

**Minutes of the Judson's Pavilion Committee Meeting
held on Thursday 1st October 2020 at 9.30am
Virtually via Zoom**

Committee Members: Cllrs M Bramer (Vice Chairman), Buchanan, Gofton,
Ogden (Chairman) and Wade

K Walter and B Heming, Meopham Colts (non-voting
members)

In attendance: S Egglesden (Clerk)

Item 1 To receive and accept apologies for absence

J1 Apologies were accepted for Cllr Rose who was attending a councillor training course.

Item 2 Declarations of Members' Interests: To received declarations of pecuniary and non-pecuniary interest

J2 There were no declarations of interest

Item 3 To approve minutes of the previous meeting (27.02.2020)

J3 These were approved on a proposal by Cllr M Bramer and seconded by Cllr Wade. There were 4 votes in favour and 1 abstention.

Item 4 Matters Arising

J4 There were no matters arising

Item 5 Completion of the Pavilion

5.1 To note the completion of the pavilion by Capstan and the 1 year snagging date – 21 June 2021

J5 This was noted. The Clerk reported on 2 snags reported to Capstan last week; the disabled toilet door not closing and the security lights at the front of the building were not coming on

5.2 Update on the final football foundation claim

J6 The Clerk reported that the final claim had been submitted. The Football Foundation would withhold 5% until certain document had been received. The Clerk and B. Heming were looking into this.

Action: Clerk / B Heming

Item 6 Financial information

6.1 to note the money left over from the pavilion project and to agree to earmark £6101.37 for any future maintenance / pavilion requirements and £6537.50 for the builders retention fee

J7 Cllr Ogden proposed earmarking the above amounts. This was seconded by Cllr M Bramer and all voted in favour.

Action: Clerk

Item 7 Additional work at the Pavilion

7.1 Noticeboard – to approve an external noticeboard for outside at the Pavilion, to purchase from the remaining budget (contractor to be approved in closed session). If approved, to agree on the location for the new noticeboard

J8 Agenda Item 11 was brought forward as there were no members of the public present. Cllrs discussed various options and agreed that the aluminum noticeboard from Greenbarnes with 3 lockable bays seemed the most suitable noticeboard and it should be placed in the same location as the last noticeboard with the funding to come out of the earmarked money agreed in item 6.1. Cllr M Bramer proposed agreement for the above and this was seconded by Cllr Wade. All voted in favour.

Cllr Ogden proposed delegating to the Clerk up to £200 for installation costs out of the earmarked funding. This was seconded by Cllr Buchanan and all voted in favour.

Action: Clerk

7.2 signs – to approve the purchase of the signs for the access road and pavilion area

J9 Cllr Ogden proposed approval of the 2 'no parking' signs for access road and the field gate in the second car park, with a green background and white writing, to come out of the earmarked money. This was seconded by Cllr Wade and all voted in favour.

Action: Clerk

7.3 Pavilion signage for the main road – update

J10 The Clerk reported that KCC had indicated that they would install a sign on Wrotham Road. It was agreed that the Clerk would raise this under the KCC Highways Portal and request the wording 'Judson's Recreation Ground and Pavilion'.

Action: Clerk

7.4 To note the request from Meopham Colts regarding potential security issues with the car parking and gate at the pavilion

J11 The email from B Heming was discussed in depth noting the safety and parking concerns.

B. Heming joined the meeting from 10am.

K Walters left the meeting at 10.24am

Cllr Wade proposed that the gaps in the fencing are blocked with a litter bin or a post and that a drop down post replaces the personal side gate, whilst allowing for pedestrian access in all places. The cost would come out of the earmarked funding. This was seconded by Cllr Gofton. There were 4 votes in favour and 1 abstention.

Action: Clerk

Locking the gates to the second car park was discussed although it was pointed out that the gates are to be left open, as agreed in the lease, except when the car park is to be used by the Colts for their matches and events. It was decided that this was an administration matter for the Colts to deal with on their match days.

**Item 8 Meopham Colts Management Committee for the Pavilion
8.1 Update on the hire arrangements for the facility**

J12 B. Heming confirmed that the facility is being hired out. He was asked to check that any hires are within the Covid guidelines. B. Heming agreed to review the guidelines and get back to the Cllrs Ogden and M Bramer on this. B Hemings will also set up a Management Committee meeting and send an invite to Cllrs Ogden and Bramer

8.2 To review plans for an official opening of the facility

J13 It was agreed to review this when we have an indication on the relaxation of the Covid restrictions

B. Heming left at 10.52pm

Item 9 Access Road to Judson's Pavilion

9.1 To note the request from Meopham Scouts to the Parish Council to carry out repairs to the access road and to consider any action to take

J14 It was noted that Southern Water had repaired one inspection chamber and the office had contacted Southern Water again to repair the

second inspection chamber. The 'no parking' sign was to be ordered for the passing place. Cllr Ogden proposed delegating to the Clerk to go ahead and arrange the work to tidy up the edge of the access road with the money coming out of the earmarked funding. This was seconded by Cllr Wade and all voted in favour.

Action: Clerk

Item 10 To agree to close the Judson's Pavilion Committee

10.1 To agree to close the Judson's Pavilion Committee and hand over to the Environment and Amenities Committee to deal with future maintenance issues regarding the pavilion in future

10.2 To agree to a virement of any outstanding money from the project to the E&A committee, to be earmarked for any future maintenance at Judson's Pavilion – as approved in item 6.1

J15 Cllr Wade proposed deferring the above 2 agenda items and this was seconded by Cllr Gofton. All voted in favour.

CLOSED SESSION: - Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

Item 11 Noticeboard

11.1 Re item 7.1 to approve a noticeboard design and contractor for a new noticeboard for outside the pavilion

J16 Already dealt with under item 7.1.

The meeting closed at 10.57pm.

Signed.....Dated.....