



Founded 1983
Affiliated to the Kent FA

LEAGUE & CUP RULES

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ASHFORD AND DISTRICT 5-A-SIDE FOOTBALL LEAGUE (Affiliated to the K.C.F.A.)

RULES

1. Nomenclature and Constitution

- a) This combination of Clubs shall be designated 'Ashford and District 5-a- Side Football League'. All Clubs shall be affiliated through the League to the Kent County Football Association Ltd.
- b) At the Annual General Meeting or a Special General Meeting called for the purpose, a majority of the delegates present shall have the power to decide or adjust the constitutions of the divisions at their discretion.

2. Entrance Fee and Subscription

Applications by Clubs for admission to the League can be made at any time subject to the completion of a League entry form which must be sent to the League Secretary.

3. Officers

The Officers of the League shall consist of the President, Vice-Presidents, Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary, Registration Secretary, Referees Secretary, Misconduct Secretary and Social Secretary, to be elected at the Annual General Meeting.

4. Business of the League

- a) The League shall be governed in accordance with the Rules, Regulations and Bye-Laws of the Football Association, by a Council to be called 'The League Council' which shall consist of the Chairman, Vice-Chairman, Secretary, Treasurer, Assistant Secretary, Registration Secretary, Social Secretary and delegates (one from each division) elected by their Clubs at the Annual General Meeting and shall meet as required.
- b) Except when otherwise mentioned, all communication shall be addressed to the Hon. Secretary, who shall conduct the correspondence of the League and keep a record of its proceedings. Any correspondence sent to an Officer of the League, which requires a reply, must be accompanied by a stamped addressed envelope, otherwise no reply will be sent.
- c) The funds of the League are to be deposited in a Bank and/or Building Society account. The financial year shall end 30th April each year.
- d) Any fund-raising agreement accepted at the Annual General Meeting shall be binding to all member Clubs (including Ticket allocations). Any Clubs failing to honour any such agreement shall be dealt with in accordance with Rule 5(g).

5. Powers of the Management Committee

- a) Each member of the Council shall be entitled to attend all Council meetings and have one vote there at, but no member shall be allowed to vote on any matter appertaining to the Club here presents. In the event of the voting being equal on any matter, the Chairman shall have a casting vote. The Council shall have the power to apply, act upon and enforce the Rules of the League, whether specially provided for in these rules or not.
- b) All decisions of the Council shall be binding, but subject to the right of appeal to the Board of Appeal. Decisions must be notified in writing to all concerned within seven days (in accordance with League Rules).

- c) Five members of the Council shall constitute a quorum for the transaction of business and three members shall constitute a quorum for the transaction of business by any Sub-Committee of the League.
- d) The Council shall have the power to fill any vacancies as may be deemed necessary.
- e) All fines and charges shall be paid within 14 days of the date of notification of imposition, if paid by personal account cheque, a cheque card number must be written on the back of same, failure to do this will result in the fine automatically being doubled. In the event of any fines not being paid then the Club will be suspended from the League.
- f) Any Club failing to attend the Annual General Meeting shall be fined £10. Not less than 14 days notice shall be given of any meeting.
- g) A Club failing to satisfactorily attend to the business and correspondence of the League shall be liable to be fined or otherwise penalised at the discretion of the Council.

6. Annual General Meeting

- a) The Annual General Meeting shall be held not later than 30th June in each year. At this meeting the following business shall be transacted:
 - i. The Minutes of the last Annual General Meeting shall be read and confirmed and any business arising therefrom dealt with.
 - ii. Adoption of Standing Orders.
 - iii. Presentation and adoption of the Annual Report, Balance Sheet and Statement of Accounts.
 - iv. Constitution of the League for the ensuing season.
 - v. Election of Officers, Council Delegates and Auditors.
 - vi. Alteration of Rules, if any (of which notice has been given).
 - vii. Other business of which due notice shall have been given.
- b) A copy of the duly-audited Balance Sheet, Statement of Accounts and Agenda shall be forwarded to each Club at least seven days prior to the meeting.
- c) A signed copy of the duly-audited Balance Sheet and Statement of Accounts shall be sent to the Kent Football Association Ltd. within seven days of its adoption by the Annual General Meeting.
- d) Clubs shall be entitled to send two delegates to all General Meetings but each Club shall be entitled to one vote only.
- e) Clubs no longer in membership of the Competition will be entitled to attend but shall only be allowed to vote on matters relating to the past season.
- f) All voting shall be conducted by a show of hands, unless a ballot be demanded by at least one third of the delegates present, or the Chairman decides.
Officers and League Council Members shall be entitled to attend and vote at all General Meetings.

7. Qualification of Players

- a) Any bona-fide member of a Club shall be entitled to play for that Club in this League, provided that he has not played in the current season for another Club in the League or been registered for another Club in the League. If he has so played or remains on the League's Register of Players, permission for transfer must be obtained from the Club to which he is attached. A player desiring to transfer from one Club to another shall submit an application to the League Registration Secretary 7 days prior to the players first match. Only one transfer per player per season will be permitted.
- b) The League Council shall have the power to accept the registration of any player and to refuse, cancel or suspend the registration of any player the consider guilty of registration irregularities or any conduct they deem undesirable, and to disqualify the player in question from participation in

any or all games in the League, and may fine or otherwise deal with that player at their discretion.
Note: action under Clause (b) should not be taken against a player for misconduct on the field of play until the matter has been dealt with by the appropriate Association.

- c) Unless by permission of the League Council, no player who holds a written contract shall be eligible to play in the League.
- d) A player having taken part in matches for any Club affiliated to any Association shall not be allowed to join, be transferred to, or sign for a Club in the League without first proving to the officials of his intended club that he has discharged his reasonable financial liabilities to his previous Club or Clubs and a Club Official may not accept such a player's signature without first ascertaining whether such claims have been discharged to the satisfaction of the Club or Clubs for which he last played.
- e) A minimum of four (4) players will constitute a team for a Competition match.
- f) Two substitutes will be allowed at any time. The number of substitutions within a match is unlimited.
- g) A team can loan a maximum of one player per match. If a team uses more than one loan player that team will forfeit the match as per rule 9 a).

8. Registration of Players

- a) The number of registered players is unlimited.
- b) A minimum of five players must be registered with the League 21 days prior to the commencement of the League season.
- c) New players may register at any time up to the start of the match excluding cup finals.
- d) All registrations must be made on the League Official Registration Block Form.
- e) A player is eligible to play in the first round of any Cup provided he has signed and completed his registration prior to the first round. (In all other rounds a player must have played at least one League match for his Club to be eligible).
A player is ineligible to play in any Cup competition in which he has already played for another club.
- f) It will be deemed to be a breach of League rules for a player to:
 - i. Play for more than one Club in the League in the same season without first being transferred.
 - ii. Having signed for one Club in the League, to sign for another Club in the League in the same season except for the purpose of transfer.
 - iii. Submit a signed registration form for registration that he has wilfully neglected to accurately or fully complete.
 - iv. Any team playing an unregistered player or otherwise ineligible player will have 3 points deducted from its score, and will be fined or otherwise dealt with at the discretion of the League Council. In the event of points being deducted from a team's score as to the outcome of the report or protest, only such points as are associated with the match under report or protest shall be deducted. The Council may at its discretion award any points deducted from a Club under this Rule to the opponents in the match in question.
- g) A register containing the names and signatures of all members registered by each Club shall be kept by the Registration Secretary and be open to inspection by any duly-appointed Club representative.
- h) A player shall not be eligible to play for a team in any specially-arranged championship-deciding match or any specially-arranged relegation-deciding match unless he has played three games for that team in this League in the current season.

9. Conditions of Play

- a) Failure to arrive for a match will result the opposition being awarded the points for the match and a winning score of 2-0 subject to payment of their match fee. Any team arriving more than three minutes late will be classed as a non-arrival and the points and a winning score of 2-0 will be given to the opposition. All times will be taken from the clock in the Stour Centre Entrance Hall.
- b) All fully-completed team sheets on the appropriate form must be presented to the Time-keeper before the match, together with the match fee in full, if no team sheet and/or match fee is received then that team will forfeit the match as per rule 9 a).
- c) The League Official will be the sole judge of time.
- d) Whilst a player remains on the role of a recognised school, priority must at all times be given to school or school organisation activities in accordance with the recommendation of the memorandum on Schoolboys and School Games as published in the RA. Handbook.
- e) Matches shall be played in accordance with the Laws of the game as settled by the International Football Association Board.
- f) All matches shall be played at an agreed venue, and the Management Committee shall fix the times of kick-off for all matches. All matches shall be arranged by the Secretary and a list of such fixtures shall be sent to all Clubs prior to the commencement of each season, but the Secretary shall have the power to rearrange any fixture in the interests of the Competition and Clubs must accept same if notified 7 days prior to the fixture.
- g) Referees, who shall be appointed by the Management Council, must be registered with the Kent Football Association Ltd. Any referee may register in the League as a player but shall not referee in matches in the same division in which his team plays.

10. Club Colours and Club Name

- a) Every Club must register its colours with the League, who shall decide as to their suitability. Goalkeepers must wear colours which distinguish them from other players. Any team not playing in four shirts of the same colour may be fined £5.00. In the event of two teams, in the opinion of the Referee, having the same or similar colours, the first-named team shall wear bibs.
- b) Any Club wishing to change its name or colours whilst members of the Competition must seek the permission of the Council. Any Club wishing to change its name must also obtain the permission of the Kent Football Association.
- c) Advertising/Sponsorship is permitted in the League and League Cup Competition providing that each Club wishing to include the name of a Sponsor on its clothing first obtains permission from the Kent Football Association Ltd.

11. Insurance

All teams must be insured against injury. Club Secretaries are advised to take out their own personal insurance. The Ashford and District 5-a-Side Football League do not accept any responsibility for a player's injury. Public Liability Insurance may have to be taken out, the cost of which will be divided by the amount of clubs.

12. Protests, Appeals and Deposits

- a) All questions of eligibility, qualifications of players or interpretations of the Rules shall be referred to the Council.
- b) Protests and complaints, which must contain full particulars of the grounds on which they are founded, must be lodged in duplicate with the League Secretary within (except in cases where the Council decide that there are special circumstances) three days of the match or occurrence to which they refer. No objection or protest shall be withdrawn except by permission of the League

Council, and a member of either Club may not be present (except as a witness or representative of his Club).

- c) Any dispute occurring between Clubs in the League shall be referred to the Council, whose decision shall be binding upon all parties subject to Clause (f) below.
- d) No protest of whatever kind shall be considered by the Council, unless the complaining Club shall have deposited with the League Secretary a sum of £10.00 which may be forfeited in whole or part to the Funds of the League in the event of the Club losing its case and the League shall have the power to order the defaulting Club or the Club making a losing or frivolous protest or complaint to pay expenses of the enquiry or order that the costs be shared by the two parties.
- e) Parties to protest or complain shall be afforded an opportunity of making a statement when the protest is being heard and where possible shall receive seven days notice of the meeting, together with a copy of the protest. The Council shall take into consideration when dealing with the protest any information which, if properly used, might have avoided the protest.
- f) A Club, within fourteen days of receipt by them of written notification of any decision of the League Council, may appeal against any such decision, by lodging particulars in duplicate, accompanied by the required fee, such appeal being addressed to the Chief Executive of the Kent County Football Association Ltd. for the adjudication of the Board of Appeal whose decision shall be binding on all concerned. In the event of the appeal being unsuccessful, the fee shall be forfeited or returned to the Club in whole or part at the discretion of the Board of Appeal, who shall decide by whom the cost of the appeal shall be borne. A copy of the appeal must be sent to the League Secretary and the operation of the decision made by the League shall not be suspended pending the result of the League unless the Board of Appeal or the Council of the Kent Football Association Ltd., through its Officers, orders such suspension.

13. Trophies - Legal Owners, Conditions of Taking Over, Agreement to be Signed – Awards

- a) A Cup or Trophy presented to a Competition shall be vested in the Association sanctioning the Competition as Trustees. If a Competition be discontinued for any cause, the Cup or Trophy shall be returned to the Donor if the conditions attached so provide, held in trust, or otherwise dealt with as the Association may decide. At the close of each Competition awards may be made to the winners (and runners-up) if the funds of the League so permit.
- b) The following agreement shall be signed on behalf of the winners of the Trophy:
I The Secretary of F.C, representing the said Club, having been declared winners of the: League/Trophy, and same having been delivered to us by the said League, do hereby on behalf of the said Club agree to return the same to the League on or before 1st March, duly engraved (in the event of any Trophies not being engraved, the League Council will attend to same and forward the account to the Club concerned for payment, the Club will be fined £10 if they do not comply). No Trophy can be won outright by any Club. Should the said Trophy be lost or damaged whilst under our care, we agree to refund the League the amount of its current value or the cost of its thorough repair”.

14. Special Meetings

On receiving a requisition signed by two thirds of the members of the Council, the Hon. Secretary shall convene a meeting of the Council, and on receiving a requisition signed by two thirds of the Club she shall call a General Meeting. The Council may call a General Meeting at any time that it considers necessary. At least seven days notice shall be given of all meetings under this Rule, together with an agenda of the Business to be transacted thereat.

15. Alteration of Rules

- a) Alterations shall only be made to these Rules at the Annual General Meeting or at a General Meeting convened for the purpose, called in conformity with Rule 15. Any alteration made during the playing season to the Rule relating to the qualification of players shall not take effect until the following season.
- b) Notice of the proposed alterations to be considered at the Annual General Meeting shall be submitted to the League Secretary by the 1st May in each year. Notice of the proposal together with any proposals by the League Council shall be circulated to the Clubs with the notice of the Annual General Meeting at least seven days before the date of the meeting. Amendments may be proposed and decided at the meeting and shall be declared carried if a majority of those present and entitled to vote are in favor. Proposed alterations to rules to be considered at Special General Meetings shall be circulated with the notice of the meeting and proposed amendments may be made and voted upon at the meeting.
- c) A copy of the proposed alterations to rules to be considered at the Annual General Meeting shall be submitted to the Kent Football Association Ltd. fourteen days prior to the date of the meeting. Any alterations or additions decided upon at any meeting shall not become operative until the approval of the Association issuing sanction shall have been obtained.

16. Rules Binding on Clubs

Each Club shall be deemed to have its assent to the foregoing Rules and agree to abide by the decisions of the Council given, subject to Rule 13(f).

Rules for the League and Cup Competitions

1. The Competitions shall be restricted to Clubs competing in the League. A return of the competing Clubs shall be forwarded to the Kent Football Association Ltd. annually. The Competition maybe run in sections and shall be conducted on the Cup- tie principle.
2. Any team playing an unregistered or otherwise ineligible player or players shall be liable to a fine not exceeding £6.00 and the match shall be awarded to the opposing team with a winning score of 2-0.
3. Full control of the Competition, except for appeals to the Kent Football Association Ltd., shall be vested in the League Council.
4. The League Competitions shall be decided by points, three points for a win and one point for any match drawn. The team gaining the highest number of points shall be declared the winners. Should there be two or more teams with an equal number of points, then the team with the best goal difference shall be declared the winners. Should there be two teams with the same points and goal difference, the team scoring the most goals shall be declared the winners.
5. Any League Cup or Knock-Out Cup match which ends in a draw shall be decided on penalties. Each team shall have five penalties, one to be taken by each player. If the score is level after each team has taken all five penalties, then a sudden-death shoot- out will decide. One penalty per team will be taken and the team who miss will be deemed the loser provided that the opposition successfully scores a goal when it is their turn.

5-A-SIDE FOOTBALL - Laws of the Game and Playing Rules

The Laws published by the Football Association will apply to the Competitions with the following amendments and additions:

1. The game will be started, and restarted after each goal, by a kick-off from the centre of the field of play.
2. The ball is never out of play, there will be no throw-ins or corners.
3. The ball must not rise above head height, in the event of it doing so, a direct free kick will be awarded against the player last in contact with the ball. In the case of unavoidable contact, the Referee will exercise his discretion. Should the goalkeeper make a save and in doing so he causes the ball to go above head height, provided that the ball lands inside the goal area, no free kick will be given. If the ball does land outside the goal area, a direct free kick will be awarded 3 metres from the goal area.
4. No player is allowed to handle the ball except the goalkeeper, who may only do so within the goal area, in the event of infringement, a direct free kick will be given against the offending player.
5. No sliding tackles or tackles from behind are allowed.
6. At no time will a tackle from the back or a sliding tackle be allowed. A direct free kick will be awarded against any offender at the discretion of the Referee. Any ungentlemanly conduct (in the opinion of the Referee) may result in a penalty being awarded to the opposing team.
7. No field players are allowed to enter the goal area, in the event of a defender entering the area, a penalty may be awarded against him. In the event of an attacker entering the area, a free kick may be awarded against the offender and the ball rolled out by the goalkeeper.
8. No player is allowed to replay any free kick or penalty taken by him until another player has made contact with the ball.
9. At no time is there to be contact by hand, arm or body on the side of the walls of the court, a direct free kick shall be awarded at the discretion of the Referee.
10. All opposing players must be at least three metres from the ball, or on the edge of the goal area when a free kick is taken. If the kick is awarded less than three metres from the edge of the goal area, the ball may be moved away to create a three metre clearance at the discretion of the Referee.
11. The goalkeeper must not throw the ball, he must use an under-arm method of bowling at all times. If the goalkeeper controls the ball within his area he is permitted to clear the ball with his feet. When the goalkeeper has picked up the ball within his area he must roll the ball out of the area. The goalkeeper is confined to his area, should he leave it a penalty shall be awarded against him.
12. A player may not pass the ball back to the goalkeeper after receiving it from him, in the event of infringement, a direct free kick will be awarded.
13. Footwear should be of the canvas-topped gym shoe type or training shoes tied securely and should not be black-soled. Studded footwear will not be allowed. The decision of the Referee is final regarding footwear.
14. Shin pads covered by socks.
15. Jewellery or watches will not be worn, or other objects likely to cause injury to players must be removed before the game. If unable to remove, it must be taped up.
16. The goalkeeper can only take a penalty kick during a penalty shoot-out.
17. Where a penalty kick is awarded and not scored, the ball must be returned to the goalkeeper for a roll out. If the penalty is scored a centre spot start is required.

BYE-LAWS OF THE LEAGUE

1. All teams must give a telephone number which can be used for urgent calls.
2. Should a protest or complaint be upheld the League Council shall have the power to deal with the question of expenses.
3. A member of the League Council absenting himself from three consecutive meetings without a valid excuse shall forfeit his seat and the vacancy be filled.