

3G Multi-Sport working group meeting

Minutes 23rd September 2025

Present: Cllrs Alesi and Rhoades plus Mike Evans (MBC) and Clerk

1. **Apologises:** Cllrs Riordan, Arger and Sharp plus Jeff Davis (Kent FA)
2. **Minutes last Meeting** – agreed by those present
3. **Verbal update** –

Planning – still chasing, have draft planning conditions but not final planning conditions

Cost / funds – Thank Kent FA for £5,000 (also asked MBC for all of the shared open space S106 to be allocated to Jubilee Field 3G project)

Council to be asked to remove £20,000 plus uplifts from Design and Build contractor's sum.

Potential to ask shortlisted contractors for "added value to include contribution to the cost of the 3G pitch" Key questions at interview –

What are their proposals?

How can they guarantee them?

What would be the impact of contributing funding towards construction of 3g pitch?

Contract management – keeping them informed as things progress

4. **Mystery shopper questions** - draft circulated for discussion

Group discussed mystery shopper questions – agreed change

Path to purchase to Review online booking process

Cleanliness and appearance – for different areas – i.e. changing rooms and 3g pitch

First response – is it welcoming you to the site?

Add in more relevant questions on quality of equipment

See version 3 attached

Agreed contact Mark Croston at TWBC as client officer to Fusion and arrange meeting

Agreed contact Andy Sharrod at Mepham Sports and Leisure Association (Meopham Sports Centre) as client officer for Swale Community Leisure and seek to arrange a meeting.

No none contacts for SMFC CIC /Reactive Management – Clerk to ask again.

5. Reminder of tender evaluation – attached and discussed

Group discussed and noted that due to VAT advice the Council agreed to

“It is proposed that the successful Bidder will retain all income. Your proposal should include an annual contract fee, the surplus shall be invested into the Jubilee Field following agreement with the Parish Council.”

All three shortlisted contractors have been informed.

In simple terms they will be keeping all the income, this in theory should help reduce the ongoing management fee.

The add value becomes more important to evaluate, as this is how they will invest surpluses into the site moving forward. ” Key questions at interview –

- What are their proposals?
- How can they guarantee them?
- What would be the impact of contributing funding towards construction of 3g pitch?

If all three shortlisted contractors are informed the same information they could also add value by contributing to the construction of the 3G pitch project

Date of next meeting – Subject to planning conditions TBA