

Minutes of Jubilee Field Working Group

Held Wednesday June 17, 2024, 1st Floor Village Community Centre

At 7.30pm.

1. Present: Cllr. Sharp, Cllr. Hotson, Cllr. Alesi, Cllr McLaughlin; Jackie Barker, Chris Rhodes, Lee Seal, Nic Stonebridge

2. Apologies: Cllr Arger, Cllr Riordan,

3. Group Membership: Cllr Sharp (Chair), Cllr Arger (Sec), Cllr McLaughlin; Cllr Hotson; Cllr Alesi; Cllr Riordan (ex officio) Chris Rhodes (GG); Nic Stonebridge (SMFC); Lee Seal (SMYFC). As chair of SPC Cllr Riordan (ex officio non voting). Currently due to cllr numbers we can only have 5 voting cllrs.

4. Matters Arising from Minutes of previous meeting: minutes amended as it was noted at the previous meeting that the manufacturer of shutter keys had already been contacted twice and has not provided further keys. Keys are held by NS, Parish Office, Cllr Sharp, Dean Fuller & one in the cupboard at JF.

* Planing of Room 1 door – Steve Fagg has confirmed this needs doing. Geoff Fagg is going in this week to do this and then Steve will be in to do the painting. AS will coordinate this.

* Overflow Car Park Gate – to be resolved. Needs adjustment. NS to arrange during closed season.

5. Budget:

New Boiler – There was much discussion as so far only one quotation for a heat source pump boiler has been obtained. Given other companies have refused to quote, it appears that, possibly as the pavilion is not insulated, that the heat source pump is not the right system for the pavilion. There was a previous specification produced. NS will send to AS to use to obtain 'normal' boiler quotes.

6. Maintenance:

a. **Changing Room Lights** – all approved at Full Council £394. Gary from Cartel on holiday but will be done on his return 24/6. AS to liaise.

b. **Summer Clear Out** – Agreed to arrange a date where a representative from all main users are available; 8 July agreed. Dean Fuller to get quote for waste removal and report back to AS by Wednesday 19 June.

c. **Changing Rooms** – Seniors moving to 2 rooms closest to pitch and Juniors to 2 rooms nearest kitchen by start of next season. Changing room bells need to be amended so they link to appropriate changing rooms enabling the move. Juniors will need space to store small goals and kit etc that is currently in the changing room. Can use 'new' changing room as currently do. Previous discussions about container but needs more planning re where to site and who to purchase.

d. **Summer Deep Clean** – one quote received, waiting for further quote. Should be done after 8 July (pre season friendly on 20 July, first league game 10 August). Kitchen deep clean has not been paid yet, SMFC also awaiting cleaning payment for May. Clerk queried that the pavilion had not been cleaned - this is due to holiday and concerned about not being paid. Cleaning contract will continue until August when the hire agreement changes.

7. Bookings

A request has been made for a fun run to start/end at Jubilee on Sunday 7 July - relevant insurance is in place.

Also agreed SMYFC registration mornings on 6 & 13 July.

Reminder **Five Star** – August 5/6, 27/28.

8. Girl Guides HoT

JB commented that the document sent by the clerk did not completely match up with the document she had sent.

GG Legal team won't act until council has made a decision on the fence.

JB asked what was meant by g) hire arrangements - no T&Cs were attached; no appendix 2

EH stated that there only needed to be one amendment made to the lease which was to be able to hire and sell alcohol. Do not need a lease on the piece of ground - just a licence deed.

Wayleaves - use survey that was produced for the 3G pitch.

EH suggested that Girl Guiding UK solicitors should be advising the Parish Council that the lease doesn't need to be changed, just an amendment added. JB stated this had been done. AS asked to be copied into the emails. GG Legal are waiting on the agreement for the fencing of the land with the PC. EH stated that council haven't seen the papers - he will chase with the clerk as JB said the clerk has had these.

It was agreed that JB would meet with EH to finalise documentation.

Insurance for sale of alcohol - Unity would need to know value of alcohol kept on site, and value of loss of licence; neither of which apply. JB to forward to EH & AS.

No need for a refundable bond - EH.

Pumping station - GG pay £25 per quarter.

Fencing - EH unhappy with closeboard fence, but metal will look like a prison. JB agreed to provide different image options of the fence.

9. SMYFC

Ground Hire Agreement - LS to send AS any amendments on current version of document.

Good number of teams for next season, Marden Minors are joining with SMYFC but will continue to play at their ground, and will self manage. 2 teams coming from Headcorn, 1 from Maidstone United. EH asked LS to send a report.

10. SMFC

Ground Hire Agreement - NS to send AS any amendments on current version of documents.

Cleaning - PC are now asking for the cleaning to be done by the club after games. NS refuted this as the club are hirers and there is no lease.

Planning for development works has been submitted - NS to advise AS when it has been validated. NS to send planning documents to AS.

NS stated that car parking doesn't need to increase as SMFC are moving from inside to their own. Sadly, club missed out by 1 goal this year but looking to next year if they succeeded the potential visitors could be in the several 100's. Lease for possible 15 years but to be checked.

EH said the agent on behalf of the PC will possibly require 3 Break Clauses and review in 3 years - 1. Club no longer viable 2. Bad tenant 3. Move out. SMFC would require a Bond put up to pay balance of the lease for the 3 years. Fee to be set by Land agent. A proper site plan required. Club house design required. Usage Sports Club House. Lettings from money made via the kitchen will be taken into consideration with the Land agent but HP reported this was unlikely. Opening 9am to 10pm. Licensing times different. Access for third party users not required. SMFC will be responsible for services. At the previous meeting, HP talked of a proposed pump station which goes under the kitchen sink which was not the pump under discussion. Main pump is external in grounds and

takes the foul water away. HP thought the pavilion toilets would be used by SMFC, but it was confirmed that the club house plans show there will be a toilet on site.

Car parking on site still contentious. PR reports car parking survey highlighted the JF site may already be over subscribed and residents have raised concerns about street parking. EH raised discussion of SMFC speaking with National Rail for permission to run a minibus between station and pitch and asked how this was progressing. The clubs' future progression could not be predetermined, but parking continues to be an issue which needs to be considered for both now and the future. LS raised security concerns when alcohol on site. Generally agreed that shipping containers are solid and maintenance would be the club's responsibility. Land agent feedback required. AS to action further clarification.

Pavilion Risk Assessment – weekly check on some items such as showers run, fire alarm, etc
Agreed not a cllr 'job' - caretaker role?

AOB:

Date of next meeting: July 8th 7.45pm @KLC and / or July 29th as third Monday already council meeting.

Meeting closed 22:00