 players Under 12 Ajax 28/10/2017.
- 3.74 Southgate Colts – U12 Warspite team sheet clarification.
- 3.75 Brian Rimes – Two referees incorrectly paid for fixtures.
- 3.76 Tavistock – Under 10 City – Efford non attendance at fixture.
- 3.77 Plymouth Trophyman – Ashleigh Beeney – praised for referee performance.
- 3.78 Hooe Rovers and Tamerton – requesting RESPECT forms.
- 3.79 Discount Football – re first aid kits and attendance at LMC 13/11/2017.
- 3.80 Devon FA – confirmation of Under 16 squad.
- 3.81 AC Plymouth – appealing Invoice 651017 and Invoice 571017
- 3.82 Des O Leary – referee complaint re fixture Torpoint v Saltash Under 15 Defiance 28/10/2017.
- 3.83 Shane Connolly – Establishment of a Youth Forum.
- 3.84 Chris French – potential availability of Mayflower school pitches.
- 3.85 Shane Connolly – a potential safeguarding issue.
- 3.86 Plymouth Trophyman – concerns about Under 11 Girls team treatment by League.
- 3.87 Roger Cole – concerned about teams turning up in same colour kit.
- 3.88 Callington Colts – querying changes to fixture times.
- 3.89 YMCA All Saints – Under 18 team withdrawal from the League.
- 3.90 Devon FA – Request League to attend a meeting of Leagues from across the County.

- 3.91 Steve Conteh – requesting Full Time information to be sent out in next newsletter.
- 3.92 MAP Kings – U12 Ajax team requesting two week suspension of fixtures to get a team.
- 3.93 Efford CFC – Requesting clarification of rules and whether changes had been implemented.
- 3.94 Elburton Villa – report of alleged racial abuse in Under 15 fixture.
- 3.95 Bernard Leach – West Councillor election process.
- 3.96 Plymouth Phoenix and Railway Beacon – problem filling in Full Time results on new website.
- 3.97 Plymouth Phoenix – request key to Tothill mini soccer changing rooms.
- 3.98 Keyham Kolts various including – No referee in U18 game v SB Frankfort, North Down mini soccer pitch too small?, praising referee Derek Street, Railway Beacon Under 15's praised for their sportsmanship, unknown numbers to Helen, the Secretary's landline phone will be diverted to answering machine.
- 3.99 FA Safeguarding – clarification of safeguarding procedures re player with a court order.

As usual this is the selection of correspondence deemed relevant by the General Secretary. Other correspondence received and if you wish one not included to be shown please let General Secretary know.

General Secretary Report

- If matches are postponed club secretaries must inform opposing team club secretaries. Too many times already this season, club secretaries have not been informed of postponements.
- Plymouth City Council putting pitches out of bounds. League to ask Council to email Brian every week if pitches are put out. Estuary Way is also a Council pitch.
- Clubs are to be reminded of the 28 day transfer rule. A few instances of Clubs getting irritated when other Clubs refuse to waive the 28 day rule in terms of getting additional transfers from the said Club. The rules clearly state that Clubs unless a waiver is agreed cannot approach a Club again for 28 days.
- One allegation of racial abuse has been sent to Devon FA to deal with.
- Away teams visiting private pitches must seek permission from the home team for use of photographic and video equipment. On Council pitches this is not required BUT in courtesy should be asked for.
- General Secretary confirmed that Devon FA were investigating incidents relating to the Under 12 Game played between AC Plymouth and YMCA All Saints and he would inform the League of the outcome when Devon FA had concluded their investigations.

4 Treasurer's Report

4.1	The current account is holding	£ 34,727
	Social Account.....	£ 6,389
	Cash in Hand.....	£ 93.56p
	Secure Trust.....	£ 30,246.28p

Cambridge and Counties...	£ 22,000

Total	£ 93,455.84p

All League registration fees have been paid by Clubs as has the Sponsors cheque and so other than fine income there will be little income received through to end of season. Although balance seems high, the next few months will be mainly paying out for League expenditure such as trophies, Pavilions hire etc so the balance will reduce over the next few months.

5. Registration Secretary's Report u11s-14s

- 5.1 Transfers in October were 28. Total since start of season is 59.
- 5.2 Please ensure team sheets are fully completed on Full-time by Monday Midnight for Saturday matches and by Tuesday Midnight for Sunday matches. I don't want to be fining clubs and taking your players' money!! Also sporting Marks are out of maximum 99.
- 5.3 **Kindly Reminder:** All Notices of Approach should be put on WGS with a secondary email to parent club and the relevant Registration Officer. The registration officers can give you the details explaining how to start the process. If you need the Transfer Guide document feel free to ask me.
- 5.4 **Late Team sheets fined as per rule:**
30/09/2017 Belliver u11's, Lydford Foxes u11's, Plymouth Trophyman u13's, Plymstock Colts u14Y, Tavistock CFC u11 City, U14 Red, u14 Black.

07/10/2017 Activate u12's, u13's, Belliver u11's, Marjons SJ u11's, Tamerton Foliot u12's

14/10/2017 Callington u12's, u13's.

28/10/2017 Efford CFC u12's, Tamerton Foliot u12's and Tavistock u13's

Registration Secretary's Report u15s-16s (in addition to u11s-14s above)

- 5.5 18 transfers to date. No other issues - Steve Conteh still looking after, any issues please contact Steve.

6. Whole Game System/Full-Time Systems

- 6.1 Could you please email me at steveconteh111@gmail.com with any suggestions, and/or feedback for the WGS system and how you have found it and what you think could be improved going forward - no later than 15th December 2017 please. I can then collate the information and feedback to The FA.
- 6.2 All Full-time system Issues/Queries please direct to Anita Beale going forward.

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

- 7.1 Two more withdrawals from u18s – Tamerton Foliot and YMCA All Saints leaving 17 teams across the two divisions – Cambridge and Horsham.
- 7.2 Devon County FA still taking referees at short notice for matches.

8. Fixture Secretary's Report

- 8.1 I have done all the fixtures right up until the 16th December now and all are on Full-time.
- 8.2 I am starting on January's now but have to wait until after the 16th December for the under 11's fixtures as there will be some changes to the divisions. I have already started to look at the results for the under 11's and seeing which teams will potentially need to move divisions. It can prove to be a little difficult when some teams have only played one or two games not just due to the weather but with other teams postponing their games.
- 8.3 Weather permitting, we hope all the fixtures will get played apart from the 21st Oct we haven't really lost too many yet this season.
- 8.4 I will also be looking to put in all the cup games that didn't get played on the 21st October near to the end of January thus giving us more time to sort out the next round.
- 8.5 Please remember to reply to SMS texts from full time. If you are not receiving them would you please contact me so I can get this checked and sorted.
- 8.6 Plymouth Trophyman u15 Defiance division to be charged with fielding 2 ineligible players in cup match on 30th September 2017.

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

- 9.1 No report submitted.

10. Girls Fixture Secretary Report

- 10.1 Bideford u18 Girls second non fulfilment of fixture on 14th October. Team to be charged and fined Rule 10(E).
- 10.2 Concerns raised re size of Tothill 7v7 pitch. League officer to visit and check size.
- 10.3 Ocean division u11s - Due to lack of remaining fixtures all games on December 16th have been cancelled.
- 10.4 General Secretary will be sending out email regarding the retreat rule at u11 girls.

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

- 11.1 Fixtures have been completed until the end of the month when there will be a break for mini soccer until the beginning of February. During that time the divisions will be looked at and altered accordingly.
- 11.2 Shane reminded the Executive Committee that if mini soccer teams could not fulfil their fixture that they were to be treated the same way as competitive teams in terms of League rules that included fines being issued for short notice cancellations.

12. Referee Appointments Secretary's Report

- 12.1 November fixtures have been sent out and all officials have confirmed their availability or unavailability to accept the fixtures given. At present an average of 18 referees unavailable each week.
- 12.2 October was a better month than September with less unavailability by officials.
- 12.3 November looks like a better month for games being covered. This Saturday coming at present only 8 matches not covered. Yet the following two weeks at present 19 games do not have officials appointed.
- 12.4 I believe the system of inputting officials on Full Time on Friday night continues to go well; at least it is accurate at the time of going to press to the clubs.
- 12.5 The invoices for October have been given to the Council and Brickfields. David Lloyd, who has been my contact at Brickfields for a number of years, has now left the post and the individual doing the invoices is now in taken over his role.
- 12.6 I now have December fixtures which I have started to work on. An e-mail will be sent to officials in the coming days with regard to availability for the coming month.
- 12.7 Another official has been picked up with limited time to do fixtures, but will cover whenever available. He has been allocated a fixture at The Mill this week.

13. Referees Support Officer Report

Since the beginning of the season, four low mark forms have been received - 1 in September and 3 in October.

Two of the reports have been sent to the RDO for recording and monitoring; one I have spoken to the referee about and the remaining one I have spoken to the referee appointments officer about as it was felt that neither report needed any further action.

14. Development and Charter Standard Report

Please ensure you keep an eye on our [Website](#) and [Facebook](#) page to keep up to date with league news and information as these are being regularly updated.

- 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 **Devon FA Roadshow** – The next Devon FA Roadshow will be taking place on the 27th November at Staddiscombe Social Club. The focus of the roadshow will be Coaching and Safeguarding. To book on, please visit the Devon FA website.
- 14.3 **Nash & Co Goal of the Season 2017/18 Competition** – We are pleased to announce that the Goal of the Season competition will be running for this season. We are just putting together the rules for this season and this will be sent to all clubs shortly. *Please ensure you ask permission of your opposition before filming any games.*
- 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. All

- tickets have now been allocated to teams, if you have been allocated tickets please ensure you attend your game or your club will be fined.
- 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 have been sent to clubs and ticket requests will close on 9th November and tickets will be ready for collection from the 20th November. Details on how and where to collect will be sent to all teams shortly.
 - 14.6 **Funding for Defibs** – The FA and the British Heart Foundation have teamed up to enable clubs to apply for a Defibrillator at a discounted rate, for more information visit: www.footballdefibs.org.
 - 14.7 **Football Foundation RESPECT Funding** – The FA and Football Foundation have relaunched the FA Respect Funding for the 2017/18 season. This is an opportunity for all clubs to purchase Respect equipment with funding from the Football Foundation. For more details visit: <http://www.footballfoundation.org.uk/funding-schemes/respect/>
 - 14.8 **Friday Football @ Coach Road** – Friday Football is back for the 2017/18 season, if you wish to play one of your league games under the lights at Coach Road it will only cost £30! For more details visit: <http://www.devonfa.com/news/2017/jul/coach-road-and-friday-night-football-available-for-you>. Please note you will need to agree this with the relevant fixture secretary and opposition.
 - 14.9 **Coaches Corner** – Every Monday evening we will be posting a coaching session or article on our Facebook page. If you have any ideas or topics you would like covered please contact chrisfrench-djm@outlook.com
 - 14.10 **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
 - 14.11 **Website, Club Directory** – We are currently updating all club pages to ensure the correct details for every team.
 - 14.12 **Enewsletter** – We have now launched our new monthly newsletter 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,
 - 14.13 **Facebook Notice Board Page** – The notice board page is very busy at the moment, please bear with us as we try to get everyones adverts on the page. Please keep eyes 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.
 - 14.14 **Facebook** – We need you 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.
 - **Follow Friday** – On a Friday we will promoting club's Facebook pages, if you would like your club focused please email chrisfrench-djm@outlook.com

- **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 or 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.

14.15 **Twitter** – Please follow our twitter account @DJMLLeague.

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 Respect Barriers need to be along the whole length of the pitch. Dave attended one game and it was only covering the middle third of the pitch. This was included recently in the General Secretary Information Sheet.
- 15.2 Clubs will be asked randomly to provide copies of their Respect forms.

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 Nash & Co have confirmed that they will be ending their sponsorship of the League at the end of the 2017 – 2018 Season. The General Secretary will be supporting Bernard in

finding a new sponsor for the League and a marketing brochure is to be produced to outline benefits of sponsorship.

- 17.2 The free first aid kits ordered by teams will be brought to the LMC on Monday by the suppliers and distributed. They will be attending the LMC.
- 17.3 DJM presentation evening Saturday 16th June 2018 is the same date as Devon FA AGM.
- 17.4 Nash and Co Respect award winners September 2017 Chaddlewood Miners u13 girls (Vivid division) and October 2017 Morley Rangers u11 (Mayflower division).

18. Notice Board

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

19. A.O.B.

- 19.1 Mini soccer festival date needs to be arranged to book Central Park pitches.
- 19.2 Nomination from Brian for new life vice president to be considered.
- 19.3 Youth forum – meeting on Thursday 09/11/2017

Meeting closed: 21:15

Date of next P and B meeting: Monday 4th December 2017 at BT Club starting at 19.30.