

Minutes of Jubilee Field Working Group
Held Wednesday 11th September 2024 at the Youth Club Building at 7.30pm.

1. **Present:** Cllr. Sharp (AS) Chairman, Cllr. Alesi (MA), Cllr. Hotson (EH), Cllr. Riordan, Cllr. McLaughlin (BM), Lee Seal (LS) SYFC, Paul Bowden-Brown (PB-B), Cllr. Jose Castro (JC).
2. **Apologies:** Cllr. Arger (MAA), Chris Rhodes (CR) Guides, Nicola Stonebridge (NS) SMFC.
3. **Group membership:** JC stand in for MA, PB-B rep SMFC
4. **Minutes of previous meeting: August 19 2024**

Agreed with correction

 - * of Cllr. McLaughlin spelling of name.
 - * PR requested to add that *'there was no control over electricity at current time'*
5. **Matters Arising:**
 - * Loft and pavilion clear out - completed and skip collected.
 - * Boiler – awaiting quotation from J Birkby
 - * Cleaning machine quote starting from £246.49. AS consulted cleaners for best model. Looking at @£300 report to follow
 - * Storage of mop, bucket and cleaning machine discussed. AS & NS sorting cupboard in corridor with a padlock as agreed
 - * SMFC & SYFC – both sections under new SMFC CIC – Currently each section has a voting representative. If merge that will then be a representative from each section at meetings but one vote. Please give official notice to SPC – minutes from meeting of each section showing it has been agreed. Noted that this will lead to the hire agreement needing to be amended to reflect this.
 - * Concerns were raised about the 2 sections accounts, SMYFC making a profit and SMFC a loss (no tax to pay) – does this put the SMYFC at risk? Assured this is not the case and they have put assurances in place to protect the SMYFC under the CIC, including a 6 month break clause

CIC has PBB & NS currently with 2 others to be added. Currently awaiting HMRC , closing existing Seniors. HMRC letter offering all clubs 'amnesty' chance to ensure they are following FA rules, only paying player expenses, not wages, prompted SMFC to check and ensure they are in compliance.
6. **Budget:**
 - * Electricity usage of flood lights – AS to do meter reading of flood lights in loft.

Much discussion about SPC concern about the cost of electricity used by clubs. PB-B expressed surprise that SMFC were not paying for flood light use.
7. **Maintenance:**
 - * **Deep clean** commenced Mon 9.9.24 with the senior changing rooms and seems a good job so far. Before and after photos have been sent. PR expressed concern about the cost of a deep clean to SPC and cleaning of kitchen twice given only SMFC use it. General consensus that this was a large expense. AS explained Kitchen was deep cleaned re the Food hygiene inspection with the expectation it would not be part of the 'Annual Deep Clean' but the need to sand down the badly painted doors caused red dust everywhere, kitchen included.
 - * **Mower update** - still out of order awaiting parts from USA to repair.
 - * **Grounds man** – Steve Waring cutting grass on Thursdays and Josh Melville is

doing the line marking on a Friday to ensure pitches fit for weekend fixtures.
Email 2nd from LS stated happy with junior pitches.

A lot of 'communication' last 6th Friday / Saturday about no lines marked. Josh lined the pitches on Friday 6th during heavy rain. Being concerned about the lines being washed away, he spray lined the corners and spots. Unfortunately the rain appears to have washed the lines away. The club was given permission on Saturday to reline at their own expense, but declined. Also noted that the SMFC had requested changes either to the height of the cut or to not cut at all.

Refs have complained about 'potholes' & dog fouling on pitch. Cllrs expressed the concern that there was an expectation of a Scefl level standard pitch on what is essentially a public recreation ground.

8. Bookings:

* Five star football booking on 29th & 30th October 2024

9. Guides:

* Lease with solicitors - ongoing . Amendments will be a deed of variation.

10. SMYFC: moved to earlier in meeting to enable LS to leave at 8.30pm

* Report – Currently have 290 players and 32 Mini Monarchs. 23 teams = 15 @ Jubilee Field, 4 @ School, 1~NLL Maidstone, 3 @ Collier Street ex Marden players playing under Staplehurst banner. 6 girls teams – 1 left to go to Aylesford t play at a higher level.

Wild cats and Squad girls in the summer too.

£9,200 paid to referees last season – most in the village.

*** Request to use the kitchen to sell teas and coffees / snacks on junior match days by SMYFC – subject to additional cost incurred for electricity & water.**

PR expressed a concern about additional cost to SPC. Discussion about whether it was feasible to calculate cost or charge a fixed fee?.

It was noted that this would require a change to the hire agreement. – Agreed to recommend to SPC and whether a fee should be added for usage or other arrangement. AS & MA proposed and seconded 8/8 agreed

11. SMFC CIC

* **Outside bar** – As we did not reach the 5 councillors required to bring this back to council as per standing orders, we cannot raise this again for 6 months.

* **Outside trestle table selling drinks by pitch** – permission sought for this. Agreed to recommend to SPC and whether a fee should be added for usage or other arrangement e.g. pay for floodlight electricity? AS & BM proposed & seconded 7/7 (LS had left)

* **Own Grounds man** – request to appoint own grounds man to mow main pitch and surrounds, do lines, repair divots and maintain drainage (ensure not clogged) at expense of the SMFC not SPC. Agreed to recommend to SPC.

PB-B made a verbal offer to potentially do the Junior pitches as well.

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12. Pavilion Risk Assessment:

* Parish caretaker carrying out weekly checks.

13. Action Plan:

* Items updated see attached.

14. AOB: addressed above

Date of next meeting: 16th October 2024, at the Pavilion, Jubilee Field, 7.30pm.

Meeting closed: 22.10pm.

A Sharp