



AGM 2015

ChromaSport & Trophies United Counties Football League



CHROMA
CHROMASPORT
& TROPHIES
www.chromasport.co.uk

at Yaxley Football Club - 24th June 2015 - 8.00pm

UCL Support



Notice is hereby given that the Annual General Meeting of the United Counties Football League will be held on
Wednesday 24th June 2015 at 8pm at Yaxley Football Club.

Item	Agenda	Page
1	Welcome to delegates	
2	Notice of meeting	
3	Apologies	
4	To receive and confirm minutes of the 2014 AGM	3
5	Matters Arising	
6	Receive and adopt Chairman's Report, Annual Report, Balance Sheet and Statement of Accounts	5
7	Election of President, Life Members, Board, Directors and Auditor	17
8	Proposed alteration to Rules, if any, of which notice has been given	18
9	Constitution of the Competition for the ensuing season	29
10	Confirm the dates for the commencement and completion of the playing season <ul style="list-style-type: none">• Commencement – 8th August 2015 (31st July for GroundHop Weekend)• Completion – 30th April 2016	
11	Draw for the League KO Cup & Reserve KO Cup	
12	Presentation of Awards	30
13	Vote of Thanks to League Officers	
14	Presentation by The Football Association Pitch Advisers	
15	Vote of thanks to Yaxley Football Club	



John Weeks
Chairman



Minutes of the Annual General Meeting
Held on: 18th June 2014
Location: Northampton ON Chenecks Football Club
Start 8pm End 8.50pm

- In Attendance:** Member Clubs, Directors, Board Members and Guests as listed in the League Register
- Apologies:** As per League Register
- Notice of Meeting:** This was read by the League Secretary
- Welcome:** The Chairman gave a warm welcome to all the Member Clubs, Directors, Board Member and guests. He gave a special welcome to Michael Vincent from ChromaSport & Trophies for his continued sponsorship deal.
- Minutes:** The minutes of the AGM held on 12th June 2013 as circulated were unanimously accepted and confirmed as a true and correct record and endorsed by the Chairman
- Matters arising:** None
- Chairman's Report:** As circulated - This was unanimously accepted and adopted by the meeting.
- Statement of**
- Audited Accounts:** These were accepted by the meeting and a copy attached to the Minutes.
- Elections to the Board:** The following elections were unanimously accepted en-bloc
- | | |
|-------------------------------------|--|
| President | Mr KH Ambridge |
| Chairman | Mr JR Weeks |
| Vice Chairman | Mr G Whiting |
| Honorary Life Member | Mr D Irons (Eynesbury FC) |
| Honorary Life Member | Mr J Walker |
| Honorary Life Member | Mr P Nicholson |
| Assistant Secretary | Mr RK Walker |
| Registration Director/Press Officer | Mr J Biggs |
| Fixture Director | Mr D Leggett |
| Facilities/Development Director | Mr I Hughes |
| Respect Officer | Mr A Poulain |
| Board Members | Mick Walden, Derek Wright, Alan Poulain, John Walker & Bob Osborne |
| Accountant | Dave Moore |

Proposed Alteration

to Rules:

These had been circulated prior to the AGM as approved by the Football Association.

The Chairman asked Thrapston Town FC to speak on their proposal, members voted on the proposed rule amendment - Vote carried on the proposed rule amendment.

The Chairman asked the floor to take the remaining rules en bloc – discussion took place followed by vote - Vote carried to accept rules en bloc.

Chairman explained we have been given the opportunity to introduce Repeat Substitutions into both or either of the Reserves and Under 21 Competitions. Reserve team vote – denied. Under 21 team vote - carried

Constitution of

Divisions 2014/15:

A set of recommendations had been circulated with the AGM Booklet. Due to amendments to the Under 21 Division a revised constitution was issued – unanimously accepted

Chairman asked the clubs to give dispensation to the Board, in respect of the Under 21's Division, to determine any issue arising throughout the season, without recourse to an EGM - unanimously accepted

Commencement of

Season 2014/15:

9th August 2014 all Divisions with the exception of the GroundHop weekend starting on the 1st August 2014 – unanimously agreed

Conclusion of

Season 2014/15:

25th April 2015 – unanimously agreed.

Draw for KO Cups:

This was made for the early rounds of both competitions.

Presentations:

The following presentations were made on behalf of the League by M Wilson & G Whiting.

Fair Play Award Premier/Division One	Eynesbury Rovers FC
Fair Play Award Reserve Team	Thrapston Reserves
Presentation of £100 Cheque for Fair Play Award	Eynesbury Rovers FC
Presentation of Hospitality Award - Marked by Referees	Oadby Town FC
Presentation of Hospitality Award - Marked by Clubs	Potton United FC
Presentation of £100 Cheque for Hospitality Award	Oadby Town FC
Presentation of Highest Aggregate of Goals Trophy	Oadby Town FC
Presentation of Manager of the Year	Jeff Stocking of Oadby Town FC
Presentation of Administrator of the Year	Pauline Winston of Harborough Town FC
Presentation of Eric Evans Award to Referee of Year	Andrew Humphries
Presentation of Respect Award	Blackstones Football Club with an average 91.9
Best Match Programme of the Year Award	Stephanie Webb of AFC Rushden & Diamonds
April/May Premier Division Manager of the Month	Seb Hayes of Huntingdon Town FC
April/May Division One Manager of the Month	Martin Field/Matt Plumb of Eynesbury Rovers FC
April/May Top Goalscorer of the Month	Alfie Taylor of Burton Park Wanderers FC
25 Year Service to the UCL	Peter Nicholson
25 Year Services as Fixture Secretary to the UCL	John Walker
Life Member Award	Deryck Irons, Eynesbury FC took Deryck's award in his absence

Vote of Thanks

to League Officers:

Audrey Fletcher of Spalding United FC gave thanks to the League Board on behalf of all clubs for their hard work over the season.

Vote of Thanks:

The Chairman thanked Northampton ON Chenecks Football Club for hosting the AGM.

John Weeks
Chairman

Company Registration No. 08012244 (England and Wales)

UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MAY 2015

**UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
COMPANY INFORMATION**

Directors	J Weeks (Chairman) I Hughes (Development Director) R Walker (Assistant Secretary) D Kitchen (Referee Director) J Biggs (Registration Director) A Poulain (TBC) (Appointed 21 May 2015)
Secretary	W Newey (Company Secretary)
Company number	08012244
Registered office	4 Wulfric Square Bretton Peterborough Cambridgeshire PE3 8RF
Accountants	Stephenson Smart & Co 36 Tyndall Court Commerce Road Lynchwood Peterborough Cambridgeshire PE2 6LR
Business address	4 Wulfric Square, Bretton Peterborough Cambridgeshire PE3 8RF

UNITED COUNTIES FOOTBALL LEAGUE (A PRIVATE COMPANY LIMITED BY GUARANTEE) DIRECTORS' REPORT

FOR THE PERIOD ENDED 31 MARCH 2015

The directors present their report and financial statements for the period ended 31 May 2015.

Principal activities

The principal activity of the company is that of administration of all matters relating to the United Counties Football League.

Directors

The following directors have held office since 1 April 2014:

J Weeks (Chairman)	
G Whiting (Vice-Chairman)	(Resigned 20 May 2015)
I Hughes (Development Director)	
R Walker (Assistant Secretary)	
J Walker (Fixture Director)	(Resigned 30 March 2015)
D Kitchen (Referee Director)	
J Biggs (Registration Director)	
A Poulain (TBC)	(Appointed 21 May 2015)

Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Chairmans report on behalf of the directors

The end of the season has had a dark shadow cast over it by the sudden passing away of our Vice Chairman George Whiting and our proceedings tonight will commence with a minutes silence to mark this.

George had initially joined the league in 1978 as Higham Towns Secretary resigning in 1981 when joining Irthlingborough Diamonds in the same role. He re-joined us in 1984 and his passing marks the end of a long and dedicated era of service to the league.

Our thoughts are with his wife Pam and his family.

UNITED COUNTIES FOOTBALL LEAGUE (A PRIVATE COMPANY LIMITED BY GUARANTEE) DIRECTORS' REPORT (CONTINUED)

FOR THE PERIOD ENDED 31 MARCH 2015

Chairmans report on behalf of the directors (continued)

We continue to make progress on and off the field with our clubs featuring well in County Cup Competitions and The FA Vase.

In the Premier Division AFC Rusden & Diamonds set the pace for most of the season and leave for Step 4 with our best wishes for their future success. Indeed we are proud to extend our record of promoted clubs in successive seasons. New boys Thurnby Nirvana FC are to be congratulated for both their exciting style of football which brought them runners up spot and their determination to retain their Step 5 status. They move to the refurbished Highfield Rangers ground next season and will no doubt aim to be amongst the front runners again.

It is good to see Northampton Spencer take their place back in the top flight after requesting demotion to guarantee their ongoing UCL membership at the time of the ill-fated FA review.

At the time of writing we await the FAs decisions on the movement of clubs which in turn impacts on our constitution of divisions. We are hopeful that Oakham United FC will join us in Division One from Peterborough & District Football League one of our feeder leagues. They are a striking example of how hard work and dedication can elevate a focussed club that is both compliant with facilities and has a winning team on the field.

It is a great credit to clubs that they continue to improve their facilities and major works continue to be effected, especially at Division One Clubs to ensure their compliance allows them both Step 6 status and entry to FA Competitions. This proactive approach has ensured the leagues position in the National League System, not only when under threat from the FA review but on a continuing basis. It has not gone unnoticed that other leagues, less active in ensuring compliancy with ground requirements, are now the subject of close scrutiny by The FA and in some cases are being forced to amalgamate to attain the required number of clubs in their divisions to continue at Step 5 and 6. It has been a hard and long battle for our clubs to become compliant but this stands us in good stead for the future. Well done to all of you and may this long continue.

We will continue to hold our cluster meetings and listen to your suggestions, hopefully implementing your wishes wherever possible. The clubs are the league and the Board is only here to administer the league and carry out your mandate within the framework of the UCL and FAs rules and we must remember this at all times.

Roger Walker will apply his expertise to fixtures next season responding to clubs rightful demands that they are given more balanced fixtures whenever possible to maintain a better cash flow at their clubs.

As with clubs we are finding it harder to recruit volunteers to run the league. If you feel you have the time and interest then please contact us - it is very fulfilling but we would really benefit by some younger faces!

We continue to strive to meet the ever growing demands of The FA on every front. As you will know this is not an easy job with seemingly more red tape and calls on volunteer's time. We can only hope that eventually it will bring rewards in efficiency as new technology is implemented.

I must thank all clubs personally for their warm hospitality and their efforts to improve things on all fronts, an example being the excellent condition that pitches have been maintained.

In conclusion I must extend my thanks to all my colleagues who work long hours with little thanks to run this league both on the Board, and at committee level also Wendy and the office staff.

The office are continually pioneering FA projects which are cascading down eventually resulting in such areas as ground maintenance etc. and as we continue to look to the future there are some exciting projects which we aim to participate in which will all reflect in better times and greater stability for the League.

In conclusion I must give my sincere thanks to the ongoing sponsorship by Chromasport and to Michael Vincent, please consider using them wherever possible. Their exciting new website and expanding range will ensure competitively products and every club should at least obtain a quote. Increasingly clubs are using Chromasport with its ability to embroider and respond rapidly to all teamwear, trophy and sports equipment requirements.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the board

J Weeks (Chairman)

Director

4 June 2015

**UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE
PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF
UNITED COUNTIES FOOTBALL LEAGUE FOR THE PERIOD ENDED 31 MAY 2015**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of United Counties Football League for the period ended 31 May 2015 set out on pages 5 to 9 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to the Board of Directors of United Counties Football League, as a body, in accordance with the terms of our engagement letter dated 11 April 2013. Our work has been undertaken solely to prepare for your approval the financial statements of United Counties Football League and state those matters that we have agreed to state to the Board of Directors of United Counties Football League, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than United Counties Football League and its Board of Directors as a body, for our work or for this report.

It is your duty to ensure that United Counties Football League has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of United Counties Football League. You consider that United Counties Football League is exempt from the statutory audit requirement for the period.

We have not been instructed to carry out an audit or a review of the financial statements of United Counties Football League. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Stephenson Smart & Co

4 June 2015

Chartered Accountants

36 Tyndall Court
Commerce Road
Lynchwood
Peterborough
Cambridgeshire
PE2 6LR

**UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
PROFIT AND LOSS ACCOUNT**

FOR THE PERIOD ENDED 31 MAY 2015

		Period ended 31 March 2015 £	Year ended 31 March 2014 £
	Notes		
Turnover		61,744	59,519
Administrative expenses		(60,442)	(54,864)
Operating profit	2	<u>1,302</u>	<u>4,655</u>
Other interest receivable and similar income	3	<u>7</u>	<u>5</u>
Profit on ordinary activities before taxation		1,309	4,660
Tax on profit on ordinary activities	4	<u>-</u>	<u>-</u>
Profit for the period	9	<u><u>1,309</u></u>	<u><u>4,660</u></u>

**UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET**

AS AT 31 MARCH 2015

	Notes	2015 £	£	2014 £	£
Fixed assets					
Tangible assets	5		934		2,688
Current assets					
Stocks		4,067		1,294	
Debtors	6	2,586		2,360	
Cash at bank and in hand		26,859		26,705	
		<u>33,512</u>		<u>30,359</u>	
Creditors: amounts falling due within one year	7	<u>(1,320)</u>		<u>(1,230)</u>	
Net current assets			32,192		29,129
Total assets less current liabilities			<u>33,126</u>		<u>31,817</u>
Capital and reserves					
Profit and loss account	9		33,126		31,817
Shareholders' funds			<u>33,126</u>		<u>31,817</u>

For the financial period ended 31 May 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board for issue on 4 June 2015

J Weeks (Chairman)
Director

Company Registration No. 08012244

UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE PERIOD ENDED 31 MAY 2015

5 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2014	5,308
Additions	275
	<u> </u>
At 31 May 2015	5,583
	<u> </u>
Depreciation	
At 1 April 2014	2,620
Charge for the period	2,029
	<u> </u>
At 31 May 2015	4,649
	<u> </u>
Net book value	
At 31 May 2015	934
	<u> </u>
At 31 March 2014	2,688
	<u> </u>

The asset additions in the year were the league's 50% contribution for computers, Ipads and CCTV equipment in partnership with the Peterborough and District Football League.

6 Debtors	2015	2014
	£	£
Trade debtors	2,286	2,060
Other debtors	300	300
	<u> </u>	<u> </u>
	2,586	2,360
	<u> </u>	<u> </u>

Other debtors includes a Rothwell Town debt of £300 (2014: £300).

7 Creditors: amounts falling due within one year	2015	2014
	£	£
Other creditors	1,320	1,230
	<u> </u>	<u> </u>

Other creditors includes accruals of £1,320 (2014: £1,230).

UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE PERIOD ENDED 31 MAY 2015

8 Share capital **2014**
£

The company is limited by guarantee and does not have a share capital. Each director undertakes to contribute an amount not exceeding £1 to the company in the event of the company being wound up, if required.

9 Statement of movements on profit and loss account **Profit**
and loss
account
£

Balance at 1 April 2014	31,817
Profit for the period	1,309
	<hr/>
Balance at 31 May 2015	33,126
	<hr/> <hr/>

10 Control

No one individual has ultimate control of the company.

UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
DETAILED TRADING AND PROFIT AND LOSS ACCOUNT
FOR THE PERIOD ENDED 31 MAY 2015

	£	Period ended 31 March 2015 £	£	Year ended 31 March 2014 £
Turnover				
ChromaSport & Trophies sponsorship		6,598		6,490
FA referee assessment funding		-		3,300
Subscriptions		12,955		11,660
FA grant		12,225		11,500
Fines		6,539		5,154
Knock out cup final receipts		5,479		1,193
Match ball income		-		1,368
Registrations		7,198		6,961
Transfers		4,215		5,850
Referee affiliation fee		-		212
Newsline income		-		106
Ground grading income		2,075		225
New club application fee		810		200
Apprentice scheme grants		2,300		5,300
Management charge Midland Counties East Pool		1,350		-
		<u>61,744</u>		<u>59,519</u>
Administrative expenses		<u>(60,442)</u>		<u>(54,864)</u>
Operating profit		1,302		4,655
Other interest receivable and similar income				
Bank interest received		7		5
Profit before taxation	2.12%	<u>1,309</u>	7.83%	<u>4,660</u>

**UNITED COUNTIES FOOTBALL LEAGUE
(A PRIVATE COMPANY LIMITED BY GUARANTEE)
SCHEDULE OF ADMINISTRATIVE EXPENSES**

FOR THE PERIOD ENDED 31 MAY 2015

	Period ended 31 March 2015 £	Year ended 31 March 2014 £
Administrative expenses		
Gross wages	650	975
Directors' remuneration	5,200	6,200
Employer's N.I. contributions	-	(156)
Staff training	375	230
Room hire (incl. AGM hire)	290	395
Premises expenses	2,015	1,149
Medals, ties and badges	2,241	2,522
PDFL management charge	22,660	12,770
Match balls	-	1,368
Insurance	770	357
Knock out cup expenses	1,487	1,422
Referee assessors scheme	2,351	4,140
Apprentice costs	-	3,832
Respect programme	-	616
Coaching bursaries	150	-
Groundsman meetings	291	-
Postage	334	574
Printing	1,447	1,483
Office stationery	2,361	4,292
Telephone	4,651	3,645
Computer maintenance	2,480	1,315
Travelling expenses	3,023	2,550
Charter standard subscription discount	720	555
Charter standard courses	2,039	115
Accountancy	720	630
Bank charges	215	-
Long service/team awards	1,391	1,802
Cleaning	376	235
Sundry expenses	86	79
Affiliation fees	90	-
Depreciation on fixtures, fittings and equipment	2,029	1,769
	<u>60,442</u>	<u>54,864</u>

Election of President, Life Members, Board, Directors and Auditor

President	Mr KH Ambridge
Vice Chairman	Mr A Poulain
Company Secretary/Finance Director	Mrs W Newey
Assistant Secretary	Mr DS Leggett
Fixture Director	Mr R Walker
Referee/Disciplinary Director	Mr D Kitchen
Respect Officer	Mr A Poulain
Board Members	S Coles, T Mitchell, D Foster and D Holmes
Appointment of Accountant	Mr David Moore

1. DEFINITIONS

1.1 In these Rules:

Football Turf (3G) Pitch (FTP) means a field of play (as that term is defined in the Laws of the Game) that has, following installation and prior to the commencement of each subsequent Playing Season, been awarded a FIFA Recommended One Star / IATS (International Artificial Turf Standard) or Two Star Certificate and which otherwise conforms to the requirements of the Laws of the Game.

“Board Directive” means an order or instruction issued by the Board.

“Control” means the power of a natural person, legal entity or any other body to exercise, or to be able to exercise or acquire, direct or indirect control over the policies, affairs and/or management of a Club, whether that power is constituted by rights or contracts (either separately or in combination) and having regard to the considerations of fact or law involved, and, without prejudice to the generality of the foregoing, Control shall be deemed to include:

a) the power (whether directly or indirectly and by any means including without limitation by way of those that in the opinion of the Board are acting in concert) to appoint and/or remove all or such of the members of the board of directors of the Club as are able to cast a majority of the votes capable of being cast by the members of that board; and/or

b) the holding and/or possession of the beneficial interest in, and/or the ability to exercise the voting rights applicable to, shares (or other equity securities) in the Club (whether directly, indirectly (by means of holding such interests in one or more other persons) or by contract including without limitation those that in the opinion of the Board are acting in concert) which confer in aggregate on the holder(s) thereof 30 per cent or more of the total voting rights exercisable at general meetings of the Club;

For the purposes of the above, any rights or powers of a nominee or of an associate (as defined in the Rules of The FA Challenge Cup) of a person shall be attributed to that person.

“Embargoed Club” means any Club subject to an Embargo.

“FIFA Quality Concept” means the:

(a) FIFA Quality Concept Handbook of Requirements for Football Turf Surfaces (January 2012 Edition); and

(b) FIFA Quality Concept – Handbook of Test Methods for Football Turf (January 2012 Edition), and any amendment or modification thereof.

“FIFA Recommended One / IATS or Two Star Certificate” means the certificate of that name awarded by FIFA following compliance with the applicable requirements of the FIFA Quality Concept.

“Grass Pitch” means a field of play (as that term is defined in the Laws of the Game) that is natural grass, predominantly natural grass or intended to be predominantly natural grass and which conforms to the requirements of the Laws of the Game.

“Intermediary” means any natural or legal person who carries out or seeks to carry out Intermediary Activity and has registered with The Association in accordance with The FA Intermediaries Regulations;

“Intermediary Activity” means acting in any way and at any time, either directly or indirectly, for or on behalf of a Player or a Club in relation to any matter relating to a Transaction. This includes, but is not limited to, entering into a Representation Contract with a Player or a Club. For the avoidance of doubt, a Club Official is not acting as an Intermediary when he carries out any Intermediary Activity in relation to any matter relating to a Transaction for or on behalf of that Club. Similarly, a Lawyer is not acting as an Intermediary when he solely and exclusively undertakes or provides Permitted Legal Advice in relation to any matter relating to a Transaction;

“Pitch” means a Grass Pitch or Football Turf Pitch.

“Pitch Test” means the test(s) conducted by a FIFA accredited field test institute or UKAS accredited test institute in accordance with the requirements of the FIFA Quality Concept or IATS.

“Transaction” means any negotiation or other related activity, including any communication relating or preparatory to the same, the intention or effect of which is to create, terminate or vary the terms of a player’s contract of employment with a Club, to facilitate or effect the registration of a player with a Club, or the transfer of the registration of a player from a club to a Club (whether on a temporary or permanent basis). A completed Transaction is one that has so achieved the creation, termination or variation of the terms of the player’s contract of employment with a Club, the registration of the player with a Club or the transfer of the registration from a club to a Club.

2. MEMBERSHIP REQUIREMENTS

2.1 Each Club shall register its Ground, and its pitch dimensions, with the Competition prior to the start of each Playing Season. It will be misconduct on the part of a Club to alter its pitch dimensions during a season unless with prior written consent of the Board. The Board may at any time require a Club, at its own cost, to submit a report from a qualified independent source certifying the pitch dimensions.

2.3.2 The Club as at 31 March in any year shall either:

(iii) Possess an agreement for the use of the Ground that is acceptable to The Football Association following consultation with the relevant Competition.

If the Ground is subject to an acceptable agreement a copy of the signed and dated agreement for the use of the Ground together with confirmation from The Football Association [following consultation with the relevant Competition](#) that the agreement is acceptable.

- 2.6 Any delay in inspection shall in no way release a Club from its obligation to have its ground ready for inspection. If for any reason a Club's existing ground, or any new ground in which it proposes to play its home matches in the season following inspection, is not available for grading by [31st March 1st April](#) prior to commencement of the relevant season then the Club must, by the 1st April, submit to the Board in writing its proposals for a venue for its home matches in the following season ("alternative proposal"), such alternative proposal to be considered (and if appropriate) approved at the next Board Meeting after [31st March 1st April](#). The alternative proposal must, inter alia, contain documentary evidence in support of any ground sharing arrangements and evidence that the proposed ground is demonstrably suitable at a level which the relevant club will be competing. The alternative proposal may not be for a continuation of any ground share arrangement if the Club has had a ground sharing arrangement for the previous 2 seasons, or any part thereof, even if those arrangements have related to more than one ground.

Any approval of the alternative proposal will be subject to the issue of a grading certificate. The Board will use all reasonable endeavours to inspect the ground after receiving the alternative proposal and prior to the Board meeting, but if it is unable to do so then any approval of the alternative proposal will be subject to the issue of a satisfactory grading certificate. In the event of a Club not having received a grading certificate by [31st March 1st April](#) and not having had its alternative proposal approved at the relevant Board Meeting, it shall be relegated forthwith at the end of the playing season to a level determined by The Football Association.

Clubs in membership of the Competition on [31st March 1st April](#) in any season will have until 31st May in that season to meet in full the criteria of membership of the Competition.

- 2.8 In the event that any Club which is an unincorporated association incorporates itself it shall notify the [Competition Company](#) Secretary in writing within 14 days of the passing of the resolution to take this action and shall with such notice provide the Company Secretary with a copy of the Memorandum and Articles of Association of the company. Any amendments to the Memorandum and Articles of Association of a Club must be notified to the Competition Secretary in writing within 14 days of the passing of the resolution with a copy of the change(s).

- 2.12 The Company will hold a membership register of the full name of the company/unincorporated entity constituting each Club. If the Club is an incorporated entity, it must provide the Company with its company name and registration number. If the Club is an unincorporated entity, it must provide the Company with the name of an individual in whose name the membership of the Company will be vested. A Club must notify the Company of all proposed changes to the information held by the League in the membership register in respect of the Club including any proposed change of company name or the name of an individual in whose name the membership of the Company is vested. [Clubs are required to submit a fully completed membership form prior to the Annual General Meeting each Season.](#)

4. POWER OF THE BOARD

- 4.2 Save where specifically provided otherwise in these Rules, the Board shall have power to apply, act upon and enforce these Rules and shall have jurisdiction over all matters affecting the Company or the Competition including any not provided for in these Rules. [The Board shall also have the power to issue an order or instruction, by way of a Board Directive, in the best interest of the Competition, on any matter not provided for in these Rules, with which Clubs must comply or be subject to sanction under Rule 4.6, save where any such Directive is inconsistent with a Rule or Regulation of The FA, in which event the Directive will not create a binding obligation on Clubs.](#)

[Clubs and/or Officials will be informed of the proposed fine and/or potential penalties to be imposed for allegedly breaching the Rules of the Competition and shall be given the opportunity to respond. The Competition Secretary may impose the proposed fine where the breach of rule is confirmed by the Club/Official \(excluding any matter relating to playing an unregistered/ineligible player\(s\) or a Club withdrawing from the Competition\) without further reference to the Board, providing an appropriate report is presented to the next scheduled Board Meeting.](#)

- 4.6 If a Club fails to comply with [a Board Directive an order or instruction of the Board](#) within fourteen days of notification of such order or instruction, or within fourteen days of an operative date specified in that order or instruction, it shall not be allowed to play or take part in the business of the Company until the expiry of 7 days from the day the order or instruction is complied with.
- 4.11 A match may be played each season (year) between two clubs nominated by the Board. All matters concerning the match will be decided by the Board [including the distribution of proceeds of the match which, usually, will be donated to a registered Charity.](#)
- 8.22.1 In all Competition Matches, the number of Clubs players and officials seated on the team benches, in the designated technical area, must not exceed **11 8** unless the team bench facility provides more than **11 8** individual seats. The Home Club must ensure that a technical area is marked around each designated seating area.

- 8.22.6 [All persons standing in the technical area must wear the Respect Bibs as provided by the Company. Failure to do so will result in a fine in accordance with the fines tariff.](#)

- 9.1 An [Intermediary Players' Agent](#) cannot have an involvement in any Club in an official capacity (as defined by the Board) nor may he hold office with the Competition.

- 9.2 All Clubs must comply with The FA Regulations concerning [Intermediaries Players' Agents.](#)

11. FOOTBALL CREDITORS

Where a Club defaults in making any payments to any Football Creditor, the Club shall be subject to such penalty as the Board of Directors may decide [including, but not limited to, an Embargo; a points deduction; a Bond; a suspension; or any combination thereof.](#)

12. RESULT/REPORT FORMS

Each Club [shall enter information from the match result form by the method instructed by the Competition and](#) shall submit the fully completed copy of the appropriate match result forms by first class post (in an envelope showing a postmark within 3 days of the match), facsimile, or email to the Appointing Authority and the Competition [including all outside competitions.](#) The result form must include the forename and surnames of the players taking part, the referees mark, the expenses paid to the match officials, and in the case of the away Club a hospitality mark.

When a Club considers that the Referee has discharged his duties incompetently and awards a mark of sixty or less, a detailed report must be sent to the appointing authority within three days of the match by [the method instructed by the Appointing Authority.](#) [first class post.](#)

14A SPORTING SANCTIONS

14.A.2 Where the Club takes or suffers an Insolvency Event:-

14.A.2.3 outside the Normal Playing Season, the points deduction shall apply in respect of the following **Playing** Season such that the Club starts that **Playing** Season on minus 10 points (including a Club or Clubs Relegated to the United Counties Football League, where such Club shall be subject to Rule 14 of their previous Leagues Rules) or where it has been necessary under the National League System Regulations for a Club or Clubs to be moved from one league to another and such Club would have been subject to Rule 14.

15.6 Referees must report on the relevant form all cases where teams commence a match late or without eleven players on the field of play. Referees must also report their own or any assistant referees' late arrival in any matches, and notify those concerned at the time of their intention. Assistant referees must also send an explanation of their late arrival to the Appointing Authority in writing by **the method instructed by the Appointing Authority first class post** within 3 days of the match.

15.7 Fees and travelling expenses for Match Officials will be paid in accordance with the amounts identified in the Fees Tariff. Each Match Official may claim the total mileage travelled based on the shortest return route from home to the ground **using AA Route Finder**, providing that the total claimed by all Match Officials does not exceed an average of 100 miles per Match Official appointed. In cases where more than an average of 100 miles per Match Official is travelled, each Match Official will be reimbursed up to a maximum of 100 miles and the balance of their travelling expenses shall be met by the League on receipt of the necessary details from the Match Official.

15.11 Referees must report all breaches of Rule to the Competition Secretary in writing within three days of the match on the appropriate form by first class post **or electronically**.

20. ALTERATIONS TO RULES

No alteration to the Rules shall be made until they have been approved by The FA. Alterations to Rules shall **only be approved made by special resolution passed** at a general meeting of the Company.

21. ADMISSION CHARGES

Clubs may, with the written permission of the Board, have a maximum of three **Competition Match days promotional** days each Playing Season during which they can vary admission charges for adults including allowing free admission

24. PLAYING SURFACES

Football Turf Pitches (3G) are allowed in this Competition providing they meet the FIFA 1 Star/IATS performance standards and are listed on the FA's Register of Football Turf Pitches. To meet the criteria a Football Turf Pitch must pass a test annually for FA Competitions and at Steps 3-6 as defined in the FIFA Quality Concept for Football Turf. On receipt of the pass certificate The FA will add the pitch to the Register. The home club is also responsible for advising participants of footwear requirements when confirming match arrangements in accordance with Rule 8.12.1.

Clubs must register their pitch dimensions with the Competition prior to the start of each season. It will be misconduct on the part of a Club to alter its pitch dimensions during a season unless with prior written consent of the Board. The Board may at any time require a Club, at its own cost, to submit a report from a qualified independent source certifying the pitch dimensions.

The Board may require a Club to take such steps as the Board shall specify if they are not satisfied that an adequate standard of pitch is being maintained, including but not limited to the Board commissioning an independent report on the state of the pitch. The cost of the independent report to be borne by the Club concerned.

24.1 The Pitch

With effect from the commencement of Season 2015/16 Competition Matches may be played on:

(a) Grass Pitch; or

(b) Football Turf Pitch in Steps 2 to 6

24.2 Ground Maintenance

The Club is to be responsible for the maintenance of the Pitch and for the general maintenance of the ground. The Club must ensure that adequate arrangements are in place to maintain its Pitch in good order, as required under these Rules.

24.3 Pitch Standards

All Pitches must be flat and free from surface depressions and excessive undulations. The maximum slopes allowable shall not exceed an even gradient of vertical to horizontal 1:41 in any direction.

The Competition may require a Club to take such steps as the Board shall specify if not satisfied that an adequate standard of the Pitch is being maintained, including but not limited to the Board commissioning an independent report (including a Pitch Test) on the state of the Pitch, the cost of such independent report to be borne by the Club concerned.

24.4 Where a Club proposes to install a Football Turf Pitch (or replace an existing Football Turf Pitch) the following shall apply:

For matches played under the auspices of The Football Conference at Step 2 of the National League System:-

(a) the Club shall disclose to the Competition, as soon as reasonably practicable but in any event not later than 7 days following the Club's final match of the Playing Season preceding the scheduled commencement of installation, full details of the proposed contractor installing the Football Turf Pitch and the timescales for installation. The proposed Football Turf Pitch must have a design and specification that is capable of attaining the FIFA Recommended One / IATS or Two Star Certificate following installation;

(b) no installation works shall commence until such time as the Competition has approved the proposed installation and the timetable thereof. Installation may only take place outside the Playing Season;

(c) installation must be scheduled to be completed in sufficient time to enable the completion of a Pitch Test and for confirmation of the results thereof to be supplied to the Competition no later than 14 days prior to the commencement of the following Playing Season;

(d) the Club shall procure that:

(i) a Pitch Test is carried out on the newly installed Football Turf Pitch; and

(ii) the FIFA accredited field test institute provides the Competition with a copy of their official reports to FIFA immediately following completion of the Pitch Test; and

(e) the Club shall provide a copy of the FIFA Recommended One / IATS or Two Star Certificate within 7 days of receipt to the Competition.

For matches played at Step 3 and below of the National League System:-

(f) the Club shall disclose to the Competition, as soon as reasonably practicable full details of the proposed contractor installing the Football Turf Pitch and the timescales for installation. The proposed Football Turf Pitch must have a design and specification that is capable of attaining the FIFA Recommended One Star Certificate / IATS (International Artificial Turf Standard) or Two Star Certificate following installation;

(g) no installation works shall commence until such time as the Competition has approved the proposed installation and the timetable thereof;

(h) the Club shall procure that:

(i) a Pitch Test is carried out on the newly installed Football Turf Pitch; and

(ii) the FIFA accredited field test institute provides the Competition with a copy of their official reports to FIFA immediately following completion of the Pitch Test; and

(i) the Club shall provide a copy of the FIFA Recommended One Star / IATS or Two Star Certificate within 7 days of receipt to the Competition in which it is in membership.

24.5 As from season 2016/2017 only Clubs with FIFA Recommended Two Star certified Football Turf Pitches will be eligible to take part in matches under the auspices of the Football Conference at Step 2 of the National League System SAVE THAT a Club which has a ground with the recommended FIFA One Star / IATS Certificate installed by 31 July 2016 can be promoted to Step Two of the National league System providing that it undertakes that upon renewal of the Pitch the Club will install a Pitch with a FIFA Recommended Two Star Certificate or be relegated to the appropriate Step.

24.6 Without prejudice to the obligations set out in Paragraph 24.3 above, Clubs that have a Football Turf Pitch shall:-

(a) take such steps and/or refrain from such actions as are necessary to ensure that the Football Turf Pitch continues to meet the requirements for a FIFA Recommended One / IATS or Two Star Certificate at all times during each Playing Season including, without limitation, complying with all requirements of the FIFA Quality Standard;

(b) where required to undertake Pitch Tests:

(i) procure that the FIFA accredited field test institute undertaking any Pitch Test provides to The Competition a copy of their official reports to FIFA immediately following completion of the Pitch Test;

(ii) provide a copy of the FIFA Recommended One / IATS or Two Star Certificate by 31st May prior to the commencement of each Playing Season; and

(c) co-operate with all reasonable requests made by the Competition, the Association or FIFA for the performance of the Football Turf Pitch to be measured.

24.7 Where the Board is aware, by whatever reason, a Football Turf Pitch fails to meet the requirements of the FIFA Recommended One / IATS or Two Star Certificate, including following any Pitch Test, the Club shall forthwith, at its cost, take such steps as the Board shall specify to ensure the Football Turf Pitch is restored to the requirements of the FIFA Recommended One / IATS or Two Star Certificate.

24.8 The Competition shall have the right to order the postponement of a match where the Football Turf Pitch fails to meet the requirements of the FIFA Recommended One / IATS or Two Star Certificate.

24.9 Where a Club has a Football Turf Pitch, any visiting Club is allowed to train, at no cost to that Club, on the Football Turf Pitch on the day before the relevant match or at a mutually agreed time. The length of this training session may not exceed one hour, unless agreed otherwise with the home Club. The visiting Club must notify the home Club of its intention to exercise this right no later than 2 weeks prior to the scheduled match (or within 48 hours of the arrangement of the fixture, if later).

24.10 A breach of any of the requirements of Rule 24 which results in the postponement or abandonment of a match shall be dealt with in accordance with Rule 8.6.

24.11 Pitch Protection

In order to protect any Pitch, unless otherwise mutually agreed between both participating Clubs, the following procedures shall be adopted by Players and Officials in the periods immediately before and after a Match and at half time:

(a) the Pitch shall only be used for warming up or warming down by Players named on the Team Sheet;

(b) pre-match warming up by either team shall not commence until 45 minutes before the kick-off time at the earliest, shall not last for more than 30 minutes, and shall end no later than 10 minutes before the kick-off time;

(c) if portable goals are provided they shall be used for all goalkeeping drills other than crossing practice;

(d) the goalmouth area shall be used by goalkeepers only if portable goals are not provided or for crossing practice and then only for not more than 20 minutes;

(e) for the purposes of warming up and warming down each team shall use only part of the Pitch between the edge of a penalty area and the half way line or as otherwise directed by the groundsman;

(f) all speed and stamina work shall be undertaken off the Pitch parallel to the touchline opposite the side to be patrolled by the assistant referee or, in the absence of sufficient space, in that part of the Pitch described in paragraph (e) above or as otherwise directed by the groundsman;

(g) Players using the Pitch at half time as aforesaid shall give due consideration to any other activity or entertainment taking place on the Pitch at the same time;

(h) the Home Club may water the Pitch at half time provided it gives reasonable notice to the referee and the other Club that it intends to do so and that any such watering is carried out evenly over the entire length and width of the Pitch; and

(i) any warming down after the conclusion of the Match shall last for no longer than 15 minutes and for that purpose neither penalty area shall be used].

24.12 Accommodating any club securing promotion to the Football Conference

A [Club][club] which has qualified for promotion in accordance with the Regulations for the Operation of the National League System (Appendix G) to The Football Conference must by the 2nd Saturday in May at the end of the Playing Season, lodge with The Football Conference such documentation as may be required to satisfy The Football Conference that it can comply with the Criteria Document together with confirmation as to whether it seeks permission to participate in The Football Conference with a Grass Pitch or Football Turf Pitch.

APPENDIX A

Regulations for Football Association Appeals

Commencement of Appeal

- 1.5 (1) Only where a decision made by a league is being appealed, within 7 days of the lodging of the Notice of Appeal, the league (the Respondent) may submit in writing an application for the Appeal Board to require a bond to be lodged by the Appellant before the appeal may progress.
- (2) Whilst such a bond application is being processed in accordance with this regulation, no Response to the Notice of Appeal will be due from the Respondent in accordance with regulation 2.4.
- (3) Any bond application must be copied to the Appellant, and –
- i. State the grounds for the application; and
 - ii. State the amount applied for.
- (4) The Appellant may provide a response to the bond application within 7 days of its submission.
- (5) Whether or not the Appellant has provided any response to it, the Appeal Board shall consider the bond application as soon as practicable after the seventh day following its submission. The Appeal Board may, in its discretion, consider the bond application on papers alone, or require the parties to attend a personal hearing. Any such personal hearing shall be conducted according to such timings and procedure as the Appeal Board may determine at its discretion.
- (6) Notwithstanding the terms of 3.5 below, only following a bond application by the Respondent submitted pursuant to this regulation, the Appeal Board may order the Appellant to lodge a bond with The Association on such date and in such amount as it considers appropriate, where it is satisfied that –
- i. The Respondent will incur legal costs [in excess of XX] in responding to the Notice of Appeal; and
 - ii. There is a real risk that the Appellant will not pursue the Appeal to a final determination by the Appeal Board.

The Appeal Board's decision in this respect shall be final and binding with no further right of appeal.

(7) Where an Appeal Board orders a bond to be lodged with The Association, the Appeal may not proceed until the bond is duly lodged. In any such appeal, notwithstanding the terms of 2.4 below, the Respondent shall serve its response to the Notice of Appeal within 14 days from the date that the bond is lodged with The Association.

(8) Where an Appeal Board decides not to order a bond to be lodged with The Association, notwithstanding the terms of 2.4 below, the Respondent shall serve its response to the Notice of Appeal within 14 days from the date of the Appeal Board's decision.

(9) Any bond lodged with The Association pursuant to (6) above will be held by The Association until the final determination of the appeal by an Appeal Board. Following such final determination, the bond shall in all cases be returned to the Appellant in full.

(10) Notwithstanding the terms of 3.5 below, in any case where a bond has been lodged with The Association, and the appeal is not pursued by the Appellant to a final determination by the Appeal Board, the Appeal Board shall have a discretion to order the forfeiture of any part or all of the bond, such amount to be paid in full to the Respondent to cover any costs it has so far incurred in responding to the appeal.

- 1.6 Once an appeal has been commenced, it shall not be withdrawn except by leave of the Appeal Board, with such order for costs, or such order in respect of any bond lodged pursuant to 1.6 above, as the Appeal Board may consider appropriate."

4 Gate Receipts/Proceeds of Matches

The only charge to be allowed on the gate shall be Match Officials Fees and Expenses and, if applicable, floodlighting to a maximum cost of up to £40. In exceptional circumstances where the cost of stewarding/policing is expected to be excessive, application may be made to the League in advance of the match for the amount to be charged against the gate to be increased. Should the request be agreed, both Clubs will be notified in advance of the match the additional amount that has been agreed. Should the receipts not be sufficient to cover the expenses then the Home Club will be responsible for meeting these expenses.

Fees Tariff

Rule	Subject Matter	Amount (£)
3.2	Annual Subscription ➤ Premier Division/Division 1 ➤ Non Charter Standard Club Discount will be charged an additional fee per Team.	£275.00 £20.00
6.1.1	Registration Forms	£2.50 3.00 per form
6.1.1	Additional forms	£2.50 3.00 per form
8.1.1.1	Team Sheet or Referee Misconduct Pads	£7.00 plus postage

Reserve Division(s) and Under 21 Division(s) Rules

1. DEFINITIONS

(A) In these Rules:

“Affiliated Association” means an Association accorded the status of an affiliated Association under the Rules of The FA.

“AGM” shall mean the annual general meeting held in accordance with the constitution of the Competition.

“Deposit” means a sum of money deposited with the Competition as part of the requirements of membership of the Competition.

“Club” means a Club for the time being in membership of the Competition and “Team” means a side from a Club especially where a Club provides more than one Team in a division in accordance with the Rules.

“Competition” means the United Counties Football League.

“Competition Match” means any match played or to be played under the jurisdiction of the Competition.

“Secretary” means such person or persons appointed or elected to carry out the administration of the Competition.

“Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play under a written contract of employment with a Club.

“Fees Tariff” means a list of fees approved by the Clubs at a general meeting to be levied by the Board for any matters for which fees are payable under the Rules.

“Fines Tariff” means a list of fines approved by the Clubs at a general meeting to be levied by the Board for any breach of the Rules.

“Ground” means the ground on which the Club’s team(s) plays its Competition Matches.

“Board” means in the case of a Competition which is an unincorporated association, the Board elected to manage the running of the Competition and where the Competition is incorporated it means the Board of Directors appointed in accordance with the articles of association of that company.

“Match Officials” means the referee, the assistant referees and any fourth official appointed to a Competition Match.

“Non Contract Player” means any Player (other than a Player on a Scholarship) who is eligible to play for a Club but has not entered into a written contract of employment.

“Officer” means an individual who is appointed or elected to a position in a Club or Competition which requires that individual to make day to day decisions.

“Player” means any Contract Player, Non Contract Player or other Player who plays or who is eligible to play for a Club.

“Playing Season” means the period between the date on which the first competitive fixture in the Competition is played each year until the date on which the last competitive fixture in the Competition is played.

“Rules” means these rules under which the Competition is administered.

“Sanctioning Authority” means The FA

“Scholarship” means a Scholarship as set out in Rule C 3 (a) (i) of the Rules of The FA.

“Team Sheet” means a form provided by the Competition on which the names of the Players taking part in a Competition match are listed.

“The FA” means The Football Association Limited.

“written” or “in writing” means the representation or reproduction of words or symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

(B) All Clubs shall adhere to the Rules. Every Club shall be deemed, as a member of the Competition to have accepted the Rules and to have agreed to abide by the decisions of the Board in relation thereto, subject to the provisions of Rule 16.

(C) The Competition will be known as “United Counties League” (or such other name as the Competition may adopt). The Clubs participating in the Competition must be members of the Competition. A Club which ceases to exist or which ceases to be entitled to play in the Competition for any reason whatsoever shall thereupon automatically cease to be a member of the Competition.

(D) The administration of the Competition under these Rules will be carried out by the Competition acting (save where otherwise specifically mentioned herein) through the Board in accordance with the rules, regulations and policies of The FA.

2. NOMENCLATURE AND CONSTITUTION

(A) This Competition shall be designated the United Counties Reserve and Under 21 Division(s) and known as the ChromaSport & Trophies United Counties Reserve Division (s) and Under 21 Division (s) and shall consist of not more than 76 Teams approved by the sanctioning authority. This Competition shall consist of not more than 64 Clubs approved by the Sanctioning Authority

(B) 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 Football Association. The area covered by the Competition Membership shall be within the catchment area of the Competition. and must have a constitution approved by the Sanctioning Authority.

(C) This Competition shall only permit one team from a Club to participate in the same division unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. This Competition will obtain the prior approval of the sanctioning Association in the event of a division comprising of more than one team from the same Club. This Competition will ensure that, where permission is given, teams from a Club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with Competition Rules.

(C) Only one team shall be permitted from any Club to participate in the same division as another team from the same Club unless there is no viable alternative because of logistical issues and/or reasons linked to participation and geographical boundaries. The Competition will obtain the prior approval of the Sanctioning Authority in the event of a division comprising of more than one team from the same Club. This Competition will ensure that, where permission is given, teams from a Club operating in the same division are run as separate entities with no interchange of players other than via transfers of registration in accordance with these Rules.

(D) Inclusivity and Non-discrimination

- (i) This Competition and each Member Club must be committed to promoting inclusivity and to eliminating all forms of discrimination
- (ii) This Competition and each Member Club does not and must not [by its rules or regulations or] in any manner whatsoever unlawfully discriminate against any person within the meaning and scope of the Equality Act 2010 or any law, enactment, order or regulation relating to discrimination (whether by age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).
- (iii) This Competition and each Member Club must make every effort to promote equality by treating people fairly and with respect, by recognising that inequalities may exist, by taking steps to address them and by providing access and opportunities for all members of the community, irrespective of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability or otherwise).
- (iv) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate sanctioning Association for investigation.

(D) Inclusivity and Non-discrimination

- (i) The Competition and each Club must be committed to promoting inclusivity and to eliminating all forms of discrimination
- (ii) Any alleged breach of the Equality Act 2010 legislation must be referred to the appropriate Sanctioning Authority for investigation.

(E) As an FA Charter Standard League this Competition requires all its Clubs to have achieved FA Charter Standard League status by 1st June 2015. The Board may expel any club that has failed to achieve Charter Standard status by this date. New Member Clubs have one year to achieve the Charter Standard club award. The League has the right to refuse membership to a Club if it fails to demonstrate commitment to achieving the award.

(E) Clubs must comply with the provisions of any initiatives of The FA which are adopted by the Competition including but not limited to, Charter Standard and RESPECT programmes.

3. ENTRY FEE, SUBSCRIPTION, DEPOSIT

(A) Applications by Clubs for admission to this Competition or the entry of an additional team(s) must be made in writing to the Secretary by the 30th April and must be accompanied by an Entry Fee of £50 per team which shall be returned in the event of non-election. Applications by Clubs for admission to the Competition or the entry of an additional team(s) from the same Club must be made in writing to the Secretary and must be accompanied by the Entry Fee as set out in the Fees Tariff per team which shall be returned in the event of non-election.

(B) The Annual Subscription shall be £50 per team payable on or before the 1st August in each year in accordance with the Fees Tariff. Team Sheet and Referee Misconduct Pads charge in accordance with the Fee Tariff.

(E) Clubs must advise annually to the Secretary in writing by 1st July of its County Football Association affiliation number for the forthcoming Season, failing which they shall be fined in accordance with the Fines Tariff £25.00. 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.

(F) RESIGNATIONS: - Resignations of existing members of the Reserve and Under 21 Division(s) must be made in writing to the Company Secretary by the 31st March. Any Team resigning after this date shall be liable to a fine of £250.00 in accordance with Fines Tariff.

4. BOARD MEMBERS

The Board Members of the Competition shall be determined under Rule 32 of the United Counties League Rules.

5. POWERS OF MANAGEMENT

(D) The Board 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. The Board shall have powers to apply, act upon and enforce these Rules and shall also have jurisdiction over all matters affecting the Competition. Any action by the Competition must be taken within 28 days of the Competition being notified.

With the exception of Rules 5(l) 10(A), 11 and 19, for all breaches of Rule a formal written charge must be issued to the Club Concerned. The Club charged respondent shall be given seven days from the date of notice notification to reply to the charge and given the opportunity to:-

- (i) Accept or deny the charge
- (ii) Submit in writing a case of mitigation, or
- (iii) Put their case before the Management Committee Board at a personal hearing.

(E) All decisions of the Board shall be binding subject to the right of appeal in accordance with Rule 16. All decisions of the Board shall be binding subject to the right of appeal in accordance with Rule 16. Decisions of the Board must be notified in writing to those concerned within ten days.

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

(F) More than fifty percent (50%) of its members shall constitute a quorum for the transaction of business by the Board or any sub-committee thereof.

(I) All fines and charges shall be paid within 28 days of the date of posting of the written notification. All fines and charges are payable forthwith and must be paid within 21 days of the date of notification of the decision. Any Club failing to do so will be fined in accordance with the Fines Tariff. Further failure to pay the fine including the additional fine within 14 days will result in fixtures being withdrawn until such time as the outstanding fines are paid.

Any Club failing to do so will be fined a maximum in accordance with the Fines Tariff of £50. Further failure to pay the fine including the additional sum within 14 days will result in fixtures being withdrawn until such time as the outstanding payments are settled.

(J) A member of the Board appointed by the Competition to attend a meeting or match may have any expenses incurred refunded by the Competition in accordance with the Fees Tariff

8. QUALIFICATION OF PLAYERS

(A)(i) It is the responsibility of each Club to ensure that any Player signing a registration form for that Club has, where necessary, the required International Transfer Certificate. Clearance is required for any Player aged 12 aged 10 and over crossing borders including Wales, Scotland and Ireland.

- (ii) Each Club must have at least 11 players per team registered fourteen (14) days before the start of each Playing Season or be liable to fine in accordance with the Fines Tariff.

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

(ii) The qualification dates for the Under 21 Division(s) shall be that the player must be no older than 21 but attained the age of 16, as at midnight on the 31st August in the playing season. The qualification dates for the Under 21 Division(s) shall be that the player must not have reached the age of 21, as at midnight on the 31st August in the playing season but must have achieved the age of 16 (Sixteen).

(E) A fee of £3.00 in accordance with the Fees Tariff shall be paid for each player registered. Registration forms shall be obtained from the FA Full Time system.

(I) Subject to FA Rule C2(a) 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 Registrations Director. Such transfer shall be referred by the Registrations Director 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 Registrations Director 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 Registrations Director may, on behalf of the Board, transfer the player who shall be deemed eligible to play for the new Club from such date or 7 days after receipt of such transfer. Subject to compliance with FA Rule C2(a) when a Club wishes to register a Player who is already registered with another Club it shall submit a transfer form to the Competition accompanied by a fee as set out in the Fines Tariff. Such transfer shall be referred by the Competition 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 Competition and to the Player concerned within three days of receipt of the notification. Upon receipt of the Club's consent, or upon its failure to give written objection within three days, the Competition Secretary may, on behalf of the Board, transfer the Player who shall be deemed eligible to play for the new Club from such date. The approaching Club may not approach another Player at the same Club within 28 days of an earlier notice of approach or acknowledgment.

(iii) All Clubs must register a minimum of 11 players per team 14 days before the start of the playing season as decided at the Annual General Meeting or be liable to a maximum fine of £100.

(O)(i) Any team playing an unregistered or otherwise ineligible player or players shall have the points gained in the match deducted from its total and may be fined £50 and/or otherwise dealt with at the discretion of the Board. Any Club found to have played an ineligible Player in a match or matches shall have any points gained from that match or matches deducted from its record, up to a maximum of 12 points, and have levied upon it a fine. The Board may also order that such match or matches be replayed on such terms as are decided by the Board which may also levy penalty points against the Club in default.

The Board may vary this decision in respect of the points gained only in circumstances where the ineligibility is due to the failure to obtain an International Transfer Certificate or where the ineligibility is related to the Player's status. In exceptional circumstances the Board may, at its discretion, award the points available in the match in question to the opponents, subject to the match not being ordered to be replayed

10. PLAYING SEASON, CONDITIONS OF PLAY, TIMES OF KICK-OFF, POSTPONEMENTS, SUBSTITUTES

(A) The Annual General Meeting shall determine the date for the commencement of the season in accordance with Football Association Rules. Original fixtures arranged by the Fixture Secretary, or at a meeting specially convened for that purpose, to be held no later than 1st August, must not be arranged for a date later than seven days preceding the concluding date.

(B) All matches shall be of ninety minutes duration. All matches shall have a duration 90 minutes unless a shorter time (not less than 60 minutes) 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 Two matches involving the same two teams can be played on the same day providing the total playing time is not more than 120 minutes

The times of kick-off in the Reserve Division(s) for Saturday fixtures shall be either 2pm or 3pm as determined by the home team and can only be altered by the mutual consent of the two competing clubs prior to the scheduled date of the match with written notification given to the Competition at least 7 days prior

Any Club failing to commence at the appointed time shall be fined a sum not exceeding in accordance with the Fines Tariff £25.00 or be otherwise dealt with as the Board may determine

(D) The home Club shall advise the visiting Club and the Match Officials of the date and time of kick-off of each match, and of directions to the ground, to be received at least five days prior to the match and the visiting Club and the Match Officials must acknowledge receipt to be received at least three days before the match. If not so provided, the away club shall seek such details and report the circumstances to the competition.

Any Club failing to comply with this Rule shall be liable to a fine of £25.00 in accordance with Fines Tariff.

(E) In the event of a Club playing in any match with less than 11 players they shall be fined in accordance with the Fines Tariff £50.00. A minimum of 7 (seven) players will constitute a team for a Competition match.

(F) (i) Home and away matches shall be played. In the event of a Club failing to keep its engagement the Board shall have power to inflict a fine in accordance with the Fines Tariff of £250, deduct points from the defaulting Club, award the points from the match in question 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 Board 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.

(ii) Any club with more than one team in the Competition shall always fulfil its fixture, within the competition in the following order of precedence: - Reserve Team, Under 21 Team. Clubs in breach of this requirement shall be fined in accordance with the Fees Tariff a sum not exceeding £150.00 or otherwise dealt with by the Board.

(iii) Any Club unable to fulfil a fixture or where a fixture has been postponed for any reason must, without delay, give notice to the Fixture Director, the Referee Director, the Secretary of the opposing Club and the match officials. Any Club failing to comply shall be dealt with by the Board who may inflict a fine in accordance with the Fines Tariff of £25.00.

(ii) Under 21 Division Clubs may at its discretion and in accordance with the Laws of the Game use 5 (Five) substitute players in any match in this Competition who may be selected from 5 (five) players. A player who has been substituted himself becomes a substitute and may replace another player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football may at its discretion and in accordance with the Laws of the Game use 5 substitute players in any match in this Competition who may be selected from 5 players.

Except for matches played at Step 7 of the National League System a player who has been substituted himself becomes a substitute and may replace a player at any time subject to the substitution being carried out in accordance with Law 3 of the Laws of Association Football. The referee shall be informed of the names of the substitutes not later than 30 minutes before the start of the match and a Player not so named may not take part in that match.

The referee and opponents must receive Club Misconduct notification forms and team sheets together with the names of the substitutes not later than 30 (thirty) minutes before the start of the match. Failure to comply with this Rule will make the Club liable to a minimum fine in accordance with the Fines Tariff of £10.00.

(L) In matches involving Reserve and Under 21 Teams, Clubs must provide tea/coffee at half time for Clubs Officials (there is no requirement to provide sandwiches or other similar light refreshments unless the visitors have informed the Home club at least 5 days before the game of the numbers of officials for whom the home club need to cater)

All Clubs must provide liquid refreshments for match officials at half time and full time, and prior to the match on request. In addition sandwiches and tea/coffee, or other similar light refreshments, must be provided at the end of all matches. Failure to Provide Adequate Refreshments for Match Officials / Club Officers will result in a fine in accordance with the Fines Tariff of £25

11. REPORTING RESULTS

(A) The Registration Secretary must receive within 3 days of the date played, the result sheet of each Competition match and any outside competition match in the prescribed manner. This must include the forename(s) 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 in accordance with the Fines Tariff of £25.00 and/or the Club being dealt with as the Board decide.

13. REFEREES

(A) Registered Referees (and Assistant Referees where approved by the FA or County FA) for all matches shall be appointed in a manner approved by the Board and by the sanctioning Association(s) Authority

(C) Where Assistant Referees are not appointed each Team shall provide a Club Assistant Referee. Failure to do so will result in a fine in accordance with the Fines Tariff of £15.00 being imposed on the defaulting Team.

(E) Subject to any limits/provisions laid down by the sanctioning Association Match Officials appointed under this Rule shall be paid a match fee in accordance with the Fees Tariff of £25.00 and travel expenses of 30p per mile of travel expenses.

The Home Club shall pay the Officials their fees and/or expenses match in their dressing room, within a reasonable time after the conclusion of the match (including matches abandoned for any reason). Failure to do so will result in a fine **in accordance with the Fines Tariff of £25.00**

14. CONTINUATION OF MEMBERSHIP OR WITHDRAWAL OF A CLUB

(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 **in accordance with the Fines Tariff not exceeding £250.00**.

(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 **in accordance with the Fines Tariff not exceeding £250** per team and shall also be liable for its share of any call which may be made under Rule 5(D).

(C) The Membership for the coming season having been decided at the Annual General Meeting held not later than 30th June the Competition shall have the right, irrespective of other provisions in this Rule, to refuse to permit a Club to withdraw its team(s) in order to join another Competition and may hold the Club to its engagements. **In the event of a Member Club failing to discharge all its financial obligations to the Competition in excess of £50, the Board are empowered to refer the debt under The FA Football Debt Recovery provisions.**

15. PROTESTS AND COMPLAINTS

(C) Any dispute occurring between Clubs in the Competition shall be referred for determination by the Board whose decision shall be binding upon all parties subject to Rule 16. No protest of whatever kind shall be considered by the Board unless the complaining Club shall have deposited with the Secretary a sum in accordance with the Fees Tariff. 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.

(D) No protest of whatever kind shall be considered by the Board unless the complaining Club shall have deposited with the Secretary a sum of £50. 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 receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.

(i) All parties must have received 7 days' notice of the Hearing should they be instructed to attend.

(ii) Should a Club elect to state its case in person then they should forward a deposit of £50 and indicate such when forwarding the written response.

(D) All parties to a protest or complaint must receive a copy of the submission and must be afforded an opportunity to make a statement at least 7 days prior to the protest or complaint being heard.

(i) All parties must have received 7 days' notice of the Hearing should they be instructed to attend.

(ii) Should a Club elect to state its case in person then the Club should indicate such when forwarding the written response.

16. BOARD OF APPEAL

Within 14 days of the posting of written notification of any decision of the Board 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 Football Association, including a fee of £50, 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.

(A)All protests, claims or complaints relating to these Rules and appeals arising from a Player's contract shall be heard and determined by the Board, or a sub-committee duly appointed by the Board. The Clubs or Players protesting, appealing, claiming or complaining must send a copy of such protest, appeal, claim or complaint and deposit a fee which shall be forfeited in the event of the protest, appeal, claim or complaint not being upheld, and the party not succeeding may, in addition, be ordered to pay the costs at the direction of the Board.

(B)All such protests claims complaints and appeals must be received in writing by the Secretary within fourteen days of the event or decision causing any of these to be submitted.

(C)The Board shall also have power to compel any party to the protest to pay such expenses as the Board shall direct.

(D)Any appeal against a decision of the Board must be lodged with the Sanctioning Authority within fourteen (14) days of the posting of the written notification of the decision causing the appeal, accompanied by a fee which may be forfeited in the event of the appeal not being upheld. A copy of the appeal must also be sent to the Secretary.

(E)If so requested the Board may arbitrate on any disputes, protests, appeals, claims or complaints between two Clubs in which event both Clubs shall send a non-returnable fee. Such arbitration shall be final and binding upon the parties to the arbitration.

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

(A) 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 31st January, next in good order and suitably engraved. 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.”

Failure to comply will result in a fine as determined by the Board.

(B) At the close of each Competition awards shall be presented to the winners and runners-up if the funds of the Competition permit.

(A) The following agreement shall be signed on behalf of the winners of the Cup or Trophy:-

“We (A) (name) and (B) (name), the Chairman and Secretary of FC (Limited), 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 31st January. 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.” Clubs returning trophies after January 31st each year shall be liable to a fine in accordance with the Fees Tariff.

(B)At the close of each Competition awards shall be made to the winners and runners-up if the funds of the Competition permit.

(i) Winners and Runners-up shall receive a maximum of 20 mementoes.

(ii) Winners and Runners of the Veterans Development Divisions shall receive a trophy only.

19. SPECIAL GENERAL MEETINGS

Any continuing Member Club failing to be represented at a Special General Meeting without satisfactory reason being given shall be fined in accordance with the Fines Tariff £75.

20. ALTERATION TO RULES

Alterations for which consent has been given by the sanctioning Association 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.

RESERVE KNOCK-OUT COMPETITIONS

4 Gate Receipts/Proceeds of Matches

All cash must be paid within 14 days of the match and a copy of the statement forwarded to the Competition Secretary and the visiting Club. Failure to do so will result in an automatic fine in accordance with the Fees Tariff of £25.

Rule	Fees Tariff		Amount
3:B	Non-Charter Standard Clubs, additional fee per team		£20.00
3:B	1 Book of Team Sheet/Referee Misconduct Pads		£7.00

Constitution

Season 2015/16

Premier Division (22)

AFC Kempston Rovers FC
Boston Town FC
Cogenhoe United FC
Deeping Rangers FC
Desborough Town FC
Eynesbury Rovers FC
Harborough Town FC
Harrowby United FC
Holbeach United FC
Huntingdon Town FC
Kirby Muxloe FC
Newport Pagnell Town FC
Northampton Sileby Rangers FC
Northampton Spencer FC
Oadby Town FC
Peterborough Northern Star FC
Rothwell Corinthians FC
Sleaford Town FC
Leicester Nirvana FC
Wellingborough Town FC
Wisbech Town FC
Yaxley FC

Division One (20)

Blackstones FC
Bourne Town FC
Buckingham Town FC
Bugbrooke St Michaels FC
Burton Park Wanderers FC
Irchester United FC
Long Buckby AFC
Lutterworth Athletic FC
Northampton ON Chenecks FC
Oakham United FC
Olney Town FC
Peterborough Sports FC
Potton United FC
Raunds Town FC
Rushden & Higham United FC
St Neots Town Saints FC
Stewarts & Lloyds Corby FC
Thrapston Town FC
Wellingborough Whitworth FC
Woodford United FC

Reserve Division (16)

Bourne Town Reserves
Bugbrooke St Michaels Reserves
Cogenhoe United Reserves
Harborough Town Reserves
Huntingdon Town Reserves
Irchester United Reserves
Northampton ON Chenecks Reserves
Northampton Spencer Reserves
Olney Town Reserves
Peterborough Northern Star Reserves
Potton United Reserves
Raunds Town Reserves
Rothwell Corinthians Reserves
Rushden & Higham United Reserves
Thrapston Town Reserves
Wellingborough Whitworth Reserves

Chairman to ask the floor to pass a resolution confirming the agreement of accepting Olney Town FC into the constitution without the appropriate ground grading

The Board asks the floor for a mandate for the Directors in respect of the Under 21 Division, to determine any issue arising throughout the season, without recourse to an EGM. Constitution for the Under 21's to be finalised during the closed season.

Red = Relegated

Green = Promoted

Blue = New Entry to the League

Pink = Reprived

Under 21 Section (15)

AFC Kempston Rovers U21's
AFC Rushden & Diamonds U21's
Daventry Town U21's
Desborough Town U21's
Eynesbury's Rovers U21's
Football CV Reds U21
Histon U21's
Kettering Town U21's Elite
Kettering Town U21's Development
Mildenhall Town U21's
Milton Keynes College U21's
Milton Keynes College U21's 2nd
Stamford AFC U21
Wellingborough Town U21's
Yaxley U21's

Presentation of Awards

Fair Play Award Premier/Division One	Bugbrooke St Michaels
Fair Play Award Reserve Team	Harborough Town
Presentation of £100 Cheque for Fair Play Award	Bugbrooke St Michaels
Presentation of Hospitality Award- Marked by Referees	Oadby Town
Presentation of Hospitality Award- Marked by Clubs	Northampton Sileby Rangers
Presentation of £100 Cheque for Hospitality Award	Potton United FC
Presentation of Highest Aggregate of Goals Trophy	Northampton Spencer FC
Presentation of Manager of the Year	Andy Peaks of AFC Rushden & Diamonds
Presentation of Administrator of the Year	John Davies of Stewart & Lloyds FC
Presentation of Eric Evans Award to Referee of Year	Martyn Gospel from Daventry
Presentation of Respect Award	Potton United FC
Best Match Programme of the Year Award	Wellingborough Whitworths FC
April/May Top Goalscorer of the Month	Michael Byrne of Northampton Sileby Rangers FC

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