

JUBILEE FIELD MANAGEMENT COMMITTEE

MINUTES of the meeting of the Jubilee Field Management Committee held on Thursday 2nd February 2012 at The Jubilee Pavilion, Headcorn Road, Staplehurst

1. **Present:** Nigel Stewart, Ian Humphrey, John Gower, Ali Hooker, Mike Hooker, Paul Butcher, John Perry, Mike Lock and Elaine Downton.

ED had asked to attend the meeting to discuss the skateboarding event later this year.

2. **Apologies:** Apologies were received from Nigel Best.

3. **Minutes of last meeting** - Minutes of the last meeting of held on 1st December 2011 were agreed and signed as a true record.

4. **Matters Arising** - Any matters arising would be covered under the relevant headings below.

5. **Chairman's Report:**
Nothing to report

6. **Secretary's Report:**
Request: One of the coaches of the U14 Kent Youth League team had approached MH to ask permission to use Jubilee for holiday soccer coaching. A percentage of the gross income would be donated to the Jubilee. Use of a mini soccer pitch would be required and a member of the Committee would be required to unlock the facilities. All in attendance **AGREED**

Trustees: This was in hand but legal fees could amount to £800. The Parish Council would approach a local firm of solicitors to ask if their involvement in rewording the Trustees document would be less.

Other: PB asked whether the Committee could consider moving some of the games to Diagrit to keep this facility open. IH mentioned that the Club was paying a retainer and there was a possibility of using Diagrit's pitches for pre season training.

Skateboarding: This had now been finalised for 23rd June as a joint venture with Maidstone Borough Council. Minibuses would be put on to ferry people between Maidstone and Jubilee all through the day. Car parking was sorted in the field opposite and Jubilee Committee was asked to provide catering and PB asked whether 10% of the profits could be donated to the Skateboarding Committee. This was **AGREED**. The same arrangements had been made as for last year and PB was looking to the possibility of providing a covering for the skate park in case of a repeat of last year's weather. The Red Cross would be in attendance for first aid. Money had been raised to cover costs with donations from Golding Homes and several businesses within the village. PB estimated that there could be up to 1500 people in attendance throughout the day and volunteers were needed for marshalling etc.

7. **Treasurer's Report:**
Balance as 2nd February 2012 is £623.03 which includes the large water bill of £420 that has been received. This is currently being queried. The bill is hopefully to be reduced as we will also receive a waste water bill shortly which will reduce the finances even more. The water meter had been read and was correct but a further team from the water company were due out to check for leaks.
8. **Pitches:**
Dog fouling: Still an issue even to the point where an owner had allowed their dog to foul beneath a dog sign! MBC were putting in dog fouling bylaws and the Parish Council had asked for Jubilee to be included. This would allow the local enforcement to be taken. However CCTV was due to be installed shortly and this may help to deter owners. People were asked to report any sitings to SPC, the Community Warden or Maidstone Borough Council.
Drainage: Seemed to work very well during the wet weather
9. **Kitchen:**
The kitchen will need staffing at the semi-finals which had been booked for Jubilee over the next couple of months. MH took a list of who was available however the 18th March there is no cover. The Junior section of the Football Club would be asked for assistance.
10. **Cleaning:**
Managers (especially Junior Section) to be reminded that they need to sweep changing rooms and corridors together with footpaths outside. On Sunday Changing Room 1 (SFC) was used by a junior section's away opposition and left in a state. It was proposed that "Away" signage be placed on changing rooms 3 and 4 for use by opposition of all Senior and Junior section teams.
11. **Buildings, Site Maintenance and Development of Cycle Project**
The paperwork had been read through regarding the boiler. The supplier and installer information has been found and it was understood that NB had this in hand.
The back door had been repaired, the guttering cleaned and the signage requested at the last meeting had been erected.
12. **Parish Council**
All items raised in other minute items.
13. **Any Other Business**
The Football Club had arranged a Summer Tournament for U8, U9, U10 and U11 6-a-side teams. This was to be held on Sunday 27th May. Invitations had been sent out and responses, with payment, were required back to IH by 8th April. KCFA will give approval for it to go ahead once teams are known with their affiliation numbers. IH listed what was required for the day: Parking opposite, catering, volunteers for marshalling, Red Cross, Referees, Runners (for match results/scoring etc), gazebo. This would be discussed in more detail at the SFC Committee meeting. Advertising would be made in the Parish Magazine, website, newsletter and posters

around the village.

Football Club Presentation Day: To be held on 20th May and would also celebrate the 40th anniversary of the Boys Section. Things needed for the day: catering, photos (of boys section), volunteers.

Charity Game: Corals Bookmakers had requested the use of Jubilee for a charity game. The date of 13th May (pm) was to be suggested to them as the Veterans had a morning fixture and the pitch and goals would already be set up.

U14s certificate: JP asked when the Parish Council could present the U14s with the certificates. MH would pass the home fixtures and manager's details to JP for him to contact direct.

Trophy: The Parish Council had requested the possibility of a cup for Barry Franks who was now retired from the Parish Council but had put a lot of effort into the Jubilee field and obtaining the funding etc for the pavilion. It was suggested that a cup could be made available for the Young Player of the Senior Section and this would be taken back to the next Committee meeting.

Bags for Sport: A large number of bags had been collected for this and it was **AGREED** to have one last push of obtaining more bags before arranging for them to be collected.

Advertising banners: Although in hand this seemed to be moving slower than anticipated. Positive replies had been received back from 5 or 6 businesses and prices had been obtained from Iden Signs but IH was unsure whether a cheaper quote could be sought. This would be looked into. IH proposed to the Committee the suggestion that Jubilee take over the administration of the purchasing and invoicing as they had the facility to send out invoices which the football club did not. The balance would then be paid to the football club. Art work was needed from the companies and a record was to be kept when the adverts were erected. The Committee **AGREED** for the invoices to be raised by Jubilee and payments made as IH's suggestion.

The next meeting of the Committee would be 29th March 2012 commencing at the end of the Users Meeting at Jubilee Pavilion.

There being no further business the meeting closed at 9.23pm.