

Salisbury & Co (St.Asaph)
Chartered Accountants – Business Advisors

Cynghrair Pel-Droed Arfordir Gogledd Cymru (Y Dwyrain)
North Wales Coast (East) Football League

(Formerly – The Vale of Conwy Football League, The Clwyd Football League & The Vale of Clwyd & Conwy Football League)



2023-2024 Edition



Rheolau Cyfansoddiadau

League Constitutional Rules

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Origin: Bryan Roberts

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NORTH WALES COAST (East) FOOTBALL LEAGUE.

League Constitutional & Cup Rules

1.Name & Constitution.

This amalgamation of Clubs shall be called the 'The North Wales Coast (East) Football League' and shall consist of all clubs whom the management committee shall consider eligible, whose grounds are situated within the boundary of the North Wales Coast (East) Football League However, should the League be supported by a sponsor, then the name of the sponsor may be incorporated into the title of the League. Currently the league is sponsored by **Salisbury & Co (St. Asaph) Chartered Accountants & Business advisors.**

2. 1 League Structure.

2.2 The League may at its discretion operate more than one division, and such divisions shall not have more than sixteen (16) clubs in membership of any division at any period, similarly, the league may, at its discretion, have the right to reduce the number of clubs in any division.

2.3 It shall not be permissible for one club to have TWO teams playing in the same division.

2.4 The management committee, in accordance with the Football Association of Wales pyramid guidelines and regulations, will determine the promotion and relegation of clubs between the respective divisions.

3.1 Governance by the Management Committee.

3.2 The League shall be governed by a Management Committee of five (5) Independent Members who shall be appointed annually by members and clubs attending the annual general meeting. These to include a club representative member, one each from the division constituting make up of the league.

3.3 The North Wales Coast Football Association shall appoint one representative on the management committee of the league, with power to vote on all matters.

3.4 The following officers shall be appointed annually by the clubs attending the annual general meeting: Chairperson, Vice Chairperson, Hon General Secretary, Hon Treasurer, Hon Fixtures Secretary, Hon Referees appointment secretary, Hon Assistant General Secretary all of whom shall be members of the management committee in addition to those nominated in Rule 3.1. and 3.2 and 3.4

Nominations for the posts of officers must be received by the league General Secretary on or before 30th, April in each season.

3.5 The annual general meeting may also elect a President who shall be considered a member of the management committee and have full voting powers.

3.6 In the event of any vacancies, the management committee shall have the power to fill such vacancy.

4.1 Life Members

4.2 Officers and members of the management committee who have rendered extra-meritorious service to the league may be elected Life Members at the Annual General Meeting

5.1 Auditor(s).

5.2 An auditor (or one accountant in public practice) shall be appointed at each AGM who shall be responsible for the due audit of accounts annually for presentation to each member clubs.

5.3 The appointed auditor should not be a member of the management committee, or a relative of any member of the management committee.

6.1 Clubs in membership and ground criteria

6.2 Clubs must on an annual basis fully complete a league affiliation form and must comply with the following membership and ground criteria.

6.2.1 A club committee comprising of at least six (6) members of which must include a Chairperson, Club Secretary, and a Treasurer.

6.2.2 A bank account in the name of the club (an account through an individual person is not acceptable).

6.2.3. A set of constitutional rules appertaining to the club.

6.2.4. A club insurance policy

6.2.5 A ground that adheres to the criteria as set out in the league's constitution rules (**see appendix A & B**).

- 6.3** Clubs in membership of the League shall pay an annual subscription determined and approved by the League's Management Committee (including entry fees for all domestic League Cup Competitions) that must be paid on within 14 Days after being invoiced by the Hon Treasurer.
- 6.4** Clubs failing to adhere to League rule 6.2 will invoke a fine not exceeding £25.00 (see appendix 'A' for current fees applicable) and will not be entitled to vote at the AGM or any further meetings until such time the subscriptions are paid in full. **Automatic Fine**
- 6.5** A Club withdrawing from the League before the end of the Season shall forfeit its subscription and cup entrance fees. The management Committee shall investigate the matter and such Club may be fined a minimum sum of £25.00 for each non-fulfilment of fixture.
- 6.6** Clubs shall also pay a sum of £100.00 by way of a deposit or guarantee that the club will duly perform and keep its full obligations to the League whilst in membership in accordance with the rules in force. All deposits shall be placed to the credit of each club in a separate deposit account and will be returned to any club upon full compliance of this rule.
- 6.7** All other monies received by the officers of the League shall be placed to the League's credit at a bank selected by the management Committee and in the name of the League. Withdrawals on behalf of the League shall only be made by cheque on the signature of any TWO of the following: Chairman, Treasurer and General Secretary for the time being, who shall also be the trustees for and on behalf of the Executive Committee together with all assets, cups, monies, and any other property that may hereafter come into the possession of the League.
- 6.8** Clubs seeking membership of the league shall have their grounds inspected by the management committee. Each club accepted into membership of the league must have its registered league ground available for all matches, those matches being next in order of precedence to the competition under the auspices of the Football Association of Wales, the North Wales Coast Football Association, the Football Association of Wales Cymru Premier League, Cymru North League and League One.
- 6.9** The grounds of all league clubs may be inspected at any time by order of the management committee, and they may order such improvements to the ground as they may consider necessary, such being within the means of the club concerned.
- 6.10** Clubs seeking promotion to the Premier Division must have a ground that complies with the league's ground criteria. Clubs in breach of the criteria will be fined a sum not exceeding **£25** on every occasion that the club does not comply with this rule. **Automatic Fine**
- 6.11** Any club failing to maintain the necessary standard of their ground may be excluded at the end of the season.
- 6.12** Each club must take every precaution to ensure its ground is always in a satisfactory playing condition. Goal nets and corner flags must be always provided. Clubs failing to comply with this rule will be fined the sum of **£10**. **Automatic Fine**
- 6.13** The home club must ensure that its changing rooms are available to the visiting club and match officials at least 45 minutes before the appointed kick-off time.
- 6.14** Clubs/teams are **WARNED** that the consumption of alcohol is strictly forbidden at all grounds during league and cup matches (except within a clubhouse that provides the sale of alcohol) and that clubs/teams are responsible for their clubs/team's behaviour of their players and supporters. Failure to adhere to any part of this rule will result in the club being **automatically fined** £50.
- 7.1** **Objectionable Conduct of Clubs.**
- 7.2** At the AGM or an EGM called for that purpose, it shall be competent for majority of the delegates present and voting thereat to exclude from membership any club whose conduct has, in their opinion been objectionable.
- 7.3** Before this rule can operate, all objections by clubs shall be first communicated in writing to the Hon General Secretary, who must relay such evidence as they may consider necessary to prove (or otherwise) that a prima-facie case has been made out.
- 7.4** Voting shall be by ballot and the club whose conduct is under consideration shall not be entitled to vote.

8.1 Management Committee Jurisdiction and Meetings.

- 8.2** The Management Committee shall have jurisdiction over all matters, whether especially provided for in these rules or not.
- 8.3** The management committee shall have the power to appoint any Sub-Committee it may consider and may delegate all or any of its powers to any Sub-Committee. Any such delegation of power shall be duly recorded.
- 8.4** A quorum of any Management or Sub-Committee meeting shall be one-third of its members, unless otherwise ordered.
- 8.5** Minutes of the Management Committee meetings and all Sub-Committee meetings shall be taken by a member nominated and the Hon General Secretary shall always keep a copy.
- 8.6** Any infringement of the League rules shall be dealt with in such manner as the Management Committee thinks fit. The management committee reserves the right to deal with any matter not provided for within the league constitution and shall be the sole interpreters of all league rules.
- 8.7** In the event of any voting at any meeting being equal, the chairperson of such meeting shall have a casting, or second vote.
- 8.8** The Management Committees shall meet at least every two (2) months (or such period when they consider necessary).
- 8.9** Meetings shall be held at such place as the management committee shall decide or in the case of a sub-committee, where such a sub-committee shall decide.
- 8.10** The Hon General Secretary shall give at least SEVEN (7) days notification to Members of the management committee by post or electronic mail of the date, venue and starting time of such meeting.
- 8.11** Any club failing to be represented at the Annual General Meeting, to which the clubs have been requested to attend, shall be fined the sum of £25. **Automatic Fine**
- 8.12** No resolution shall be rescinded at the meeting at which it is passed unless the motion to rescind shall be carried by two thirds of those members present at the meeting and voting thereof.
- 8.13** Minutes of the management committee meetings, or extracts there from, are issued for information and intended as a notification to the recipient of any matters applicable to the club or individuals named therein, and no further notification need be sent.
- 8.14** A member club or player ordered by the League to provide a written response to a charge preferred by the League, or a protest, appeal, claim, or complaint lodged with the League by a club or player, must do so within seven (7) days of the date of the letter from the League requesting the written response.
- 8.15** Such written response must stipulate whether the Club/player requires a personal hearing. Should a Club or player fail to provide a written response within the stipulated seven days, they will be deemed to have denied the charge of misconduct or allegations contained in the protest, appeal, claim, or complaint lodged and the League will take the required steps to convene a hearing at which the Club or player will be required to attend.

9.1 Fixtures.

- 9.2** All matches shall be arranged on a system to be decided upon the Hon Fixture Secretary on behalf of the Management Committee, so as not to clash with the Conference dates of the Football Association of Wales and the North Wales Coast Football Association Cup Competitions.
- 9.3** Each club must play its full-strength team in all League & Cup matches or be dealt with by the management Committee in accordance with the League rules.
- 9.4** All matches shall be played under the Laws of the Game as per FA of Wales regulations and shall be of 90 minutes duration (45 minutes each way). Clubs shall not mutually agree to play a match in lieu of any League match. If a match is played to a conclusion, it must be a league match.
- 9.5** Any match not completed may be ordered to stand as a completed match or replayed for the full period of 90 minutes as the Management Committee may direct. In the event of a match being ordered to be replayed, the Management Committee shall decide on how the expenses of the replayed match are to be shared. In the event of play being stopped because of the weather, the match referee must wait a reasonable length of time (maximum 30 minutes) before deciding to abandon the match.
- 9.6** In the event that a match is abandoned for whatever reason, BOTH clubs must send a written report to the Hon General Secretary within FOUR (4) days (Sundays excluded) as to why the match was abandoned. Clubs failing to comply with this rule will be fined the sum of £10.00. **Automatic Fine**

- 9.7** HOME clubs must confirm the game with their opponents no later than 9pm Two (2) days prior to the game being played. Clubs failing to comply with this rule will be fined the sum of £10.00 unless a reasonable written explanation is given. **Automatic Fine**
- 9.8** HOME clubs must also confirm the match with the appointed match official no later than 9pm 2 days prior to the game being played. Clubs failing to comply with this rule will be fined the sum of £10.00 unless a reasonable written explanation is given. **Automatic Fine**
- 9.9** Postponed matches must be always sanctioned by the Hon Fixture Secretary and under such terms, as he shall decide in consultation with the management Committee.
- 9.10** No Club shall be allowed to postpone a fixture with another club, unless it is to play a conference fixture in the FAW or NWCFA Cup Competitions, or in the event of TWO or more players being selected for a Representative game. In the event, the appropriate Club Secretary must give at least SEVEN (7) days' notice in writing to the Hon General Secretary of full particulars and the inability to fulfil its League or Cup fixture so arranged by the League. No player under suspicion shall be selected to represent the League.
- 9.11** Kick-off times for matches throughout the season shall be determined by the Management Committee.

Kick off times shall be as follows:

August, September, and up to October 31st	2.30pm
November, December, January & up to February 28/29th	2.00pm
March, April, and up to May 31st	2.30pm
All Sunday fixtures	2.00pm
Midweek fixtures	6.30pm or 7.30pm

NOTE. 7.30pm midweek fixtures time will be under floodlights.

All Cup Matches will kick off 30 minutes earlier than the advertised League matches to allow for extra time and penalties, should they be required.

- 9.12** Any Club failing to keep its engagement without giving a reason deemed to be satisfactory by the management committee **will** have THREE (3) points deducted from their playing record and shall be fined a sum not exceeding **£100.00**. Clubs failing to keep its engagement must forward such a report in writing to the Hon General Secretary within FOUR (4) days (Sundays excluded) of the scheduled match. Disappointed clubs may be awarded such compensation as the Management Committee may deem reasonable. The league does not award points to any club.
The executive committee recommends that a fine of £25 for first offence and if further offences are committed by same club, then on each occasion the fine increases by **£25 (automatically)**
- 9.13** A Club deemed responsible for the non-fulfilment of a league fixture will be automatically dealt with by the Management committee without a charge being preferred. If a club wishes to dispute the issue of non-fulfilment of a league match, then that club must send an objection to the Hon General Secretary within four (4) days after the fixture date.
Any club who postpones four or more fixtures (cup/league fixtures) due to lack of players or ground criteria will be dealt with by the management committee and be liable to expulsion from the league.
- 9.14** Clubs requesting a free date must do so in writing to the Hon Fixtures Secretary of the league twenty-eight **(28) days** prior to the date of the match.
- 9.15** Each Club will be allowed no more than **TWO (2)** free dates per season.
- 9.16** No free dates will be granted after **31st March** of the current season.
- 9.17** HOME clubs will provide such half-time refreshments, as is usual to the visiting team and Match officials. Any Club failing to provide such refreshments will be fined the sum of £20.00. **Automatic fine**
- 9.18** Clubs may at its discretion use five (5) substitute players at any time except to replace a player or players who have been suspended from the game by the referee.
9.18.1 Clubs may only nominate up to five (5) substitute players and all five (5) shall be permitted to participate in the match. Substitutions can only be made when play has been stopped for any reason and the referee has given permission. This rule also includes cup competitions **(See rule C34)**.
9.18.2 The names(s) and number(s) of the substitutes must be nominated to the referee and agree with the team sheet and team list submitted to the opponents and referee. Roll on roll off policy is not allowed.

- 9.19** Any club or player offering or receiving any inducement to or for, another club to win, draw or lose a match shall be guilty of misconduct and may be dealt with, as the management committee shall decide.
- 9.20** The Hon Fixture Secretary will endeavour to complete the League programme for all clubs by **31st, May** in each season.
- 9.21** Clubs responsible for a late start, whether the match is completed or not, will be fined £10. **Automatic Fine**
- 10.1 Champion Club**
- 10.2** At the end of each seasons' competition, the club in each Division scoring the largest number of points shall be declared the champion club of that Division, three points being awarded for each game won and one point for each game drawn. Should two or more clubs be equal on points, the club having the best goal difference shall be the winners. In the event of the goal difference being equal, the Club shall play off at a neutral venue.
- 10.3** The League Champions and Runners Up will be presented with 20 mementoes each from the funds of the League. These mementoes will be presented to the recipients at their final home fixture of the season where practicable or sooner if possible.
- 11.4** Any club refusing to collect their mementoes at the time will be **automatically fined** the sum of **£50** and have their mementoes withdrawn.
- 11.1 Results of Matches.**
- 11.2** Each club competing in a match must complete a team sheet using FAW comet in accordance with the comet regulations or any other system used by the league, at least thirty (30) minutes before kick-off of each match.
- 11.3** Deleted
- 11.4** Any club found guilty of either falsifying or submitting an incorrect team sheet or match result will be liable to an automatic **fine not exceeding £50**
- 11.5** Rule deleted.
- 11.6** ALL Clubs must mark the Match Referee for their performance. Any club allocating a mark of 5 or below must provide a letter of explanation as to why such a mark is given. Clubs failing to comply with any part of this rule will be liable to a fine of **£10.00. Automatic Fine**
- 12.1 Referees and Assistant Referees.**
- 12.2** Only properly registered and qualified Referees and Assistant Referees shall be appointed.
- 12.3** Referees and/or Assistant Referees failing to fulfil their appointed fixture may be fined equivalent to their respective match fee and reported to the NWCFA unless a satisfactory explanation is received.
- 12.4** The match referee must ensure, in accordance with FAW comet, that all named substitutes for a match are entered on the team sheet. Again, this must be completed prior to the commencement of the match. Substitutes not entered and confirmed by the referee will not be eligible for the match.
- 12.5** Where neutral assistant referees are appointed by the management committee, then such assistant referees shall be paid a match fee and travelling expenses in accordance with the scale approved by the North Wales Coast Football Association and with the same conditions of travelling as applies to a referee.
- 12.6** Rule deleted.
- 12.7** The home club shall pay the referee (and assistant referee(s) when appointed) a match fee and travelling expenses according to a scale approved by the NWCFA. The match fee shall be paid to the match officials immediately after the match in their own dressing room.
- 12.8** Any Club found guilty of paying either the Referee and/or Assistant Referee more than the scale fees shall be deemed guilty of misconduct and shall be dealt with, as the management Committee shall decide. The Referee and/or Assistant Referee found accepting such enhanced fees shall also be dealt with for serious misconduct and be debarred from future appointments within the League, fined otherwise, dealt with as the Management Committee shall decide and reported to the NWCFA.
- 12.9** The Referee shall have power to decide as to the fitness of the ground for play.
- 12.10** Each Club must take every precaution to keeping its ground in a playing condition, and where necessary, the HOME club may require a Referee to visit the ground for the purpose of making the necessary inspection at least FOUR (4) hours before the advertised time of kick-off.

- 12.11** Should the Referee, after due inspection, believe the ground will not be in a fit condition to play upon, he must inform an official of the HOME Club and contact the Hon Fixture Secretary immediately he has completed his inspection.
- 12.12** The HOME club official being informed **MUST** communicate the same to the visiting club immediately, in time to prevent their travelling or failing which immediately the visiting team arrives at the dressing room.
- 12.13** On the match being postponed by a Referee, the HOME Club official must also contact the Hon Fixture Secretary to inform him. Clubs failing to comply with this rule will be fined the sum of £10.00. **Automatic Fine**
- 12.14** Should the HOME clubs ground not be private and the ground is declared unfit by the landlords' grounds man, the HOME club shall be responsible for ensuring that a written report is forwarded by post or by electronic mail to the Hon Fixture Secretary, to be received no later than **FOUR (4) days** (Sundays excluded) after the inspection has taken place. Clubs failing to comply with this rule will be fined the sum of £10.00. **Automatic Fine**
- 12.15** The Referee shall within **FOUR (4) days** (Sundays excluded) forward a report to the Hon General Secretary, the result of the match, circumstances whereby it was postponed or abandoned (from whatever cause), late starts and late arrival of any official or player.
- 12.16** The Referee must inform an official representative of a defaulting club, before the start of the match, of his intention to report any late start.
- 12.17** The Referee shall also advise the Hon General Secretary of any report he will be submitting to the Disciplinary Secretary of the NWCFA in the case of any misconduct by a player or spectator etc. and must in all cases forward the result of the match to the Hon General Secretary on the day of the match.
- 12.18** A Referee who is the cause of a late start will be reported to the NWCFA referees' officer unless the Management Committee, after considering the report or evidence, is satisfied the delay was unavoidable.
- 12.19** The HOME Club will be responsible for the Referees travelling expenses according to a scale approved by the NWCFA, plus half fee, where the match was postponed or abandoned, after he had duly inspected the ground as per rule 9.4. But where the match is abandoned for any other reason, then the whole fee plus travelling costs becomes payable subject to the decision of the Management Committee.
- 12.20** In all cases, where players are ordered off by a Referee or where the Referee submits a special report on the misconduct of spectators, then the ASSISTANT Referee, if neutral and appointed by the Referees Appointment Secretary, shall supplement his report by one of their own and forward it on to the Disciplinary Secretary of the NWCFA, the same day as the match was played.
- 12.21** No member of the Leagues' Management Committee shall be appointed to officiate as Referee or Assistant Referee in any match, nor shall be Referee or Assistant Referee be present members of either of the competing clubs.
- 12.22** In the event of the Referee or Assistant Referee appointed not attending a match, or not being in time to commence the game, the following procedure shall obtain:
- 12.22.1** In the case of the Referee, the TWO clubs must first agree to one from amongst those present at the ground, in all cases, preference being given to a registered or qualified referee.
- 12.22.2** In cases of the Assistant Referee, the Referee being present shall appoint such person or persons, as he shall deem competent. All such emergency officials shall be considered League officials during the period for which they officiate.
- 12.22.3** On arrival of the permanent officials, they shall take over their duties, but a report of their late arrival shall be made by both clubs to the Hon General Secretary who in turn will report to the Management Committee and who shall deal with the whole circumstance connected with that match and decide the best course of action.
- 12.23** Should the HOME club, in very exceptional circumstances be unable to comply with League Rule 13.23, the sanction of the Hon Fixture Secretary must be received before a club is empowered to postpone the match.
- 13.1 Player(s) Registration & Transfers.**
- 13.2** All player registrations for clubs playing in the league shall be in accordance with Football Association of Wales rules and through the Football Association of Wales **COMET** System

- 13.3** A player aged fifteen years of age at the commencement of the season will not be permitted to register for a senior club until he has obtained the age of 16 in accordance with the criteria as currently determined by the Football Association of Wales
- 13.4** Any club playing an ineligible player or players may have THREE (3) points deducted from their record and be liable to a fine not exceeding £100.00 and/or otherwise dealt with by the Management Committee. The Management Committee may at its discretion order a match to be replayed.
- 13.5** A player without a written contract may not be placed on the 'open to transfer' list and no sum shall be paid or received by a club for the transfer of any such player unless he signs a written contract.
- 13.6** All players must be contract or non-contract players. The Football Association of Wales rules will apply to the signing and transfer of contract players. They will be registered in accordance with the Football Association of Wales **COMET System**.
- 13.6.1** Whether registered for a Club that plays in a League at National Level or that plays at Recreational Level, a player not holding a written contract with their club may only be registered for ONE club at a time PROVIDED THAT this shall not prevent: -
- 13.6.1.1** A youth player being registered with separate clubs to play youth and adult football in circumstances permitted in Rule 13.3 (see above); or
- 13.6.1.2** A player also being registered with another club that is not a member and that only plays association football on a Sunday.
- 13.6.1.3** whether registered for a club that is a member of a League playing at National Level or a League playing at Recreational Level, a player may be registered for a maximum of THREE (3) clubs during the period **1st June to 31st May** of the following year and during such period the Player will only be eligible to play for TWO (2) clubs PROVIDED THAT if a player registers for a second club pursuant to the exceptions permitted in League Rules 13.6.1.1 (i) or 13.6.1.2 (ii). In either case, such second registration shall not count towards the total THREE (3) registered clubs and playing for such second club shall not count towards the total of playing for TWO (2) clubs.
- 13.6.2** There shall be no requirement for a cancellation of a player's registration during the registration period as in future a player must only be always transferred to a new club. The registration and transfer of non-contract players will be made in accordance with the Football Association of Wales **COMET SYSTEM**.
- 13.6.3** A bona-fide player of a club is one who is registered in accordance with the Football Association **COMET System** **before 5:00pm** on the day immediately preceding the game.
- 13.6.4** It is the responsibility of each club to ensure that players have been properly and currently registered on the FAW **comet** system prior to playing in any arranged fixture subject to the Leagues' Rules.
- 13.6.5** The Management Committee has the power to refuse and cancel the registration of any player found guilty of undesirable conduct and to disqualify the player in question from participating in any or all games in the League. If such action is taken, then the NWCFA must be notified.
- 13.7** Should any club wish to register a player where International Clearance is necessary, and then the club concerned must obtain that International Clearance before the registration is offered to the League for processing.
- 13.7.1** All clubs must familiarise themselves with the FAW regulations regarding International Clearance.
- 13.7.2** A copy of the International Transfer Certificate must be forwarded with the Registration form to the Hon Registration Secretary of the League once it has been received from the Football Association of Wales.
- 13.8** In the event of a player registering for more than one club in the League, priority of registration shall be the deciding factor. The Club submitting the latter form will be notified of the fact and the Management Committee shall investigate the matter.
- 13.8.1** Any player found to have wilfully signed registration forms for more than one club in the League or if a club is found to have knowingly induced a registered player of another club to sign a registration form will be dealt with by the Management Committee in such a manner as it shall think fit.
- 13.9** Permission for the transfer of any player must be obtained from the club holding the player's registration in accordance with the FAW COMET System, such transfer to be valid when the club requesting the transfer receives the certification of the transfer.

- 13.9.1** The club holding the player's registration within 48 hours of receipt of application for such transfer must complete all transfer forms.
- 13.9.2** The appropriate fee shall be payable in accordance with the FAW COMET System
- 13.9.3** All Clubs must note FAW Rule, Item H, on contracts and transfers.
- 13.10** A player who does not hold a written contract with his club shall not be approached, except during the period of 'Close Season' by any Club or person attempting to induce such player to play for another club or clubs without at least **three (3) days'** notice in writing to the Secretary of the Club for which the player was last known to have played and the negotiations with the player must cease at the expiration of **FOURTEEN (14) days** from the day of such notice being given.
- 13.10.1** A copy of any notification shall also be sent to the Leagues' Hon Registration Secretary of its actions in writing.
- 13.10.2** The notice must be forwarded by recorded delivery, registered post or a written acknowledgment otherwise obtained. A second notice shall not be given by the same club in respect of the same player during the same football season.
- 13.10.3** The approaching club or person shall not give notice of intention to approach more than one player of a club at the same given time and shall not give notice of intention to approach another player of the same club until **TWENTY-ONE (21) days** has elapsed after a prior transfer or notice.
- 14.10.4** Except with the written consent of the club a minimum of **TWENTY-ONE (21) days' notice** is necessary if the first approach is made by the player, but this consent shall not be unreasonably withheld where there are circumstances of a special character exist e.g., change of residence or non-selection for any team of the club for three consecutive weeks.
- 13.10.5** Any member club or agent of such club being found and proved guilty of irregularly approaching a player already registered will be dealt with by the Management Committee.
- 13.10.6** No player will be permitted to transfer to another club within the League until a period of **28 days** has elapsed from the registration date.
- 13.11** After the last **Thursday in March** of each season, registrations and transfers will not be permitted (FAW ruling).
- 13.12** No player having taken part in matches for a Club shall be allowed to join another Club without first satisfying the officials of his existing Club and intended Club that he has discharged his reasonable financial and other liability to the Club or Clubs for which he is, or was, a playing member. It is the responsibility of the existing Club to maintain records, mutually confirmed by Club and player, outlining any such liabilities.
- 14.1 Misconduct, Charges, Protest, Appeals & Complaints**
- 14.2** All protests, appeals, claims or complaints must be sent to the Hon General Secretary and be accompanied with a **fee of £45.00** that will be forfeited in the event of a protest, appeal, claim or complaint not being upheld. All such matters relating to a particular match, must be lodged with the Hon General Secretary within **THREE days** of the match in question (Sundays and Bank Holidays excluded).
- 14.3** All questions regarding eligibility, qualification of players interpretation of the rules of the League shall be decided by the management Committee but no objection relative to the dimensions of the ground, goal posts, crossbars or other appurtenances of the Game shall be entertained unless a written protest is lodged with the match Referee before the commencement of the game.
- 14.4** Where there is evidence of a breach of the League's rule, club or the League will investigate the matter, and when considered appropriate, prefer a charge of an alleged breach of rule against the club or player(s) concerned.
- 14.5** The Management Committee will appoint a Panel of **THREE** persons, one of whom shall be appointed as Chairman of the Panel, elected from members of the Executive Committee (excluding the Hon General Secretary), to consider all protests, appeals, claims or complaints lodged by a club or player(s) as well as all charges preferred by the League of an alleged breach of rule.
- 14.6** Where a club or player(s) elects to have a personal hearing as provided for in League Rule 8.13 and 8.14, the appointed Panel will conduct its business in accordance with the provisions as set out in the NWCFA Memorandum on Procedure at Personal Hearings.
- 14.7** In the case of a protest, appeal, claim or complaint, the Panel, shall have the power to grant or deny the protest, appeal, claim or complaint (in whole or in part) as well as the power to order any such penalty or sanction as the Panel shall reasonably deem fit.

- 14.8** In the case of a charge of an alleged breach of a League rule being found proven, the Panel shall have the power to order any such penalty or sanction as the Panel shall reasonably deem fit.
- 14.9** In all matters the panel shall have the discretion to impose a costs order against any of the parties involved.
- 14.10** If dissatisfied with any decision given by the Management Committee or a Sub-Committee or Panel appointed by the Management Committee, a club or player shall have the right of appeal to the North Wales Coast Football Association. Any such appeal must be lodged within **Four (4) business days** as of the earlier (a) the decision being announced at the time of the hearing/meeting or (b) the date of the correspondence containing the decision. All appeals must be accompanied with the appropriate fee as set out by the NWCFA made payable to the NWCFA and sent to the General Secretary of the Association.
- 15.1 Alteration to rules**
- 15.2** No alteration of or addition to these rules shall be made except at the Annual General Meeting or such adjournment thereof, or at a special general meeting convened for that purpose.
- 15.3** No Special Meeting shall be convened unless a requisition is received, signed by not less than two-thirds of the clubs in membership and such requisition shall contain the full nature of any suggested alteration or amendment to the rule or rules contemplated.
- 15.4** Upon receipt of any requisition under this rule, the Hon General Secretary shall call the necessary Special Meeting, by giving each club in membership at least **SEVEN (7) days' notice** of the time and place of such meeting and such notice shall fully describe the nature of any alteration or amendment to the rule or rules, and no deviation there from shall be allowed at the meeting.
- 15.5** Before any alteration or amendment to the rule or rules under discussion shall be declared carried, at least two-thirds of those present at the meeting, entitled to vote, shall record their votes, for such alteration or amendment.
- 15.6** All correspondence to the League both verbally and in writing from the Clubs must be from the Club Secretary to the Leagues' Hon General Secretary
- 15.7** The same proceedings shall apply to the AGM, save, that all suggested alterations must reach the Hon General Secretary, on or before the **31st day of March in each year**.
- 16.1 Annual General Meeting and Alteration of Rules**
- 16.2** The Annual Meeting of the League shall be held during the month of June or July for the purpose of receiving the Treasurers Statement of Accounts in accordance with league rule 15, consideration of such amendments to the rules as may have been properly notified in accordance with rule 16.6, the Election of Officers for the Management Committee, in accord with rules 3.3 and 3.4 and such other business, which the Management Committee consider it competent, under the rules to transact, but all business to be brought before the Meeting shall appear upon the Agenda, circulated to all member clubs and under no circumstances, shall any business, not so notified be transacted.
- 17.1 Club Colours**
- 17.2** Each club in the league shall register its first and second choice colours with the Hon General Secretary.
- 17.3** No club in the same division shall have the same colours, however, if any club or clubs have at present the same, or similar, colours the HOME club shall, for any league or cup match, adopt entirely different and distinctive colours to that of the AWAY club.
- 17.4** All goalkeepers must adopt such other colour that will distinct them from those of the competing clubs.
- 17.5** No player, including the goalkeeper, shall be permitted to wear **BLACK** tops or tops where the colour black is more prevalent.
- 17.6** All shirts shall be numbered, and the number worn by the player shall correspond with the list of players on the comet team sheet made available to the referee prior to the commencement of the match, as defined in Rule 20
- 17.7** Failure to comply with this rule in its entirety will result in the guilty being fined the sum of £25. **Automatic fine**

- 18.1 Annual Statement of Accounts & General Payment of Accounts.**
- 18.2** The Annual Report and Balance Sheet, duly audited, shall be submitted to each club, at the Annual Meeting copy of such balance sheets must be forwarded, within **SEVEN (7) days** of the Annual Meeting to the General Secretary of the North Wales Coast Football Association.
- 18.3** Prior to payment, all due accounts shall be passed by the Officers and a detailed account submitted to the next available meeting of the Management Committee of all such payments.
- 19.1 Admission to grounds by members of the Management Committee**
- 19.2** All members and officials of the Management Committee shall have free access to any part of the ground, during any League or Cup game, on production of their current season badge of office, or such proof of membership, which is satisfactory to the home club.
- 20.1 Players selected for Representative matches.**
- 20.2** Any player selected to play in any inter-league match, or other match, arranged by the management committee and failing or refusing to play, shall in the absence of a good and sufficient cause, be judged to be guilty of misconduct, and any club which shall be found to have encouraged or instigated such conduct on the part of the player shall also be deemed guilty of misconduct.
- 20.3** Any club supplying two or more players for a representative match shall on application to the Hon General Secretary be granted an open date on the day of the match.
- 20.4** A representative match is one defined as being under the auspices of the Football Association of Wales, North Wales Coast Football Association, Cymru Premier League, or Welsh Schools FA.
- 20.5** No player under suspension shall be selected to play in any representative match.
- 21.1 Guarantee for the safe custody of League Trophies.**
- 21.2** The safe custody of all league trophies (cup(s)) and or shields shall be the responsibility of the league officials who will also undertake sole responsibility to place inscriptions and insurance on all trophies one an annual basis.
- 21.3** A guarantee for the safe custody of any cup won by a club shall be given, by the club winning the same and such guarantee shall be a personal one of such members of the Clubs Committee as shall be in office at the time the Cup was won. In the vent of such guarantee not having been given, then such shall be implied, under these rules, as being binding, against such Committee members in the following amounts: for loss or damage to such Cup or Cups for the loss of **£500.00**; for damage to, the same such amount, as will thoroughly repair and make good such damage or replacement of such cup(s) or shield.
- 21.4** Clubs are strictly prohibited from placing any inscription upon the Cup or Cups they may hold under a very severe penalty assessed under the foregoing rule, or the sum of £100.00, whichever the Management Committee may decide.
- 21.5** All trophies belonging to the League must be returned to the Chairman or Hon General Secretary within one month of being presented.
- 22.1 Application for Membership to the League & Resignations from the League**
- 22.2** A club wishing to apply for membership of the league shall submit a written letter of application together with a **fee of £100** which is non-refundable to the Hon General Secretary or registration secretary not later than the **31st, December** as provided for by the Football Association of Wales pyramid guidelines.
- 22.3** When a club is accepted into the League at the AGM, then its annual subscriptions will be in line with Rule 6.1 to 6.7 inclusive.
- 22.4** Clubs applying for membership of the league must fully comply with the ground criteria for membership.
- 22.5** It is possible for a club to be accepted into the league at the annual general meeting only to be subsequently rejected if its ground and/or facilities fail upon inspection by officers of the league prior to the commencement of the season.
- 22.6** Clubs intending to resign from the league must do so in writing on or before **30th, April** in each year. All claims against the league by a club must be submitted in detail before **30th, April** in each year, similarly, by any club against any other club in the league through the Hon General Secretary.
- 22.7** Any clubs resigning after the **30th, April** in each year and before the commencement of the new playing season shall be liable to a fine, the sum not exceeding £100 plus forfeiting their league subscription fee and deposit unless a satisfactory and acceptable explanation is received in writing by the management

committee via the Hon General Secretary. This will not apply to clubs involved in promotion to Tier 3 standard.

- 22.8** The League Management Committee will exercise its discretionary powers to deal with those Clubs or Teams resigning from the League and who fail to pay any outstanding monies owing to the League. The League will place a restriction upon the registered players who were registered at the time including the Committee members at the time, until such time, that the outstanding monies are paid to the League. The number of monies, if not paid, will be divided between those players registered and those Committee members at the time of the resignation. In addition, neither player(s) nor Committee member(s) will be accepted into the League, until either the full amount is paid or that player(s) or Committee member(s) concerned pays their proportionate amount.
- 22.9** Any Club/Team who resigns from the Premier Division during the season will not be allowed to re-enter the Premier Division for a period of three seasons. If they re-join the League, they must compete, initially in the lowest division.
- 22.10** A Club relegated from a more Senior League shall automatically be accepted into membership as per the FAW's Pyramid Guidelines and Regulations. However, this does not include clubs that have been refused membership or ejected from the tier 3 or above leagues.
- 23.1 Insurance.**
Every club must ensure that it has sufficient insurance cover for its players and officials. The league shall reserve the right to check policies of clubs at random.
- 23.2** Clubs should submit a copy of their insurance policy upon request to the Hon General Secretary along with their affiliation form before the start of the season.
- 23.3** If an insurance policy is due for renewal at any other time, then the club should submit a copy of the renewed Insurance Policy within seven (7) days of having received their new policy.
- 24.1 Club Minutes and account records.**
- 24.2** Each club in membership are required to keep minutes giving a true record of all resolutions adopted by its members and decisions arrived at by the Club Committee and shall **MUST** keep account records showing in detail the items of income and expenditure.
- 24.3** The Management Committee shall reserve the power to call at any time, provided 48 hours' notice is given, upon a club to produce before the management Committee, any books, letters, documents, or any other material the management Committee may require examining.
- 25.1 Playing Season**
- 25.2** The Football Association of Wales shall determine annually the date when the playing season commences and will indicate the length of the season. These dates are to be conveyed via the North Wales Coast Football Association to all clubs on the season's first fixture list.
- 25.3** The start date of the football season shall be decided at the AGM, or adjournment thereof, of the League in accordance with 25.1 above.
- 26.1 Failure to pay fines and reply to correspondence.**
- 26.2** Any club which incurs a fine must pay the said fine within a period of **7 (seven) days** from the date of the letter informing them of the fine. A club failing to reply to other written correspondence from the Leagues' Management Committee within **7 (seven) days** will incur a further fine that doubles the original fine and accordingly for each further **seven (7) days thereafter**.
- 26.3** Any club failing to reply to correspondence from the league within seven **(7) days** of the date a request was sent to them, or within an alternative specified period, shall be fined the sum of **£20. Automatic Fine**
- 26.4** Clubs/Club Officials/players who are in monetary debt to the league or are, responsible for such monetary debt, will not be allowed to participate in any aspect of football within the jurisdiction of the North Wales Coast (East) Football League until such debts are honoured in full and, to the satisfaction of the league's management committee. A breach of this rule will constitute a fine not exceeding £50. **Automatic Fine**

27.1 Player Suspension due to Bad Disciplinary Record.

27.2 The Management Committee shall have the right to reprimand any Club as to the conduct of its players and/or spectators.

27.3 If a player persistently infringes the Laws of the Game resulting in suspensions and/or fines imposed by the NWCFA, the League will call such player to explain himself before a Disciplinary Panel hearing of the League. Should the player's behaviour subsequent to the hearing not improve; the League will request the Club, for whom the players is registered, to cancel his registration with the Club.

27.4 If the above fails to produce a positive result, both the Club and player will be charged with bringing the game into disrepute, and the Club, if found guilty will be fined a minimum sum of £100.00 and run the risk of being expelled from the League.

28.1 Claims

28.2 All claims against the League by any club must be submitted in detail before the **31st May** in each year, similarly, by any club against any other club in the League via the Hon General Secretary.

29.1 Social Media

29.2 Any person associated with any club who uses social media to the detriment of any member of the league management committee, registered referee or the NWCFA will be charged with bringing the league into disrepute and dealt with by the league and, if found Proven, will be liable to a fine not exceeding £100.

Automatic Fine

30.1 North Wales Coast Football Association Child Protection

30.2 To comply with the statutory requirement of the Children Act 1989, clubs which include a player(s) under 18 years of age in its team must ensure that the team manager, coaches and First Aid staff and/or other members of the club who are frequently in close proximity of such player on a sporting basis must be:-

(i) Vetted under the criminal records bureau.

(ii) Registered with the Child Welfare Officer of the league.

30.3 Clubs must comply with the relevant rules of the North Wales Coast Football Association regarding Child Protection. The leagues child protection officer shall work closely with the clubs and the North Wales Coast football association to ensure compliance with the act.

30.4 Clubs are reminded that in law, a person who is 17 years and 364 days old is a YOUNG PERSON.

30.5 Team managers and coaches must attend the relevant course and hold at least the FAW level 1 Coaching certificate prior to the commencement of each season, a copy of the certificate of which must be submitted to the child protection officer of the league, including Criminal Record Bureau Disclosure certificate number and issue date, copies of first aid certificate and copies of welfare and child protection certificates.

Local Guidelines

- a. 20 medals per team will be presented to each club in final ties.
- b. Referees shall receive mementoes instead a match fees but may claim travelling expenses.
- c. Clubs are warned that the consumption of alcohol is strictly forbidden at all grounds during league & cup fixtures (except within a clubhouse that provides the sale of alcohol) and that clubs/teams are responsible for their club/team's behaviour of their players and supporters. Failure to adhere to any part of this notice will result in the club responsible being **automatically fined** the minimum of **£100**.
- d. Clubs are warned that use of flares during a fixture by supporters will result in the club concerned being fined up to a maximum of £500

Rules for Cup and/or Shield Competitions

- C1.0** The League shall have the following Cup Competitions:
- C1.1** A Cup Competition solely for each Division of the League in which each team in membership thereof shall compete automatically.
- C2.0** The entire control and management of the Competitions shall be vested in the management Committee. These rules apply to all the League related Cup Competitions.
- C2.1** Should any of the Cup Competitions be sponsored, then the Sponsors' name may be incorporated into the title/name of the Cup Competition.
 - C2.2** The Competition shall be confined to clubs in membership of the North Wales Coast (East) Football League and all players must be non-contract.
- C3.0** The entrance fee shall be determined by the comet system.
- C4.0** Players eligible to take part in the competitions must be eligible to play in the league.
- C4.1** A club may at its discretion use five (5) substitute players at any time except to replace a player or players who have been suspended from the game by the referee.
 - C4.2** Clubs may only nominate five (5) substitute players and all five (5) shall be permitted to participate in the match. Substitutions can only be made when play has stopped for any reason and the referee has given permission.
 - C4.3** The name(s) and number(s) of substitutes must be nominated to the referee and agree with the team sheet on comet, and the team list submitted to the opponents and the referee. Roll on Roll off policy is not allowed.
- C5.0** The members of each team may be changed during the series of matches, but no individuals shall play for more than **three** competing team during the season, and he must be a registered player (in accordance with League and FAW Rules) of the Club with which he proposes to play before 5pm on the day immediately before the conference date on which the match is to be played.
- C6.0** For the semi-final and final ties a player must have been registered 28 consecutive days immediately prior to the date arranged for these ties.
- C7.0** A player shall not be allowed to play in the same cup competition for two different clubs.
- C8.0** No senior club whether in membership or not shall allow/include in their squad of players in any cup match involving their reserve side more than three (3) players who have taken part/played in more than three (3) matches for their senior side.
- C9.0** A player under 19 years of age on the 1st, September in the current season shall be eligible to take part in the competition irrespective of the number of senior matches he has played, providing the player complies with Cup rule 5 depending on the conference date of that particular round of the competition.
- C10.0** Any registered player(s) of a club withdrawing from the league during the season and who had played for the withdrawn club in any of the league cup competitions shall not be deemed 'cup tied'.
- C11.0** Conference dates shall be arranged by the management committee of the league.
- C12.0** In the event of a postponed, abandoned, or replayed match, only those players who were eligible on the original conference date shall be considered eligible to play.
- C13.0** If at any time and because of circumstances beyond the control of the Leagues' Management Committee, it is found not possible to play or replay a postponed or abandoned match within four weeks of the original conference date, players registered before 5pm on the day immediately preceding the date of their replayed

match shall be eligible to play in cup ties prior to the semi-finals, and players registered at least **28 consecutive days** immediately prior to the match in semi-final and final ties.

- C14.0** If the Management Committee or Disciplinary Panel has doubts as to the qualification of any competing player, it shall have power to call upon such player and Club to which he belongs or for which he has played, to prove to the Committee's satisfaction that he is properly qualified according to the rules and failing such satisfactory proof to disqualify such player and remove such Club from the Competition. In accordance with the F A of Wales, only players who are at least 16 years' old are allowed to play in this Leagues' Cup Competition, which for the purpose of clarification is regarded as an 'adult league' by the FA of Wales.
- C15.0** In the case of any player being found ineligible, the club playing him shall be adjudged to have lost the match.
- C16.0** Any club leaving the ground before the expiration of the game shall be adjudged to have lost the match.
- C17.0** Unless otherwise mutually arranged, the Club first drawn in the ballot shall have choice of grounds. The Hon Fixture Secretary shall fix dates for the completion of ties. Any match not completed for whatever reason may be ordered to stand as a completed match or replayed as the Management Committee may direct. Clubs must not mutually agree to play a match in lieu of a Cup-tie.
- C18.0** After TWO postponed matches of a Cup fixture the Club drawn out first shall forfeit ground advantage at the discretion of the Leagues' Executive Committee.
- C19.0** The duration of all Cup matches shall be 90 minutes (45 minutes each way). If a result is not obtained after 90 minutes, then an extra 30 minutes (15 minutes each way) will be played. If the scores remain level after extra time has been played, then a decision must be obtained by the taking of penalties in accordance with the FA of Wales rules.
- C20.0** All competing Clubs shall enter the draw for the first round of all Cups. Byes, if necessary, shall be drawn in the first round. No club shall receive more than one bye in a competition unless all teams remaining in the competition have had a bye.
- C21.0** Referees (and Assistant Referees where appointed) shall be appointed by the Referees Appointment Secretary up to and including the Semi-Finals and shall be paid a fee and travelling expenses in accordance with the scale approved by the NWCFA.
- C22.0** In Final ties, the match officials shall receive a memento in lieu of the match fee. They shall also be entitled to claim travelling expenses in accordance with the scale approved by the NWCFA.
- C23.0** Dates and venues for Final ties shall be determined by the Management committee who shall have the management thereof. The clubs on whose grounds the final ties are played shall be paid 10% of the gross gate or the sum of £20 whichever shall be the greater after which the net proceeds shall be the property of the management committee for the provisions of mementoes and the general benefit of the league. If there remains a balance after paying all expenses, a grant may be made to both competing clubs at the discretion of the management committee.
- C24.0** Any Club failing to play on the day appointed by the League will automatically be adjudged to have lost the match by three goals to nil and will be fined £25, unless a satisfactory explanation is given to the Leagues' management Committee that will allow an extension of time.
- C24.1** Any club failing to keep its engagement without giving a reason deemed to be satisfactory by the management committee shall be fined the sum not exceeding £100.

- C25.0** The secretary of the HOME club must give notice in writing of exact location of ground and dressing rooms, time of kick off and colours to be worn to the referee and secretary of the visiting club at least three (3) days prior to the playing of the match.
- C26.0** When clubs with the same, or nearly similar, colours meet, the HOME club shall adopt entirely different and distinct colours from those of the visiting team.
- C27.0** The kick- off times shall be determined by the management committee, who shall also be empowered to take the necessary action in the case of late starts.
- C28.0** Rule deleted.
- C29.0** Rule deleted.
- C30.0** All protests, appeals, claims and complaints must reach the Hon General Secretary within **THREE** business days of the conclusion of the match (Sundays and Bank Holidays excluded) and signed by the Chairman and secretary of the club.
- 30.1** A fee of **£45.00** must accompany all protests; if it is found on enquiry that a protest is frivolous, the Club lodging the protest, in addition to forfeiting the protest fee, may be held liable for the costs of the Executive Committee's enquiry as per League Rule 14.8
- 30.2** No protest regarding the playing ground, goal posts, crossbars or other appurtenances of the game shall be considered by the Leagues' Executive Committee unless it is laid down in writing with the match Referee before the commencement of the match. All protests, appeals, claims or complaints will not be accepted either verbally or via email, they must be submitted in writing together with the appropriate fee.
- C31.0** When the winning club shall have been ascertained, the trophy shall be presented to the representative of the winning club, and such presentation to such representative shall be deemed to be the club generally, and to the management committee of the club, who jointly and severally shall be held responsible for the safe custody of the trophy and for its prompt return to the Hon General Secretary or other official appointed to receive the trophy. All trophies must be returned within one month.
- C31.1** A club failing to collect their medals at the end of a final tie for any reason whatsoever will receive an **automatic fine £50** and have their medals withdrawn.
- C31.2** The trophy must be returned in good order by the **31st, December** in each year, unless the management committee decide otherwise.
- C32.0** Matters not covered by the forgoing rules shall be determined by the management committee.
- C33.0** The laws of the game to be observed in all competitions will be those of the Football Association of Wales.

Ground Criteria Rules

Appendix 'A'

North Wales Coast (East) Football League

Premier Division (Tier 4)

The clubs who complete the season as Tier 5 (Division One) Champions or Runners-up will be considered for promotion to Tier 4 (**Premier Division**) providing they meet the ground criteria for the Premier Division by the **30th, April** at the end of each season.

All applications for promotion must be submitted to the league's general secretary by **31st, December** of each season, together with a **£100** application fee.

1.0 Field of Play

- 1.1 In accordance with the laws of the game, the playing area must be smooth and flat and be of good drainage and must not be less than **91.44 meters** (100 yds) in length and **45.72 meters** (50 yds) wide and must be a wholly natural or wholly artificial surface and must be maintained in good condition.
- 1.2 All lines to be clearly marked in white at least **two** hours before the start of play.
- 1.3 Goal nets must be in place at least sixty (**60**) minutes prior to kick off time.

2.0 Goal Posts & Nets

- 2.1 The goalposts, crossbars and goal nets must be maintained in good condition and meet the requirements of the laws of the game.
- 2.2 The goalposts and crossbars must be made of aluminium or similar material and must be round or elliptical. They must be white and must not pose a danger to players.
- 2.3 The distance between the posts must be 7.32 meters (8 yards), and the distance from the lower edge of the crossbar to the ground must be 2.44 meters (2.66 yards/8feet).

3.0 Dressing Rooms

- 3.1 Must be within 100 yards of the playing area, or at the discretion of the league management committee, and each team must have their own dressing room with one individual seated toilet provided in each dressing room, separate to the spectators, separate shower facilities containing at least four shower heads in each of the teams dressing rooms and seating for at least 16 persons.
- 3.2 The match officials must have a separate dressing room with one shower and toilet facilities and seating for three persons.
- 3.3 Hot and cold water shall be provided for all.
- 3.4 The rooms must not be used for storage or similar purposes.

4.0 Dug Outs

- 4.1 All grounds must have a covered dug out area for each team to seat **eight** people per team and must be near to the halfway line positioned on the same side of the playing area.
- 4.2 Only the team managers, substitutes, coaches and medical staff are allowed in the dug outs.
- 4.3 A technical area should be marked out which should extend **0.91 meters** (1 yard) on either side on the designated dug out area and extend forward up to a distance of **0.91 meters (one yard)** from the touchline.

5.0 Barriers

- 5.1 All grounds must have barriers (not ropes) to ensure the whole the playing area is closed off to spectators and must be at least **1.5 meters (1.64 yards)** from the touchline of the playing area.

6.0 Refreshments

- 6.1 The home club to provide refreshments for both teams and match officials at half time and full time, and visiting VIP personnel, which should be at least a warm drink in the winter or a cold drink on warm days.

7.0 First Aid

- 7.1 A club have a designated and fully qualified First Aid Officer available for all home fixtures.
- 7.2 The first aid officer must have a valid First Aid Certificate confirming at least **6 hours** training.

8.0 Spectator – Related Areas

- 8.1 Refreshment's, hot and cold drinks may be made available for the supporters of both teams at a reasonable price.
- 8.2 Toilet facilities for both sexes be available.
- 8.3 Car parking facilities to be available for both teams and officials.

9.0 Ground Share

- 9.1 Clubs may only ground share with a maximum of two other clubs and then only if they do not have a Reserve team.
- 9.2 Details of ground sharing agreements must be submitted to the league general secretary on or before **30th, April** to be effective the following season.

Ground Criteria Rules

Appendix 'B'

North Wales Coast (East) Football League Division One (Tier 5)

New clubs wishing to join the league must submit their application to the league's general secretary by **31st, December** of each season together with a **£100.00** application fee.

New clubs will have their ground and changing facilities inspected by the league executive committee and they must comply with the ground criteria as referred to below.

1.0 Field of Play

- 1.1 In accordance with the laws of the game the playing area must be smooth and level and must be of good drainage and must be not less than **91.44meters (100 yds) in length and 45.72m (50 yards) wide** and, must be wholly natural or a wholly artificial surface. It must be maintained in good condition.
- 1.2 All lines to be clearly marked in white at least two hours before the start of play.
- 1.4 Goal nets must be in place at least 60 minutes prior to kick off.

2.0 Goal Post & Nets

- 2.1 Goal posts, crossbars and goal nets must be maintained in good condition and meet the requirements of the laws of the game.
- 2.2 The goal posts and crossbars must be made of aluminium or similar material and must be round or elliptical. They must be white and not pose a danger to players.
- 2.3 The distance between the posts must be **7.32 meters (8 yards)** and the distance from the lower edge of the crossbar to the ground must be **2.44 meters (2.66 yards/8ft)**.

3.0 Dressing Rooms

- 3.1 Must be within 100 yards of the playing area, or at the discretion of the league management committee, and each team must have their own dressing rooms with one individual seated toilet provided in each dressing room separate from the spectators, separate shower facilities should also be provided in each of the teams dressing rooms and seating for at least 16 persons.
- 3.2 The match officials must have a separate dressing room with one shower and toilet facilities provided.
- 3.3 Hot and cold running water to be provided for all shower units.
- 3.4 The rooms must not be used for storage or similar purposes.

4.0 Barriers

- 4.1 It would be desirable if the ground could have barriers (metal or rope) around the whole of the playing area is closed off to spectators, which must be at least **1.5 meters (1.64 yards)** from the touchline of the playing area.

5.0 First Aid

- 5.1 A club must have a designated and fully qualified First Aid Officer available for all home fixtures.
- 5.2 The First Aid Officer must have a valid First Aid Certificate confirming at least six hours of training.

6.0 Ground Share

- 5.1 Clubs may only ground share with a maximum of two other clubs and only then if they do not have a reserve team.
- 5.2 Details of ground sharing agreements must be submitted to the League's General Secretary on or before **30th, April** to be effective the following season.

Appendix C

Local guidelines Reminder:

(North Wales Coast (East) Football League)

All clubs within the jurisdiction of the league must comply with the following guidelines before they can be accepted into MEMBERSHIP:

- a. Clubs must comprise of a committee to include a minimum of **3 members** in which there shall be a Chairman, Secretary, treasurer.
- b. Clubs must have a bank account in the name of the club (an account through individual person will not be acceptable).
- c. Clubs must have a set of constitution rules appertaining to the club.
- d. Clubs must have an insurance policy in the name of the club.
- e. Clubs must have a ground that adheres to the ground criteria as laid out by the league constitutional rules.

Appendix D

Current Match official's fees season 2022-23

Premier Division

Referee **£36** plus assistant **£20** plus travelling @45p per mile (Max mileage must not exceed £45)

Division One

Referee **£32** plus assistant **£20** plus travelling @ 45p per mile (max mileage must not exceed £45)

NWCFA Junior Cup

Referee **£36** plus assistant **£20** plus travelling @ 45p per mile (max mileage must not exceed £45)

NWCFA Intermediate Cup

Referee **£36** plus assistant **£20** plus travelling @ 45p per mile (max mileage must not exceed £45)

Reserve League

Referee **£30** plus assistants **£20** plus travelling @ 45p per mile (max mileage must not exceed £45)

These may alter in accordance with NWCFA ruling on referee's fees so for clarification each season you need to consult the NWCFA General Secretary.

Appendix E

- a. The FAW '**Sin Bin**' ruling will be in force for a trial period of 12 months (2023-2024) and will only include Premier Division clubs in their league fixtures and Cookson Cup fixtures.
- b. The administration fees for yellow/red cards and '**Sin Bin**' offences will now be **£12**.

Origin: Bryan Roberts – Updated – 3.7.2022