

3G multi-sports working group

17th October 2023, Minutes

Present: Louise Brice, Cllrs Riordan and Mclaughlin plus Jeff Davis (Kent FA) Lee Seal (SMYFC), Nicola Stonebridge (SMFC)

In addition non-voting Cllrs Perry, Hotson, Castro plus Caroline McRoyal and Clerk

- 1. Apologies:** Cllrs Arger and Sharp
- 2. Declarations of Interest:** Cllr Perry Trustee of JFMC
- 3. Minutes of previous meeting** – 15.8.23 - agreed
- 4. Consultation Feedback**

A) Survey closed 16.10.23 - update from Caroline McRoyal

The 3G multi-sport survey closed on Monday 16th October 2023.

Clerk suggested that due to vagaries of the Post we accept late hard copies until Monday 23rd October 2023.

Note we have 4 hard copies in the office without valid postcodes – group felt that they should be included if the information on the hard copy survey did not instruct responders they had to enter post code (hard copies did not, therefore included in final consultation report). On the online version you had to enter a post code to progress to the next question.

Caroline circulated the initial survey results – **see appendix A.**

The main points were;

- Thanked Caroline for her work
- Currently 305 responses @ 9% return from households and @ 5% from population – note some response outside the Parish
- Generally supportive responses:
- 65.2% strongly agree or agree with the project
- 62.64% support the use of the S106 funding for the project
- 60.81% not concerned about the loss of open space for improved sports facilities
- Next step CM will analyse the “Open Answers” – summarise the views into headings i.e. car parking

The group discussed cross referencing some questions decided upon;

- Those that do not use the facilities / their reasons
- Those against using S106 funding / their reasons
- CM reissue final Consultation Feedback Report

Cllr Mclaughlin proposed and Cllr Riordan seconded to recommend that the Final Consultation Report goes to Council for consideration – agreed unanimously

5. Procurement Framework – update from Football Foundation

The MGAC procurement report – attached **appendix B** led to a debate which highlighted some key points;

- All fees are exclusive of VAT
- A robust procurement process has taken place
- FieldTurf were the lowest quote **£910,983.99**
- The fee does not include contingency as it is a Guaranteed Maximum Price (GMP)
- All tendering suppliers had included for disposing excavated material off site, we have indicated that we could use the spoil to create bunds etc on the site. FieldTurf indicate this would be a saving of **£48,717.18**, making the contract sum **£862,266.81** (but where?)
- All tendering supplier's final commercial costs includes for a £65,000 net Client Provisional Sum for a possible new power supply for the AGP LED Floodlights.
- All tendering suppliers confirmed they would hold their price for 90 days plus a year post 18th October 2024 to allow for a July 2024 submission to the Football Foundation and a October 2024 grant award decision.
- The cost of Ecological Surveys, Arboricultural Surveys, Transports Assessments etc required for planning permission are budgeted for at £10,000. (If we wish to proceed we would need to pay the survey costs plus overheads and profit as the planning permission is submitted, spring 2024. This would come to **£11,287.50**)
- If the project is delayed further cost would be incurred in the region of £50,000 - £75,000.
- The fee does do **not** include pre-planning advice meeting with MBC / KCC
- If the planning application process leads to conditions such as safe pedestrian access or increased car parking a revised GMP will come forward and that will be the GMP 2 contract sum.
- If items raised such as safe pedestrian access or increased car parking are **not planning conditions** then the Football Foundation would **not part-fund these items**.
- If the Parish Council wished to deliver these elements of the project the **Parish Council would have to find alternative funding**.
- If the Parish Council wish to have a pre-planning advice meeting with MBC / KCC Highways the Parish Council would have to fund it.

Cllr Castro enquired about recent reports of Rubber Crumb being banned – JD from Kent FA explained that if this was the case in England there would be a lead in time. The Football Association are currently leading the various Football Associations in research on replacements to rubber crumb. The impact on this project would be when the surface was due for replacement, say in 10 years-time.

JD also highlighted that further delay will increase cost.

The group felt that as this was a very large project and Council should seek pre-planning application advice with MBC senior planner / head of service – fees to be confirmed.

Cllr Hotson enquired about several points;

- Important that the electric supply is included as a Provisional Sum.
- Originally concerns about a main drain cover – the pitch has been moved slightly so no impact
- Has a drainage design been included – sum of £28,743 included
- What about other funding; discussed previously but most grants require Planning permission. Active Sports, Morrisons Community Fund etc – Will request further funding from MBC central CIL pot – but need planning permission.
- CM can research funding opportunities and bring back to the group

Cllr Riordan proposed and Cllr McLaughlin seconded to take the procurement report to Council for consideration – agreed unanimously

Following a discussion the importance of the ongoing cost must be addressed, in a Business Plan.

The contract with Continuum Leisure has the fee for the business plan after the planning permission. Work has been on going but if we wish to have an indicative business plan for the Council prior to planning application submission – say December 2023 we would need to bring forward a part payment to Continuum Leisure of £425.

Cllr Riordan proposed and Cllr McLaughlin seconded that if Council was minded to proceed recommend a pre-planning application meeting with MBC (fee to be confirmed) and for an indicative business plan to be brought forward for a fee of £425 – agreed unanimously.

6. Other potential representatives on group;

The group discussed some points raised in the 3G consultation;

Should a member of the public – not associated with any of the groups / Council be invited on the group?

The Chairman of the group, LB, is a resident and not a councillor, it was felt that this covered that point.

The officers and Bid Consultant have led the presentations – shouldn't a Councillor led them?

If the project proceeds, then a Councillor should take the lead.

Headcorn FC - as the project is for this area and Headcorn FC are mentioned in the MBC Football development plan should a member of Headcorn FC be invited onto this group? They have been very positive about the project and prepared to be a community partner, sign a Service Level Agreement and raise capital funding etc.

If the council decide to proceed the group would welcome a member from Headcorn FC onto the 3g multi-sport group.

7. Capital Funding

i. Club crowdfunding

SMYFC are considering charity status so they would be best placed for this – LS and NS to explore and report back at next meeting of the group.

CM can continue to explore funding opportunities and report back to the group

ii. Council funding

In previous reports it was discussed about setting aside up to £15,000 from General Reserves, of which £10,309 was approved by Council for the Bid Consultant (5th June 2023) and £15,000 has been set aside in earmarked reserves for the Jubilee Field.

If the project proceeds, the Council requires a resolution to confirm the £30,000 of Council funding to move the 3G multi-sport pitch project forward;

£15,000 from General Reserves

£15,000 Earmarked Reserves for the Jubilee Field – for the 3G project

This would be £30,000 council commitment towards a project worth the approximately £1m. The £30,000 would help lever in approximately £750,000 from the Football Foundation (a leverage of £1:£25)

The Council funding is mostly upfront costs and includes;

Element	Cost	comment
Bid Consultant	£10,309.00	Agreed 5 th June 2023
FieldTurf	£11,287.50	Next stage
Preplanning application advice	£1,505.00	Next stage
Planning application fee	0	To be determined
Legal Charge	£2,000.00	Fee to Football Foundation
Council legal costs	0	To be determined
Miscellaneous	£4,898.50	
Total	£30,000.00	

8. Next steps

Option A – not move forward with the project

To not proceed would end the project. The costs to the council would be

- Continuum Leisure contract in full - £10,309
- Potentially cover Football Foundation costs – such as Site Feasibility Survey
MGAC costs – to be confirmed

Option B- Proceed to next step

- Council approve £15,000 from General Reserves - £10,309 already approved for Continuum Leisure
- Council approve £15,000 from Earmarked Reserves for the Jubilee Field – for the 3G multi-sport pitch project
- Appoint FieldTurf for £11,287.50
- Seek a pre-application meeting with MBC – senior planner and Head of Service - fee to be confirmed.
- Ensure the design and planning comments in the Consultation Report are feed into the design and planning process i.e. car parking, etc
- Bring back to Council the design, prior to submission of a planning application
- Agree a part payment of £425 to Continuum Leisure for a draft business plan in December 2024 (part funding of the agreed £850)

The group felt a EGM of the Council is required due to the size of the project.

Proposed Thursday 2nd November 2023 -7.30pm in South Hall or Tuesday 31st October 2023 7.30pm in South Hall to be confirmed

- a) Consultation report for consideration
- b) Procurement report for consideration
- c) 3G options report

9. Next meeting of this group – Tuesday 21st November 2023 – 7:30pm at SPC offices