

Minutes of Jubilee Field Working Group
Held Thursday January 8, 2026, Community Centre office
At 7.30pm.

1. Present: Cllr. Sharp (AS) Chairman, Cllr. Alesi (MA), Cllr. Rhodes (CR), Cllr. Hotson (EH), Cllr. Arger (MAA), Lee Seal (LS).

2. Apologies: Paul Bowden-Brown (P B-B), J. Barker (JB) – GG.

3. Minutes of previous meeting: agreed.

4. Matters Arising: Extractor fan to be replaced asap. Dean Fuller dealing. AS to pursue.

Issue of removing the old container on remains on hold until better weather.

Cut edge erosion – done.

Pavilion sensors – Cartel have sorted.

5. Budget: No change.

6. 3G: – planning permission granted. Due process being followed by SPC. Planning conditions have been discharged. Plan is still for work to commence in March 2026 with a three-month time scale.

7. Maintenance: Ditches – done. Upper Medway Drainage Board dealing directly with neighbouring landowner for their contribution. Our contribution has been paid. Following on from the erosion work there is a gutter which requires replacement. Pride Roofing - £960 + VAT. A further quote to be sought by office.

Pavilion sensors sorted by Cartel. External security car park lights need sorting, following catapult damage last season, as loose wires just covered in mastic so new unit required. TBD.

Electrical test completed to advise on capacity to the site which states clearly there is adequate supply not only for the 3G pitch and their requirements but also for the proposed club house. This information needs to go to P B-B so he can move ahead with the Football Club Pavilion. EH raised issue of cost for the report to the SPC. AS to check.

MA has completed 99% of the PAT testing. Cllr. Melville to assist with last couple of requirements. Had spoken with Cartel regarding lack of heating in the pavilion. Unclear as to where the main switch may be, query the loft but needs investigation. Loft key missing from the pavilion. Concern over roller shutter key, which is stored in brick house, which is rather bent and could snap. Discussed obtaining replacements. AS has one spare. AS to try Timpson's for copies.

8. Groundsman Report: – Main pitch being managed by SMFC CIC and looking good. EH raised P B-B comment from last meeting as to whether Pitch Maintenance costs reduced to PC when SMFC are paying the full cost. AS to seek clarification from the office. RG has had CPRE grant 50 metres of hedgerow along Headcorn Road and should be added to ecology gain. Drainage work seems to be working as ground icy rather than waterlogged. Mower in for service.

9. Bookings: – GG – Thinking Day moving to Cranbrook. July 5 afternoon. Presentation for SMYFC for May, looking to Marden. Other options discussed

9. Girl Guides: EH seeking urgent action. Letter needs to go to senior partner over the delay. EH still feels Deed of Variation and Licence Deed renewable every year is required. Plan still not correct as red area only needs to show pedestrian rights of way over the land shown in red plus vehicular access with 6 car parking places. GG response still awaited. EH also seeking confirmation for GG paying SPC costs. AS/EH to take forward.

10. SMYFC CIC – LS reported going well. 22 teams and new under 8s girls' team. Teams doing well except under 14s who are having a difficult season. LS raised possible training on Surrenden for the time 3G makes JF unavailable. EH raised the separate monies set aside for the 3G development but following VAT advise would not be paid directly to PC. LS confirmed the monies were ring fenced for supporting the 3G pitch.

11. SMFC CIC - AS advised SMFC were receptive to using their financial contribution towards the partition fire door between rooms 1/2 and 3/4 which showed their commitment to the project. LS reported a gap between under 15s and under 18s due to lack of numbers of players staying on. Some like to play for the Kent Youth League which has more of a wow factor. Girls' teams also an issue of continuing playing over a certain age once offered other opportunities. EH raised from last meeting P B-B concerns regarding Heads of Terms for club house. AS advised sent in August to P B-B and re sent 28th November and nothing further heard. LS reported review from P B-B on club website end of December which was positive.

12. Pavilion Risk Weekly Assessment – on going.

13. Action Plan – good to see work completed. Item 15 - done but add the gutter, item 16 - soakaway part of 3G, item 19 – done, item 20 - possible to use scaffold poles to restrict access but not gone further, item 21- done, item 21 – done. Only on-going required to be forwarded.

14. AOB – LS asking for agreement for grass pitch to continue to be primary user as per present agreement. Training on astro turf at Marden. Request to SPC for February meeting. EH raised both organizations aware of increase cost in letting agreement. Agreed both have signed but 3G will be a new agreement.

Date of next Meeting: February 5, 2026, 7.30pm. Village Community Centre.