Community Use Management Committee
Meeting Minutes

Date	Thursday 22nd June 2017
Time	1.00pm
Location	American Express Elite Football Performance Centre

No.	Agenda Item		Action By
1	**Present**		
1.1	Brighton and Hove Albion Football Club (Chair) Brighton and Hove Albion Football Club (Secretary) Brighton and Hove Albion Football Club Albion in the Community (AITC) Adur & Worthing Councils (AWC) Sussex FA (SFA) Lancing Parish Council (LPC)	David Jones David Baker Paul Mullen Phil Baldwin Tammy Waine Paul Saunders Robin Monk	
2	**Apologies for absence**		
2.1	Lancing Parish Council (LPC)	Liz Haywood	
3	**Minutes of last meeting**		
3.1	The minutes of the last meeting were agreed		
4	**Election of Officers**		
4.1	DJ confirmed he was happy to stand again as Chair. Approved unanimously by group		
4.2	DB confirmed he was happy to stand again as Secretary. Approved unanimously by group		
4.3	All other members confirmed their continuation as representatives		
5	**Committee annual report**		
5.1	PB issued final report including addition requested by AWC.		
5.2	PB explained rationale for paid use being below target. DJ asked if 2017 figures to date showed that this would be target is on track to be exceeded. PB confirmed this was the case.		
5.3	PM highlighted the amount of local competition that exists for paid usage.		
5.4	PB mentioned how a number of local clubs utilise the facility for one off 'reward' sessions for players rather than regular weekly sessions.		
5.5	The report was formally approved by the Committee		

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6	**Usage update**	
6.1	PB issued the usage report which included information to the end of May 2017. A copy of the report is attached for reference.	
6.2	Report shows a significant increase in usage year on year which has been due in part to a more focussed approach to the delivery of the action plan. DJ said it was encouraging to see a percentage increase across all areas.	
6.3	BME usage remains included within other categories. AITC continuing to look at ways of mapping this information.	
6.4	PB highlighted that income is down on last year to date. In part this is due to the reduced adult activity. TW asked how cost compared to other venues and PB confirmed fees are in line with elsewhere. DB mentioned that fees are top end prices and can be reduced for promotional purposes. PB confirmed this had been done on occasions.	
6.5	PM enquired as to whether figures include dome use. PB confirmed they do and he will break this information out separately in future reports. PB confirmed the dome has had a significant amount of activity including a regular weekly autism session.	
6.6	PM highlighted that AITC have planned a free football session for the local community during the forthcoming school holidays. This has been promoted today with a leaflet drop by one of our partner schools. The session is part of AITC's efforts to engage with people from low income families in the Lancing area. TM enquired whether this needs to be booked in advance. PB confirmed it does. Information attached with minutes for circulation.	
6.7	PB mentioned that AITC are putting on more competitive opportunity for local schools. PS asked how that links to Primary Stars. PB outlined that funding is available via the Premier League to work with 5 schools this year and 10 in the following academic year. TW asked if schools had been identified yet. PB confirmed they had not but likely to be local. PS asked if secondary or primary schools. PB confirmed 5 secondary schools plus the Primary's that feed into them. PB to circulate information and PS / TW to advise if they have schools they would like to focus on.	PB
7	**Facilities update**	
7.1	DB confirmed inspections of the pitch have continued and all results have been satisfactory. There remain no maintenance issues with the pitch.	
7.2	TW raised the lack of planning permission for the temporary changing units. DJ to raise with Martin Perry.	
8	**Any other business**	
8.1	PB outlined that AITC are currently in the process of finalising their objectives for the coming years. This will amend the focus in some cases with a view on working more collaboratively.	

8.2	PB also mentioned an increased focus on Women's and Girl's which PS commented was good to hear as this was also an FA focus. PS also said SFA were keen to work closely with AITC on Women's and Girls and Disabled provision. PB also highlighted a key aspect of this is to increase the number of female coaches employed by AITC to assist in providing good role models for young girls.	
8.3	PM highlighted the Girl's Festival taking place on the Community Pitch today as an excellent example of all parties working together for event delivery. PM also highlighted that all coaches working the event were female and that BHAFC Women's 1st team players were present. Today's event has included 15 schools in the morning and 16 in the afternoon with over 350 girls attending. The event included attendance from 3 special schools which is more than attended nationally last year. The committee attended the event following the close of the meeting.	
9	**Date of next meeting**	
9.1	Thursday 21st September @ 1.00pm	