**ADRENALIN
DEVON JUNIOR & MINOR LEAGUE
Policy and Business Meeting
held on Monday 1st July 2019
at the BT Social Club**

**www.djmleague.co.uk**

**In attendance**

Dave Keast, Mark Rowles, Paul Conteh, Barry Metters, Steve Conteh, Larry Reed, Mark Gower, Brian Rimes, Steve Beale, Anita Beale, Bernard Leach, Des O Leary,

**Apologies**

 Lewis Bell, Ian Rothwell, Steve Avery, Jenny Oke Minute Taker

**Opening Remarks:**

The Chairman welcomed Paul Conteh and Mark Gower to the Executive Committee and thanked them for agreeing to support the League.

Dave thanked Des O Leary and everyone who was involved in the Presentation Evening. It was disappointing to see some teams leave before the end of the Presentation in the second sitting as this was disrespectful and Secretary to include in his first newsletter of the Season. Also a small issue with some people having extra tickets and demanding certain seat spaces. Events Committee to review these arrangements at their next meeting. These issues did not detract from the Presentation Evening that many teams had commented was well run and their teams enjoyed.

Charter Standard. – Dave has been informed that all Cornwall teams have completed their Charter Standard and only a few teams remained not done that are based in Devon. This is partly due to a problem at Devon FA end. It was brought up that as it is the same system why this is the case and MR to investigate. Dave to continue to chase teams to ensure our Charter Standard League status is achieved.

In the absence of Jenny Oke – Mark Rowles agreed to take the minutes

1**.         Minutes of Last Meeting**

1.1       The minutes of the May P and B meeting held on 3rd June 2019 were agreed as a true record of the meeting.

**2.         Matters Arising**

2.1 AFC Devonport v Plymstock United U15 – the manager of AFC Devonport Darren Swabey was charged and found guilty by Devon FA and has been issued with a five game ban and the Club fined.

2.2 The League is to produce a three-year business and action plan and this is being led by the General Secretary and the Executive has set a date for Wednesday 10th July 2019 at 6.30pm at the Four Greens Community Trust building.

2.3 MR had liaised with Mark Gower who had expressed an interest in the Assistant Secretary position and was delighted he had agreed to take on this role.

2.4 An SMG meeting is to be called prior to the LMC meeting on the 12th August 2019 to discuss the rule Brian wished to review but was not included in the rules sent to the teams to be voted on at the AGM. Rule 22a change is as follows.

In the event of two or more teams being equal on points at the end of the Playing Season rankings shall be determined by

1. The points gained in matches between the teams when they played each other ( e.g win =3 points, Draw = 1 point Loss -= 0points) will count for the final positions. The team with the higher number of points to be placed higher in the League.

If this does not determine positions then the aggregate score between the two teams will be used to determine positions and if this fails to resolve the situation then a deciding match will be played and if still a draw after Full Time then extra time and penalties will be played to determine the winners.

2.5 The League Executive have agreed to make Des O Leary, Brian Rimes and Dave Keast, Life Vice Presidents of the League and the Secretary would inform Clubs of this in his newsletter. This was to recognise their long and distinguished service with the League

2.6 Cup Final Dates for 2019 – 2020 had all been booked with the Clubs hosting and these dates are to be shared in the next newsletter and included in this years handbook. LMC and P and B dates for the Season also finalised and will be shared with Clubs and will be in the handbook

2.7 General Secretary has a meeting with Plymouth City Council on the 3rd July 2019 to discuss pitches and in particular the new ones at Central Park, Bond Street and potentially Efford.

2.8 General Secretary had sent an e mail to Clubs about being unable to play 11 a side friendlies in June

2.9 Secretary thanked Executive Officers for supplying dates for when they would be away and this enabled the League to plan in advance to cover where applicable.

**3.0 Selected Correspondence and General Secretary Report** - Received by the General Secretary since Policy and Business Meeting 3rd June 2019

3.1.1 Elburton / Saltash / Tavistock / Torpoint – confirmation of venues for 2019-2020 Cup Finals

3.1.2 Manstow – thanking league for nomination of Club for an Award

3.1.3 Paul Cocks – thanking league for his nomination for an award

3.1.4. Railway Beacon – apology sent to Club for missing deadline for nomination of the Devon FA Charles Norsworthy Award

3.1.5 Chaddlewood – requesting an additional Under 18 team

3.1.6 Railway Beacon / Chaddlewood – requesting General Secretary to attend their Presentation Evenings

3.1.7 Dai Carpenter – chasing Charter Standard Status

3.1.8 ELM United – requiring some information re finances

3.1.9 PCC – Invite to Community Hub Steering Meeting

3.1.10 Alan Collings – stepping down from role as Secretary for YMCA Hawks

3.1.11 Plymstock Utd Youth – various re alleged misuse of school permission form

3.1.12 Paul Cocks – GDPR enquiry

3.1.13 Shane Connelly – concern that a trophy was not available at the Presentation Evening

3.1.14 Tavistock CFC – withdrawal OF Under 13 City team from the League

3.1.15 Elburton – additional U9 team to be added to League

3.1.16 Activate / Plymouth Kolts / SWIFT – how to get presentation photos

3.1.17 Activate – query re ID cards and parent e mails

3.1.18 PCC – requesting potential usage of Staddiscombe for Season 2019 – 2020

3.1.19 Horrabridge – confirming they have an Under 13 Girls team

3.1.20 Activate – checking kit colour and whether it could potentially clash with a referee

3.1.21 Plymstock Youth – re pitche allocation and maximum allocation of 4 teams per pitch

3.1.22 Plymstock – Under 15 Manager details re previous emergency transfer request

3.1.23 Keyham – correspondence re a Manager at their Club and current ongoing investigation

3.1.24 Ryan Saunders – wishing to become the League’s social media and website officer

3.1.25 Steve Conteh – new e mail address for League business

3.1.26 Tavistock – re payment of pitch fees for mini cup final

3.1.27 Plymouth Parkway – reporting problems at Devon FA end re getting Charter Standard

3.1.28 Vesey UK – Nike offer 2019 – 2020

3.1.29 Goals – confirming their player was aware he had won an individual award

3.1.30 AFC Devonport – requesting council pitches for Season 2019 – 2020

3.1.31 Whitleigh Wolves – confirmation of their Under 11 Manager CRC details

3.1.32 Richard Burstow – name plate needed to be changed on individual award

3.1.33 Dave Keast – confirmation of league meetings 2019 – 2020

3.1.34 Dai Carpenter – funding to promote Futsal

3.1.35 National FA Andrew Hailwood – what if parents do not have e mails

3.1.36 Launceston U16s – request to join League

3.1.37 Charles Horton – information sought for FA pitch survey

3.1.38 Rachel Penfold – Central Park Community Hubs meeting

3.1.39 FC Sumo – general questions re registering players

3.1.40 Hunter District – confirmation of teams and managers

3.1.41 Hunter District / Plymstock United – various re returning kits owed to Plymstock

3.1.42 Ugborough U18s – wanting to joind DJM League 2019 – 2020

3.1.43 Brain Tumour Research – introduction to new funding officer

3.1.44 Lovejoy Promotions – permission to do a year long series featuring SB Frankfort Girls

3.1.45 AFC Plympton – requesting update on Plympton pitches

3.1.46 Darren Swabey – querying where Perranwell Youth will be playing their hom games

3.1.47 Larry Reed – re MacMillan Cancer Fund raiser

3.1.48 Elburton / Keyham – re Leagues with different sizes and some teams playing more than others.

3.1.49 Manstow – querying age qualification for players at Under 18 level

3.1.50 Goals – withdrawal of Under 14 team from League

3.1.51 Plymouth Kolts – update on position of Club after last Seasons upheaval

3.1.52 Torpoint Youth – sending over e mail and phone details of new Secretary

3.1.53 MAP / Drake – wishing to enter additional teams in Under 7 and Under 8 Central Leagues

3.1.54 ELM – querying need for parents e mails when registering players

3.1.55 Ian Rothwell / Kevin Roberts / Lewis Bell – apologies for P and B meeting

3.1.56 Granby Youth – team request to change from Under 9 to Under 10 League.

3.1.57 Parkway Colts – withdrawal of team from Under 13 League.

Generic correspondence received included team registration forms, appeals for placement in

Divisions, name changes, vetting process of teams and queries about sponsorship and what is and is

not permitted.

Secretary Report

3.2 Handbook was currently being compiled and some new features would appear this year. The date to get the first proof to the printers was the 12th July 2019

3.3 Three teams had applied to join the League since the AGM and the conclusion of the Executive was.

Ugborough Under 18s to be allowed to join the League subject to vetting as more teams at this age range drop out the League and so would help with number of games

Launceston Under 16s – it was noted that there are currently 12 teams in each League and as a result no vacancies were available however it was agreed to vet the team and if a team pulls out prior to the Season Launceston would take their place. If no teams pulled out then there would be no place in the League. Launceston are aware of this

Saints South West wished to enter a Girls team in the Under 13 League but some queries were raised in terms of player recruitment and it was decided that as the Leagues had been equally set that this application would not be allowed for the forthcoming Season.

3.4 Lovejoy TV productions contacted the Adrenalin Devon Junior and Minor League re doing a year long documentary type programme about the SB Frankfort Under 13 team that play in the Mixed Leagues. The production team wanted to film all their games. The Executive felt this was an issue for the Clubs in this League and so General Secretary is to send out a form to the teams asking them for their individual views on this. Clearly if a team did not want to be involved, they would not be filmed. This needs to be undertaken quickly so that a decision can be made either way.

3.5 Ryan Saunders has expressed an interest in becoming the social media officer for the League and it was agreed that he should be offered this role.

3.6 The General Secretary had spoken with Andrew Hailwood from the national FA re the situation regarding parents who did not have e mails and was informed that this should not stop players from playing **BUT** he needed to clarify what the procedure was for this as this was the first time it had been raised to him. MR to follow through with this issue

3.7 The General Secretary highlighted the issues Secretaries were facing and the time the registration process was taking. Mark Gower said it had taken him 4 hours to enter 25 players. It was unanimously agreed that the General Secretary draft a letter on behalf of the League to the national FA highlighting the issues and making them aware that the increasing workload that appears to be happening year on year is driving people away from the game and this will ultimately effect Clubs as administrators will not become available and teams will fold.

3.8 It was agreed that for the forthcoming Season the Brain Tumour Trust would be the Leagues chosen charity but in future Clubs would be asked to nominate charities to be considered on a yearly basis and this put to the AGM each year.

3.9. MR / BR / DoL over the next two weeks would be in contact with Plymouth City Council to confirm pitch allocation for the forthcoming year. Ideally want this sorted as quickly as possible so that it can go in handbook and assist with generation of fixtures.

3.10 Elburton Villa and Keyham had expressed concern about the disparity in Division sizes and they felt teams should have roughly the same number of games. It was agreed that just getting Divisions of equal team numbers would mean that some teams would be forced to play in a League that was either too strong or too weak for them. However the issue about games was acknowledged and any Divisions with 8 teams of less would play each other three times. The final game in terms of whether home or away would be decided at a draw to be held at the LMC meeting in August.

3.11 Larry Reed had asked for his upcoming walks for Macmillan Cancer to be shared with the League Executive and Clubs and MR will include in the newsletter.

3.12 Granby FC had informed the League that they wished to change their Under 9 team to an Under 10 team and this was agreed and they will play in the Sheepstor League.

3.13 The case against a team from Plymstock that had misused a school permission game was proven guilty and the Club was fined and the Assistant Manager given a suspended one year ban that would come into effect if any further discretions occurred in the forthcoming Season

3.14. MR to share with Clubs information from Vesey UK who supplied the free first aid kits last year about their offers and new range.

3.15 It was clarified that Marjon Girls at Under 11s only had one team in the League and because thre was an FA Wildcats programme they could not be called Wildcats as this may cause some confusion.

3.16 MR informed the Executive Committee that there were 24 divisional placements that Clubs asked to be reviewed and clarified with only five needing to go to formal appeal. The appeals to take place on the 3rd July 2019 at Four Greens Community Trust and MR thanked the Fixture Secretaries and Dave Keast, Des O Leary and Mark Gower for agreeing to form the panel.

**4          Treasurer’s Report**

4.1 As at 1st July 2019

 2nd Reserve Account.........£ 5,609.12

                               Cash in Hand.....................£ 142.70

                               Current Account.............. £ 3,949.50

 Reserve Account £ 5,221.05

                                Secure Trust....................  £30,812.71

                              Cambridge and Counties...£22,841.61

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                       Total as 1st July 2019........   £ 68576.69

4.2 Taking all income and expenditure into account the Presentation Evening had only made a small loss. In terms of trophies the bill was £ 11500 but included nearly £ 1000 of additional trophies requested by the Clubs and to be reimbursed and the improved trophies that it had been agreed should be given to the sporting teams. A discussion took place about the number of trophies purchased for the teams by the League and should it reflect squad and match day sizes. It was agreed this to be reviewed by the Events Committee in September and then relayed to the Clubs accordingly.

4.3 Des O Leary confirmed that following a lot of work agreement had been sought between Plymstock United and Hunter District ( the new Club that had teams at Plymstock last year re kit and monies requiring returning. Des O Leary thanked Anta Beale for her assistance and Dave Keast thanked Des for the considerable amount of work undertaken on this matter.

4.4 Des confirmed that he would be away from the 17th July until early September but felt he could continue the bulk of his duties via e mail. MR and DK to cover any other issue in his absence. Club registration fee / pitch invoices would be delayed until he returned. MR to contact teams about this and also due to Des absence the delay in getting the annual accounts to Clubs.

**5 Registration Secretary’s Report U11’s-U18’s**

**257**  are Currently on the system to Approve waiting on County before we can due to new ID Scheme, been slow and steady due to the new photo and Parent/Guardian Info

**Transfers**

Nothing to report

**Fines**

Nothing to report

**ID Cards**

Still waiting on Devon Fa to confirm new system

**WGS/Fulltime**

All teams except x9 i have put into relevant divisions and cups on WGS ready for sanctioning Mark Rowles has info for missing ones.

Any Queries with Adding of Paren/Guardian please contact abgail heard or Jason Hayward

\*I am Unattainable from the 1st July up to the 13th July all contacts methods, and only avaliable pm 13th July to 21st July

**6. Registration Secretary Report Mini Soccer and Girls**

6.1 Due to Lewis Bell absence from the meeting there was no information to report.

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

7.1 Steve is shortly to return from his work stint in Scotland. The provisional Divisions have been sent out and the closing time for appeals was 11.59pm on Monday 1st July. At present only one appeal received and if required would be heard on the 4th July 2019. It was pleasing to note 25 teams wishing to join the Under 18 League and this increase in numbers is going against the national trend in football

**8.** **Girls’ Registration Secretary’s Report**

8.1 Barry enquired as to whether anything had been heard from SB Frankfort re an Under 18 team joining the League. General Secretary said as far as he was concerned no application had been made but had heard a rumour that someone was trying to get a team together that may include some of the girls. Bernard Leach confirmed that the SB Frankfort Girls team was to play in the Sunday League in the forthcoming Season

8.2 Discussion as mentioned in the General Secretary report took place re naming of the Marjons Under 11 team. See General Secretary report for greater details.

8.3 Reminder that the Under 13 League would be 9 v 9 in the forthcoming Season.

8.3 Barry would like to get pitches confirmed as soon as possible so Fixtures can be started.

**9. Fixture Secretary’s Report** (11s – 16s)

9.1 Anita re iterated the need to confirm pitches as soon as possible. General Secretary said he was still waiting for half the teams details and would chase.

9.2 Anita confirmed that after the appeals on Wednesday the Divisions would be finalised and sent to General Secretary to send to Clubs.

9.3 It was noted that a few teams still could not be entered into the Whole Game system but was aware that the Registration Secretary and the General Secretary were chasing this.

**10.       Mini Soccer Coordinator’s Report (Under 9s & 10s)**

10.1  Paul Conteh informed the Committee that the mini soccer divisions with the amendments made re appeals are now complete and ready to be sent to Clubs. MR to send when all other Leagues are finalised.

 **11.       Referee Appointments Secretary’s Report**

11.1 Was working with the General Secretary to book a date for the annual Referees meeting and was pleased to hear that Jason Hayward from Devon FA was willing to be involved.

11.2 With the number of teams in the League next Season most weeks could see up to 134 games scheduled. At present around fifty referees have confirmed their availability with thirty more still waiting. A few senior referees have indicated their desire to drop down and do junior games. Bernard Leach said there would be a greater pressure on referees this year due to the change in Step 6 and 7 as part of the pyramid system.

11.3 It was agreed that we needed to check with Devon FA before we put names and telephone numbers of referees in the handbook to ensure that none have indicated their reluctance to this.

**12.       Referees Support Officer Report**

12.1 Ian Rothwell had sent his apologies but confirmed that there was nothing to report

**13. Development and Charter Standard Report**

13.1 Covered in Chairs opening comments. .

**14.     Youth League Welfare Officer’s Report**

14.1 Nothing to report

**15.       Sponsorship Liaison Officer Report**

15.1 Nothing to report

**16.       A.O.B**

16.1 Steve highlighted the difference in number of registrations compared with this time last year and this followed on from the comments made in the General Secretary. It was noted that this may have an impact in terms of teams getting minimum number of players registered by the 31st July. Steve said he would review this after the 17th July 2019.

16.2 School permission forms will now be required to be e mailed by the school so as to prove their authenticity.

**Meeting concluded at 21.35pm**

**Date of next P and B Meeting Monday 5th August 2019 starting at 7.30 pm.**