Minutes – NMPFA Monthly Committee Meeting
Date Tuesday – 10.2.2026
Time - 19:00
Room – Tennis Room
Attendees :
John Shaefer Rec Club (JS), Eric Davison Quoits Rep (ED), Wade Tovey Vice Chair(WT) , Dennis Hutchison Rec Club (DH) Chris Foggin Chair (CF), Dan Mohan NAJFC (DM), C Morgan Ormesby Rep (CM) , Ian Morrish (IM) MBC Rep , Joanne Rush (JR) MBC Rep

Apologies: I Bell Marton Rep (IB)
No Apologies :

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Action point	Status/Action Required	Resp	Due
	Agenda 1. Previous months minutes. 2. Conflicts of interest. 3. Chairmans Secretary & Treasurers Reports. 4. Sections Reports. 5. H&S Maintenance Report. 6. Grants. 7. Web & Media Report. 8. Monthly Planner Update. 9. Working groups Update & Co-Opted Members Updates. 10. AOB.	**Info**	
1.0 Previous Months Minutes	1. Previous minutes agreed as true record by all attendees - Actions reviewed & discussed	**Info**	

2.0 Conflicts of Interest	1. Conflict of interests (COI) 2. WT offered that he is now elected chairman of NPC 3. IM offered that he treasurer of Lingfield School , wife employee of Persimmon Homes 4. Brief discussion on charities commission administration requirement	**Info**	
3.0 Chairmans & Treasurers Reports	**Treasurers & Chairmans Report** 1. No questions raised on chairman's report , CF offered that there were some updates to discuss under main agenda points **Secretary's Report** 1. No questions raised on secretary's report although KB offered some updates to raise under main agenda	**Info**	
4.0 Sections Reports	1. **NAJFC** – Cricket nets dismantled and request for cricket matting to be removed due to H&S risk , CF to liase with SV groundsman . 2. New Water meter installed at NAJFC cabin 3. Fields commented in good condition despite poor recent weather and heavy continued rain , general discussion on historic and current issues followed 4. Request for slight adjustment to two of the pitches (Pitch 2,1) – DM to liase with SV to organise 5. **Gardens** – later discussions on grant application later 6. **Recreation Club** – Nothing to update 7. **Rackets** – No Update 8. **Quoits** – Practice sessions to start once weather clears shortly 9. **Athletics** – No update 10. **Grounds maintenance** – Fence panels to relocate and store with installation still required, container appears to be started to be cleared , skip is to be secured and organised to support garage clearance on 18th/19th of February	**Info**	
5.0 H&S Update	1. KB provided the following updates 2. Pre Xmas incident logged , accident book checked and now details logged on central register – No further action although DH commented he wasn't sure if memo had gone out to recreation club members advising that supervision of children is parents /carers responsibility – DH to check 3. KB confirmed Rackets club had now contributed £3,500 to their rackets fixed wiring repairs since there original stance of no payment , this payment has now been received, and works will start on 24th Feb within rackets section first then follow onto Recreation club , finishing at main board 4. Water risk Assessment completed , first one completed since 2020, Remedial action required and plans in place now to review water project which will cover most of the aged excessive water use . Sections committees advised not to use main changing room showers until refurb is completed	**DH**	

	5. Waste Bins – thanks to recreation club team for relocating waste bins from front of the building , the area looks much better and more professional 6. Roof – Repair to office roof now in place for completion in next week or so , costs have increased considerably but once repair has been actioned this will cover of a long-standing issue 7. Library Door Water ingress reported by ED , now to be investigated and assess issue – MB/KB?AC		
6.0 Grants	1. Sported - Oversubscribed and application rejected although now on mailing list for future funding releases 2. Sports England – Confirmation that crowdfunder scheme is now live – KB asked for all trustees and committees to share , talk about the project and discounted memberships as incentives for current and new members . The crowdfunder project requires minimum of 20 separate donations for us to secure the match funding from Sports England . Social media announcement to be circulated in due course – JR asked for details to be circulated so she could take advantage of the application process 3. Persimmon homes – Car Park remodel application submitted to Newcastle office , IM offered that a family member works (stepdaughter)for Persimmon albeit at Yorkshire office – this will if granted help new tarmacing, traffic management and line painting of carparks	**Info**	
7.0 Web & Media Update	1. As per Secretary's Report 2. Followers +29 follower in 28 days , 45k views 3. DM suggested a free recreation club membership for followers to be at **300** member, **350** ,**400** members as incentives to build profiles – all agreed good idea	**Info**	
8.0 Monthly Planner update	1. Planner - No major issue and been populated . 2. KB suggested this item is changed for future meetings under the heading **"Safeguarding"** on the basis that as a trust we should promote a culture for trustees and section to have this issue front and centre , all agreed 3. IM asked if we have a full list of DBS qualifications, KB commented that Donna Bell is now in receipt of a full list and ongoing register , this register started in Oct 025 with Rackets slow to supply information but now all in place , she will manage this issue going forward 4. DB will send a summary ready for future meeting for trustees and to be aware of concerns/ discussion / actions etc – this month England squash have issued an instruction to all racket's clubs for U19 to wear safety goggles during ES games	**Info**	
9.0 Coopted Members Update	1. IM – MBC budget meetings next week 2. CM- None 3. JR – None	**Info**	
10.0 AOB	1. Constitution - Resolution – one further signature to obtained from Trustee so that an EGM can be organised with regards to the legal status of the association and charity . CF hopeful that the long-standing legal nightmare is ending, and updates will be actioned in next few weeks 2. Padel – Padel Up and CF have signed Heads of Terms , further meeting with our solicitor who advised for a revaluation to be done which has been completed	**Info** **Info**	

	3. Padel Up have asked for a prelease letter of agreement on the basis that will provide confidence and start the survey works , this has been paid for by Padel Up 4. JS asked implications ref current members and fees and visitors , KB confirmed that the rates players will be charged recreation club members typically plays approx. £15 per year whereas subject to further discussion and agreement , players will be paying <u>c£10 per hour</u> and possibly again subject to agreement part of the hourly fee could be a small fee as part of hourly rate as an entrance fee to club – all to be confirmed but all agreed there are many further discussion to be actioned 5. Padel Up have confirmed installation of acoustic canopy as part of the project which will help with any concerns ref noise , currently existing courts don't have any noise deadening equipment 6. Feedback offered by JS,WT as feedback received all been very favourable with Project since announcement 7. KB confirmed that since announcement social media feedback has been significantly in favour of the proposal , feedback from Rackets & recreation club also club has been positive, and we have received several positive emails to the info email address as part of the consultation . We do have neighbours keen to discuss the project positively and we will reach out after deadline finishes 8. KB asked all trustees to vote of trustee paper , accept, reject, defer- All trustees voted unanimously in favour of proposal 9. Kitchen – Howdens have confirmed that once site visit has been completed, they expect works to be completed in "days", and they are working with installer- brief comms have also been sent to sections 10. Expectation that serving hatches will be needed so all subject to further discussions update to follow 11. Physio support – General discussion on application , KB asked if any objection to proposal , DM asked if it was same person as who had approached NAJFC , confirmed as yes . JS confirmed , no risk and yes IM confirmed , yes as a good opportunity to share social media tie up – all in agreement 12. Football Sponsorship Boards – CF provided details of request and historic thoughts prior to NAJFC coming back to NAJFC- CM asked if special care could be actioned to ensure installation and upkeep is maintained to ensure they look professional . DM confirmed proposal and will be reviewed every year 13. Garden Funding Application – CF provided summary on request and subsequent meetings – the main points that the volunteers had asked for a budget figure for next year and if there were any objections for that to feature in new budget . The figure was more than 100%over this year's budget which had been spent . The gardens which have grown substantially in recent years, and the charity is conscious that there is no succession plan to maintain these gardens if volunteers were to leave the charity , proposal is that and if we were to create a formal Garden Club then that becomes a formal agreement with annual funding support this was agreed as better structure with contingencies for next year with appropriate funding in the budget 14. KB offered that we had discussed at looking to set up a patio garden on the field side to complement the outside area which WT confirmed would enhance the facilities 15. DH confirmed it formalises the agreement and funding 16. 2026.2027 Budgets – CF confirmed that budgets setting work will start this Thursday , it is expected that licence fees which will feature in SLA will increase by 4.5 % in line with Inflation . We are conscious that costs on certain lines i.e. heat light and power , Business rates will increase significantly more than that but overall looking at no more than rate of inflation for last years figures . Final budgets will be discussed with all sections in due course	**Info** **KB** **DM** **Info**	

	17. CF commented that formally he would like trustees to consider a community award budget line and put into the budget to support charity initiatives , he quoted that we get requests from sections for funding , we also have FOC exposure in GNN, but the proposal is to set a budget and formalise the principle – no objections 18. KB offered that ultimately, it's down to sections to agree as the budget whatever the figure is needs to be clear however he confirmed that last year's budget was the first time that a detailed budget had been created and this year we have moved on positively again, and we expect the new budget to be much clearer and an easier discussion point this year. 19. General discussion on supporting annual event and having a dedicated budget line to support annual event in line with 60th event which was a major success – no objections 20. CM raised a point ref Bonfire event and confirmed that recreation club organise this – WT confirmed that recreation club needs to amend licence to support music outside – DH/JS to liase with MB to get that in place 21. CF proposed a wage increase proposal for SV groundman , no increase in recent years and the plan is to formalise his employment . Previous PFA did not hand any information over so we have start from afresh to get formalised contract in place and this will be signed off on 18th Feb – general discussion on historic practices -no objections 22. Door project – all in agreement , new invoice received , policy to be amended hence circulation of draft update , KB confirmed that members information templates are to be circulated to sections so we get an idea of required tokens – NMPFA have confirmed we have budgeted for 1500 licences but the fact find info is now required to ensure we have the correct number – comms to follow 23. Finances – CF offered 2025.26 finances are on track, but any unknown major costs will be reviewed , general discussion on 2 further doors currently under review . The costs went from FOC to £6k as other works has been quoted since original discussion . Further discussion to be had on this 24. KB added that Football foundation would support changing room refurb, but DM confirmed that they have been let down with Cad drawings , agreement for NAJFC to explore the plan and get a grant application in 25. CF confirmed that major costs had been done this year to get the site more compliant and once these works are complete the trustees will be in a place to start to improve on the nicer projects , The hard work had been done and subject to major unknow issues there was no expectations to carry on increased expenditure into next year 26. WT discussed the fun run and that he was progressing arrangement with NPC and church 27. IM raised opportunity for clothes washing equipment to be consider- to be reviewed 28. IM asked if we could support the circulation of the Help for Heros coffee mornings , KB asked if a PDF or graphic could be circulated and he would be more than happy to circulate, and it ties in nicely with the previous work that the charity has supported previously with Armed forces veterans 29. CF offered that we are also looking at a Bleed kit subject to finances , CM confirmed a good idea 30. Meeting Closed 20:10	**MB/DH/JS** **DM/SA**	
Next meeting	**12th February 2026**		