

HBAFC BRIEF HISTORY & FUTURE AIMS

The village of Hesketh Bank has a long tradition of football going back as far as the late 19th century. The present club was formed in 1922. Until the 1987/88 season when joining the West Lancashire League, the club played mainly in the local Southport & District League. In common with most village sides, the club was kept alive by the efforts of a small number of individuals who worked hard to provide football for the community.

In the late 1970's and early 1980's there was a complete re-organisation of the club which saw a planned programme of improvements, including the re-drainage of the pitch, building of changing rooms in conjunction with the Cricket Club, pitch side fencing, the stand and refreshment facilities.

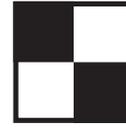
In 1995 a new unified club was born out of an amalgamation of the senior club and the Hesketh Bank Boys club who had been formed in 1972. The club now currently operates teams from under 7's through to Veterans. All the teams are sponsored which enables them to turn out in the traditional black and amber quartered kits. The amalgamation of the two clubs helps maintain the continuity of youngsters being able to move up through the youth teams and into the senior squads.

Looking to the future the club drove forward ambitious plans for the community of Hesketh Bank with an all-weather floodlit pitch, a community hall suitable for a variety of occasions and new changing rooms. Thanks to the intervention of Isherwood Developments this was brought to reality and the tremendous all-weather 3G floodlit pitch and the new gym are open for bookings and membership along with the excellent 'Boots Barred' Sports Bar and fabulous restaurant 'The Locker Room'.

The first team represents the village in a county league, the West Lancashire Football League, which stretches from the old Lancashire borders as far as Cumbria, West Yorkshire and Greater Manchester. The clubs main aim is to increase its junior membership, continue to work as a FA Charter Status Club and improve facilities.

In Hesketh Bank AFC the village has not only the largest sporting organisation but also a club it can be proud of, catering for all age groups. Come along and be part of that club either by joining the various committees or just supporting the teams, you will be made very welcome!

visit our website ~ www.heskethbankafc.co.uk



THE GOLD & BLACK DRAW YOUR CHANCE TO WIN ££££!!

Draws take place twice a month with three prizes to each draw. A first prize of £50, second prize £25 and a third prize of £10.

To save on collection, entry is by completing the Standing Order Mandate below which debits your account monthly at £5 per number or in multiples of £5 if more than one number is required.

Alternatively we will accept a one-off annual payment of £60. As soon as we receive the form your allocated number will go into the next available draw, which is held twice a month.

**PLEASE COMPLETE AND RETURN TO DAVE SEED
10 CHARLES CLOSE, HESKETH BANK PRESTON PR4 6SZ**

STANDING ORDER MANDATE

To Bank Date

Address of Bank

.....
Please pay HSBC Plc, SORT CODE 40 - 24 - 14
for the credit of HESKETH BANK AFC, Account No: 21083090 the sum of £.....

commencing on2010 and thereafter on the of
every month until further notice from me/us in writing.

Signature/s

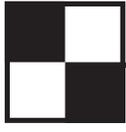
Title of Account & Account No. to be debited

Name

Address

Telephone Number

visit our website ~ www.heskethbankafc.co.uk



CLUB OFFICIALS CODE OF CONDUCT

Hesketh Bank A.F.C. believe that Club Officials have a responsibility not only for the development of the club and its members but by their actions and behaviours they need to set a positive example to others, particularly young players and supporters.

Set out below is Hesketh Banks A.F.C. Club Officials Code of Conduct which forms the benchmark for all Club Officials involved in the club.

- Club Officials should share knowledge and experience when invited to do so, taking into account the interests of the person that has requested this rather than personal interests.
- Club Officials must make every effort to develop the sporting, technical and tactical levels of the whole club, and to obtain the best results for the club, using all permitted means.
- Club Officials should give priority to the interests of the club over individual interests.
- Club Officials must be leaders in promoting ethical principles within the club.
- Club Officials must show due respect to the interests of players, coaches and other officials at their own club as well as other clubs.



CLUB COMPLAINTS PROCEDURE

In the event that any member feels that he or she has suffered discrimination in any way or that the Club Polices, Rules or Code of Conduct have been broken should follow the procedures below:

- They should report the matter in writing to the Club Secretary or Chairman. The report should include details of what, when and where the occurrence took place. Any witness statement and names of any others who have been treated in a similar manner.
- The Club's Executive Committee will sit to hear the allegation and shall have the power to warn as to future conduct, suspend from membership and remove from membership any person found to have broken the Club's Polices or Codes of Conduct.



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CHAIRMAN'S FORWARD

Over the past 3 years our club has been steadily working towards becoming a Football Association Charter Standard Club. I am pleased to report that we achieved our aim and earlier this year we were awarded this status.

This award was launched by the Football Association in 2001 and it is designed to raise standards, quality and safety in grassroots football and in return this rewards good practise in those clubs.

There are three levels, Charter Standard, Development and Community. We will now work towards achieving the Development level within the next 12 months.

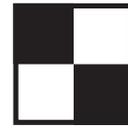
To achieve Charter Status the club has had to meet the following standards: Constitution, Financial Management, Insurance, Codes of Conduct for Players, Managers/Coaches, Parents/Spectators and Club Officials, Equity Policy, Each Team to have at least one Qualified Coach to Level 1 which includes Child Protection & First Aid and at least One Person within the club qualified to Level 2, Adoption of FA Child Protection Policy, A Designated Child Protection Person and CRB Checks. In addition to the above the club should also have a commitment to attend at least 2 In-Service Training Events per year and a Football Development Plan that includes: Mini Soccer, New Teams, Boys & Girls, Links to Schools and Recruitment and Retention Policy.

The benefits of achieving Charter Status is that it demonstrates to parents, players, schools and the public that the club is a well organised and safe club and is adhering to FA guidelines. It is an excellent way of promoting the club to potential players, parents, volunteers and sponsors.

I hope everyone connected to the club will adhere to the enclosed code of conduct and pay the annual subscription fee of £10. This will ensure the club is properly run and can offer any prospective new members or sponsors added value. Enjoy the season.

Paul Sergeant

visit our website ~ www.heskethbankafc.co.uk

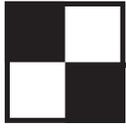


MANAGERS/COACHES CODE OF CONDUCT

Hesketh Bank A.F.C. believe that coaches are the key to the establishment of ethics in football. Their concept of ethics and their attitude directly effects the behaviour of players under their supervision. Coaches are therefore expected to pay particular attention to the moral aspect of their conduct.

Set out below is Hesketh Bank A.F.C. Coaches Code of Conduct which forms the benchmark for all coaches involved with the club.

- Coaches must place the well-being and safety of each player above all other considerations. Fully co-operating with other specialists if it is in the best interests of the player.
- Coaches must adhere at all times to guidelines laid down by governing bodies.
- Coaches must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
- Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
- Coaches must not exert undue influence to obtain personal benefit or reward.
- Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
- Coaches must always promote the positive aspects of the sport and ensure that all activities they direct or advocate are appropriate for the age, maturity, experience and ability of the players under their control.
- Coaches should at the outset clarify with the players (and where appropriate parents) exactly what is expected of them and also what they are entitled to expect from their coach.
- Coaches must consistently display high standards of behaviour and appearance.
- Coaches must never condone violations of the Laws of the Game including the use or toleration of inappropriate language.



PARENTS CODE OF CONDUCT

Parents, you have an immense influence and impact on your child's enjoyment and success in football. The team needs your support. The players need positive encouragement, before, during and after games, win or lose.

Positive encouragement leads to enjoyment, achievement and improved self esteem.

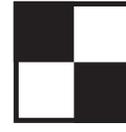
As parents let this be our focus,

DO

- Make every effort to ensure players attend training regularly.
- Ensure match attendance promptly at the time given by the manager.
- Give positive vocal support to the team.
- Show positive encouragement to all players in both teams.
- Encourage, Celebrate and applaud all instances of good play and good sportsmanship by both sets of players.
- Support the match officials judgements.
- Encourage players to follow the games rules.

DON'T

- Coach or instruct players during the match as this can only serve to confuse players and contradict managers/coaches instruction.
- Enter the field of play unless so instructed by match officials.
- Use inappropriate language to players, match officials or other parents/spectators.
- Criticise, reprimand or scold any player before, during or after the game.



WHO'S WHO AT HESKETH BANK AFC

EXECUTIVE COMMITTEE

President:	MARTIN PICKFORD		M: 07947 666 321
Chairman & General Secretary:	PAUL SERGEANT	Tel: 01772 814009 Email: paul.sergeant@btconnect.com	M: 07713 158 393
Vice Chairman:	STEVE PARKIN	Tel: 01772 811607	M: 07768 214 911
Treasurer:	PHILIP RIGBY	Tel: 01772 811022	
Schools Liaison:	SHIRLEY IDDON	Tel: 01772 816328	
Welfare Officer:	JOHN READ	Tel: 01772 814263	
Members:	MORGAN DODGSON		M: 07876 240 380
	DARREN McDONALD		M: 07831 809 569
	DAVID SEED	Tel: 01772 815357	M: 07932 897 175
	STUART CLAYTON	Tel: 01772 812622	M: 07973 743 639
	STEVE KILBURN	Tel:	M: 07855 719 475
	LESLIE HURST	Tel: 01772 811268	M: 07882 179 837
	GARY HADDOCK	Tel: 01772 816328	M: 07724 607 221

TEAM MANAGERS

1st Team:	ANDREW BURNS	Tel:	M: 07834 270 804
Reserves:	SHADAB IFTIKHAR	Tel:	M: 07852 362 391
Veterans:	GARY HADDOCK	Tel: 01772 816328	M: 07724 607 221
A Team:	WILL ASHCROFT	Tel:	M: 07597 133 381
Under 18's:	ALAN SOUTHERN	Tel: 01704 538326	M: 07952 905 460
Under 15's:	JOHN READ	Tel: 01772 814263	
Under 12's:	TONY SERGEANT	Tel: 01772 431430	M: 07964 043 336
Under 11's:	STUART CLAYTON	Tel: 01772 812622	M: 07973 743 639

Mini Junior Section

Under 10's	STEVE KILBURN	Tel:	M: 07855 719 475
Under 9's	MORGAN DODGSON	Tel:	M: 07876 240 380
Under 8's	LESLIE HURST	Tel: 01772 811268	M: 07882 179 837
Under 7's	DARYL WHITE	Tel: 01704 380240	M: 07944 078 542
Under 5's & 6's	JONATHAN BALL	Tel:	M: 07788 776 340

LIFE VICE PRESIDENTS

F. BAXTER, J. HORNBY, J. WIGNALL, W. TOPPING, A. JONES,
D. CAWLEY, C. TAYLOR, R. HOWARD, D. CULSHAW, C. GRIFFITHS

VICE PRESIDENT

H. EDMONDSON

visit our website ~ www.heskethbankafc.co.uk



THE CONSTITUTION

HESKETH BANK AFC

Rule 1 ~ Title and Constitution

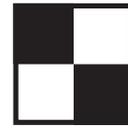
- a) The Club shall be known as Hesketh Bank Association Football Club.
- b) The Club shall have its headquarters at the Centenary Sports Ground, Station Road, Hesketh Bank or other such venue as the Executive Committee shall decide.
- c) The Club shall have the status of an Affiliated Member Club of the Football Association by virtue of Affiliation/Full Membership of the Lancashire Football Association. The rules and regulations of the Football Association and County Football Association or any League or Competition to which the Club is affiliated for the time being shall be incorporated into the Club rules.
- d) The Club shall be members of any leagues or competitions as the Executive Committee shall decide.
- e) The Club will also abide by the FA's Child Protection Policies and Procedures, Code of Conduct and the Equal Opportunities and Anti Discrimination Policy as shall be in place at the time.

Rule 2 ~ Government

- a) The Club shall be governed by an Executive Committee which shall have the power to deal with all matters concerning the Club, and take any action deemed necessary to promote/protect the welfare of the Club.
- b) Executive Meetings shall be held at least once a month, such meetings to be held at a venue and time as directed by the Secretary.

Rule 3 ~ Composition of the Executive Committee

- a) The Executive Committee shall consist of: President, Chairman, Vice Chairman, Honorary Secretary, Honorary Treasurer and Executive Members as deemed necessary, up to a maximum of nine. The Committee shall be elected at the Annual General Meeting and three shall retire in rotation each year, but are eligible for re-election.
- b) No officer may hold the offices of both Treasurer and Secretary at the same time.
- c) The President shall have the right to attend all Executive Meetings, but shall not have voting power.
- d) The Executive shall have the power to appoint sub-committee's as it sees fit, to deal with such affairs of the Club as the Executive deems appropriate; provided always that such sub-committees act in accordance with the constitution and rules of the Club and are accountable at all times to the Executive as may be required by the Executive and report to the Executive at the direction of the Secretary.
- e) The Executive shall have the power to elect a member to fill any casual vacancy in the Executive Committee.



PLAYERS

CODE OF CONDUCT

You are the **MOST IMPORTANT** people in the sport. Training and playing for your team, enjoying the game and improving your skills make this sport worthwhile. So lets so our best to make it good for everybody. Lets follow this code.

DO

- Play the game because you enjoy it.
- Try to improve your football skills.
- Give full effort and try to do your best.
- Encourage and support your team mates.
- Attend training regularly and be on time.
- Wear full kit on match days.
- Listen to and respect your managers and coaches instruction.
- Abide by the referee's decision. Follow the rules of the game.
- Celebrate good play.
- Set a good example. Be a good sport
- Treat all other players the way you would wish to be treated.

DON'T

- Criticise other players in yours or the opposition team.
- Use any bad language or name calling.
- Interfere, bully or foul other players with intention.
- Try to cheat to win.
- Answer back to referee decisions.



DEVELOPMENT PLAN

1, 3 & 5 YEARS

YEAR THREE 2012 ~ 2013 *Cont.*

Charter Standard Community Club requires the following:

A minimum of 10 teams with the development of additional teams.
Youth to adult pathway and links between youth and adult teams.
This is and has been ongoing since 1995.

A minimum of 1 girls or women's team.
A provision for mini soccer.
This has been ongoing since 1992 on a Saturday morning during the summer months.

All Adult Team Coaches/Managers must have First Aid Qualification.
A strategy to link to Schools and a designated Schools Liaison Officer.
The club already has links with the three local schools and has a designated Schools Liaison Officer.

A Volunteers Strategy and a designated Volunteer Co-ordinator
A Coach Education Plan and Disability Plan.
A Referee Development process with 1 referee per 3 teams.
Links to Professional Clubs and In-Service Training (e.g. EFCA).
A Communications Strategy.
The club has its own website www.heskethbankafc.co.uk

YEAR FIVE 2014 ~ 2015

- To investigate the possibility of obtaining more land close to the existing site for more grass pitches

To further develop the Centenary Sports Ground to enable the Club's first team to move further up the pyramid ladder.



THE CONSTITUTION *Contd.*

HESKETH BANK AFC

- f) The Executive are responsible for appointing Vice Presidents and Life Vice Presidents.

Rule 4 ~ Quorum and Jurisdiction

- a) The Executive, four of whom shall form a quorum, shall have jurisdiction over all matters of business concerning the Club.
- b) Any member of the Executive, except President, absent from three consecutive meetings shall immediately cease to hold office unless a satisfactory explanation be forwarded to the Executive.

Rule 5 ~ Club Finance

- a) The Executive committee shall have the power to disperse monies of the Club as they deem necessary to meet the financial obligations incurred by the Club and are also empowered to apply for bank loans on the Clubs behalf.
- b) The Club's financial year end shall be the 31st May and the Treasurer shall prepare a duly audited balance sheet each year and submit it to the Annual General Meeting.
- c) The Treasurer shall be responsible for all accounts and for depositing monies received into the Club and will present a statement of the Clubs monetary affairs at Executive Committee Meetings on request.
- d) The Treasurer, Secretary Chairman and Vice Chairman shall be joint signatories to all accounts.

Rule 6 ~ Team Managers

- a) Each Team Manager shall be appointed by the Executive Committee.
- b) Each Team Manager shall have the power to appoint his own assistant or assistants in playing matters only and notice of such appointments must be given to the Club Secretary.
- c) Team Managers in private consultation with each other and their named assistants shall be solely responsible for the selection of all teams. Managers selections of teams are to be final.
- d) All playing members, through their Team Managers, shall pay a match fee to the Treasurer. The amount of the match fee to be determined by the Executive. Failure to do so may result in the same disciplinary procedures and suspensions as detailed in Rule 8(e)



THE CONSTITUTION *Contd.*

HESKETH BANK AFC

- e) Each Team Manager shall be required to report the progress of his teams performance periodically at the request of the Executive.
- f) Each Team Manager shall be responsible for the care and protection of all equipment held in his possession, and will be required to submit an inventory of the same to the Club Secretary at the end of each season.
- g) No equipment shall be loaned out without the prior approval of the Executive Committee.
- h) Each Team Manager shall be responsible for match subscriptions and other monies collected from players. This money must be handed in to the Treasurer on a weekly basis.

Rule 7 ~ Secretary

- a) The Secretary shall carry out his duties in accordance with the rules of the appropriate County Football Association and the rules of any league to which the Club is affiliated.
- b) He must maintain a register of all Club officials and bona fide members and their personal details.
- c) He will be required to attend all committee or sub-committee meetings or appoint a deputy in his absence to take minutes of such meetings.
- d) He shall remain in regular contact with the Club Chairman and bring to the attention of the Executive Committee any behaviour of Club members and/or officials deemed to be detrimental to the Club.

Rule 8 ~ Membership

- a) A bona fide playing member is one who has signed a league registration form, such a signature having been witnessed by a member of the Executive or Manager and endorsed by the Secretary. In addition all Club officials automatically become bona fide members. All members shall pay an annual subscription of £10.00.
- b) Other forms of Club membership open to non-players may be offered by the Executive when they deem fit. Whatever the form of membership whether playing or non-playing all bona fide members abide by the Club rules, a copy of which is available on request.
- c) The Executive Committee shall at all times have the power to discipline any Club member or official for any breach of the Club Rules.
- e) All players and officials cautioned or sent off must pay their fines to the Club Secretary within 14 days of the incident. Failure to do so may result in immediate suspension from playing for the Club and the relevant County Football Association may be contacted to request suspension of the player or official from all competitive football.



DEVELOPMENT PLAN

1, 3 & 5 YEARS

FUTURE PLANS

Looking to the future the club drove forward ambitious plans for the community of Hesketh Bank with an all-weather floodlit pitch, a community hall suitable for a variety of occasions and new changing rooms. Thanks to the intervention of Isherwood Developments this was brought to reality and the tremendous all-weather 3G floodlit pitch and the new gym are open for bookings and membership along with the excellent 'Boots Barred' Sports Bar and fabulous restaurant 'The Locker Room'.

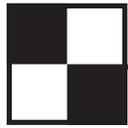
The first team represents the village in a county league, the West Lancashire Football League, which stretches from the old Lancashire borders as far as Cumbria, West Yorkshire and Greater Manchester. The clubs main aim is to increase its junior membership, continue to work as a FA Charter Status Club and further improve facilities.

YEAR ONE 2010 ~ 2011

- To work towards and apply to the Lancashire Football Association to become a Football Association Charter Standard Development Club.
- To begin the process of investigating and working with the cricket and bowling clubs to further develop the Centenary Sports Ground incorporating other sports.

YEAR THREE 2012 ~ 2013

- To continue to meet the standards required as a Development Standard Charter Club and working towards applying for Community Club status.



MANAGERS/ASSISTANTS/ COACHES CHARTER *Contd.*

8. At the beginning of each season Managers will be given a certain amount of equipment and kit and will be held responsible for the safe keeping of such equipment and kit which must be handed back in a satisfactory condition at the end of each season. None of this equipment or kit must be given out to a third party without the Executive Committee's prior approval. Any equipment or kit that is missing at the end of the season inventory may result in the Manager being asked to replace it. Managers may provide their own equipment but any other kit such as tracksuits etc, which must be ordered with the Club's representative who will process the order with the Club's suppliers.
9. When the club employs a kit wash service Managers must use that service. The only exception is if the service cannot guarantee the return of the washed kit in time for their next match i.e midweek matches. When this occurs a fee of £5 may be deducted from the Clubs Match Day Form and paid to the person actually washing the kit if required. Under no circumstances must players be asked to take individual kits home to be washed.
10. The Club may have several fundraising events such as a Sponsored Run, Race Night, Gold & Black Weekly Draw, Mini Soccer School, Easter & Summer Soccer Schools, Grand National Draw etc. and Managers will have a duty to actively promote and encourage team members, their families and friends wherever possible to participate in these important fundraisers along with any others the club deems fit to raise funds.

We are always looking for players - boys and girls ages 5,6 and 7 and team managers to create under 7's and 8's who will train and play friendly matches in preparation for competitive football from season 2011/12
For further details please contact the Club Secretary.



THE CONSTITUTION *Contd.* HESKETH BANK AFC

- f) Members under the age of 16 years on the 1st August will be classed as Junior members and will have no voting power at AGM's or EGM'S. One parent or guardian will assume their voting rights as detailed in Rule 9.
- g) Age Limits - Junior members shall be of the required age as specified by their respective Leagues/County Associations and play in their own age groups only.
- h) The period of membership shall be deemed to commence from the date the player became a bona fide member of the Club as detailed in Rules 8 (a) and 8(b) and cease at the close of the next following AGM provided always that the member has fully paid up all due monies due to the Club whether through subscriptions or fines.

Rule 9 ~ Annual General and Extraordinary General Meetings

- a) The AGM shall be held within four months of the accounts year end each year at the Club's headquarters or at any venue the Executive may decide.
- b) The Secretary shall give notice to members of the time/date of the meeting at least 14 days before the meeting takes place.
- c) The agenda for the AGM shall be decided by the Executive giving due consideration to submissions from any bona fide member. Such submissions must be proposed and seconded in writing and submitted to the Secretary at least seven days before the AGM takes place.
- d) All bona fide members shall be entitled to vote with the exception of the President, Junior members (who can be represented by one parent/guardian) and the Presiding Officer with the proviso that the Presiding Officer shall have the power of the casting vote.
- e) EGM's may be called by the Executive at any time at their own request. They may also be called by the Executive at the request of any bona fide member of the club, provided such requests are submitted in writing and seconded by signature by ten other bona fide members and must take place within 21 days of the request being received by the Secretary. The procedure for calling such meetings shall be as for AGM's.
- f) Votes will only be accepted from those present at the Annual or Extraordinary General Meetings and will be by show of hands unless the Presiding Officer deems a ballot necessary. No resolution will be accepted unless supported by two-thirds majority.



THE CONSTITUTION *Contd.*

HESKETH BANK AFC

- g) A minimum of nine bona fide members shall be required to be in attendance for an Annual or Extraordinary General Meeting to take place. In the event of insufficient members being in attendance for the AGM it shall be reconvened within 21 days as notified by the Secretary. In the event of insufficient members being in attendance for an EGM it shall not be held unless reconvened in accordance with 9(e). All Club officials shall be required to attend all Annual and Extraordinary General Meetings with the exception of President, Life Vice Presidents and Vice Presidents unless a satisfactory explanation for absence is submitted to the Secretary.

Rule 10 ~ Alteration to Constitution/Rules

No alteration shall be made to the constitution/ rules except at an Annual General Meeting or an Extraordinary General Meeting.

Rule 11 ~ Protests

- a) All protests shall be made in writing to the Secretary who shall bring such protests to the attention of the Executive at the first opportunity.
- b) Bona fide members shall accept the decision of the Executive as final.

Rule 12 ~ Communication

Public statements on behalf of the Club must be made through the Secretary and/ or approved in advance by the Executive.

Rule 13 ~ Dissolution

- a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.
- b) The dissolution shall take effect from the date of the resolution and the members of the Club's Executive Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be disposed of in such other manner as the members of the Club, with the consent of the parent Association, shall determine.

General

Any matter not covered by the above rules shall be brought to the attention of and under the sole jurisdiction of the Executive Committee who shall have the right to act thereon and any decision made in conjunction therewith shall be final.



MANAGERS/ASSISTANTS/ COACHES CHARTER

1. Managers are appointed by the Executive Committee at the beginning of each season. Should a vacancy arise part way through the season, the Executive Committee will appoint a replacement.
2. Managers may appoint their own Assistant/s, but the names, addresses and telephone numbers of these assistant/s along with any alterations/additions part way through a season must be made known to the Club Secretary before the Executive Committee can sanction these appointments.
3. Managers and Assistants must abide by this Charter, the Rules of the Club and Leagues that their teams participate in. Each manager and Assistants will receive a copy of the Clubs Handbook and a League Handbook and it shall be their responsibility to make sure that they are aware of the various regulations. Any breach of these may result in the Manager or his Assistant/s being dismissed.
4. Managers are responsible and accountable for all monies collected from his teams players. These will include Match Day Subscriptions, Training Subscriptions and any other monies collected in aid of the various fundraising events the Club holds. Appropriate records must be kept and made available to the Executive Committee when required.
5. Match Day Subscriptions must be recorded on the Clubs Match Day Form and handed in to the Club Treasurer after every match. League teamsheets must be filled in properly and posted to the relevant league within the designated time frame. Any fines incurred for whatever reason are the responsibility of the Manager and must be paid to the club secretary when notified.
6. Managers are responsible for making their own arrangements for training and may collect Training Subscriptions. Any monies must be handed to the Treasurer.
7. Managers must play their teams home fixtures on the pitches allocated for them and must not agree to switch fixtures amongst themselves or with opponents without the Club Secretary's prior approval. Any correspondence with other Club's or League Officials must go through the Club Secretary.