

Minutes of Jubilee Field Management Committee AGM
Tuesday 23rd May 2023, 7.30 PM at the Kathie Lamb Centre, Jubilee Field

Present:

SPC – Margaret Arger, Bill McLaughlin

SMYFC - Lee Seal, John Stonebridge

SMFC - Nicola Stonebridge

Guides - Mel Alesi, Kirsty Edmonds , Chris Rhodes

Groundsman- Dean Fuller

1. Apologies: John Perry, Paddy Riordan, Eric Hotson, Steve Downey, Justin Birkby
2. Approval of meeting notes of 06/01/2022 (attached)
3. Election of officers

Chairman: NS Proposed AS, MA Seconded

Secretary: MA Proposed CR, AS Seconded

Treasurer: NS Proposed LS, BM Seconded

Appointment of members: Bill M, DF, MA, KE, NS, JB, JP, SD

Other matters – a discussion was raised regarding advertising the date of the AGM. On checking the previous minutes, it transpired that the date had been incorrectly typed as August. The Chair apologised for missing this error, but all user groups were aware of the correct date, and in future posters could be put up to advertise, although this isn't a legal requirement.

Minutes of previous AGM approved proposed by BM, seconded by MA

1. JFMC Treasurers Financial report

LS provided copies of accounts. Jan 22 £5820.46, Dec £3750.03. Since discovered 564.33 for mower should have been responsibility of PC and have been reimbursed. Current balance £5150. Still have issue with electricity - £345 per month DD. Need to investigate, LS unable to do due to other commitments. 50% of grass cutting fee from PC now paid. Need to work out increase in Groundsman salary from club. Due to break in, shutters must be installed, and the extractor fan needs replacing.

NS has kept meter readings and they don't match up. **NS to email to LS.** NS suggested turning all items off and turning on one by one. DF suggested asking Penton to investigate.

Break in – AS detailed the issue with the pavilion break in, seems to be opportunistic. NS & DF dealt with the clear up. JS asked how the CCTV hadn't picked up people at the front of the building. Police have updated to say without CCTV there is nothing they can do. BM raised the issue with the cameras at Wimpy Fields being vandalised so must be out of reach. AS to check on footage with Parish Clerk. Shutters either roller or pull across being investigated.

2. Approve updated JFMC Constitution

It was discussed that the resident who would be part of the JFMC should be a representative of the skate park. AS to add addendum to constitution to add the current Trustees of the Jubilee Field as John Perry and Ian Humphrey. KE raised the issue with item 10 – amended to "if a minimum of 5 JFMC voting members are present" Proposed by BM, seconded by AS. 3 abstentions.

Margaret Arger opposed the amendments and suggested the wording is clumsy and needs looking at again. That it should be 2 votes from each user group rather than 1. BM & AS felt that the Parish Council wouldn't agree to it.

3. Requests to Staplehurst Parish Council

The report was discussed. The bin is being delivered w/c 29 May and the company require a key to be able to access the site to empty as they only collect Tuesdays. The Senior section are paying for the bin, with a small contribution from the guides so that they can also use it.

4. Presentation by Staplehurst Monarchs FC

5. AOB:

MA - Fire safety officer has been and extinguishers replaced. Need a professionally produced Fire Risk Assessment (approx. cost £250). No electrical test has ever been done, MA has emailed electricians to get quotes, and will try and get PAT testing done – AS to check whether the PC should cover the cost. (NS to pass Penton details to MA). COSHH reports up to date as are risk assessments.

Guides would like the annual campfire on 8 Jul – agreed with groundsman.

6. Date of next meeting

15 June 2023, Nigel Best Pavilion.

Meeting closed at 21.41