

3g All Sports working group

21st February 2023 Meeting

4:30pm at the Parish Office

Minutes

Present: Cllrs Brice, Cllr Riordan, Nicola Stonebridge (SMFC), Cllr McLaughlin, and Richard Griffiths

- 1. Apologies** – Mike Evans (MBC), Jeff Davis Lee Seal (SMYFC)
- 2. Minutes from the last meeting** – 17th February 2022 – agreed
- 3. Action plan** updated – see attached
- 4. Update from meeting with Football Foundation and Kent FA**

Project progressing well – if all goes smoothly (rarely does but...)

- Expect Site Feasibility Study report to be in by end of March 2023
- Council appointed a Bid Consultant – end of March 2023
- Football Foundation Framework Agreement will seek to appoint primary contractor
 - Stage 1 by end of June 2023
 - Design / consultation Summer 2023
- Planning application early autumn 2023
- Submission to Football Foundation – January 2024
- Football Foundation Decision Spring 2024
- Contractors on site summer 2024
- Open Autumn 2024
- Pitch Full size but likely to be 91m – 55m
- Also shock pad included

Parish Council is leading the project therefore the Council is the “financial vehicle” and will appoint contractor and manage payments – drawing down grant from Football Foundation. This will have VAT implications for the Parish Council

Cllr Riordan proposed and Cllr Brice seconded to recommend to Council that if the 3G all-sports pitch project proceeds then the Parish Council needs to consider becoming VAT registered by autumn 2023 – agreed unanimously

The Football Clubs are partners, they need security of tenure for 25 / 30 years if the Football Foundation are going to grant aid the 3G all-sports pitch site (they need certainty of football being played) The standard FA club lease gives primary use to

pitches for training and playing matches. (security of tenure which also allow then to access grants to improve grass pitches on the site) It is **not exclusive use** and the public can use the site / grass pitches when the clubs are not training / playing matches using it – the same as now

This is not exclusive use but primary use for training and matches

Nicola Stonebridge proposed and Cllr McLaughlin seconded that Council clarify leases issues with JMFC, Kent FA and Football Foundation by autumn 2023 – agreed unanimously

Council needs to clarify ongoing management of Jubilee Field, the options are;

- Currently JFMC – but only 1 trustee
- Parish Council direct management
- Company Ltd by Guarantee
- Community Investment Company
- Parish Council issue a Management contract

Cllr Riordan proposed and Cllr McLaughlin seconded to recommend to the Council to review management options of Jubilee Field by autumn 2023 – agreed unanimously

5. Assessment / scoring of Bid Consultant tenders

This was discussed – see below

Criteria	Percentage
Meets specification	Yes / NO
Assessment	
Price	40%
Qualifications	10%
Experience of similar size projects	20%
Quality References	20%
Added value	10%
Total	100%
Scoring 1- 10	

Example

Criteria	Percentage	Bid1	Weighting	Bid 2	Weighting	Bid 3
Meets specification	Yes / no	Yes		Yes		No
Assessment						NA
Price – lowest = 10	40%	10	400	7	280	0
Qualifications	10%	5	50	5	50	0

Experience of similar size projects	20%	5	100	7	140	0
Quality References	20%	3	60	5	100	0
Added value	10%	5	50	5	50	0
Total	100%		660		620	0

Note – check with Mike Evans at MBC

6. Website / FAQ – discussed, final amendments to go live in March 2023

7. Future meeting date:

Tuesday, 7th March 2023 at PC offices, 4:45pm (just the assessment of Bid Consultant tenders)

Tuesday 21st March 2023 at PC offices, 4.45PM