North East Scotland

Football Association

Incorporating Fraserburgh and District

Constitution and Rules as amended at AGM January 2023

A picture containing man, clothing, person

Description automatically generated

1. The Association of clubs shall be called The North East Scotland Football Association and shall affiliate to the Scottish Welfare football Association.

2. The object of the Association shall be:

To legislate for and foster the game of Association Football.

To conduct such competitions as any as may from time to time to be determined; and to carryout Association business within the Rules and Regulation

3. Clubs in membership of the S.W.F.A. shall alone be member of the Association.

4. Clubs will be admitted to the Association at the Annual General Meeting the admission to membership shall be by a majority of those voting, and will be subject to confirmation of membership to the S.W.F.A.

5. The Annual subscription of each club to the Association will be £100.

6. Clubs in membership of the Association must no later than the 31 January in any given year, intimate in writing whether they wish to continue in membership or not. Those wishing to continue in membership must fill in and return, to the Honorary Secretary by the above date the relevant paperwork. Those who fail to do this will be deemed to have resigned from the Association, and any application from such a club will be treated as if they were a new member.

7. All new clubs must register a £100.00 bond with the Association before their 1st season can start, and this will be returned at the end of the season if completed satisfactorily.

If any club fails to complete their first season and after any debts have been deducted from the bond, the surplus monies will be split between clubs who have incurred any

costs with a home fixture against the defaulting club in the same season.

8. The office-bearers of the Association shall be as follows: President

Vice President

Honorary Secretary Discipline Secretary Minute secretary Treasurer

Match Secretary/press officer

Discipline committee

9. Should a vacancy occur during the season, the Association Committee shall have the power to fill any such vacancy?

10. The management of the Association shall be vested in a General Meeting consisting of the association Committee and one representative from each club in membership of the association.

11. The Management committee shall have the powers to appoint from its members, as it deems necessary such sub-committees as is necessary. E.g. Discipline Committee.

12. All management committee meetings shall be held in a location that is deemed suitable and easily accessible to all member clubs and Association Committee members. A suitable venue must be agreed at the Annual General Meeting, and the honorary secretary will have the powers to convene meetings when required.

13. Each club shall be entitled to send no more than two representatives to all general and Annual General Meetings, but only one representative shall be allowed to vote. If vote is tied the Association President will have the casting vote. Clubs not represented at meetings shall be fined the sum of £50.00 per meeting.

14. A majority of clubs in membership of the Association shall form a quorum at general and

Annual General Meetings.

15. When a club fails to be represented at three general meetings in the same season, the said club shall be deemed to have resigned from the Association. The Management Committee will have the powers to cancel their membership if deemed necessary.

16. At all meetings of the Association the President or Vice President shall preside, but in the event of neither of them being available, the meeting will appoint a Chairman from the members present. The chair shall have both a deliberate, and a casting vote in the event of a tie, and the Chair’s ruling will be final.

17. A special General Meeting will be called by the Honorary Secretary on receipt of a written request stating the business to be considered, and with no less than half of the clubs in membership signing such request.

18. The Annual General Meeting of the Association shall in either January or February, and the order of Business will be as follows:

19. Presidents/ Chairman report.

20. Honorary Secretary’s Report

21. Disciplinary Secretary’s Report

22. Treasurer’s Report

23. Match Secretary’s Report

24. Applications to join and Resignations from the Association.

25. Format of League (s) for the forth coming season.

26. Alterations to the constitution

27. Election of the Office-Bearers and appointment of Auditors.

28. Any other Competent Business.

29. At the AGM, A majority of those present, and eligible to vote, shall have the power to exclude from the forthcoming season and club whose conduct, in their opinion, has been objectionable.

30. Any club, or member whose conduct has been deemed by no less than three quarters of the members present at a management Meeting, to be unsportsmanlike to have taken part in activities, which are not in accord with the Association rules and aims regarding

Association Football, may be duly expelled from the Association.

31. For repeated breaches of the Associations rules the Management committee, by simple majority may suspend a club until the AGM. Where that club’s continuing membership of the Association will be considered.

32. Any club member may appeal against any decision made by a committee of the Association. Appeals must be lodged according to the rules and constitution of the S.W.F.A. along with £30 to be paid prior to commencement

33. The Association will only recognize and give effect to suspensions, censures, etc, given to players, clubs and officials, which are confirmed by the S.W.F.A. and the S.F.A.

34. All suspensions handed out by this association must be served in this association.

35. All disciplinary matters dealt with by the Discipline Committee will take into account any guidelines or instructions from the S.W.F.A or the S.F.A.

36. Each disciplinary matter that is dealt with by the Discipline Committee shall be heard in a fair and just manner, all aspects of mitigation and evidence shall be taken into consideration before a final decision is reached.

37. The playing season shall commence on the first Saturday/Sunday in April unless otherwise decided by the Management Committee. The season will end no later than the 30 September and no club shall play after this date unless permission has been granted by the S.W.F.A. Midweek games will be at least 48 hours apart, except in exceptional circumstances.

38. Any club, player, or official found to have participated in matches or tournaments neither sanctioned by the Association or the S.W.F.A. shall be deemed to have brought the associations activities into disrepute and shall be charged accordingly and dealt with by the Discipline Committee.

39. No alterations shall be made to the constitution of the Association except at the AGM, or a Special Management Meeting called for that purpose. Fourteen days’ notice must be given to the Honorary Secretary in writing of any proposed changes prior to an Annual

or special Management Meeting convened for this purpose. Proposed changes require a three-quarters majority of those entitled to vote at any such meeting to be passed.

40. Each club shall play home and away matches with every club and three points shall be awarded for a win and one point for a match drawn. Where clubs are equal on points at

the end of the season, the Championship or relegation shall be decided by means of a play off between the clubs concerned, with all match costs being met by the Association. This will also go for 2nd & 3rd place to determine who finishes Second for promotion & also for the same for league above with the bottom places.

41. A trophy shall be awarded to all winners of the association’s competitions and a document, as below, must be signed by bona fide representatives of the winning clubs on receipt of the trophy. We.............President and...................... Honorary Secretary of.........................FC, which has been declared winners of...............................trophy for the season....../.........do hereby on behalf of the said club engage to return the said trophy in good order when requested by the Association Committee.

42. Any club or player failing to return a trophy or trophies by the start of August at monthly meeting to the appropriate officials will be liable to a fine of £1.00 per day per trophy. Any damage done to a trophy whilst in the possession of a club shall be repaired or replaced, and the bill levied on any such club. This will also go for any Cup Trophies which will be announced when due back closer to dates of the Final

43. You cannot sign a junior or higher-level player after the 31st March 2023 to play in the forthcoming season.

44. All cup finals will be played on a Friday night along with League

Fixtures.

45. A discipline book is at all meetings as a guide/reference with all previous discipline history. A list of offences and fines to be registered in this book.

46. Teams cannot sign another player from a team that has participated in the NESFA

Association in the same season after the 31 July in the playing season.

47. If a club wishes to be excused playing a fixture on any particular date during the playing season, they must apply in writing or by email to the League Association secretary giving a minimum of fourteen days clear notice and proof that they cannot field a team on that date. The Final decision will be from the League Secretary.

48. Clubs unable to fulfil a fixture after publication in the press, email or notification at a Management Meeting will forfeit the league points, or if a cup tie and will be brought in front of the Discipline Committee who can if wanted impose a fine on the defaulting team.

49. Cup Ties of the S.W.F.A. alone shall take precedence over all domestic fixtures.

50. The reasons for non-fulfilment of a fixture shall be investigated by the Discipline Committee and if the reasons are found to be unsatisfactory, then the offending club (s) shall lose the points or cup tie, and will be fined no less than £35 and no more than £50 plus any expenses pertaining to the fixture. Any player who is undertaking an official suspension has the match cancelled by the opponents will have is game suspension classed as served.

51. When a club intimates its resignation from the Association they must, if they are the home team, notify their opponents, referee, and the match Secretary as soon as possible until such time that their resignation has been ratified by the General Committee otherwise they will be treated as a defaulting club as in Rule 39. Away teams must

Always notify the match secretary in such a case.

52. During the season, a club expelled or resigning from the Association will have the record of their league matches declared null and void.

53. The Match Secretary will appoint referees and officials to all Association Matches, and should such officials fail to appear then the Match Secretary will replay the match at the next convenient date.

54. No team in the Association can refuse to accept any referee or official appointed by the

Match Secretary.

55. Should any team wish to report any match official they must have the corroboration from their opponents before any action can be taken.

56. All Association matches cannot commence until both captains have handed to the referee 2 copies of the official team-lines fully completed, with full names and Postcodes of players. The referee after signing shall exchange the duplicate copies with the captains and forward the remaining copies with the relevant information to the Match Secretary within seventy-two hours (excluding Sundays). Official team lines must be used in all Association matches.

57. Up to a maximum of sixteen players can be named on the team lines, with no additions allowed after the match has kicked off. All five substitutes can be used in any one game.

58. Any club submitting incorrect or unofficial team lines will be fined the sum of £10.00.

59. All games shall be played to the laws of the association football as adopted by the S.F.A.

The match Secretary shall determine kick-off times for all games. Matches must commence at the official time; defaulting clubs will be fined £5.00 for each offence. Similarly, a referee failing to appear at the official time will be reported to the referees

Association.

60. The Match Secretary may use all weather surface pitches to play games if required.

61. All unfinished matches will be reported by the referee to the match secretary who in turn will bring it to the attention of the Association Committee to deal with.

62. Home clubs must inform the Match Secretary of the results and scorers of their matches with an hour of the games finishing or home team to insert into Whatsapp group score and scorers and the away team the scorers. Defaulting clubs shall be fined the sum of £10.00.

63. Home clubs must ensure that, a playable match ball is available, goal nets are provided in good condition, and that corner flags are in place prior to kick off. The home club are responsible for the cost and provision of suitable changing facilities. Defaulting clubs will be reported by the referee to the match secretary along with the team lines and fined the sum of £10.00 for each offence.

64. Where there is a clash of registered colours, the home team shall change. All teams must have a change of colours at the game and all clubs must have numbers on their strips according to the team lines.

65. The referee’s tariff shall be £45.00 for all matches. These costs will be met by the home club except for cup ties where the fee will be shared by the two contesting clubs, and in cup finals and play offs where the Association will meet the costs.

66. Each team can ask for 4 free dates during the season with 14 days notice in email to Match Secretary

67. Should the referee declare the ground unplayable, then the referee shall receive from the home club, half the official tariff.

68. Any club who have doubts over their pitch must inform the Match Secretary a minimum of 4 Hours before on the day of the match and he will in turn allocate a match official to inspect the pitch.

69. Should a club fail to appear for a fixture, the appointed referee is entitled to his full tariff from the defaulting club? All home clubs must notify referee with Ground and club colours at least 24 hours before game either by text or phone

70. All players other than trialists must be registered on the Recreational forms of the S.W.F.A. prior to taking part in any of the association’s matches. All registrations must be input into the S.W.F.A. Website and a duplicate sent to the S.W.F.A. secretary for registration, where the date received by the S.W.F.A. will be the registration date.

71. Note-For National and Regional Cup ties, players must be registered 7 days prior to the match. For NESFA cup games, players have to be signed 3 days before hand.

72. When a club objects to the cancellation of a player, then the player concerned will have the right to write to the Honorary Secretary requesting an investigation.

73. A player having his registration cancelled from one club and signing for another club in the Association may not play for his new club in any cup competition if they have played in this competition for their former club. If your name has been on the team sheet in any cup then you will be cup tied if you move to another team.

74. League fixtures will be handed out 1 month at a time by Match Secretary

75. Players who have Violent Conduct cases and club officials/ Managers /Coaches etc shall be informed by email to the players club Secretary stating the time and date of any such meeting. The person may submit a written explanation if unable to attend at the given time but if the case is deemed to be serious then the Committee may request that the person attend in person at a later date. Copies of such correspondence shall be sent to the relevant club secretary.

76. The decision will be emailed to all clubs in the league, with a copy to their Players club secretary. When a player receives a caution, a £2.00 will be levied against his club to be paid at monthly meetings.

77. In any league match a team is allowed to play up to 4 unsigned players as trialists and each Trialist can play 4 games for any two clubs in the same season. A Trialist who does not come off the bench to play still counts as one his trial games. When playing as a Trialist for a junior club, the league secretary must be informed or player/clubs can be fined.

78. Only players properly registered with the S.W.F.A. will be allowed to play in Association Cup Competitions. Teams in the NESFA cannot sign players from their own Association teams after the last day of July except for playing in the National Competitions.

79. Where a club has proven to play an ineligible player in a league match, that team will lose any points gained from the match, similarly, if in a cup tie, the offending club shall lose the tie. In both cases the offending club will be liable to any such penalty as determined by the Discipline committee.

80. All protests must be lodged in writing, and accompanied by a £30.00 deposit, by registered or recorded post with the honorary secretary within three days (excluding Sundays) of the offence taking place, and a verbatim copy sent to the club protested against at the same time and in the same way. If the protest is deemed to be frivolous or trivial then the deposit will be retained.

81. Protests against the state of the pitch, goals, nets and corner flags must be lodged in the same manner as Rule 63 but they must also be lodged with the referee and the home captains before kick-off. The home team is responsible for the above.

82. Should any club, prior to, or during the match, that an opposing player or official is playing, or officiating under an assumed name, then the captain of the opposing team can approach the referee after the game and ask for the person in question to sign the back of the team lines, along with the opposing team’s captain’s and referee’s signature as witnesses, and then sent along with the team lines to the Match Secretary. This can be avoided if the person in question can verify their identity of the time of the request for their signature.

83. When a club claims for expenses from their opponents for an unfulfilled fixture along with their claim for the points or cup tie, then receipts must be sent along with the claim otherwise the claim for expenses will be judged null and void. If a club has a pub to go back to & food is put on & the other team doesn’t go back then the Home team club can claim £30 from the away team.

84. Where it is proved that the spectators at any of the association’s matches cause by their behavior interference with the players or resulting in the abandonment of the match, the Association Committee shall have the powers following an investigation to have the match replayed on another ground or award the match to one to the clubs involved and to take any further action deemed necessary. All clubs are responsible for the behavior of their spectators.

82. All players or officials serving suspensions or touchline bans must not come within 50 yards of any of the Association matches. Failure to abide by this rule or have any active part in the said match will be reported to the Association Committee who will deal with the matter accordingly. Failure to abide by this rule may result in the abandonment of the match by the match official whose decision is final.

83. An Association Committee member shall retire from any such meeting where there is a case involving their club players, officials or members of their club.

84. All Association caution fines will be mailed out to all clubs one week in advance of their monthly meetings to be paid on the night of the meeting. Other fines for players, officials or club members must pay their fines within 7 days of receiving their fines or

This will result in them being debt suspended. Game suspensions will not commence until their fine is paid. All fines to be paid to League Treasurer.

85. Fixtures will be arranged for any period of debt suspension, and the suspended club’s opponents will be awarded any league points, or cup-ties as the suspended club cannot participate in any such fixtures.

86. All communications refereeing to Association business must be sent to the Honorary

Secretary by email.

87. All appointed referees shall be appointed from the official referee’s association list.

88. The Association Committee shall be the authority for interpretation of all rules written within the associations’ constitution. Its decision is final on all matters pertaining to the business of their Association, except in the case of an appeal to a higher body against any such decisions being upheld.

89. All clubs shall notify the league secretary in writing of all player registration changes within five days of the date of the change. Failure to do so will result in a fine of £5.00 for each offence being levied against the defaulting club.

90. Clubs must attend all Association Official and fundraising activities. Failure to do so will result in any such club not receiving any of the benefits gained from these activities. Each club must have a minimum of 4 persons attending Sportsman's Dinner and Presentation nights of clubs will be fined.

91. Any league official that travels to a venue on official association business shall be entitled to claim expenses at 30p per mile.

92. Cup Rule –All cup ties go straight to penalties at the end of 90 minutes.

93. No league ties will be fixtured/played on the same day/night as a Cup final where a team is contesting from the same league.

94. All clubs must supply an active email-address, club colours and 2 contact names to the league Secretary prior to the season starting each year.

95. Any club debt suspended club from the association will have the debt shared equally by all registered players and officials. All players and officials will be banned from all football till this debt is paid.

96. All original registration forms must be returned to an appointed registration secretary within seven days of forms being returned from the S.W.F.A.

97. Any club will be allocated their home fixture on their preference day asked for unless otherwise stated by the Match Secretary.

98. The following Office Bearers should at the end of each season be paid the following honoraria:

|  |  |  |
| --- | --- | --- |
| 99. | Secretary | £400 |
| 100. | Match Secretary | £450 |
| 101. | Discipline Secretary | £350 |
| 102. | Treasurer | £250 |
| 103. | Minute Secretary | £250 |

104. League meetings will be held every month at Elizabethan pub unless stated by Secretary its going to zoom for a said month

105. All clubs must attend the AGM to be members of this Association non-attendance would mean exclusion for the ensuing season.

106. All correspondence whether it is e-mail, phone or letter format that asks for a reply must be adhered to otherwise the defaulting club will be fined £10.00 for each offence.

107. All Association Cup Finals will be organized and coordinated by the Match Secretary and two clubs who will be nominated by the Match Secretary to send one representative from their club to go along and sell raffles on behalf of the Associations. Failure to comply

With this will result in the offending club being fined the sum of £25.

108. DISCIPLINE

109. Every caution will earn a player a £2 Fine

110. 6 Cautions = 2 Game suspension + £10

111. 10 Cautions = 4 Game Suspension + £10

112. 14 Cautions = 6 Games suspension + £15

113. 16 Cautions = appear in front of discipline Committee

114. Team’s secretary to pay fines to the league Secretary every month. Fines not paid will result in automatic suspension.

115. Every Red card will receive £10 Fine

116. Denies a goal scoring opportunity by deliberately handling the ball = 1 game + £10

117. Denying a goal scoring opportunity by other means = 1 Game + £10

118. Serious Foul Play = 3 Game + £10

119. Insulting, offensive or abusive Language = 2 Games + £10

120. Violent Conduct = 3 Games + £10 + appear at next meeting.

121. Every Letter sent to player/manager/ Team Member not responded to will receive an additional £15

122. Any red card suspensions must pay their £10 Fine at the next Monthly meeting

123. Any player sent off for a second time in the same game will be cited to appear in front of the league committee.

124. All NESFA Clubs will have access to SFA Registration for clubs to view

125. All NESFA clubs can Loan players from any Youth/Development teams from U20s on Amateur status & will be max 3 per team during the year. All to be approved by Match Secretary & Chairman before the player can play.

126. NESFA will follow the following guidance for fines on players & clubs for any foul & abusive comments on any social media site,

Player fines

1st offence £25 plus 1 game ban

2nd offence £50 fine plus 2 game ban

3rd offence £100 fine plus 3 game ban

Club Fines

1st offence £100 fine

2nd offence £150 fine

3rd offence £200 fine