

**RULES
OF THE COUNTY ANTRIM & DISTRICT
FOOTBALL ASSOCIATION**

Title of the Association:

1 This Association shall be called the "COUNTY ANTRIM and DISTRICT FOOTBALL ASSOCIATION".

Affiliation I.F.A. Ltd.

2 This Association shall be affiliated to the Irish Football Association Ltd., in terms of their Articles of Association;

Election of Clubs (Teams)

3 All Clubs playing under Association Rules having their grounds situated within the North-East District of the Divisional Scheme of the Irish Football Association, Ltd., shall be eligible for membership, subject to the approval of the Council of this Association, (which shall be devolved to the Association Secretary unless a specific issue arises) and the Council of the I.F.A., Ltd. Voting shall be by ballot, if demanded. A majority of two-thirds of the members present and voting shall be necessary for election.

Annual Affiliation & Club Return

4 (a) The affiliation shall currently be £8.00 for each application submitted; payable before the team plays affiliated football. All such affiliations shall be paid by 1st September, save that the affiliation of a Women's team shall be paid by the following 1st March.

Penalty for Affiliations unpaid

(b) Any Club whose affiliation remains unpaid shall not be allowed to compete in any competition of this Association, or to send Representatives to any Meetings of the Association. Any such Club whose affiliation is unpaid on the relevant due date, shall have its membership of this Association suspended and will be subject to further sanctions as laid down in the relevant IFA Article.

Club Return

5 (a) Application must be made on an annual basis via the Official Online Application Form specifying the name of the club, name and address of Secretary, club colours and the situation of its ground, stating whether its ground is public or private. Each team within a club must submit a separate application.

(b) Annual affiliation must be forwarded and shall include the affiliation to the Irish Football Association (currently £17.00) collected by the Divisional Association as per article 4 of the Irish Football Association Limited. Clubs will be required to keep minutes of their meetings showing names and dates of election of members.

Accounts

6 (a) The Hon. Treasurer shall take charge of the funds of the Association and keep regular accounts of same. The Treasurer shall submit statements of receipt and disbursements to the Annual General meeting or to the Council at any time, if so requested by them.

(b) The funds of the Association shall be lodged in such bank as may be approved of by the Council. All payments above £300.00 shall be submitted to the Finance Committee, and, if approved, be paid. All payments shall be signed/approved by the Hon. Treasurer and either the President or Vice President. The Hon Treasurer's statement shall be audited and a certified copy thereof sent to each club at least one week prior to the Annual General Meeting. The Council may order intermediate audits at any time. The appointment of Auditors shall be made at the Annual General Meeting.

Mode of Checking Receipts

7 (a) All cash gate receipts shall be checked at the conclusion of the game by a minimum of two members of Council, who shall certify the correctness of the same, and at the first meeting of the Finance Committee thereafter a report of the receipts shall be made and inserted in the minutes. In the event that the Hon. Treasurer is unable to attend, they shall be responsible for the nomination of a replacement from Council to complete this role..

(b) In Association competitions, non-payment of gate/ticket receipts by the deadlines specified for either the home or away teams shall result in an automatic increase of 10% of the monies due for up to 7 days late payment and 20% between 7 to 14 days late payment. All other cases shall be referred to the relevant competition committee who will deal with the matter as they consider appropriate.

Annual General Meeting

8 (a) An Annual General Meeting shall be held not later than the 31st May at such place as the Council may determine. One week's notice in writing shall be given of such meeting. One representative from each team in membership of the Association, together with the President, Vice-President and Honorary Treasurer of the Association shall be entitled to attend Annual General Meetings and shall be entitled to one vote. A person shall not represent more than one team.

(b) The representatives of 15 members shall constitute a quorum. If within half-an-hour from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week, at the same time and place.

Special General Meeting

9 (a) Special general meetings may be called by the President, Vice President & Hon Treasurer as they deem necessary. A Special General Meeting may also be called by a simple majority of the elected Council members of the Association. In addition, a Special general meeting will be called if requested by a minimum of 25 members of the Association. Such requests must be submitted to the Association Secretary in writing, specifying the basis for holding such meeting. Notice of such meeting will be given to members not later than seven days prior to the meeting.

(b) The representatives of 15 members shall constitute a quorum. If within half-an-hour from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week, at the same time and place.

Council Meetings

10 The Council shall meet at such times and places as they shall determine. The President or Secretary may call a meeting at any time. Council members shall receive if possible, at least two clear days' notice of all meetings.

Secretary and Committees

11 The Secretary shall keep a true record of the proceedings of the Council and present a report of the season's work at the Annual General Meeting.

Honorary Officers

12 The elected Office Bearers shall be the President, the Vice President and Honorary Treasurer. The Offices of President, Vice President and Treasurer shall be filled at the first Council Meeting after the Annual General Meeting. The President and Vice President must be members of Council at the time of their election. No person shall serve in the role of President or Vice President for more than a total of two years, commencing from the date of their election unless otherwise determined by Council. Nominations for the Office of Honorary Treasurer, proposed by two clubs in membership of the association, must be received in writing by the Secretary not later than 31st March. The Secretary shall place the names of all nominees on the agenda for the Council Meeting. An Office Bearer may be re-elected to the post currently held even if they are no longer a member of Council. No person shall hold two offices.

Council

13 The general business of the Association shall be conducted by a Council comprising:

- (i) The President, Vice-President and Honorary Treasurer;
- (ii) Eight elected representatives from senior clubs taking part in the Senior Challenge Shield;
- (iii) Twelve elected representatives from Clubs taking part in the Steel and Sons Cup Competition;

- (iv) Sixteen elected representatives from Junior Clubs; and
- (v) Four elected representatives from Women's clubs taking part in the Women's Challenge Cup Competition.
- (vi) Council shall co-opt a Representative from any league not entitled by Rules 15 to 18 which qualifies for a Representative to the Irish FA Council under the Irish FA Council Article as in the Articles of Association. As such members will be representing the Association, their nomination to the Irish FA will be at the discretion of the Co Antrim & District FA Council.

Seven shall form a quorum at Council Meetings. The President shall have a vote as a member as well as a casting vote in case of a tie. Any elected representative absent from three consecutive meetings of the Council or any committee of the same without satisfactory reason shall be removed from the Council and from all committees to which they have been elected.

Appointment of Representatives

14 The council shall appoint Representatives to the I.F.A., Ltd., or Delegates to any conference of Association, such Representatives or Delegates to be members of the Council.

Senior Challenge Shield Committee

15 A meeting of the nominated Representatives of the Senior Clubs shall be held after the Annual General Meeting to elect a Committee of eight to conduct the Senior Challenge Shield Competition (minimum of 4 Premier League clubs). Three shall form a quorum. The Committee shall, at their first meeting after the A.G.M. elect a Chair and Vice-Chair to act for the year. The names and addresses of the persons nominated to represent a club shall be notified to the Secretary on the Affiliation form. Only such representatives will be eligible for election to the committee.

Steel and Sons Cup Competition

16 A meeting of the nominated representatives of the Steel and Sons clubs shall be held after the A.G.M. to elect a Committee of twelve to conduct the Steel and Sons Cup Competition. Five shall form a quorum. The Committee shall, at its first meeting, elect a Chair and Vice-Chair to act for the year. The names and addresses of the persons nominated to represent a club shall be notified to the Secretary on the Affiliation Form. Only such representatives will be eligible for election to the Committee.

Junior Challenge Shield Committee

17 A committee of sixteen representatives of Junior Teams will conduct the Junior Challenge Shield Competition and be responsible for the other duties detailed in rule 26. Each League having a membership of at least twenty clubs, and with a minimum of six clubs competing in the Junior Challenge Shield, shall be entitled to representatives on the Junior Shield committee in proportion to the total number of teams registered by the League with the Association during the previous season. The Association Secretary will advise such Leagues Secretaries as to the number of representatives they may nominate to attend the first meeting of the committee to be held before the end of June. The committee at its first meeting will elect a Chair and Vice-Chair to act for the Year. Five shall form a quorum.

Women's Challenge Cup Committee

18 A meeting of nominated representatives of the Women's Challenge Cup clubs shall be held in March annually to elect a committee of four to conduct the Women's Challenge Cup Competition and be responsible for the other duties detailed in Rule 26. Three shall form a quorum. The committee shall, at its first meeting, elect a Chair and Vice-Chair to act for the year. The names and addresses of the persons nominated to represent a club shall be notified to the secretary on the affiliation form. Only such representatives will be eligible for election to the committee.

Emergency Committee

19 An Emergency Committee comprising two members from each of the Senior Challenge Shield, the Steel and Sons Cup, the Junior Challenge Shield and the Women's Challenge Cup Committees shall be elected by the Council at the first Council meeting after the Annual

General Meeting with Council powers to act between regular meetings should any question arise requiring their services. Three shall form a quorum.

Finance Committee

20 A Finance Committee comprising two members from each of the Senior Challenge Shield, the Steel and Sons, the Junior Challenge Shield and the Women's Challenge Cup Committees shall be elected by the Council at the first Council meeting after the Annual General Meeting to deal with all questions of finance and to report periodically to the Council on the state of the Association accounts. Three shall form a quorum.

Referees Committee

21 A Referees' Committee comprising two members from each of the Senior Challenge Shield, the Steel and Sons Cup, the Junior Challenge Shield and the Women's Challenge Cup Committees shall be elected by the Council at the first Council meeting after the Annual General Meeting to deal with all questions concerning referees. Three shall form a quorum.

Vacancies in Offices or Committees

22 Should a vacancy occur during the year in any of the posts of Office Bearer the Council may elect a successor. In the event of a vacancy occurring in a Committee, such Committee may co-opt a successor.

Voting

23 No members of any Committee shall take part in or vote in any matter affecting themselves or any club which they represent or with which they are connected.

Ballot

24 In taking a vote on any question, any member of the Council may demand a vote by ballot, which shall be granted.

Life Membership

25 (a) Any member of council having **ten (10)** years' service or more, on retirement from the Association, shall be made a life member.

(b) A member of Council, who served as an office bearer shall, on retirement from the Association, be made a Life Member.

(c) The Council shall have power to award life membership in exceptional cases to individuals who have not served on the Association Committees.

Field Offences

26 In addition to the management of their respective competitions the Junior Challenge Shield and the Women's Challenge Cup Committees shall be responsible for investigating charges against players and clubs for misconduct or violation of the laws of the game. Both Committees shall have power to impose suspensions on players for field offences etc. and to impose fines on the clubs to which the players belong or take such other action as they consider appropriate having regard to the seriousness of the offence. The rule also covers misconduct by officials of the club. The council, if necessary, may appoint some of its members to assist with the disciplinary process where a committee has difficulties with 'conflicts of interest' issues.

Clubs and grounds reserved by Executive for Stated Dates

27 Ground Hire costs for Competition semi finals & Finals will be as follows:

Senior Shield: Semi finals – No hire cost as the first drawn team will have home advantage. Final – Hire fee will be negotiated with host venue.

Steel & Sons: Semi finals & Final – Hire fee will be negotiated with host venue.

Junior Shield: Semi finals & Final – Hire fee will be negotiated with host venue.

Women's Challenge Cup: Semi finals – No hire cost as the first drawn team will have home advantage. Final – Hire fee to be negotiated with host venue.

Fixtures Restricted on date of Shield Final

28 Clubs who are members of the Association must not arrange or play fixtures in the city (or town) on the date on which the Senior Challenge Shield Final tie is played except by the express permission of the Council.

Council admitted to Grounds

29 Each member of the Council (and Life Members) shall be furnished with a ticket (which shall not be transferable), and all Clubs belonging to this Association shall admit the holder to their grounds and stands (except when stands are reserved) upon production of such ticket without requiring any other authority.

Council Veto on Matches with Clubs not recognised

30 No Club, members of this Association, shall play with any Club not members of this or any recognised Association without the permission of the I.F.A., Ltd., and Clubs, members of this Association, shall not play in Competitions promoted by other Divisional Associations without the permission of this Association. A recognised Association is an Association affiliated to the F.I.F.A.

Powers of Council –

31 (a) The Committee, may, as they think just, expel, suspend, fine, or otherwise deal with any Club, any member of a Club, and any player of a Club whose conduct may be deemed objectionable in or connection with any match or fixture in their respective Competitions. **Any complaint under this Rule must be lodged in writing, per special delivery within four days to the Secretary of the Association, accompanied by a deposit of £50, and a copy thereof shall be sent to the alleged offender by the complainant.** If, in the opinion of the Committee the complaint is frivolous, the deposit shall be forfeited.

(b) Members of Council are at liberty to lodge a complaint in writing under this Rule against any Club or member thereof without payment of fee, and the Secretary shall give due notice of same to such Club or Player.

(c) Any matter raised by a member of Council or brought to the attention of a competition committee will be dealt with as the committee sees fit. There will be a limitation on the time for hearing a protest, complaint or dispute. If not dealt with prior to the end of the current season, any complaint, protest or dispute will be deemed null and void.

Rules of Enforcement

32 Each Club shall be furnished with a copy of these rules and shall be bound thereby. The Council may recommend expulsion, suspension, fine, or otherwise deal with any Club or Player whose actions bring the Association into disrepute or who have infringed these Rules and who have not been dealt with by an Association Committee. A special meeting of Council shall be called to consider such matter, with notice of the meeting to be given, in writing, to Council members not later than seven days prior to the meeting. A two-thirds majority of the members present shall be necessary to impose a sanction and voting shall be by paper ballot.

33 (a) All payments in relation to Sponsorship monies will be presented to the relevant Clubs at the Annual Dinner of the Association. In the event that a Club who is due to receive a payment does not attend the Annual Dinner to collect their payment, the full amount due to that Club will be forfeited and will instead be donated to the Association's chosen charity.

(b) Any Club who believes there are exceptional circumstances for their non-attendance at the Annual Dinner, can submit their case in writing to the Secretary of the Association no later than 3 days after the date of the Dinner. The case will be considered at the next meeting of the Finance Committee of the Association and the Club will receive a written response thereafter.

Alteration to Rules.

34 **Competition Rules:** The Council shall have power to alter or amend Competition rules for each season.

35 Association Rules: No alteration shall be made in these rules except at the annual general meeting or a Special General meeting.

Notice of any proposed alteration in these rules at the Annual General meeting must be sent in writing to the Secretary on or before 15th April in each year, and the Secretary shall, at least one week prior to the annual general meeting, inform each club of the proposed alteration. A two thirds (2/3) majority of those present, and voting, shall in all cases be necessary to alter the rules of the Association.

Notice of any proposed alteration in these rules at a Special General meeting must be submitted in writing to the Secretary in line with the conditions outlined in rule 9. Notice of a Special General meeting will be given to members not later than seven days prior to the meeting. A two-thirds (2/3) majority of those present, and voting, shall in all cases be necessary to alter the rules of the Association at a Special General meeting.

36 If the Council of the Association decide that it is necessary or advisable to dissolve the Association it shall call a special meeting of the Association. Three week's notice in writing shall be given of such meeting to all members. At such special meeting, A three quarters majority of the members present shall be necessary in favour of the resolution and voting shall be by paper ballot. Any surplus funds after all outstanding debts have been settled, will be distributed to members. The Finance Committee will oversee and agree the process for distribution in accordance with the relevant established accounting principles