

**MINUTES OF THE ANNUAL GENERAL MEETING
HELD AT THE BEACON CENTRE, STAFFORD
ON SATURDAY 25 NOVEMBER 2017**

Prior to commencement of the AGM, the following Long Service Awards were presented: 40 year awards for George Fleetwood, Oxfordshire CSFA and Jeffrey Todd, Humberside CSFA. 50 year awards for John Williamson, Nottinghamshire CSFA and Rod Hirst, Nottingham SFA.

The meeting opened at 1.00 pm with O Aiston in the Chair. The full list of those present is attached to the Minutes as Appendix I.

The Chairman opened the meeting by welcoming delegates to Stafford.

1. NOTICE OF THE MEETING

The Chairman read the Notice of the Meeting.

2. STANDING ORDERS

The Vice-Chairman, J Martin moved the adoption of Standing Orders as printed on the Agenda paper.

This was agreed by the Meeting.

3. IN MEMORIUM

A minute's silence was observed by the Meeting in honour of those colleagues who had passed away during the previous season. Names put forward for remembrance: Nigel Brown (Ex ESFA Council, Chairman & Life Member), Norman Smith (Suffolk CSFA & Life Member), Mike Webber (Dorset CSFA), Eddie Roberts (North Yorkshire CSFA and N Counties), P Jacques (Sunderland SFA), Reg Winters (London SFA), Hefin Roberts (Cheshire CSFA), Mike Fowler (Newbury SFA), P Sanders (Nottingham SFA), Ray Carter (Life Member & SARA Rep)

4. APOLOGIES

A full list of apologies can be found in Appendix II.

5. THE APPOINTMENT OF SCRUTINEERS

Steve Abson (Leicestershire CSFA & Midland Counties), Pat Smith MBE (Life Member), Tony Williams (Wiltshire CSFA) and George Newton (Hampshire CSFA) were appointed as voting scrutineers.

6. MINUTES OF THE 2016 AGM

The Minutes of the Annual General Meeting held at The Wesley Hotel, Euston, London on 10 September 2016, having been circulated to all affiliated Associations; the Vice-Chairman moved 'That the Minutes of the last Annual General Meeting be confirmed and signed.'

This was agreed by the Meeting.

7. MATTERS ARISING

D Gent (Newbury & District PSFA) asked for clarification of funding streams. J Martin advised him that this topic would be covered later in the meeting.

D Lailey (Berkshire CSFA & Life Member) pointed out an error on page 2 of the minutes, Section 4 Liaison, first paragraph should read "*M Spinks (Chairman) is the ESFA's FA Council Representative. There are new directives in Centres Football, but The FA Memorandum remains in place. G Lee and P Clayton continue to be very supportive of the ESFA.*"

J Appleby (Ex Council & Staffordshire CSFA) said the participation figures for the Girls Football Week were still awaited. He was interested to know numbers and sustainability. M Spinks (Council Member)

apologised for the omission and informed the meeting that approximately 50% of girls' football is currently provided by schools. The CEO agreed to provide Girls' Football Week/Development Fund figures to J Appleby

8. ANNUAL REPORT

The Annual Report of Council, having been circulated to all affiliated Associations, was presented by J Martin (Vice-Chairman), who on behalf of Council, moved 'That the Annual Report be received and entered in the Minutes.'

J Martin thanked outgoing Chairman, A Johnston and Chief Executive, A Chilton together with ESFA Staff for their hard work during the previous season.

At ESFA HQ there had been recent changes to the Committee structure, and the National Competitions department had been working hard to increase their programme. 38 out of 44 counties now had administrators, and liaison is developing within the whole football industry. Festivals are still an important part of ESFA activity as is Child Welfare which continues to be carefully monitored.

M Timberlake (Lancashire CSFA) asked if any Premier League funding was available for U12's football. A Chilton (Chief Executive) explained that there was no funding available at present

D Gent (Newbury & District PSFA) asked if the Premier League could be persuaded to change the wording advertised on television interviews after games of 'Premier League Programme with Primary Schools' to 'Premier League Programme with Primary Schools in conjunction with ESFA'. J Martin said the ESFA would investigate the matter.

S Abson (Leicestershire CSFA & Midland Counties) asked if the Premier League Primary Stars U11 competition will replicate our own U11 competition. A Chilton (Chief Executive) explained that the Premier League were undertaking a competitions review and the ESFA key objective would be to liaise on planning, but nothing formal has been agreed at present.

J Appleby (Ex Council & Staffordshire CSFA) enquired how many Countries attend the SAFIB AGM. D Woollaston (Council Member & Bedfordshire CSFA) said that no continental European countries had attended this year. SAFIB intend to move their AGM to June to avoid the clash with UEFA competitions.

9. FINANCE REPORT

M Coyne (Chairman of Trustees) presented the Financial Statement and moved the adoption of the Balance Sheet.

He informed the Meeting that the ESFA's 18 month accounts for Jan 2016 – June 2017 showed a profit of £243,916. There was an overall shortfall of £30,000 budgeted for season 2017/18, which had been anticipated and therefore was being underwritten by 2016/17 surpluses.

40% of expenditure in the 2016/17 season went to Associations. For the 2017/18 season the County grants had increased from the £44,000 budgeted to £88,000 in total, although at the time of the AGM this had not yet been distributed to Counties.

MC reminded the meeting that the ESFA's relationship with the FA is extremely important financially.

M Coyne (Chairman of Trustees) proposed the Finance Report be accepted into the Minutes. This was agreed by the Meeting.

Honorary Auditors Report (N Pont, M Warren, A Reed)

N Pont (Hon Auditor) presented the Auditors Report to the Meeting.

He informed the Meeting that the Honorary Auditors had met with the Chairman, Chair of Trustees and CEO at ESFA HQ in December 2016 to look at protocols and terms of reference. The Auditors met again in May prior to issuing a report to membership to reassure them that they could have confidence that matters at the ESFA are being conducted in a satisfactory manner.

The Auditors proposed the ESFA make a grant of £300 to the Referees Benevolent Fund and £300 to St John Ambulance. This was agreed by the meeting.

10. ELECTION OF OFFICERS AND COUNCIL SEASON 2017-2018

On behalf of Council, the Chairman of Trustees, Mr M Coyne, announced;

- A Council Members re-elected unopposed:
 - North Region O Aiston, A Johnston,
 - Midlands Region M Hignett, N Hopwood, P Rickard
 - South West Region M Coyne, S Inger, J Martin, G Smith
 - South East Region S Botham, P Harding, M Spinks, D Woollaston

- B The appointment of the Independent Council Member by the Honorary Auditors:
Mr Marvin Robinson

- C The election of ESFA Chairman and Vice-Chairman for Season 2017-2018:
Mr O Aiston (Chairman)
Mr J Martin (Vice-Chairman)

11. ELECTION OF HONORARY AUDITORS

The Chairman proposed that Mr N Pont, Mr A Reed and Mr M Warren be elected

This was agreed by the Meeting.

12. ELECTION OF PROFESSIONAL AUDITORS

M Coyne (Chairman of Trustees) proposed that Lancaster Haskins LLP were re-appointed as the ESFA's Professional Auditors for Season 2017-2018. This was agreed by the Meeting.

The Chairman wished to thank M Ashton (Lancaster Haskins LLP) and D Howard (Finance Officer, ESFA) for their support during the season.

13. ELECTION OF ESFA TRUSTEES

O Aiston (Chairman) proposed M Coyne, D Woollaston, P Rickard be elected as Trustees for Season 2017-2018. This was agreed by the Meeting.

14. RULE CHANGES

1) 2017-18 Handbook page 75, Players. Competition rule 11, 'Mixed gender matches shall be played in line with current FA regulations.' To be amended with:

11(b)i

However, in all ESFA competition matches in the U12, U13, U14, U15 and U16 age groups which may involve players of mixed gender then only players from the same chronological academic year group shall take part.

Rationale: To ensure that age groupings for mixed competitions apply equally to boys and girls.

Proposer: John Clarke
Seconder: Dave Woollaston

AGREED by the Meeting

2) In the event that an eligible nominee for elected Council membership is not identified in an area, Council may, for a period of no longer than one year, co-opt a schools' employee who does not hold QTS but who is a member of an affiliated Association in the area, as long as the co-opted membership for that area does not exceed 1 member.

Rationale: In the event of continued significant Council vacancies, to ensure that Council continues to discharge its representative function.

Proposer: Mark Hignett
Seconder: Stuart Botham

AGREED by the Meeting

3) Council shall from time to time co-opt members with specific expertise to the Council for a fixed period, to be no greater than 3 years. Any co-opted member shall be eligible for co-opting to serve as a Trustee, subject to AGM approval. Co-opted members shall be eligible to vote and their number shall temporarily add to the size of Council, to a maximum of 3 co-opted members.

Rationale: To bring additional expertise to Council for a short term, specific purpose

Proposer: Dave Woollaston
Seconder: Neil Pont

AGREED by the meeting

15. VOTE OF THANKS

The Chairman, on behalf of Council, moved a Vote of Thanks to the Chief Executive and her Staff for making the arrangements for this Annual General Meeting.

16. PLACE OF NEXT ANNUAL GENERAL MEETING

The next AGM of the ESFA will take place in November 2018. Date and venue to be confirmed.

17. VOTE OF THANKS TO THE EX CHAIRMAN

O Aiston (Chairman) moved on behalf of the Meeting:

‘This Annual General Meeting desires to place on record its sincere appreciation of the services rendered by Mr A Johnston as Chairman of the Association in Season 2016-2017 and at various functions throughout the season.’