



PENDLE CHARITY LEAGUE

Providing Football For
Pendle

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RULE BOOK SEASON 2007/08

LANCASHIRE FOOTBALL ASSOCIATION FULL MEMBERS

INDEX

Rule No.	Contents	Page No.
-	Index	3
1	Nomenclature and Constitution	4
2	Entry Fee, Subscription, Deposit	4
3	Officers	4
4	Management, Nomination, Election	5
5	Powers of Management	5
6	Annual General Meeting	6
7	Agreement to be Signed	7
8	Qualification of Players	7
9	Club Colours, Club Name	9
10	Playing Season, Conditions of Play, Times of Kick-off, Postponements, Substitutes	9
11	Reporting Results	11
12	Determining Championship	11
13	Referees	12
14	Continuation of membership or Withdrawal of a Club	12
15	Protests and Complaints	13
16	Board of Appeal	14
17	Exclusion of Clubs or Teams, Misconduct Clubs, Officials, Players	14
18	Trophy:- Legal Owners, Conditions of Taking Over, Agreement to be Signed, Awards	14
19	Special General Meetings	14
20	Alteration to Rules	15
21	Rules Binding on Clubs	15
22	Finance	15
Appendix 1	Child Protection	16
Appendix 2	Regulations to be Adhered to in the Foregoing Rules	17
Appendix 3	Cup Competition Rules	19

Alterations to previous seasons rules are indicated with a line in the right hand margin.

NOMENCLATURE AND CONSTITUTION

1. (A) This Competition shall be designated the Pendle Charity Football League and known as the Pendle Charity Football League and shall consist of not more than 36 Clubs who shall be Full Member Clubs.

All such Member Clubs must be affiliated to an affiliated County Football Association and their names and particulars shall be returned annually by the appointed date on the Form "D" to the Lancashire County Football Association. The area covered by the Competition Membership shall be within a 14 mile radius of Pendle Council offices, Town Hall, Nelson.

This Competition shall apply annually for sanction to the Lancashire Football Association and the constituent teams of Member Clubs may be grouped in divisions as the Executive Committee shall decide.

Member Clubs shall not enter any of their teams playing in the Competition in any other Competitions (with the exception of F.A. and County F.A. Competitions) except with the written consent of the Management Committee of the Competition.

(B) At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have power to decide or adjust the compilation of the divisions at their discretion. When necessary this Rule shall take precedence over Rule 12.

ENTRY FEE, SUBSCRIPTION, DEPOSIT

2. (A) Applications by Clubs for admission to this Competition must be made in writing to the Secretary and must be accompanied by an Entry Fee of £40 per team which shall be returned in the event of non-election.

At the discretion of a majority of the accredited voting members present applications, of which due notice has been given, may be received at the Annual General Meeting or a Special General Meeting. The Entry Fee shall apply.

When Rule 12(B) is applied or a team seeks a transfer or is compulsorily transferred to another division no Entry Fee shall be payable.

(B) The Annual Subscription shall be £40 per Club payable on or before the AGM in each year.

(C) Each Club shall within 14 days of election pay a Deposit of £30 which shall be returnable to Clubs on leaving the Competition provided they have fulfilled their fixtures and complied with all orders of the Management Committee.

(D) A Club shall not participate in this Competition until the Entry Fee, Annual Subscription and Deposit have been paid.

(E) Clubs must advise annually to the Secretary in writing by August 1st of its Lancashire County Football Association affiliation number for the forthcoming Season, failing which they shall be fined £5. Clubs must advise the Secretary in writing, or on the prescribed form, of details of its Headquarters, Officers and any other information required by the Competition.

OFFICERS

3. The Officers of the Competition shall be the President, Chairman, Vice-Chairman, Treasurer, Secretary, Results & Registration Secretary, Referees Secretary, Fixtures Secretary and Minutes Secretary to be elected annually at the Annual General Meeting. (N.B. Auditors are not Officers).

MANAGEMENT, NOMINATION, ELECTION

4. (A) The Competition shall be governed in accordance with the Rules and Regulations of The Football Association by a Management Committee comprised of the Officers and up to five Executive Committee members who shall be elected at the Annual General Meeting.

(B) Retiring Officers shall be eligible to become candidates for re-election without nomination. All other candidates for election as Officers or Members of the Management Committee shall be nominated to the Secretary in writing, signed by the Secretaries of two Member Clubs, not later than the 14th May in each year. Names of the candidates for election shall be circulated with the notice of the Annual General Meeting. In the event of there being no nomination in accordance with the foregoing for any office, nominations may be received at the Annual General Meeting

(C) The Management Committee shall meet monthly to deal with business as it arises.

On receiving a requisition signed by two-thirds of the Members of the Management Committee the Secretary shall convene a meeting of the Committee.

(D) Except where otherwise mentioned all communications shall be addressed to the Secretary who shall conduct the correspondence of the Competition and keep a record of its proceedings.

(E) All communications received from Clubs must be conducted through their nominated Officers.

POWERS OF MANAGEMENT

5. (A) The Management Committee may appoint sub-committees and delegate such of their powers as they deem necessary. The decisions of all such committees shall be reported to the Management Committee for ratification.

(B) Subject to the permission of the Lancashire County Football Association having been obtained the Management Committee may order a match or matches to be played each season, the proceeds to be devoted to the funds of the Competition and, if necessary, may call upon each Club (including any Club which may have withdrawn during the season) to contribute equally such sums as may be necessary to meet any deficiency at the end of the season. (See Rule 6(e)).

(C) Each Member of the Management Committee shall have the right to attend and vote at all Management Committee Meetings and have one vote thereat, but no Member shall be allowed to vote on any matters directly appertaining to such Member or to the Club so represented. (This shall apply to the procedure of any sub-committee).

In the event of the voting being equal on any matter, the Chairman shall have a second or casting vote.

(D) The Management Committee shall have powers to apply, act upon and enforce the Rules of the Competition and shall also have jurisdiction over all matters affecting the Competition, including any not provided for in the Rules. Except where these Rules provide for the imposition of a set penalty any Club, Official or Player alleged to be in breach of a Competition Rule must be formally charged in writing and given the opportunity to present their case before the Management Committee. All breaches of the Laws of the Game, Rules and Regulations of The Football Association shall be dealt with in accordance with F.A. Rules.

(E) All decisions of the Management Committee shall be binding subject to the right of appeal to the Board of Appeal in accordance with Rule 16.

Decisions of the Management Committee must be notified in writing to those concerned within 14 days.

(F) Five Members of the Management Committee shall constitute a quorum for the transaction of business of the Management Committee and three Members shall constitute a quorum for the transaction of business by any sub-committee of the Competition.

(G) The Management Committee, as it may deem necessary, shall have power to fill in an acting capacity, any vacancies that may occur amongst their number.

(H) A Club having failed to comply with an order or instruction of the Management Committee, or failing to satisfactorily attend to the business and/or the correspondence of the Competition, shall be liable to be fined or otherwise penalised at the discretion of the Management Committee.

(I) All fines and charges shall be paid within 14 days of the date of posting of the written notification.

Clubs, Officials or individuals committing a breach of this Rule will incur such penalties as the Management Committee may impose.

(J) A member of the Management Committee appointed by the Competition to attend a meeting or match may have any expenses incurred refunded by the Competition.

(K) The Management Committee shall have the power to fill any vacancy that may occur in the membership of the Competition between the Annual General or Special General Meeting called to decide the constitution and the commencement of the Competition season.

ANNUAL GENERAL MEETING

6. (A) The Annual General Meeting shall be held not later than 30th June in each year. At this meeting the following business shall be transacted provided that at least 10 Members are present and entitled to vote:-

- (i) To receive and confirm the Minutes of the preceding Annual General Meeting.
- (ii) To consider any business arising therefrom.
- (iii) To receive and adopt the Annual Report, Balance Sheet and Statement of Accounts.
- (iv) Election of Clubs to fill vacancies (as recommended by the Management Committee).
- (v) Constitution of the Competition for ensuing season.
- (vi) Election of Officers and Management Committee.
- (vii) Appointment of Auditors.
- (viii) Alteration of Rules, if any (of which notice has been given).
- (ix) Fix the date for the commencement and conclusion of playing season.
- (x) Other business of which due notice shall have been given and accepted as being relevant to an Annual General Meeting.

(B) A copy of the duly audited Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least fourteen days prior to the meeting, and to the Lancashire County Football Association.

(C) A signed copy of the duly audited Balance Sheet and Statement of Accounts shall be sent to the Lancashire County Football Association within fourteen days of its adoption by the Annual General Meeting.

(D) Each Club shall be empowered to send two delegates to an Annual General Meeting. Each Club shall be entitled to one vote only. Not less than 14 days' notice shall be given of any Meeting.

(E) Clubs who have withdrawn their Membership of the Competition during the season being concluded or who are not continuing Membership shall be entitled to attend but shall vote only on matters relating to the season being concluded. This provision will not apply to Clubs expelled in accordance with Rule 17.

(F) All voting shall be conducted by a show of voting cards unless a ballot be demanded by at least two thirds of the delegates qualified to vote or the Chairman so decides.

(G) No individual shall be entitled to vote on behalf of more than one Full Member Club.

(H) Any continuing Member Club failing to be represented at the Annual General Meeting without satisfactory reason being given may be fined £5.

(I) Officers and Management Committee members shall be entitled to attend and vote at an Annual General Meeting.

AGREEMENT TO BE SIGNED

7. The Chairman and the Secretary of each Club shall complete and sign the following agreement which shall be deposited with the Competition together with the Application for Membership for the coming season, or upon indicating that the Club intends to compete.

"We, A, _____ of _____ (Chairman) and
B _____ of _____ (Secretary) of the
_____ Football Club have been provided with a copy of the
Rules and Regulations of the Pendle Charity Football League Competition and do hereby
agree for and on behalf of the said Club, if elected or accepted into Membership, to conform to
those Rules and Regulations and to accept, abide by and implement the decisions of the
Management Committee of the Competition, subject to the right of appeal in accordance with
Rule 16."

Any alteration of the Chairman and/or Secretary on the above Agreement must be notified to the Lancashire County Football Association to which the Club is affiliated and to the Secretary of the Competition.

QUALIFICATION OF PLAYERS

8. (A) Contract players, as defined in Football Association Rules, are not permitted in this Competition.

(B) A registered playing member of a Club is one who, being in all other respects eligible, has:-

(1) Signed a fully and correctly completed Competition registration form in ink, countersigned by an Officer of the Club, and who has been registered with the (Registrations) Secretary 2 days prior to playing and whose completed registration counterfoil has been received by the Club prior to playing.

(C) Deleted

(D) A player having taken part in matches for any Club affiliated to any County Football Association shall not be allowed to join, be transferred to, or sign for a Club in the Competition without first proving to the officials of the intended Club that the player has discharged all reasonable financial liabilities to the previous Club or Clubs, and a Club official may not accept such player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club, or Clubs, for which the player last played.

(E) A fee of 50 pence shall be paid for each player registered.

Registration forms shall be obtained from the Results and Registrations Secretary.

(F) The Management Committee shall decide all registration disputes.

In the event of a player signing a registration form or having a registration submitted for more than one Club priority of registration shall decide for which Club the player shall be registered. The Results and Registrations Secretary shall notify the Club last applying to register the player of the fact of the previous registration.

(G) It shall be a breach of Rule for a player to:-

- (i) Play for more than one Club in the Competition in the same season without first being transferred.
- (ii) Having signed for one Club in the Competition, sign for another Club in the Competition in that season except for the purpose of a transfer.
- (iii) Submit a signed registration form for registration that the player had wilfully neglected to accurately or fully complete.

(H) (i) The Management Committee shall have power to accept the registration of any player.

(ii) The Management Committee shall have power to refuse, cancel or suspend the registration of any player or may fine any player at their discretion who has been found guilty of registration irregularities. (Subject to Rule 16).

(iii) The Management Committee shall have the power to refuse or cancel the registration of any player found guilty of undesirable conduct (subject to Rule 16). Undesirable conduct shall mean an incident of repeated conduct, which may deter a participant from being involved in this competition.

(Note: Action under Clause (iii) shall not be taken against a player for misconduct on the field of play until the matter has been dealt with by the appropriate Association, and then only in cases of the player bringing the Competition into disrepute.)

(I) Subject to The Football Association Rules dealing with players without a written contract when a player desires a transfer, the Club the player wishes to transfer to shall submit a transfer form to the results and Registrations Secretary accompanied by a fee of £3. Such transfer shall be referred by the results and Registrations Secretary to the Club for which the player is registered. Should this Club object to the transfer it should state its objections in writing to the Results and Registrations Secretary and to the player concerned within seven days of receipt of the transfer form. Upon receipt of the Club's consent, or upon its failure to give written objection within seven days, the Results and Registrations Secretary may, on behalf of the Management Committee, transfer the player who shall be deemed eligible to play for the new Club from such date or 2 days after receipt of such transfer.

In the event of an objection to a transfer the matter shall be referred to the Management Committee for a decision.

(J) A player may not be registered for a Club nor transferred to another Club in the Competition after the last day of February except by special permission of the Management Committee.

(K) A Club shall keep a list of the players it registers and a record of the games in which they have played, and shall produce such records upon demand by the Management Committee.

(L) A register containing the names of all players registered for each Club, with the date of registration, shall be kept by the Results and Registrations Secretary and shall be open to the inspection of any duly appointed Member Club representative at all Management Committee meetings or at other times mutually arranged. Registrations are valid for one season only.

(M) A player shall not be eligible to play for a team in any special championship, promotion or relegation deciding match (as specified in Rule 12(A)) unless the player has played 4 games for that team in this Competition in the current season.

(N) Deleted

(O) (i) Any team playing an unregistered or otherwise ineligible player or players may have the points gained in the match deducted from its total and may be fined and otherwise dealt with at the discretion of the Management Committee.

(ii) In addition the team may have points deducted from its total at the discretion of the Management Committee and may be dealt with in any further manner which is thought to be fit.

(iii) The Management Committee in exceptional circumstances may, at its discretion, award any points deducted from a Club under this Rule to the opponents in the match in question, subject to the match not being ordered to be replayed.

(P) Deleted

CLUB COLOURS. CLUB NAME

9. (A) Every Club must register the colour of its shirts and shorts with the Secretary by the AGM who shall decide as to their suitability.

Goalkeepers must wear colours which distinguish them from other players and the referee.

No player, including the goalkeeper, shall be permitted to wear black or very dark shirts.

Any team not being able to play in its normal colours as registered with the Competition shall notify the colours in which they will play to its opponents at least 7 days before the match.

If, in the opinion of the referee, two Clubs have the same or similar colours, the home team shall make the change. Any team not having a change of colours or delaying the kick-off by not having a change shall be fined £5.

The Secretary of the Competition may request shirts to be submitted if complaints are received as to lack of distinguishing colours, and the Management Committee may refuse to permit any shirts or shorts as they think fit. Shirts must be numbered.

(B) Any Club wishing to change its name and/or colours must obtain permission from its affiliated County Association and from the Management Committee.

PLAYING SEASON. CONDITIONS OF PLAY

TIMES OF KICK-OFF. POSTPONEMENTS. SUBSTITUTES

10. (A) The Annual General Meeting shall determine the commencing and concluding dates for the ensuing season which shall be in accordance with Football Association Rules. No Club shall be compelled to play after the concluding date. Original fixtures arranged by the Fixtures Secretary, or at a meeting specially convened for that purpose, to be held no later than 30th June, must not be arranged for a date later than seven days preceding the concluding date determined by the Annual General Meeting.

(B) All matches shall be played in accordance with the Laws of the Game as determined by the International Football Association Board.

Clubs must take all reasonable precautions to keep their grounds in a playable condition. All matches shall be played on pitches deemed suitable by the Management Committee. If through any fault of the home team a match has to be replayed, the Management Committee shall have power to order the venue to be changed.

The Management Committee shall have power to decide whether a pitch and/or facilities are suitable for matches in the Competition and to order the Club concerned to play its fixtures on another ground.

All matches shall have a duration of 90 minutes unless a shorter time (not less than 70minutes) is mutually arranged by the two captains in consultation with the referee prior to the commencement of the match, and in any event shall be of equal halves.

The times of kick-off shall be fixed by the A.G.M. or the Management Committee. Any Club failing to commence at the appointed time may be fined a sum not exceeding £5 or be otherwise dealt with as the Management Committee may determine.

Referees must order matches to commence at the appointed time and must report all late starts to the Competition.

The home team must provide at least two footballs fit for play and the referee shall make a report to the Competition if the footballs are unsuitable. Goal nets must be used.

(C) Except by permission of the Management Committee all matches must be played on the dates originally fixed but priority shall be given to The Football Association and all relevant County Association Cup Competitions. All other matches must be considered secondary. Clubs may mutually agree to bring forward a match with the consent of the Fixtures Secretary.

(D) Deleted

(E) Every Club shall play its best available qualified team or teams in all matches in the Competition.

In the event of a Club playing in any match with less than 11 players they may be fined for each missing player. A minimum of 8 players will constitute a team for a Competition match.

(F) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Management Committee shall have power to inflict a fine, deduct points from the defaulting Club, award the points to the opponents, order the defaulting Club to pay any expenses incurred by the opponents or otherwise deal with them except the award of goals. Notwithstanding the foregoing home and away provision, the Management Committee shall have power to order a match to be played on a neutral ground or on the opponent's ground if they are satisfied that such action is warranted by the circumstances.

Any Club with more than one team in the Competition shall always fulfill its fixture, within the Competition, in the following order of precedence:- First Team, Reserve Team, A Team. Clubs in breach of this requirement shall be fined a sum not exceeding £25 or otherwise dealt with by the Management Committee.

Any Club unable to fulfil a fixture must, without delay, give notice to the Fixtures Secretary, the Referees Appointment Secretary, the Secretary of the opposing Club and the match officials. Any Club failing to comply shall be dealt with by the Management Committee who may inflict any penalties it may deem suitable.

In the event of a match not being played or abandoned owing to causes over which neither Club has control, it shall be played in its entirety on a date to be mutually agreed by the two Clubs and approved by the Management Committee. Failing such agreement and notification to the Fixtures Secretary within 7 days the Management Committee shall have power to order the match to be played on a named date or on or before a given date.

The Management Committee shall review all abandoned matches and in a case where it is to the advantage of the Competition and does no injustice to either Club, shall be empowered to order the score at the time of the abandonment to stand. In all cases where the Management Committee are satisfied that a match was abandoned owing to the conduct of one team or its Club member(s) they shall be empowered to award the points for the match to the opponents and/or take what other action they may deem necessary. In cases where a match is abandoned owing to the conduct of both teams or their Club members, the Management Committee shall take such action as they consider appropriate. Such action is subject to any disciplinary action taken by the appropriate Affiliated Association.

(G) A Club may at its discretion and in accordance with the Laws of the Game use 3 substitute players in any match in this Competition who may be selected from 5 players.

The referee shall be informed of the names of the substitutes not later than 15 minutes before the start of the match.

A player who has been selected, appointed or named as a substitute before the start of the match but does not actually play in the game shall not be considered to have been a player in that game within the meaning of Rule 8 of this Competition.

(H) The half time interval shall be of 5 minutes duration, but it shall not exceed fifteen minutes. The half time interval may only be altered with the consent of the referee.

REPORTING RESULTS

11. (A) The Results & Registration Secretary must receive within 2 days of the date played, the result of each Competition match in the prescribed manner. This must include the forename and surname of the team players (in block letters) and also the Referee markings required by Rule 13, or any other information required by the Competition. Failure to do so will incur a fine of £5 and/or the Club being dealt with as the Management Committee decide.

(B) Both Clubs shall telephone the result of each match to the Results & Registrations Secretary by 4pm for Sunday matches and 10pm for evening games.

(C) The match result notification, correctly completed, shall be signed by a responsible member of the Club. The Management Committee shall have power to take such action as they deem suitable against a Club which submits an incomplete form or incorrect information.

DETERMINING CHAMPIONSHIP

12. (A) Team rankings within the Competition will be decided by points with 3 points to be awarded for a win and 1 point for a drawn match. The teams gaining the highest number of points in their respective Divisions at the conclusion shall be adjudged the winners. Matches must not be played for double points.

In the event of two or more teams being equal on points team rankings may be decided in any one or more of the following ways:-

- (i) goal difference
- (ii) goals scored
- (iii) goal average
- (iv) deciding match played under conditions determined by the Management Committee.

(B) Automatic promotion and relegation shall be applied for the first and last 2 teams in each Division except as provided for hereunder, subject to the provisions of Rule 1(b).

(i) Should one or more teams withdraw from any one Division after the fixtures have commenced an equal number of teams to those withdrawing in that Division shall not be automatically relegated.

(ii) Vacancies occurring after the conclusion of the season may be filled on any of the following ways:

- (a) retention of otherwise relegated team(s)
- (b) additional promotion of the next ranked team(s) from the Division below
- (c) election

(iii) Deleted

(iv) Deleted

(v) Deleted

(C) In the event of a team not completing all of its fixtures for the season all points obtained by or recorded against such defaulting team shall be expunged from the Competition table.

(D) Deleted

REFEREES

13. (A) Registered Referees for all matches shall be appointed in a manner approved by the Management Committee and by the sanctioning Association.

(B) In the event of the non-appearance of the appointed Referee, the Clubs shall agree upon a Referee. A Referee thus agreed upon shall, for that game, have the full powers, status and authority of a registered Referee.

(C) The Management Committee may, if they consider it desirable, or upon application by the two competing Clubs, appoint Assistant Referees, if available, to any match.

(D) The appointed Referee shall have power to decide as to the fitness of the ground in all matches and the decision shall be final subject to either in the case of a ground of a Local Authority or the owners of a ground, the Representative of that body is the sole arbiter and whose decision must be accepted unless the ground is declared fit for play.

(E) Match Officials appointed under this Rule shall be entitled to the following match fees:-

Referees £18, Registered Referees appointed by the Management Committee as Assistant Referees £9, subject to any limits laid down by the sanctioning Association.

Each Club shall pay half the Officials their fees before the match.

(F) In the event of a match not being played because of circumstances over which the Clubs have no control, the Match Officials, if present, shall be entitled to full fee. Where a match is not played owing to one Club being in default, that Club shall be ordered to pay the Officials, if they attend the ground, their full fee.

(G) A Referee not keeping his or her engagement and failing to give a satisfactory explanation as to their non-appearance, may be reported to the Association with which he or she is registered.

(H) Each Club shall, in a manner prescribed from time to time by The Football Association, award marks to the Referee for each match and the name of the Referee and the marks awarded shall be submitted to the Competition on the prescribed Form provided. Clubs failing to comply with this Rule shall be liable to be fined or dealt with as the Management Committee shall determine.

The Competition shall keep a record of the markings and, on the Form provided by the prescribed date each season, shall submit a summary to The Football Association/County Association.

(J) The Referee shall submit a report Form, supplied by the Competition, giving the result of the match, the number of players in each team and the time of kick-off to the (Registration) Secretary within two days of the match.

(K) Referees and Assistant Referees shall be supplied, each Season, with a copy of the Competition Rules free of charge.

CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

14. (A) After 31st December in the current Season a Club intending, or having a provisional intention, to withdraw a team from the Competition on completion of its fixtures and fulfilment of all other obligations to the Competition must notify the Secretary in writing by 31st March each Season or be liable to a fine not exceeding £25.

All Clubs wishing to remain in membership of the Competition for the following Season must confirm their intention to do so, in writing, to the Secretary by the AGM.

(B) A Club shall not be allowed to withdraw any or all of its teams from the Competition after the Annual General Meeting for the following Season. Any Club infringing this Rule shall be liable to a fine not exceeding £25 per team and shall also be liable for its share of any call which may be made under Rule 5(B).

(C) Deleted

(D) In the event of a Member Club which is an un-incorporated association withdrawing and/or disbanding it shall be immediately liable to discharge all its financial and other obligations to the Competition.

In the event that any such obligation remains undischarged after a period of twenty-one (21) days then such obligation shall be met by the then current Club Members, excluding those under the statutory school leaving age. Until a Member's pro rata obligation is discharged in full the Member shall not be allowed to participate in the Competition, which may apply to the Club's Parent County Association for a suspension order.

PROTESTS AND COMPLAINTS

15. (A)(i) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Management Committee.

(ii) Objections relevant to the dimensions of the pitch, goals, flag posts or other facilities of the venue will not be entertained by the Management Committee unless a protest is lodged with the Referee before the commencement of the match. Any Club lodging such protest and not proceeding with it shall be deemed guilty of a breach of this Rule and shall be dealt with by the Management Committee.

(B) Except in cases where the Management Committee decide that there are special circumstances, protests and complaints (which must contain full particulars of the grounds upon which they are founded) must be lodged in duplicate with the Secretary within 7 days (excluding Sundays) of the match or occurrence to which they refer. A protest or complaint shall not be withdrawn except by permission of the Management Committee. A Member of the Management Committee who is a member of any Club involved shall not be present (except as a witness or representative of his Club) when such protest or complaint is being determined.

(C) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Management Committee whose decision shall be binding upon all parties subject to Rule 16.

(D) No protest of whatever kind shall be considered by the Management Committee unless the complaining Club shall have deposited with the Secretary a sum of £25. This may be forfeited in whole or in part in the event of the complaining or protesting Club losing its case. The Competition shall have power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay the expenses of the enquiry or to order that the costs to be shared by the parties.

(E) All parties to a protest or complaint must be afforded an opportunity to make a statement when the protest or complaint is being heard and must have received 7 days notice of the hearing, together with a copy of the submission. When dealing with a protest or complaint the Management Committee shall take into consideration the possession by the protesting or complaining Club of any information which, if properly used, might have avoided the protest or complaint.

BOARD OF APPEAL

16. Within 14 days of the posting of written notification of any decision of the Management Committee or the Competition, a Club, Official or Player against whom action is taken may appeal against such decision by lodging particulars in duplicate with the Secretary of the Lancashire Football Association, including a fee of £35, for adjudication of a Board of Appeal. The grounds of appeal shall be in accordance with FA Rules. The Board of Appeal may order the appeal fee to be forfeited and shall decide by whom the costs of the appeal shall be borne. The decision of the Board of Appeal is final and binding on all parties concerned.

No appeal can be lodged against a decision taken at an Annual or Special General Meeting unless this is on the ground of unconstitutional conduct.

EXCLUSION OF CLUBS OR TEAMS
MISCONDUCT, CLUBS, OFFICIALS, PLAYERS

17. (A) At the Annual General Meeting, or Special General Meeting called for the purpose, Notice of Motion having been duly circulated on the Agenda, the accredited delegates present shall have the power to exclude any Club or Team from further membership which must be supported by more than two thirds of those present and voting. Voting on this point shall be conducted by ballot.
- (B) At the Annual General Meeting, or at a Special General Meeting called for the purpose, in accordance with the provisions of Rule 19, the accredited delegates present shall have the power to exclude from further participation in the Competition any Club whose conduct has, in their opinion, been undesirable, which must be supported by (more than) two-thirds (2/3rds) of those present and voting. Voting on this point shall be conducted by ballot. A Club whose conduct is the subject of the vote being taken shall be excluded from voting.
- (C) Any official or member of a Club proved guilty of either a breach of Rule, other than field offences, or of inducing or attempting to induce a player or players of another Club in the Competition to join them shall be liable to expulsion or such penalty as a General Meeting or Management Committee may decide, and their Club shall also be liable to expulsion in accordance with the provisions of Clauses (A) and (B) of this Rule.
- (D) Any Club or Team failing to complete all of its fixtures in any season shall (unless the conditions are beyond their control, or the accredited delegates present at the Annual General Meeting or a Special General Meeting decide otherwise by a majority of two-thirds of the votes cast) be debarred from membership the following season.

TROPHY:- LEGAL OWNERS, CONDITIONS OF TAKING OVER,
AGREEMENT TO BE SIGNED. AWARDS.

18. (A) If a Competition be discontinued for any reason a Trophy or any other presentation shall be returned to the Donor if the conditions attached to it so provide or, if not, dealt with as the sanctioning Association may decide.
- (B) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-
- “We A _____ and B _____, the Chairman and Secretary of _____ FC, members of and representing the Club, having been declared winners of _____ Cup or Trophy, and it having been delivered to us by the Competition, do hereby on behalf of the Club jointly and severally agree to return the Cup or Trophy to the Competition Secretary on or before the March General Meeting. If the Cup or Trophy is lost or damaged whilst under our care we agree to refund to the Competition the amount of its current value or the cost of its thorough repair.”
- (C) At the close of each Competition awards may be made to the winners and runners-up if the funds of the Competition permit.

SPECIAL GENERAL MEETINGS

19. Upon receiving a requisition signed by two-thirds of the Clubs in membership the Secretary shall call a Special General Meeting.

The Management Committee may call a Special General Meeting at any time.

At least 14 days notice shall be given of either meeting under this Rule, together with an agenda of the business to be transacted at such meeting. Each Full Member Club shall be empowered to send two delegates to all Special General Meetings. Each Club shall be entitled to one vote only.

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given may be fined £5.

Officers and Management Committee members shall be entitled to attend and vote at all Special General Meetings.

ALTERATION TO RULES

20. Alterations shall be made to these Rules only at the Annual General Meeting or at a Special General Meeting specially convened for the purpose called in accordance with Rule 19. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.

Notice of proposed alterations to be considered at the Annual General Meeting shall be submitted to the Secretary by the May meeting in each year. The proposals, together with any proposals by the Management Committee, shall be circulated to the Clubs at least 28 days prior to the AGM and any amendments thereto shall be submitted to the Secretary at least 21 days prior to the AGM. The proposals and proposed amendments thereto shall be circulated to Clubs with the notice of the Annual General Meeting. A proposal to change a Rule shall be carried if a two thirds majority of those present and entitled to vote are in favour.

A copy of the proposed alterations to Rules to be considered at the Annual General Meeting or Special General Meeting shall be submitted to the sanctioning Football Association 14 days prior to the date of the meeting.

Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

RULES BINDING ON CLUBS

21. Each Member Club shall be deemed to have given its assent to the foregoing Rules and agreed to abide by the decisions of the Management Committee subject to Rule 16. Each Member Club must abide by any issued Football Association Code of Conduct.

FINANCE

22. (A) The Management Committee shall determine with which bank or other financial institution the funds of the Competition will be lodged.

(B) All expenditure in excess of £10 shall be approved by the Management Committee. Cheques shall be signed by at least two Officers nominated by the Management Committee.

(C) The financial year of the Competition will end at midnight of the April meeting.

(D) The books, or a certified balance sheet, of a Competition shall be prepared and shall be audited annually by some suitable person(s) who shall be appointed at the Annual General Meeting.

APPENDIX 1

CHILD PROTECTION

1. Any act, statement, conduct or other matter which harms a child or children, or poses or may pose a risk of harm to a child or children, shall constitute behaviour which is improper and brings the game into disrepute.
2. In these Regulations the expression "Offence" shall mean any one or more of the offences contained in Schedule 1 to the Children and Young Persons Act 1933 and any other criminal offence which reasonably causes The Association to believe that the person accused of the offence poses or may pose a risk of harm to a child or children.
3. Upon receipt by The Association of:
 - 3.1 notification that an individual has been charged with an Offence; or
 - 3.2 notification that an individual is the subject of an investigation by the Police, Social Services or any other authority relating to an Offence; or
 - 3.3 any other information which causes The Association reasonably to believe that a person poses or may pose a risk of harm to a child or children then The Association shall have the power to order that the individual be suspended from all or any specific football activity for such period and on such terms and conditions as it thinks fit.
4. In reaching its determination as to whether an order under Regulation 3 should be made The Association shall give consideration, inter alia, to the following factors:
 - 4.1 whether a child is or children are or may be at risk of harm;
 - 4.2 whether the matters are of a serious nature;
 - 4.3 whether an order is necessary or desirable to allow the conduct of any investigation by The Association or any other authority or body to proceed unimpeded.
5. The period of an order referred to in 3 above shall not be capable of lasting beyond the date upon which any charge under the Rules of The Association or any Offence is decided or brought to an end.
6. Where an order is imposed on an individual under regulation 3 above, The Association shall bring and conclude any proceedings under the Rules of The Association against the person relating to the matters as soon as reasonably practicable.
7. Where a person is convicted, or is made the subject of a caution in respect of an Offence, that shall constitute a breach of the Rules of The Association and The Association shall have the power to order the suspension of the person from all or any specific football activity for such a period (including indefinitely) and on such terms and conditions as it thinks fit.
8. For the purposes of these Regulations, The Association shall act through its Council or any committee or sub-committee thereof, including the Board.
9. Notification in writing of an order referred to above shall be given to the person concerned and/or any club with which he is associated as soon as reasonably practicable.

APPENDIX 2

REGULATIONS TO BE ADHERED TO IN THE FOREGOING RULES

1. The League shall consist of not less than six clubs.
2. No one person shall hold the position of Secretary and Treasurer without the permission of the LFA.
3. The two Trustees elected at the AGM shall be responsible for the assets and property of the League.
4. Monthly financial reports will be made by the Treasurer at the General Meetings. If unable to attend a report must be handed to another League Official prior to the meeting to be read on their behalf.
5. Monthly meetings of clubs at which the Officers of the League shall attend will be held on the first Wednesday of each month at 8.00pm August to May inclusive at a venue decided by the Management Committee.

Clubs failing to send a representative to these meetings will be liable to disciplinary action at the discretion of the Management Committee. Failure to attend will be based on club representatives being present at roll call, which will be taken immediately after the Results and Registrations Secretaries report. Fines will be £2 minimum and this will be doubled on any further breach of this rule ie. £2 , £4 , £8 , £16 etc.

6. Member clubs shall be charged a printing fee of £10 each season.
7. Clubs may change their name at the discretion of the Management Committee. A nominal fee of £30 will be charged.
8. Pitch fees will be paid in amounts of £60 at monthly general meetings, first payment to be made at the August general meeting. Each club will be charged a booking fee which will be added to the clubs pitch bill ie. instead of the clubs paying exactly the amount charged by Pendle Council they will pay an extra £1 per game. Clubs in arrears will have their fixtures withdrawn until the amount owing is paid. Each fixture missed will be deemed as an unfulfilment of fixture and will be dealt with as per rule.
9. Players and Officials of all Clubs must notify the League Secretary of any change of permanent address.
10. A Club can request the Management Committee to cancel the registration of a player by giving fourteen days notice of his intention in writing to the League Secretary who providing the Management Committee approve shall cancel the registration of the player at the end of the period of notice.

A player can request cancellation of his registration with a club if he has not been selected in three successive league matches by giving seven days notice of his intention in writing to the League Secretary and club Secretary who will cancel the registration.

11. Each club must have an accident insurance policy covering all its players based on a minimum benefit of £10 per week. The E.C. have the right to inspect every clubs policy and paid receipt every year. A register of insurance policies will be kept by the League Secretary.

The League recommends private insurance for all players.

12. In view of competitions run by the League it may be necessary to play night games early and late in the season. Clubs must be prepared to play night games if required. Rearrangement of the fixtures will be the responsibility of the Fixtures Secretary.
13. Deleted

14. Deleted.
15. Deleted
16. Clubs wishing to postpone a fixture must inform the Fixtures Secretary of their intentions at least seven days prior to such a fixture. This does not however guarantee their wish being granted. Any phone call to the Fixtures Secretary requesting to postpone a game owing to unforeseen circumstances must be before 7.00 pm. on the Thursday prior to the fixture taking place. The Fixtures Secretary who is granted the authorisation to deal with such calls will not accept any calls after the stipulated time and the fixture must be played or the guilty club dealt with according to the rules for unfulfilment of fixture.
17. Pendle Charity League or ground authorities cannot be held liable for monies or valuables lost or stolen from changing rooms.
18. All referees must report all clubs that do not have a first aid kit available on match days. This should be done on match cards in the space provided.
19. A “ Sporting Team Trophy “ known as the Geoff Moorhouse Memorial Trophy will be awarded each season to the team with the highest average sporting team marks. Also awarded will be the Manager of the Year award and Player of the Year awards for each division.

In the event of a Club leaving membership of the League, for whatever reason, any trophies held by that Club shall be returned to the League immediately. Any Club not returning trophies shall be charged for the replacement cost of the trophies.
20. Clubs absent from meetings must ring and check with the League Secretary for business and information concerning their club. Failure to do so within 24 hours will incur a fine of £5.
21. A cup final ticket rota, to be kept by the League Secretary, will be read out in January and revised annually. Tickets to be applied for when the League Secretary receives the application forms and the full allocation given to one club or League Official according to the rota.
22. All new clubs on admittance to the League are to lodge a £100 bond which will be kept in a separate account. No pitch fees or fines will be deducted from the bond providing there are no outstanding financial commitments to the League and the E.C. is assured that the club has kept their finances in good order at the time the books close at the April meeting. This bond will be in addition to the entrance and guarantee fee as set out on the application form to join the League. This bond will be returned to the clubs after they have completed two full seasons as a member club.
23. Deleted.
24. Any Club awarding a mark for a Referee of three or less must make a report explaining why such a mark has been awarded.
25. All trophies must be returned on or before the date of the March General meeting. Clubs leaving membership of the League must return their trophies immediately.

APPENDIX 3

CUP COMPETITION RULES

1. The cup competitions will be organised by the Management Committee.
2. The format of the competitions will be decided by the Management Committee.
3. The Fixtures Secretary shall arrange the fixtures at dates deemed suitable. Any Club failing to fulfil its fixture without just cause shall be dealt with as the Management Committee shall decide.
4. In the event of level scores after ninety minutes of knock-out cup ties, extra time or penalties shall decide the winner. Extra time shall be made up of two periods of 15 minutes. If penalties are required each team shall initially take five penalties. If the scores are still level sudden death penalties shall then be taken until a winner is decided.
5. Match Officials shall be appointed by the Referees Appointment Secretary. In the event of a shortage of available Officials, Cup games shall take priority over League games.
6. Players eligible to play in a final or semi-final match must have taken part in at least four matches prior to any such fixture.
7. Players who become 'cup-tied' will be allowed to transfer to another club but will not be allowed to play for the new club in any cup competition in which they have already taken part. Clubs transgressing this rule and any other League rule connected with registration legality will be automatically eliminated from the cup competition and their place in the competition will be given to their opponents who suffered due to their transgression.

A Player who takes part in any Peter Shaw trophy fixture will be cup-tied for any Rotary Cup fixture and visa versa. Likewise a player who takes any part in the League Cup fixture will be cup-tied for the Bill Clegg Memorial Trophy. The David Holmes Memorial Trophy will be treated as a separate competition and players will only become cup-tied once they have played in the competition.

8. Cup games will take priority over League games in the event of a designated pitch being unavailable.
9. Charity Shield:

To be played for at the start of each season by the Premier Division Champions and the Peter Shaw Motors Cup winners. The Premier Division runners-up will replace the latter in the event of the same team winning the two previously mentioned trophies. Only players registered during the season will be eligible. The winners will also receive the match ball.
10. Clubs unable to fulfil the Charity Shield or any other Cup Final arranged by the League shall be replaced by a Club at the discretion of the Management Committee.

