

# **JFMC Meeting Minutes**

## **Tuesday 24<sup>th</sup> January 2023 – 7:30pm at Katie Lamb Centre**

**Present:** Cllr Sharp, Cllr Perry, Nicola Stonebridge, Steve Downley, Mel Alesi, Kirsty Edmonds, Dean Fuller and Richard Griffiths (non-voting)

- 1. Apologies:** Bill Mclaughlin and Lee Seal
- 2. Minutes of last meeting** – Note amendment-

SMFC do not pay players or expenses – amend minutes

NS raised the point that in Feb and July the groundsman's salary / hours were discussed but nothing has changed. Following a debate NS proposed and SB seconded to increase the JFMC hours to 8 hours per week and the hourly rate to £20 per hour– majority 6 for 0 against and DF abstained (comes into effect 25.1.23)

- 3. Action plan** – forward update

As SMFC are using the Pavilion for hospitality for the following times (Note the Mobile Catering van has gone and are using the kitchen / lobby in the pavilion)  
Asked about Licence for Jubilee Field includes Pavilion and is from 12noon – 12 midnight weekdays and Saturday and 12 noon – 6pm Sunday

SMFC request to use Pavilion on match days  
Saturdays 1pm – 7:30pm  
Evening matches 5pm – 10:30pm

Girls Guides no concerns, RG double check licence

Note "group have been clearing the drainage ditches" really appreciated by all.  
However, one section of pipe / culvert appears blocked – need to get quote to clear

- 4. Boiler Report**

Following a discussion agreed that JB to seek a quote from a qualified consultant to bring forward a specification (TBC confirmed in consultation with RG / JP) then the specification to be considered by JFMC 1.3.23.  
Aim to tender in March 2023, may need to seek funding from Parish Council

- 5. Health and Safety file**

- a) Pavilion** the attached HSE checklist was discussed plus
  - Risk Assessment – RG to circulate

- Copy of Insurance papers - RG to circulate
- Fire extinguisher check when next required - NS
- Emergency light Check when next required - NS
- Electrical testing / PAT – Check when next required NS
- Emergency numbers – Who and Numbers needed for next meeting
- Key holders – Who and numbers for next meeting
- COSHH – DF to forward to RG to print out for file
- Accident Book needed – RG order

#### **b) Jubilee Field**

- Risk Assessment – RG to circulate
- Copy of insurance – RG to circulate
- Car parking procedure – discuss with BM for next meeting
- Skate Park risk assessment – done

### **6. Verbal update on 3G All-sports pitch meeting (RG)**

Project moving forward –

Football Foundation signed off desk Top survey

Agreed to do Site Feasibility Survey – in next month RG / DF to arrange support on the day

Bid Consultant who will support application being tendered – aim for appointment end of March 2023

Potential / design consultation in summer 2023

Planning in autumn 2023

As the Parish Council own the land and is leading project may have implications to Parish Council – VAT etc. Considering a range of options, aim for joint meeting with 3G-All-sports pitch group in spring 2023

### **7. Date of next meeting – 1.3.23 7:30 at Pavilion**