

Jubilee Field Management Committee Meeting Report

Date: **14 September 2016**
Author: **Cllr. Sam Lain-Rose**

Staplehurst Parish Council

REPORT SUMMARY:

This report is provided detailing the discussions at the meeting on Wednesday 14 September 2016 of the Village Centre Management Committee. The meeting started at 8.00pm and closed at 9.15pm

ATTENDEES:

Cllr. Paddy Riordan, Cllr. Lain-Rose, Cllr. John Perry, Cllr. Kelly, Cllr. Claridge (Staplehurst Parish Council), John Gower (Groundsman, Jubilee Fields Management Committee and Staplehurst Football Club Committee), Lee Seal (Monarchs Youth Team), Anne Cannam (Staplehurst Guides)

APOLOGIES:

Cllr. Eric Hotson (Kent County Council) and Nigel Best (Jubilee Fields Management Committee)

MINUTES OF THE ANNUAL GENERAL MEETING 2016

Cllr. Riordan proposed and seconded by John Gower the minutes of the Annual General Meeting to be accepted.

1. THE FUTURE OF JUBILEE FIELD MANAGEMENT COMMITTEE

Nigel Best sent an email ahead of the meeting, which was read by Cllr. Riordan, explaining he felt that there is a need to change the management of the Jubilee Fields and possibly a change in strategy. The Management Committee has lost volunteers due to work commitments and loss of interest. Nigel proposed that the Jubilee Field Management Committee should be wound down and Staplehurst Parish Council to take over the management, administration and day to day activities of the Jubilee Field.

Cllr. Lain-Rose explained that it would not be the interest of the users of Jubilee Field nor the Parish Council to take on the day-to-day management and administration of the site. This was because the Parish Council would be required to set up a committee with delegated powers, which the Council would probably not look favourably on based on the past or the Council would create a Group to do this, but all decisions will be required to be taken to the Full Council for consideration.

Therefore, Cllr. Claridge proposed that the Jubilee Fields Management Committee continues for 3 months and at the end of this period is reviewed. During this period, the Chairman, Vice Chairman, Secretary and Treasurer should work together to form a business plan and assess the viability of the site. In addition, there will be a recruitment drive to recruit new volunteers to join the committee. The attendees all agreed with this approach.

Cllr. Lain-Rose had said that the agreement between the Parish Council and Jubilee Field Management committee should be looked at. Cllr. Kelly informed Cllr. Lain-Rose that Chairman Silkin was looking at this. Cllr. Lain-Rose to liaise with Cllr. Silkin to look at this.

2. PROPOSALS FOR NEW CHAIRMAN, SECRETARY & POSSIBLE ELECTION

The Committee following the AGM, requires to nominate and elect the following officers.

Chairman

Cllr. Claridge proposed Paddy Riordan to be Chairman, seconded by John Gower. All members agreed.

Vice Chairman

Cllr. Riordan proposed Chris Claridge to be Vice Chairman, seconded by Lee Seal. All members agreed.

Secretary

Cllr. Riordan proposed Sam Lain-Rose to be Secretary, seconded by Cllr. Claridge. All members agreed.

Treasurer

Cllr. Lain-Rose proposed Nigel Best to be Treasurer, seconded by Cllr. Riordan. All members agreed.

3. MAINTANCE ON THE MOWER & FUNDS

CLLR KELLY and CLLR PERRY ARRIVED AT THIS POINT

Cllr. Riordan explained that the mower that is used to cut the grass has not been serviced, John Gower explained that it is not broken but it should be serviced to ensure it is good working order. Discussions were had about obtaining three quotes for this work, as the Council would need to agree. However, Cllr. Lain-Rose explained due to the specific requirements it would be hard to obtain three quotes. The Council's policy states that it 'strives' to obtain three quotes. Therefore, the Committee agreed that John Gower would send the quote to Cllr. Lain-Rose and Cllr. Riordan by 26 September 2016 and will be presented to the Parish Council on 3 October 2016.

4. RECENT VANDELISM TO THE GUIDE CENTRE

Anne Cannam explained about the series of vandalism that was reported to the police. Anne was concerned that the Parish Council cameras were not achieving its objectives due to poor lighting. Cllr. Lain-Rose is to ensure that the Parish Council are aware, but unfortunately the camera was unable to have full coverage of the Jubilee Field site.

5. CAR PARKING ISSUE

Cllr. Riordan explained that there are issues with cars parking in front of the locked gates, blocking entry of other users. Anne Cannam was hoping for a solution to this. There was much discussion surround this subject, but ultimately the issue was deferred to allow the Chairman, Vice Chairman, Secretary and Treasurer to look at the overall picture.

6. RECENT INJURY TO FOOTBALLER

John Gower explained the nature of the injury to the footballer. John explained the process and procedures of ensuring that the grounds are safe. There was nothing found and the referee continued the game. The referee did not submit a report to Kent County FA. Every referee does a site walk and ensures that the pitches are up to the required standard and are safe for the game.

Kent County FA a report from a Staplehurst Monarchs have put a report in and will be inspecting the pitch. A check is prior to every match.

7. MOVING FORWARD

There were discussions regarding future plans and works for the site and strategies to improve the facilities. It was decided that these discussions should take place once the Jubilee Field Management Committee has an understanding of what its position is and the agreement between the Parish Council and the Management Committee is clearer.

8. FUTURE MEETING DATES

The Committee will meet in January 2017. Cllr. Lain-Rose to arrange this meeting and ensure that all stakeholders are invited.

9. ANY OTHER BUSINESS

None