

3g all-sports working group

21st March 2023

Minutes

Present: Louise Brice, Lee Seal (SMYFC), Jeff Davis (Kent FA), Nicola Stonebridge (SMFC) Cllr B McLaughlin

- 1. Apologies:** Cllrs Riordan, Alesi and Mike Evans (MBC)
- 2. Declarations of Interest** - NA
- 3. Minutes of previous meeting** – agreed majority 4 for, 0 against and 1 abstained as not present at last meeting
- 4. Final Assessment of Bid Consultants**
 - **Contractor A plus further information**
 - **Contractor B plus further information**

Cllr Brice led a discussion which highlighted a number of points;

- Good reference for both consultants
- Contractor A have now agreed a break clause around planning permission. Total cost is £9,913 plus 4% expenses (£396.52) equals up to £10,309 plus VAT
- Contractor B background has come forward
- Contractor B revised submission to £600 per month retainer, but capped at £10,800 plus VAT

The revised assessment table was agreed

Criteria	Percentage	BID A	Weighting	BID B	Weighting
Meets specification	Yes / no	Yes		Yes	
Assessment					
Price – lowest = 10	40%	6	240	6	240
Qualifications	10%	7	70	5	50
Experience of similar size projects	20%	6	120	6	120
Quality References	20%	8	160	8	160
Added value	10%	2	20	0	0
Total	100%		610		570

Louise Brice proposed and Nicola Stonebridge seconded, subject to the project passing the Site Feasibility Study, for Contractor A to be appointed Bid Consultant for the 3G all-sports pitch project

5. Update Report and Budget – attached

Cllr Brice led a discussion which highlighted;

Bid consultant budget £10,000 – fee up to **£10,309**

May require reserves for contingencies

Legal fees previously set aside £3,000, need to review

6. Fund raising

Cllr Brice led a discussion which highlighted the following opportunities and actions;

- Note the clubs already raised some funding for project
- FA Grants available – JF forward
- KCC capital sports grant – RG chase up
- Maybe MBC grants – LB clarify
- Awaiting outcome of CIL request – expected soon
- SCEG potential grants – LB chase up
- Potential venues for events – LB chase up
- Speaker opportunities – LB / NS chase up
- Football Club presentation day 21st May 2023 – aim for fund raising such as collections, 100 club and auction – NS / LB and NS clarify

Focus on 21st May 2023 Football Club presentation day

RG grant applications

Event night – June / early July

AOB

Note that the last two weekends and probably this weekend 25th / 26th March 2023 all matches called off and the youth teams are playing all over Kent to try and get their matches played.

7. Next meeting – Tuesday 25th April 2023 – 4.45pm at SPC offices