

Jubilee Field Management Committee Minutes
Thursday 5th October 2023, 7.30 PM at the Kathie Lamb Centre, Jubilee Field

1. Attendance

In Attendance: Adele Sharp, Chris Rhodes, Melanie Alesi, Nic Stonebridge, Bill McLaughlin, Kirsty Edmonds,

Apologies from: Dean Fuller, Steve Downey, Justin Birkby, John Perry, Lee Seal

2. Approval of previous minutes – Approved.

3. Matters arising

- a) Another member of Junior section to join JFMC.
- b) Fridge and Freezer have been collected.

4. Treasurer's Report – Attached to end of minutes.

- a) As of today, there was £4,317.84 in the account.
- b) I've issued an invoice for £1,500 to the SPC for pitch mowing (2nd instalment). This amount isn't included in the account balance.
- c) We are awaiting Dean's groundsman invoices for August and September. These will be settled immediately upon receipt.
- d) The next electricity standing order for £344.82 is due to be debited to the bank account tomorrow.
- e) £233.99 was paid for a new extractor fan during September.
- f) Pitch hire fees to the junior club up to the end of October have been settled in full. The senior club pay by monthly instalments with the October amount due shortly.
- g) The latest electricity invoices have been issued by Eon:
Pavilion £749.09 - Corresponding period last year: £528.19 an increase of 41.82%. Pumping station £56.02 - Corresponding period last year: £42.00 an increase of 33.38%. As the JFMC should have been paying the same fixed rate for both periods, the increase must be down to usage. The next electricity standing order payment of £344.82 is payable on 06/10. When this has been paid, the remaining balance on the account will be £411.16 so gradually reducing the amount owed.

5. Updates on Outstanding requests to SPC

- a) Carpark Gate/Overhead Barrier – still awaiting PR to get quote from TNS.
- b) Roller Door – No Update yet – AS to chase

6. Upcoming Events

- a) Diary Synchronization to be set up between Girl Guiding/Kathie Lamb Centre and Football club to reduce traffic impact of clashing event.

7. 3G Pitch Update

- a) Awaiting results of consultation

8. Maintenance Work

- a) Extractor Fan – Cooker hood Extractor Fan has been fitted; second wall extractor needs to be checked as is not working correctly
- b) Pavilion Cut Edge Corrosion – AS to check with Clerk to assess current damage to roof and get a report for suggestions of remedial action.
- c) Hand Dryers in Ladies and Disabled toilets in Pavilion – Unable to get George Rodgers to look at to date. Still not working. Since request Issues with lights and sensors, shower heating. Suggest a full electrical review - AS to chase.
- d) Fire Risk Assessment update/progress – Full evacuation test at next meeting. Locks for cupboards have been acquired just need to be fitted. Signs to be put back up since painting. Evacuation map to be displayed. No ventilation in changing rooms as a result

9. Updates

- a) Junior Section – As of today we have 312 players + 2 years of Mini Monarchs to add, so maybe another 15-20. All 21 teams are now playing regularly at our two venues at Jubilee and Staplehurst School. Due to the fading light teams are starting to move to winter venues for training which should ease the weekday traffic at Jubilee.

Our U21s 6v6 team won the Powerplay Championship at the Gallagher Stadium on Monday. The club's first trophy for the current season, hopefully more to come.

We've entered a few teams in the Kent County Cups this season in order to give some of our players the chance to play teams from a higher level.

A number of our players have represented the senior club's U23s and Women's teams this season.

- b) Senior Section – currently 3 teams, Men's 1st Team, in first round of FA Vase. Furthest the club has ever got.

Women's Team, currently played 3 lost 2, won 1. 23 players currently registered. FA Plate game on Sunday.

U23 team developing players.

Meeting on Monday about Senior section site development.

- c) Guides Section – When clubhouse for Monarchs is to be built, Guiding will have an event promoting biodiversity and creating bug hotels, bird houses etc

10. AOB

- a) Changing Rooms in Pavilion - No ventilation in changing rooms as a result mould and mildew forming due to condensation as changing room doors are fire doors and must be kept shut.

Look into proper ventilation in the mean time suggested that once games are finished fire door to be left open providing no one is in the building to alleviate issues.

- b) Jubilee Fields CCTV/Security – Wi-Fi Doorbell/cameras to be installed and linked to phone.
Within last week large gas bottles of NO₂ have been found on site with balloons and other litter left by parked cars in 24hour carpark area. A 6-inch knife was found by litter picker, Police have been informed. SPC to get in contact with Police with regards to several issues including the heightened drug use at Jubilee field and other locations around village. Also, the issues with ponies and traps now appearing on the various playing field and areas around the village
- c) Pavilion Injury – Jay off work for 3 days after slipping whilst using ladder to access shower controls in the loft – need to review for a safer method to either access loft or move control switches.
- d) External Hires – queries about Football 5* hire for football courses. Currently booked in but not clear on what is included as in changing room and pavilion facilities.
Booking forms to be set up for field use and hire to clarify what is included within the hire whether grass pitches, main pitch, facility use etc. this is to be done for all bookings going forward.
A booking email address is to be set up for this purpose, this will also tie in with the bookings for Girl Guiding/Kathie Lamb Centre and Football Club

11. Date of next Meeting – Thursday 9th November 7.30pm at Kathie Lamb Centre