

NASH & CO SOLICITORS
DEVON JUNIOR & MINOR LEAGUE
Policy and Business Meeting
held on Monday 02/10/2017
at the BT Club, Plymouth
www.djmleague.org.uk

Opening Remarks: Dave Keast has phoned in to say he was running a few minutes late and therefore Mark Rowles took the Chair until he arrived.

Apologies: Ian Rothwell, Fiona Rothwell, Teresa Hill and Steve Avery.

Due to Teresa Hill not being able to get to the meeting and she was going to cover the minutes due to Fiona Rothwell already having given apologies, Mark Rowles agreed to take the minutes.

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 4th September 2017.

2. Matters Arising not covered in rest of minutes

- 2.1 It was 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 Affiliations – It is pleasing to note that all Clubs had completed their affiliations prior to the start of the Season and this meant that all teams were eligible to play in the first round of fixtures scheduled by the League.
- 2.4 Des O’Leary informed the Executive that all Clubs had now paid their registration fees to the League.
- 2.5 Des O’Leary informed the Executive that there were still a few trophies outstanding and he was chasing these up with the individual Clubs. Wanted them all in within the next couple of weeks.

3. Correspondence - Received by the General Secretary

- 3.1 Ivybridge Under 14’s query re recruitment of players.
- 3.2 Plymouth Parkway reporting an incident in an Under 7 game.
- 3.3 Hooe Rovers – reasoning for request of change of fixture time.

- 3.4 Plymstock United- Registration problems re Under 15 Anson Team.
- 3.5 Keyham Kolts – re internal club transfers.
- 3.6 Morley FC – report re alleged unacceptable behaviour in Under 16 match.
- 3.7 Plymouth Aspire – advice on photography at games.
- 3.8 Saltash Youth querying change of Rule 8 re WGS system.
- 3.9 Keyham Kolts re cancellation of Under 15 game.
- 3.10 Plymouth City Council – pitch concerns re Manadon and Lipson.
- 3.11 Efford Comm FC – report received re Under 16 game v Morley.
- 3.12 Saltash Youth – querying new registration guidelines.
- 3.13 Drake FC – request for grass cutting at Chaucer Way.
- 3.14 Cornwall FA – Confirmation of Southgate affiliation.
- 3.15 Chris French – potential issue with Plymouth Herald coverage.
- 3.16 Plymstock Utd – U10 teams re – allocation of divisions.
- 3.17 Railway Beacon – highlighting handbook error.
- 3.18 DCFA – confirmation of County Cup kick off times.
- 3.19 Lakeside Athletic – Game against Plymstock U16 not showing on Full Time.
- 3.20 Sporting Lipson – request for RESPECT forms.
- 3.21 Morley v Plymouth Kolts Under 11 cancellation on 16 September 2017.
- 3.22 Southgate Colts – Incorrect kick off times on Full Time.
- 3.23 SB Frankfort – fixture confusion at Southgate on 16 September 2017.
- 3.24 Woolwell requesting information about sports glasses.
- 3.25 Tamerton – query re Barry Hodge Cup Draw.
- 3.26 Horrabridge – reference request to change a division for an Under 11 team.
- 3.27 Nash & Co – confirming end of sponsorship deal in 2018.
- 3.28 Robbie Aitken – Referee praising Belliver and YMCA All Saints in Under 16 game.
- 3.29 Southgate Colts – requesting their home game car parking arrangements to be included in next General Secretary Information Sheet.
- 3.30 Plymouth City Council request for a school to use Plympton pitch on one off occasion.
- 3.31 Devon FA – requesting copy of League rules.
- 3.32 Teams in Ajax League – asking about potential of additional team joining the League.
- 3.33 Saltash Youth – withdrawal of Under 11 Girls Team.
- 3.34 Bill Hill – informing the League he had not been paid his match fee.
- 3.35 Devon FA -confirming YMCA All Saints v AC Plymouth Under 12 game and alleged misconduct is being dealt with by County.
- 3.36 Morley and Activate – Cancellation Under 12 Argus game on 30 September 2017.
- 3.37 Manstow – Confirming no further action re request for additional team.
- 3.38 Saltash Youth – Withdrawal of their Under 11 boys team.
- 3.39 Barne Barton – informing league there are now no Parking Permit restrictions on Estuary Way.
- 3.40 Barne Barton – praising referee Mike Rennie.
- 3.41 YMCA All Saints – Compliant re alleged incident in U14 game v SB Frankfort.
- 3.42 SB Frankfort withdrawal of Under 18 Cambridge team.
- 3.43 SB Frankfort reporting an alleged ineligible player in game v YMCA All Saints U14.
- 3.44 Twyford – found a referee willing to do their home games.
- 3.45 Ivybridge – querying Cup eligibility rules.
- 3.46 Mike Roberts referee about two sending offs in Lakeside v Elburton Under 18 game.

- 3.47 Chris Greenham querying referee role in Full Time re checking team sheets.
- 3.48 Plymouth Parkway – about injured player benevolent fund.
- 3.49 Torpoint Athletic – confirming apology and money sent to referee Bill Hill.
- 3.50 Tamerton – wanting to know procedure re cancelling games on school pitches.
- 3.51 Steve Conteh – Rule 11a should say Full Time and not WGS.
- 3.52 Elburton Villa – query around 28 day transfer rule.
- 3.53 Chris French – Information about possible Nike partnership.
- 3.54 Plympton Girls – Change of U15 Manager.
- 3.55 Football Association – Thanking League officials for support in WGS / Full Time implementation.
- 3.56 Plymouth Marjon – re incorrect equipment at game.
- 3.57 SB Frankfort – querying procedure for cancelling games when pitch is only considered playable for limited games.
- 3.58 Southgate – requesting guidance on photographs and video taking to be included in next Information Sheet.
- 3.59 Elm United – re concerns at Under 15 game v AFC Plympton.
- 3.60 Woolwell – reference a referee and toileting arrangements.

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

- General Secretary expressed concern at number of alleged misconduct cases being reported to him over the first three weeks of the season. Also was disappointed that many of the reports provided by the Clubs gave different version of events. General Secretary felt the League needed very clear ways it would deal with cases in the future to ensure that we did not get in the way of County investigations but dealt with issues in a consistent manner that made teams in our League realise that there would be action taken against teams and individuals that failed to abide with the Respect guidelines. It was agreed that the General Secretary would arrange a meeting of a sub-committee to look at the way forward.
- Still getting reports of referees not being paid at the beginning of the game despite reminders sent to Clubs. Further issues of this reported to the League will result in the Clubs being brought in front of the League to explain. General Secretary has spoken to a few referees who confirmed that they were checking their sheets against those entered by teams on the Full Time system.
- 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 can not approach a Club again for 28 days.
- General Secretary sought clarification in terms of a pitch being considered not playable for all the games scheduled on it on a given day. In this instance how are the fixtures to be cancelled / played sorted. If it is a private pitch then it is up to the home club to decide

which games are played and which cancelled. If council pitch then referee will inspect and decide how many games can be played and they will be played in time order.

- 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.
- There appeared to be universal agreement for the new registration guidelines sent to Clubs in the last General Secretary newsletter.
- General Secretary reviewing a report of an alleged ineligible player in the Under 14 SB Frankfort v YMCA All Saints fixture.
- A discussion took place about teams changing divisions if a team was clearly placed in the incorrect one. It was agreed that this is possible for mini soccer and does occur at Christmas each year. It was agreed that it was not really possible for competitive leagues. Committee agreed to review way Leagues are put together prior to the new Season.

4 Treasurer's Report

- 4.1 The current account is holding £ 36,441.97
The social account is holding £ 6,388.79
Cambridge and Counties..... £ 22,000
Secure Trust £ 30,059.11

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 so the balance will reduce in the next few months

5. Registration Secretary's Report u11s-14s

- 5.1 The league now has **4961 Players registered** .
- 5.2 16 Transfers for September - and 38 since the start of season and a further 9 pending. A lot of movement and we're only going into the second month of the season.
- 5.3 1st **Cup round** has taken place for most teams with the next round fast approaching. Please check with me if you are at all unsure of any new players being cup tied.
- 5.4 Teams need to ensure team sheets are fully completed including opponents Fair Play must be online by Monday midnight for a Saturday game, Tuesday Midnight for a Sunday match. Also registrations must be submitted no later than Thursday midnight to play Saturday, players are registered from the date on which they are submitted.

- 5.5 **Late Teamsheets:** A list has been issued to Des O’Leary to send out fines to relevant Club/Teams, please don't let me have to take money from your players, it is the Secretaries responsibility to ensure all team sheets are completed by the assigned team admins.
- 5.6 **Wholegame/Fulltime** We are still having a few issues with the transfer side of WGS, could teams please ensure they copy the relevant registration officer in on any email requests, and on receiving the request could you relay back if kit etc is owed. It is in your interest, we should not be having to ask you before processing.
- 5.7 **Full-time** still having issues with confusion of Opponents FairPlay and also entering player statistics on Full-time, please ensure you click update on all processes else team sheets will not save, you will know if they have by seeing the started, goals, bench below the completed result in Full-time, any issues please contact either Anita Beale or Steve Conteh.
- 5.8 **U15-16's** 10 transfers to date, no other issues Steve Conteh still looking after until my return from holiday any issues please contact Steve.

5.9 u18's 3 transfers - no issues.

6 Fixture Secretary’s Report

- 6.1 Fixtures going well considering the weather we are having at the moment we have not lost as many games as I would have thought we would.
- 6.2 Second round of the cup and any first round games that got called off are to be played over the weekends of the 21st and 28th of October.
- 6.3 November fixtures will go live over the next week. please remember to reply to SMS text from full time. If you are not receiving them would you please contact me so I can get this sorted.

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

Due to Steve Avery’s unavailability at the meeting there was no Under 18 report.

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

- 8.1 Mini soccer teams have embraced the new WGS and Full Time system well and only a few teams have failed to fill in their result sheets on time or accurately and they are being worked with.

9. Girls Fixture Secretary Report

- 9.1 Saltash u18s cup game to be re – arranged due to the impact of a serious health condition of one of the player’s parents that was having on people associated with this team, The committee unanimously agreed that under these extreme circumstances the game will be rescheduled for later in season. Barry to continue to monitor this delicate situation.
- 9.2 Barry confirmed the withdrawal of Saltash Youth from the Under 11 Ocean Division.

- 9.3 Twyford have managed to find a referee who is willing to referee all their games this season. Discussion took place as to whether this was acceptable but Committee agreed it was better to have a referee than not and that the situation would be monitored.
- 9.4 E mails received from Bideford providing reason for non-fulfilment of the first game of the season fixture. They stipulated that they did not receive the fixture through Full Time. Barry Metters provided an e mail trail of two e mails sent to the Club confirming their fixtures and when the season started. Executive Committee unanimously agreed that the breakdown of communication was an internal Club matter and team should be fined as per rule 10(E)(b)(1) and points deducted.

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

Nothing to report

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

- 11.1 Discussion took place about teams that were winning games by high score each week. Situation to be monitored to see if patterns emerge and then to ensure that at Christmas when divisions get reviewed that teams can be moved to divisions that are more aligned to their ability.
- 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 October fixtures have been sent out and all officials have confirmed their availability or unavailability to accept the fixtures given. At present an average of 28 unavailable each week.
- 12.2 September was the worst month since I took over the position of Referees Appointment Secretary in December 2009 with an average of 36 officials not available each week.
- 12.3 I believe the system of putting officials on Full Time on Friday night is going well, at least it is accurate at the time of going to press to the clubs. It is also saving a job every 3 months of sending the referee marks to DCFA.
- 12.4 All u18 officials are being put on the system on a Saturday night as well. This is being done on receipt of appointments from Steve.
- 12.5 All new referees that have arrived from other parts of the Country for their University courses are now on the system and have now been allocated fixtures for October.
- 12.6 I will be sending out the list of officials for this week on Thursday evening instead of Friday, I will also update the Full Time system on the same night. The 14th fixtures all telephone numbers will be put beside officials for that week and given to General Secretary. The General Secretary will deal with all Referee Appointments (not Under 18 – still Steve Avery) for Saturday 7th and Saturday 14th October 2017.
- 12.7 The Herald, The Independent and the Cornish times will all be given the fixtures for the next three weeks.
- 12.8 The fixtures for October have been given to the Council and Brickfields, the invoice for September for use of those facilities have also been sent.

- 12.9 I see on Full Time and on receipt of e-mails with change of date for fixtures, the same officials are on the list to do rearranged fixtures, surely once the game has been postponed those persons should be removed before new dates sent out. Discussion took place and a new process agreed.

13. Referees Support Officer Report

The Referees Support Officer gave apologies for the meeting and there was nothing to report.

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 these roadshows 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. 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 53 teams have been allocated tickets to a game this season, we have a further more 10 sets of tickets to allocate.
- 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 **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. *There are still 200 left but these are going quickly, please don't miss out on this opportunity.*
- 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. Up to

- the 8th October there is a limited opportunity to get 50% discount of this equipment. 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 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,
- 14.13 **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.
- 14.14 **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.
- 14.15 **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 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. Dave asked General Secretary to send a reminder in the General Secretary Information Sheet.

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 Sponsorship Liaison Officer is also reviewing two other options - one with Nike and one with Kappa and when reviewed will report back to next meeting.

18. PAFC Match Attendance Report

- 18.1 Still 10 sets of tickets available for the PAFC match against Gillingham and it was agreed by the Committee that these can now be offered out to the Under 11 teams within the League.

19 Notice Board

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

20. A.O.B.

- 20.1 General Secretary informed the Executive that he was pleased with the responses Plymouth City Council had provided and actions taken when he had asked for work to be done on pitches.
- 20.2 Offer still available for a Mini Soccer Laws of the Game course which could include 9v9 and 11v11. Please let the General Secretary know if teams are interested.

Meeting closed: 21:15

Date of next P and B meeting: Monday 6th November 2017 at BT Club.