

Goudhurst Parish Council



Youth & Housing Committee 25.07.23

MEETING
25 July 2023 19:30

PUBLISHED
19 July 2023

Goudhurst Parish Council



To: Cllrs Craig Broom, Phil Kirkby, David Knight and Alison Webster.
Cllr Antony Harris (ex-officio) and Mr Steve Hope (advisor)

I summon you to a Meeting of the Youth & Housing Committee on Tuesday 25 July 2023 at 7.30pm, in Goudhurst Village Hall, where business detailed on this agenda will be discussed.

Goudhurst Parish Council recognise that there are continuing risks associated with COVID-19 and are supportive of individuals wearing masks in meetings and maintaining a social distance. We will continue to provide hand sanitiser at the entrance to the Village Hall. In order to keep everyone safe, please do not attend a meeting if you have COVID-19 symptoms or have tested positive for COVID-19 in the past 5 days. We will continue to review the risks and will comply with any future controls recommended or mandated by HM Government.

Members of the Public and the Press are welcome to attend this meeting. At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. Thereafter they have the right, and are welcome, to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.

Please inform the Clerk if you intend to film or record the Meeting.

A handwritten signature in black ink, appearing to read 'Claire Reed'.

Claire Reed
Clerk to Goudhurst Parish Council
19 July 2023

Parish Council Office - The Hop Bine, Ranters Lane, Goudhurst, TN17 1HN
01580 212552 | clerk@goudhurst-pc.gov.uk | <https://goudhurst-pc.gov.uk> | 07494 117313

A quorum for Youth & Housing Committee is 3 Members.

Agenda

<i>Location</i>	<i>Date</i>	<i>Owner</i>
Goudhurst Village Hall	25/07/23	

1. To elect a Committee Chair

2. Apologies for Absence

3. Declarations of interest

4. To approve as a correct record the minutes of a meeting of the Youth & Housing Committee held on 02 May 2023.

Members are reminded that only issues relating to material accuracy can be discussed.

5. To receive questions from members of the press and public.

This is an opportunity for members of the public to ask questions or raise issues of local interest. Thereafter they are welcome to stay and observe the rest of the Meeting (members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman) Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch 12 10 (2) (b)).

6. To review the Chequer Field Booking Terms & Conditions and to approve any changes .

7. To consider grants available from the FA for pitch improvements on the Chequer Field and to decide on next steps.

8. To resolve to approve expenditure of up to £250 for a pitch inspection kit.

9. To resolve to recommend to council the expenditure of up to £5,500 for improvements to the ventilation system in the Chequer Pavilion.

10. To consider future Committee projects and time scales and to decide on any action needed.

Agenda

<i>Location</i>	<i>Date</i>	<i>Owner</i>
Goudhurst Village Hall	25/07/23	

11. To consider and decide on a suitable project for the allocation of Section 106 monies.

12. Next Youth & Housing Committee meeting, 24 October 2023, 7.30pm.

Goudhurst Parish Council



YOUTH & HOUSING COMMITTEE

Minutes of a Meeting held on 02 May 2023 at 19.30 in Goudhurst Village Hall

Councillors Present: Cllrs Jill Andrew, Craig Broom, Antony Harris, Phil Kirkby (Chairman) and David Knight (Vice-Chairman).

Officers Present: Rebecca Barden, Assistant Clerk.

Others Present: None

APOLOGIES

062/23 Apologies for Absence were received from Cllr Alison Webster (working).

DISCLOSURES OF INTEREST

063/23 Declarations of Interest: None.

MINUTES

064/23 It was **resolved** to approve the minutes of the meeting held on 07 February 2023 and previously distributed to members via Board Intelligence.

QUESTIONS FROM THE PUBLIC AND PRESS

065/23 There were none.

SHELTER ON THE VILLAGE GREEN

066/23 The Chairman informed the meeting that he was currently awaiting a quote for a standard, circular shelter similar to one at Horsmonden. Until this quote has been received no further action can be taken. **Action: Cllr Kirkby**

ENHANCED MAINTENANCE OF THE CHEQUER FIELD

067/23 The Chairman gave a brief history regarding the Chequer Field; its purchase, the failings of the surface, the maintenance that has been undertaken and potential future work required. The Chairman highlighted the report that had been prepared by the Clerk regarding current and future funding options for further work to improve drainage and therefore the playability of the pitch. Cllr Knight asked whether the pitch could be used at the moment and the Chairman informed him that this was not possible until the beginning of the football season due to recent treatments. Cllr Harris asked about the issue regarding line marking and the Chairman updated him regarding this and stated that the football club were looking at purchasing their own line marker. **Action: See below.**

FA PITCH MAINTENANCE GRANTS

068/23 The Chairman outlined the issues relating to drainage on the Chequer Field and stressed that there must be a solution to allow the pitch to be playable. There was a discussion about the options available to the Council and the costs involved. Councillors were unsure whether the grant(s) available from the FA could be applied for at the same time as the current advanced maintenance was being undertaken. **Action: Clerk to clarify.**

HOUSING ISSUES.

069/23 Cllr Knight informed the meeting that he was not aware of any outstanding housing issues. The Chairman asked whether there would be a way to improve communication with Town & Country (Peabody Trust). Cllr Knight said that staff were continually changing but he

communicates with the Chief Exec. Cllr Andrew stated that the Head of Goudhurst and Kildown Primary School was very grateful for the help offered by the Councillors. The Chairman asked whether the housing association could be contacted and asked how many social housing units there were in the parish. It was suggested that Cllr Knight should ask the Chief Exec for these figures and contact details for a reliable Officer to contact regarding housing issues in the parish. **Action: Clerk to look into the Housing Association's complaints procedure and Cllr Knight to identify the number of social housing units in the parish and obtain the contact number for housing issues.**

ITEMS FOR INFORMATION

070/23 Next Youth & Housing Committee Meeting to be confirmed.

Meeting Closed at 8.12pm

Rebecca Barden

Assistant Clerk

Goudhurst Parish Council



Chequer Field - Booking Terms and Conditions

Reviewed and Approved by the Youth & Housing Committee 25 July 2023, Minute 000/23

To be reviewed July 2025

1. The individual submitting the booking request is responsible for the event and the behaviour of those attending. They shall remain at the function/ event for the duration.
2. The Parish Council reserves the right to refuse any booking request. The Council's decision is final.
3. **Any events must be organised in line with current Government COVID Restrictions.**
4. Children attending the event must be supervised by a responsible adult at all times.
5. The Parish Council reserve the right to cancel any booking due to any cause or circumstance beyond its control. However, the Parish Council shall not be liable for any loss or claim incurred by the hirer, or any other person connected to the booking, as a consequence of such a cancellation.
6. If you wish to cancel a booking, please contact the Clerk as soon as possible.
7. The organiser is responsible for arranging adequate insurance cover which should be available for inspection by the Clerk if requested.
8. Holes should not be made in the playing surface and any items which may cause damage to the surface of the pitch should not be placed on the playing surface. This includes tables and chairs, BBQs and inflatables.
9. Parking is not permitted on the Chequer Field however vehicles may enter the field to drop off items. Vehicles must not be driven on the playing surface.
10. Parking is available in the adjacent school carpark - guests must not park obstructing the field entrance gate and are asked to be considerate towards neighbouring properties.
11. If alcohol is to be served it is the organisers responsibility to ensure the correct licences are in place.
12. Dogs are not permitted onto the field under any circumstances.
13. The field must be vacated by 2130 with activities concluding by 2100.
14. Organisers using the field and/or pavilion are required to return it to the state they found it upon their arrival. Users are responsible for providing their own cleaning equipment.
15. The Parish Council reserves the right to impose a charge for any cleaning or repairs required following use of the Chequer Pavilion and/ or Chequer field. Organisers are expected to report any breakage/ damage to the Clerk immediately.
16. Arrangements for disposal of waste are the responsibility of the event organiser. Rubbish should be taken home and not left on the premises.
17. When leaving the field, the organiser is responsible for ensuring the pavilion and field gate are secured. Any problems should be reported immediately to the Clerk on 07494 117313.
18. Any person not abiding by these Terms and Conditions of Booking will be asked to leave the field and the event may be cancelled.

Funding for the Chequer Field – Clerk’s paper to the Youth Committee 25.07.23

Background

In March 2022, a pitch inspection was carried out on the Chequer Field and a report produced by the Grounds Management Association. The pitch was graded as poor and a number of recommendations were made in the report. Over the past few months enhanced maintenance, as recommended in the report, has been carried out on the field culminating in the application of a new top dressing at the end March 2023. The total cost for these additional works is £10.5k. This enhanced maintenance (minus the top dressing) needs to be carried out for at least two years before an application will be considered by the FA to the Grass Pitch Drainage Fund. It is estimated that the cost for year 2 will be in the region of £3k which is in addition to the £10.2k budgeted for routine maintenance such as grass cutting and line marking.

Available Funding

Grass Pitch Maintenance Fund

The FA has recently changed its Grass Pitch Maintenance Fund to accept applications from Parish Councils. The fund is a six-year tapered fund with the grant reducing by a third every two years.

The Grass Pitch Maintenance Fund can be used for the following:

- To employ contractors to carry out pitch improvement works (e.g. slitting, scarification or decompaction)
- Purchasing materials (e.g. seed, fertiliser, or topsoil)
- Purchasing equipment (e.g. soil sampler)

Routine maintenance such as grass cutting and line marking are **not** eligible. This fund must be used in addition to the existing pitch maintenance budget.

As the Chequer pitch has been graded as poor, the council is eligible to apply for this type of funding and would qualify for the full grant of just under £13k.

	Grant	Applicant Contribution	Total	%
Year 1	£ 3,200.00	£ -	£ 3,200.00	100%
Year 2	£ 3,200.00	£ -	£ 3,200.00	100%
Year 3	£ 2,133.34	£ 1,066.66	£ 3,200.00	67%
Year 4	£ 2,133.34	£ 1,066.66	£ 3,200.00	67%
Year 5	£ 1,066.69	£ 2,133.31	£ 3,200.00	33%
Year 6	£ 1,066.69	£ 2,133.31	£ 3,200.00	33%
Total	£ 12,800.06	£ 6,399.94	£ 19,200.00	67%

If the council is successful in an application for this type of grant it will not be able to apply for the Grass Pitch Drainage Fund for a further two years i.e. until 2025 after a total of three years of enhanced maintenance. Pitch inspection will need to be carried out twice a year.

Grass Pitch Drainage Fund

This is a small grant of up to £25,000. The conditions state that the council would need to contribute at least 25% of the total costs towards the project. Kent FA estimate that a drainage project on a 11x11 pitch would cost in the region of £100k so it is likely that the council will need to find £75k for the project.

Conclusion

The council has two options:

1. To apply for a Grass Pitch Maintenance Grant of £12,800.06 over six years. This grant will be used for pitch improvement works which are in addition to the routine maintenance of the field. If successful, the council will not be able to apply for a drainage grant for up to two years however, these additional works may negate the need for drainage works altogether. Council may wish to consider building up ear marked reserves for a drainage project.
2. Continue with the current enhanced maintenance for another 12 months before applying for a Grass Pitch Drainage grant. If choosing this option, council will need to consider how the additional monies required for a drainage project will be raised.



GRASS PITCH IMPROVEMENT GUIDE



FUNDING



Now that you have completed the PitchPower process and received your report, you can apply for the Football Foundation's grass pitch improvement funds on the application portal apply.footballfoundation.org.uk.

Grass Pitch Maintenance Fund

This is a six year tapered fund with the grant reducing by a third every two years. The amount applicants are eligible for depends on their pitch composition and whether their Pitch Quality Standard identified for each pitch in the PitchPower report is 'poor', 'basic', 'good' or 'advanced'.

Grass Pitch Machinery & Equipment Fund

This is a small grant of up to £25,000, though you would need to contribute at least 25% of the total costs towards the project. To be successful for this it is essential that a PitchPower assessment has been completed on all the pitches on the site, and it is likely to require a recommendation in the PitchPower report that machinery is purchased.

Grass Pitch Drainage Fund

This is again another small grant of up to £25,000 though the total cost could be quite significantly higher than this. Installing drainage is considered a last resort and the Football Foundation would prefer to see at least two years of Grass Pitch Maintenance Funding going into the site first before drainage installation is considered.

A green tractor with a red mower attachment is shown on a grass pitch. The tractor is positioned in the foreground, facing right. The background shows a wide, green grass field under a cloudy sky, with some trees and a building visible in the distance. A yellow banner with white text is overlaid on the left side of the image.

GRASS PITCH MAINTENANCE FUND

A PitchPower assessment **must** have taken place first as the PitchPower report has a four digit ID code which will be required during the application process.

Eligible lead applicants are

- Grassroots clubs & leagues (up to and including Step 7)
- Charities
- Educational sites that have affiliated community football that takes place
- Step 1-6 clubs only for pitches that are used for community football and not stadium pitches

You will need security of tenure in the form of

- Ownership of the freehold or;
- A lease or licence which has more than 12 months left to run and permission from the landlord to undertake improvement works

Grass Pitch Maintenance Funding can only be used for the following

- To employ contractors to carry out pitch improvement works (e.g. slitting, scarification or decompaction)
- Purchasing materials (e.g. seed, fertiliser, or topsoil)
- Purchasing equipment (e.g. soil sampler)

Routine maintenance such as grass cutting and line marking are **not** eligible. This fund must be used in addition to existing pitch maintenance budget.

The PitchPower report will suggest a PQS for each pitch. Pitches that come back with a PQS of 'poor' or 'basic' will be entitled to an enhance grant to improve the quality of the pitches. Any pitches that come back with a PQS of 'good' or 'advanced' will be entitled to a sustain grant to keep the pitches at that level.

Pitch Size	Enhance Grant PQS Poor / Basic	Sustain Grant PQS Good / Advanced
11v11	£3,200	£960
9v9	£2,560	£640
Mini Soccer 7v7 or 5v5	£1,920	£384

Both types of grant are tapered across 6 years. The enhance grant has an applicant contribution expectation of 33% to the total project cost. Not investing this does not preclude you from the grant, however you should plan towards this investment to ensure your pitch standard gets to a 'good' level and stays there. The sustain grant carries no expectation of applicant contribution. For both grants, you will need to evidence that you have spent the previous year's grant correctly though from year 2 onwards.





Here is an example of how the grant tapers over the six year period for one 11v11 pitch that was initially rated as 'basic' after it's initial PitchPower assessment.

Year	Football Foundation Grant	Applicant Contribution	Total Project Cost
1	£3,200	£0	£3,200
2	£3,200	£0	£3,200
3	£2,133	£1,067	£3,200
4	£2,133	£1,067	£3,200
5	£1,067	£2,133	£3,200
6	£1,067	£2,133	£3,200
Total	£12,800	£6,400	£19,200

Chequer Field

Annual Enhanced Maintenance costings

<i>Item</i>	<i>Frequency</i>	<i>Unit cost</i>	<i>Total</i>	<i>Notes</i>
Fertiliser	1	£1,278.10	£1,278.10	Report recommends x2 - one application included with new top dressing 2023
Slitting	8	£180.00	£1,440.00	Every 4-6 weeks during playing season
Aerating (Decompaction)	4	£214.50	£858.00	
Goal mouth repairs	0	£241.52	£0.00	Not needed 2023 due to new top dressing
Scarifying	2	£214.50	£429.00	On current schedule, not on report
Total 2023-24			£4,005.10	
Total 2024-25		£1,519.62	£5,524.72	

Maint Contract 2023	£2,565.10
Quote 2023	£1,440.00
Total	<u>£4,005.10</u>

Shortfall **£0.00**