

**Minutes of Jubilee Field Management Committee AGM**  
**Tuesday 15<sup>th</sup> Feb 2022, 7.30 PM at the Kathie Lamb Centre, Jubilee Field**

Present:

SPC - Paddy Riordan, Bill McClaughlin  
SMYFC - Lee Seal, Steve Downey, Nicola Stonebridge  
SMUFC - Jay Fuller  
Guides - Mel Alesi, Kirsty Edmonds  
Groundsman- Dean Fuller  
Sue McClaughlin

1. Apologies: John Perry, Justin Birkby, Eric Hotson, Louise Brice
2. Approval of meeting notes of 06/01/2022 (attached)
3. Election of officers
  - Chairman: PR Proposed by LS, Seconded MA
  - Secretary: NS Proposed by JF, Seconded by PR
  - Treasurer: LS Proposed PR, Seconded SD
  - Appointment of members: MA, KE, JF, DF, JB, SD, BM, JP

Other matters

**1. JFMC Treasurers Financial report**

LS confirmed more money has been paid into the account this month, accounts (sent separately) are before cleaning bill, DF bill and line marking. £6574.64 held. Need to ensure there is always this level of funds available to cover work that will need doing.

**2. Financial update from SMUFC Senior Section regarding expenditure incurred by JFMC**

PR wished to clarify who holds responsibility for expenditures. JF confirmed that checks are now in place with the senior team to ensure the correct protocols are followed to ensure all expenditures are valid. Lots of money has been spent on improvements which should benefit not only the club, but the wider community. DF wished to thank the Junior team, Guides and Parish Council for all their support. DF confirmed that JB will be the ongoing contact for the Senior section.

**3. Improvements to car park for discussion/agreement**

MA asked that the front area of the guide centre was not used permanently as a car park. It was confirmed by NS that this wasn't a proposal as it wouldn't provide enough spaces, plus would cost too much as the brick cupboard would need to be moved – quote was given for £37,000+ 20% VAT for this and overflow car park.

NS suggested that stone would be a better option than tarmac as there may need to be groundwork for the 3G that would require tarmac to be dug up. JF agreed. A quote has been obtained for £4100, Magnetic Shields have offered a donation of £4000 and a potential grant from Lottie Parfitt Reid for £500. It was agreed by all that the guides wouldn't be asked to fund anything, and that the senior club would fund any additional. PR agreed that it would be added as an urgent item for the Parish Council to approve on 21/2/22. JF to send PR the detailed quote for the car park works from CSC Surfacing. JF to ask for quote to cover the additional portion of the car park (past the end of the skate park).

**4. Update of responsibility for costs at the Jubilee Field and future strategy for agreement relating to Utility bills – report from SMUFC Senior club**

The electric card meters are in the process of being fitted – hopefully next week. LS gave a comparison of the electric bills for the period 6 months to Dec 20 £577.25 and 6 months to Jan 22 was £1219.29 – an increase of £642.04. JFMC have £1100 on hold to cover outstanding electric. LS suggested that once he has a whole years worth of bills it can be worked out how much the senior section need to contribute. JF confirmed that the Senior Club were aware that they had to cover their costs but wouldn't agree to pay for everything. JB has fitted a timer for the immersion heater and new sensors for the lights. JB/DF to arrange a service for the boiler.

#### **5. Approval/Discussion of electricity “Smart meters” to pumping station, Pavilion and Guide Centre**

It was proposed by LS to have smart meters fitted to the Pavilion and Guide Centre. Approved by all – LS to liaise with DF for fitting.

#### **6. Defibrillator update**

Current defib is working and serviced – in the brick cupboard. New one is still awaiting the cabinet. DF will weekly check the defib. The new one will need to be registered with the emergency services, and it needs to be agreed where it will be sited. It was discussed to site it on the outside of the guide centre in line with the CCTV – PR to check the CCTV coverage. LS suggested the old defib be put in the cabinet and the new one kept in the brick cupboard.

#### **7. Parish Council Pitch & Pavilion Hire Agreements for Discussion/amendment/approval – update regarding signing and return to the PC.**

PR reported that the Parish Council needed a signed copy of the agreements. NS asked for the Junior agreement to be changed to ensure the line marking is not only done at the beginning of the season – PR to action. PR to forward to JF for Senior Section.

#### **8. Ball netting adjacent to neighbour's land/fence update & discussion for a suitable provision to be installed**

PR reported that the owners of the fields are unhappy with the balls going into their fields. DF, SD, NS opposed netting due to environmental issues. LS suggested moving the pitches slightly to bring them further onto the field and away from the boundary. SD also stated that the public play football and no one has control over them retrieving their balls. PR to ask Parish Clerk to speak to field owners and confirm that the pitches will be moved. Teams to be asked not to continually climb over the fence but to collect all balls in one go.

#### **9. Storage facility issues discussion and update**

NS queried if the bill for Homeleigh was for the timber to make the lean to, PR confirmed it was. PR had asked the contractor repeatedly to fix the issues – the leaks have been sorted but the doors are completely unsuitable – but since this hasn't happened it was reluctantly agreed that a new contractor be used. JF/DF to get quotes to fix. In future, contractors are only to be paid a deposit for works and paid in full on completion.

#### **10. SMYFC Verbal Report**

Now have 20 teams, 2 more in development. Working with the Senior section to move the older players on. Presentation Day is booked for 22 May – LS asked if we would be able to have the Guide Centre as a back up in case of rain – KE confirmed. Main pitch should be available for mini soccer games, and to have Aldos open – JF/DF to liaise. It was agreed that funds raised would be split 50/50 for 3G project and JFMC.

## 11. SMUFC Verbal Report

Reserves now playing fixtures until Mid-May. Club have been invited into the SCEFL U23 league, midweek fixtures playing against SCEFL Premier League Teams. Reserves will be incorporated into this. Waiting for confirmation – should be in the next month. Senior Section organising a Family Fun Day on 11/6/22, Guides and Juniors to be involved.

## 12. Guides Verbal Report

MA had nothing to report.

## 13. 3G Pitch Update

Parish Clerk has spoken to Issie Collins at the Football Foundation. PR reported that she had said they have a fundraising co-ordinator who will help to raise funds. Timescale is likely to be end of 2023. Parish Council have agreed to fund the legal costs (up to £10k), including the restructure of the JFMC.

## 14. AOB

MA asked if the gate to the overflow car park would remain locked after the improvements as it is now – NS confirmed this would be the case. MA asked for a key to the overflow – PR to arrange for 3 keys to be given.

CCTV – MA asked for this to be pushed.

Parking: On 23 April, the Trefoil Guild have booked the centre but it clashes with the final home game for the seniors. Potentially look into a minibus to transport from the Kings Head. Need to ensure the car park has cordoned off area for the guides. Hopefully the ground will be good enough that the field can be used for parking.

MA asked if we could have mutual keys in case of emergency. A guide centre key to be kept in the key safe in the Pavilion and Pavilion key to be kept in key safe in the guide centre. PR to arrange. MA to send PR a picture of the key with code on.

DF to forward a list of keyholders to PR.

PR confirmed that the PC are to replace the streetlamp outside the Pavilion.

PR suggested that DF receive a pay increase - JF to confirm how much the Senior Section are paying so that PC can be paying in line. Junior club reps agreed and thanked DF for his work.

NS asked MA/KE if the guides would like to be involved with Presentation Day and Family Fun Day on 11 June. MA/KE confirmed the Guides would like to be part of the event, perhaps to offer activities to younger children.

## 15. Date of next meeting

12 April 2022, 7.30pm, Guide Centre.

Meeting closed at 21.12