

**MINUTES OF THE ANNUAL GENERAL MEETING
HELD ONLINE, VIA TEAMS
ON WEDNESDAY 2 DECEMBER 2020**

The meeting opened at 7.00 pm with P Harding in the Chair. The full list of those present can be found at the end of the minutes in Appendix I.

The Chair opened the meeting by welcoming delegates.

1. NOTICE OF THE MEETING

The Chair read the Notice of the Meeting.

2. STANDING ORDERS

M Hignett (Vice-Chair) moved the adoption of Standing Orders as printed on the Agenda paper.

This was agreed by the Meeting.

3. IN MEMORIAM

A minute's silence was observed by the Meeting in honour of those colleagues who had passed away since the 2019 AGM. Names put forward for remembrance were: P Rickard (Council Member, Chair), J Appleby (Ex ESFA Council, Chair, Life Member, Staffordshire CSFA & Burton SFA), M Berry (Ex ESFA General Secretary & Life Member), D Grisdale (Inner London CSFA & Hackney PSFA), G Jennett (Life Member), P Smith, MBE (Life Member), K Field (Sunderland SFA), J Rourke (Merseyside CSFA & Bootle & District SFA), J Gidman (Liverpool SFA), T Duffy (Knowsley SFA), I Jempji (Middlesex CSFA), H Davenhill (Walsall SFA).

4. MEMBERSHIP ROADSHOWS

The Chair thanked all members who had attended the consultation roadshows regarding the player passport and new representative competition format. The Chair reminded attendees of the opportunity for any interested persons to attend the final roadshow.

5. APOLOGIES

A full list of apologies can be found at the end of the minutes in Appendix II.

6. THE APPOINTMENT OF SCRUTINEERS

S Abson (Leicestershire & Rutland CSFA), D Agass MBE (Newham SFA), S Inger (Life Member) & P Jackson (Gravesham SFA) were appointed as voting scrutineers.

7. MINUTES OF THE 2019 AGM

The Minutes of the Annual General Meeting held at the Beacon Centre, Stafford on Saturday 23 November 2019, having been circulated to all affiliated Associations; the Vice-Chair moved 'That the Minutes of the last Annual General Meeting be confirmed and signed.'

This was agreed by the Meeting.

8. MATTERS ARISING

Page 1, Section 7 – S Abson asked if there had been an update on RTCs & the girls' free weekends. The CEO reported that this remained the same as Season 2019-2020 & the FA would continue to schedule fixtures on the second weekend but must release players who were committed to County football, provided that 14 days' notice of the fixture along with the names of players affected had been given to the RTC.

Page 5 – D Gent (Newbury & District PSFA) asked whether Council had confirmed the process for rule change proposals following the 2019 AGM when a rule change was proposed in the absence of both proposer and seconder. CEO reported that the proposer & seconder should be present at the meeting to discuss the rule change & to enable voting on that rule change to take place.

9. ANNUAL REPORT

The Annual Report of Council, having been circulated to all affiliated Associations, was presented by M Hignett (Vice-Chair).

Page 3, Paragraph 1 – S Abson (Leicestershire & Rutland CSFA) requested that the report be amended to include ESFA's thanks to J Thornton (NCS) for his invaluable monthly updates to Members on the discipline records. This was agreed by the Vice-Chair on behalf of Council.

Page 7, Paragraph 4 – P Sammons (Essex CSFA) asked that the report be amended so that the final sentence now read 'Having been mandated by Members at the pre-AGM workshop to introduce new age groups & a champions-league format for rep football, it was disappointing, although appropriate, to defer these plans for a year'. This was agreed by the Vice-Chair on behalf of Council.

D Gent (Newbury & District PSFA) thanked ESFA for a full & interesting Annual Report & congratulated Council on its production.

M Hignett (Vice-Chair), on behalf of Council, moved 'That the Annual Report be received and entered in the Minutes.' D Gent (Newbury & District PSFA) seconded the proposal. This was agreed by the Meeting.

10. FINANCE REPORT

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

M Coyne (Chair of Trustees) reported the following:

- Due to the unpredictable nature of Season 2019-2020 & the start of Season 2020-21, the ESFA Trustees had set a 3-year financial budget to the end of the 2021-2022 Season, with a small deficit, expected to be addressed, at the end of that three year period.
- The ESFA had been affected by a reduction in FA funding, as had all County FAs, which had been beyond the ESFA's control.

G Hall (Essex CSFA) asked if the expenditure in the 2019-2020 Financial Statement had included any payments for an IT system for the Player Passport Scheme. M Coyne (Chair of Trustees) reported that no payments had been made for a Player Passport Scheme IT system & that there had been no costs for this included in the 2019-2020 Financial Statement.

D Gent (Newbury & District PSFA) asked what the Trustees income expectations had been for the Commercial Director role. M Coyne (Chair of Trustees) reported that the ESFA Council & Trustees decision to appoint a Commercial Director on a self-salary generating basis to secure income for the ESFA had been very successful in meeting the income expectations. Securing Utilita had enable the retention of the international programme during a challenging year. D Gent congratulated Council & Trustees for their foresight in creating this role.

M Coyne (Chair of Trustees) proposed the Finance Report be accepted into the Minutes. P Hockey (Gloucestershire CSFA & Stroud SFA) seconded the proposal. This was agreed by the Meeting.

HONORARY AUDITORS REPORT

The Honorary Auditors report, having been circulated to all affiliated Associations, was presented to the Meeting by N Pont (Honorary Auditor).

N Pont (Honorary Auditor) reported to the Meeting that the Independent Council Member post had been successfully re-advertised & that S Portman had been appointed.

N Pont (Honorary Auditor) proposed the ESFA make a donation of £500 to "Children with Cancer UK". S Metcalf (Merseyside CSFA) seconded the proposal. This was agreed by the Meeting.

P Harding (Chair) thanked the Honorary Auditors for all their hard work during the past year.

11. ELECTION OF OFFICERS AND COUNCIL SEASON 2020-2021

On behalf of Council, the Chair of Trustees, Mr M Coyne, announced:

- A Council Members re-elected unopposed:**
- | | |
|-------------------|-----------------------------------|
| North Region | O Aiston, A Johnston, T James |
| Midlands Region | M Hignett, M Warren (1 year) |
| South West Region | M Coyne |
| South East Region | S Botham, P Harding, D Woollaston |
- B Council Members newly elected:**
- | | |
|-------------------|-----------------------------|
| South West Region | G Rusling, R Brown (1 year) |
| South East Region | E Kearney |
| Midlands Region | J Foot |
- C Co-opted and external members:**
- | | |
|---|--------------|
| FA Representative | P Clayton |
| Co-optee Digital and Commercial | M Robinson |
| Co-optee Disability | R Ashley |
| Co-optee ESFA Representative on FA Council | M Spinks |
| Honorary Auditor Independent Council Member | Sion Portman |
- D The election of ESFA Chair and Vice-Chair for Season 2020-2021:**
- P Harding (Chair)
M Hignett (Vice-Chair)

12. ELECTION OF HONORARY AUDITORS

P Harding (Chair) proposed that Mr N Pont and Mr A Reed be re-elected as Honorary Auditors, and that a third appointment should be sought. M Coyne (Chair of Trustees) seconded the proposal. This was agreed by the Meeting.

13. ANNOUNCEMENT OF LONG SERVICE AWARD RECIPIENTS

Long Service Awards for Season 2019-20 were announced to the Meeting. P Harding (Chair) reported that the recipients had been given the option to either have their award posted out to them or presented at a future event. The recipients were:

40 Year Awards

D Pinton (Cheshire CSFA), P Chisholm (Mid Sussex SFA) & S Farr (Nottingham SFA).

50 Year Awards

R Eccles (Northamptonshire CSFA), D Williams (Vale of White Horse SFA), S Inger (Berkshire CSFA).

14. ELECTION OF PROFESSIONAL AUDITORS

M Coyne (Chair of Trustees), on behalf of Council, proposed that Lancaster Haskins LLP of Wolverhampton be appointed Professional Auditors for Season 2020-2021. S Botham (Council Member) seconded the proposal. This was agreed by the Meeting.

The Chair thanked M Ashton (Lancaster Haskins LLP) for attending the Meeting & for their support during the season.

15. RULE CHANGES

A **Rule 22.(3)a, “procedure at meetings” {of the Trustees}**

Rationale: to accommodate the potential varying number of Trustees (a maximum of 6 is set, but there is no minimum, so in unusual circumstances such as the death of a Trustee or an ex-officio Trustee relinquishing post, there may be fewer than 6 Trustees appointable), it is proposed that the quorum for the meeting is set at a percentage rather than a number. The quorum of four charity Trustees currently prescribed is proposed to change as follows:

“No decision shall be taken at a meeting unless a quorum is present at the time when the decision is taken. The quorum shall be 60% of nominated Trustees. A Charity Trustee shall not be counted in the quorum present when any decision is made about a matter upon which he or she is not entitled to vote”

Nominated by: M Coyne, Chair of Trustees

Seconded by: M Hignett, Vice-Chair of Council

Agreed by the Meeting.

B **Competition Rule 3 (a) - proposed rule changes for the ESFA U18 Schools’ Trophy and the U18B Cup**

Rationale: In recent years there has been an increase in the number of schools that are running a football specific course in their sixth forms. They are recruiting players to attend the school at post 16. As an initiative this is fine.

In the private sector there are now a number of ‘football schools’ that also recruit a large number of boys to attend courses at post 16, but primarily to boost their football teams for competitions. Again this policy to gain success in the sporting field in order to attract numbers to the school in principle is fine.

The concern is that there is now a widening gap between the schools that run this type of program and the vast majority of secondary schools where the vast majority of their sixth form entrants were in attendance at the school for their GCSE exams.

This is evident in the types of scores being posted and the success of the schools that run a football foundation program or have set up their own football academy.

The RFU had a similar problem in the past and they introduced a rule where the number of players permitted to play in the 1XV teams that join the school post 16 was limited. Initially to two, then increased to three but now I believe it is going back to two.

A rule change of this nature would mean boys who have represented their school through the secondary school ages will be able to compete against similar schools at U18 competition. Schools where football is an extracurricular activity and not timetabled as part of the school day.

The schools that operate a specific post 16 football program where football coaching and training is part of curriculum time can enter competitions which are open such as the Elite Schools Cup or the Super league.

ISFA have announced that for the 20/21 season there will be a rule change (similar to the proposal) for their Boodles Cup Competition (U18) below:

No school may name on the match team sheet more than 4 players who entered the school in Years 12 or 13.

Clarification: Any player in Years 12/13 who did not sit Year 11 GCSE examinations at the school concerned and whose GCSE academic results were not recorded in the school's published statistics will be classified as having entered the school in Year 12/13.

Proposal to remove the current rule:

ELIGIBLE PLAYERS

(a) Only bona-fide scholars receiving full time education in accordance with the Education Acts who are on the roll of a school affiliated to the ESFA and who are over the age of 15 years and under the age of 18 years at midnight between the previous 31st August and 1st September shall be allowed to take part in this competition (Year 11 to 13). Students on courses based upon day-release are ineligible to take part in this competition. Students that have enrolled at a school/college as part of a football academy programme are ineligible to participate in this competition, save for the ESFA Under 18 Elite Schools' & Colleges' Trophy. **Guidance note: This applies to schools that offer a Football Academy, Football Development Programme or Sports Academy with a football section (boys' competition only). Students that undertake 6 or more hours of football training at the school per week (excluding competition fixtures and strength and conditioning sessions) are not eligible to participate in this competition and should be entered into the 'Elite' competition.

Replace rule 3(a) with:

a) Only bona-fide scholars receiving full time education in accordance with the Education Acts who are on the roll of a school affiliated to the ESFA and who are over the age of 15 years and under the age of 18 years at midnight between the previous 31st August and 1st September shall be allowed to take part in this competition (Year 11 to 13). Students on courses based upon day-release are ineligible to take part in this competition.

b) To be eligible to play in the U18 Schools' Trophy or the U18 B Team Schools' Cup, players must have been on roll at the school for the formal GCSE examinations in Year 11.

c) A side may be permitted to play 3 players that joined the school post 16

Nominated by: M Hall, Surrey CSFA

Seconded by: R Gledhill, Buckinghamshire CSFA

P Harding (Chair) reported to the Meeting that R Gledhill (Buckinghamshire CSFA) had been unable to attend the Meeting & had sent his apologies. N Pont (West Tyne SFA) agreed to be seconder for the rule change.

P Harding (Chair) moved that a vote be taken, given the original nominated seconder had not been in attendance, for the motion to be put to the Meeting for consideration. This was agreed by the Meeting.

The Meeting discussed the proposed rule change. An amendment was agreed by the proposer, M Hall (Surrey CSFA) & the seconder, N Pont (West Tyne SFA).

Amended proposed rule change
Replace rule 3(a) with:

a) Only bona-fide scholars receiving full time education in accordance with the Education Acts who are on the roll of a school affiliated to the ESFA and who are over the age of 15 years and under the age of 18 years at midnight between the previous 31st August and 1st September shall be allowed to take part in this competition (Year 11 to 13). Students on courses based upon day-release are ineligible to take part in this competition.

b) To be eligible to play in the U18 Schools' Trophy or the U18 B Team Schools' Cup, players should have been on roll at the school for the formal Level 2 examinations in Year 11.

c) A side may be permitted to play up to 4 players that joined the school post 16.

Nominated by: M Hall, Surrey CSFA

Seconded by: N Pont, West Tyne SFA

Agreed by the Meeting.

16. VOTE OF THANKS

The Chair, on behalf of Council, moved a Vote of Thanks to the Chief Executive and her Staff for working so diligently during the difficult & challenging months of 2020 & for making the arrangements for the Annual General Meeting.

17. RETIREMENT AND LIFE MEMBERSHIP

A Mr D Woollaston (Council Member – South East) moved on behalf of the Meeting:

‘This Annual General Meeting desires to place on record its sincere appreciation of the devoted services rendered to the Association by Mr S Inger during his twenty three years as a Council Member, including Chair during Season 2008-2009, wishes him well in his retirement and in accord with Association Rule 9 (9) (a) confers on him Life Membership of the English Schools' Football Association.’

B Mr M Coyne (Council Member – South West) moved on behalf of the Meeting:

‘That this Annual General Meeting desires to place on record its sincere appreciation of the devoted services rendered to the Association by Mr J Martin during his six years as a Council Member, including Chairman during Season 2018-2019, wishes him well in his retirement and in accord with Association Rule 9 (9) (a) confers on him Life Membership of the English Schools' Football Association.’

18. PLACE OF NEXT ANNUAL GENERAL MEETING

The next AGM of the ESFA would take place in Stafford, in person if possible. The exact date was to be confirmed but would be in late June or early July 2021.

19. VOTE OF THANKS TO THE CHAIRMAN

Mr M Hignett (Vice-Chair) moved on behalf of the Meeting:

‘This Annual General Meeting desires to place on record its sincere appreciation of the services rendered by Mr P Harding as Chair of the Association in Season 2019-2020 and at various functions throughout the season.’

N Pont (Honorary Auditor) thanked P Harding (Chair) for his work & stated that the ESFA could not have been in better hands during the difficult year.

P Harding (Chair) thanked everyone for their attendance & closed the Meeting.

APPENDIX I– ATTENDANCE

Council Members

Aiston O	North	Newcastle SFA
James T	North	
Johnston A	North	
Foot J	Midlands	Gainsborough SFA
Hignett M	Midlands	Shropshire CSFA
Warren M	Midlands	Staffordshire CSFA
Brown R	South West	
Coyne M	South West	South Gloucestershire PSFA
Rusling G	South West	Dorset CSFA
Botham S	South East	Hertfordshire CSFA
Harding P	South East	Kent CSFA
Kearney E	South East	South East Essex SFA
Woollaston D	South East	Bedfordshire CSFA
Clayton P	FA Representative	
Ashley R	Co-optee Disability Representative	
Robinson M	Co-optee Digital & Commercial Representative	
Spinks M	Co-optee ESFA Representative on FA Council	

Staff

Chilton A	Chief Executive
Alcock D	National Competitions Manager
Thornton J	National Competitions Secretary
Evans, J	National Competitions Secretary
Howard D	Finance Officer
Laithwaite I	Commercial Director
Kearney S	PR & Communications Executive
Weston A	Football Development Manager
Laverick K	Football Development Officer
Duffield M	National Child Welfare Officer

Honorary Auditors

Pont N	West Tyne SFA
Reed A	

Accountants

Ashton M	Lancaster Haskins LLP
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Life Members

Inger S
Lailey D
Lee G
Morton J
Willacy D

ASSOCIATION REPRESENTATIVES

Abson S	Leicestershire & Rutland CSFA & Midland Counties
Agass MBE D	Newham SFA
Allen J	Sheffield SFA
Arridge M	Kingston upon Hull SFA
Balston M	Portsmouth SFA
Bates S	Wotton & District PSFA
Bayliss D	Worcestershire CSFA
Beale S	Swindon PSFA
Brader J	Lincolnshire CSFA
Broadhead M	Tameside SFA
Bryan C	West Midlands CSFA
Bull L	Warwickshire CSFA
Bushby A	Bishop Auckland SFA
Carey S	Cleveland CSFA
Chance D	Herefordshire CSFA
Clark J	Cheshire CSFA
Clitheroe A	Lancashire CSFA
Dacombe R	Redcar & Cleveland SFA
Daines C	Doncaster SFA
Davies P	Stockton & District SFA
Dolben S	Tower Hamlets
Downing B	Knowsley SFA
Duffy L	Salford SFA
Fleetwood G	Oxfordshire CSFA
French C	Devon CSFA
Gates S	Barnsley SFA
Gilbertson K	Durham CSFA
Hall G	Essex CSFA
Hall M	Surrey CSFA
Hirst R	Nottingham SFA
Hockey P	Gloucestershire CSFA & Stroud SFA
Imbstari A	Berkshire CSFA
Jackson P	Gravesham SFA
Jones R	Stockport SFA
Loftus N	Wolverhampton SFA
Martin J	South West Counties
Matthews D	Newbury & District PSFA
Metcalf S	Merseyside CSFA
Newman C	Northumberland CSFA
Newton G	Hampshire CSFA
Padotan L	Sandwell PSFA
Pryor R	Yeovil SFA
Ransley K	Ashford & Weald SFA
Siaw R	Wandsworth PSFA
Smith R	Swale SFA
Tracey P	Northern Counties
Tasker A	Sunderland SFA
Tickner A	Barking & Dagenham PSFA
Tickner P	Cumbria CSFA & Allerdale SFA
Wainwright G	Derwentside PSFA
Walton T	West Yorkshire CSFA
Warburton D	Greater Manchester CSFA
Ward R	Suffolk CSFA
Williams T	Wiltshire CSFA
Williamson J	Nottinghamshire CSFA

NON-VOTING ADDITIONAL REPRESENTATIVES

Brownsell D	Greater Manchester CSFA
Bull F	Warwickshire CSFA
Collins G	Newham SFA
Gent D	Newbury & District PSFA
Green M	Hampshire CSFA
Hackett H	Salford SFA
Lawton M	Stockport SFA
Nadal M	Lancashire CSFA
Nicolson A	Redcar & Cleveland SFA
Peace R	Suffolk CSFA
Sammons P	Essex CSFA
Whitworth M	Lancashire CSFA
Wright M	Greater Manchester CSFA

APPENDIX II – APOLOGIES

Council Member

Portman S	Independent Council Member
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Life Members

Blakeman L
Simmonds M

County & Local Associations

Brown A	North Norfolk PSFA
Cawley B	Lambton & Hetton PSFA
Coates G	Middlesex CSFA
Dulak M	Worcestershire CSFA
Giles P	Isle of Wight SFA
Gledhill R	Buckinghamshire CSFA
Gunn A	Woking SFA
Lewis D	Telford & Wrekin SFA
MacPhail A	East Essex SFA
Pearson D	Halton SFA
Stubbings J	Copeland SFA
Timberlake M	Lancashire CSFA
Thwaites V	Hastings & District PSFA
Wilding C	Barking & Dagenham PSFA
Williams D	Oxfordshire CSFA & Vale of White Horse SFA
Young A	Bristol & South Gloucestershire SFA

Staff

DaCosta S	National Child Welfare Officer
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