

Alconbury Recreation Field Charity

Registered No. 279991



Trustee Meeting Minutes

Date: Monday 21st September 2026

Time: 7:00pm

Venue: Alconbury Sports & Social Club

Chair: Damion Lewis

Attendees: Chris Kirschner, Paul Watson, Damion Lewis, Christian Bodley, Clair Anderson, Luke Murphy, Lisa Bodley (Minutes)

Apologies: Chris Butler, Sam Cooke

Guests: Sara-Jane Isaacs - Parish Council Rep

Action Log link: tbc

Item	Agenda Item	Details
1	Meeting Minutes Approval	Minutes from last meeting reviewed and approved
2	Matters Arising from Minutes	None raised
3	New members	DL welcomed new Trustees to the meeting
4	Charity and Club Structure	DL explained the Club and Charity structure.
5	Lease with Parish Council	PW advised that the current lease with the Parish Council expires in eight years. Many grant applications require a lease term of at least ten years. PW has revised the lease extension request to 99 years, and it has been added to the Parish Council meeting agenda for 22/09/26. Legal advice may be required, which could incur costs. ACTION: PW to confirm whether legal advice is necessary for the lease extension. [1.0]

6	Club Rent Overview	DL updated Trustees on the recent transfer of function room management responsibilities to the Club. This has reduced income, but lower expenditure means ARFC is now saving approximately £150–£200 per month.
7	Grant Applications Update	Football Foundation ARFC has received a £37k Football Foundation grant and must contribute £17k, giving a total project value of £55k over six years. The funding will support maintenance of the pitches and help keep them in excellent condition. No payment is required from ARFC for the first two years, and monthly savings are being set aside to cover future contributions. Hunts FS, the preferred supplier, will begin work on 23/09. 2 Trustees have completed the Football Foundation’s required training. Trustees noted that quotes from other suppliers required the pitches to be out of use for one year, which would result in a significant loss of income. Playdale Playgrounds An initial quote of £78k has been received to improve the children’s playground, with a further £15k required to replace the fences and gates. A local parent has raised concerns with ARFC about the current playpark gates. There are currently two to three grants that could help cover some costs; however, they all require an ARFC contribution and confirmation of at least a five-year lease with the Parish Council. Trustees discussed fundraising options, including support from local businesses and GoFundMe. ACTION: PW to draft funding applications, with reference to previous applications [2.1]

		ACTION: DL & CA to investigate GoFundMe [2.2] Woolley Wind Farm Awaiting a response regarding application for grant to cover improvements to Women's changing rooms. If awarded, then funds would be available Feb / March 2027 Postcode Lottery Grant to upgrade to all changing rooms ACTION: DL to complete application to include all changing rooms [2.3]
8	Finances	Bank account access Changes to bank account need to be updated to include current Trustees ACTION: DL to update [3.1] Advertising Boards Space available for approx. 40 boards Trustees discussed pricing structure for Ad boards. ACTION: CA to update letter and sales pitch [3.2] ACTION: DL to confirm how many boards have been sold [3.3]
9	User Groups & Pricing	• Football • Cricket • MUGA Management Trustees discussed updates to pricing structures
10	Maintenance	Pathways / Toilets Local residents have raised issues with: uneven pathways around clubhouse toilet facilities are inadequate car park needs relaying

		ACTION: Trustees to investigate funding opportunities [4.0]
11	Fundraising	Dog exercise field CA suggested creating an enclosed area where residents could pay to exercise dogs safely. ACTION: CK to arrange measurement of the available space so costings can be prepared [5.1] Fireworks event Scheduled for 6 November 2026. Trustees agreed ticket pricing for 2026: £30 – 2 adults and 2 children £11 – 1 adult £6 – 1 child ACTION: DL to confirm the maximum permitted attendance under insurance and legal requirements [5.2]
12	Date of next meeting	Wednesday 28th October 7pm Meeting time to be limited to 2 hours