



EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM

Minutes of the Meeting held on Tuesday 6th December 2022 at The Grange Sports Field

Present: Cllr Peter Morrall (Chair), Cllr Jayne Bond (EBPC – arrived at 7.45pm), Bob Entwistle, Cllr Steve Hiscock (EBPC), Jonathan Groves, James Peel (CS2), Paul Smith (EBS&CT), Cllr Sam Weller (EBPC), Rosie Smart (EBPC)

1. Welcome and Apologies for Absence

Apologies were received from Chris George (EBCC), Matt Kennedy (EBCC) and Antony Owen (EBUFC).

2. Meeting held 8th November 2022

(a) **Approval of Minutes** - It was agreed to approve the minutes.

3. Project Manager Update (CS2)

(a) Completed Actions –

- The tender exercise has been carried out.
- 6 tender applications were received.
- The initial analysis was shared with the Project Management Team.
- Costs range from £2.4m - £3.3m – lowest doesn't include landscaping costs.
- Budget wise higher than hoped but there may be an opportunity for value engineering to reduce costs in some areas.

(b) Current Activities –

- Awaiting responses from applicants before final report can be written.

(c) BREEAM Status

- No update.

(d) Outstanding Decisions/Approvals Required

- JP to provide final report once figures are firmed up. Prior to meeting of EBPC, if possible.
- JP also happy to attend another meeting prior to Christmas to talk through the tender applications, if needed.
- Power – no update.

(e) **Project Plan Update including timeline – no update.**

4. Building Design Update/Discussion (CS2)

- Ball Strike Fencing – removal delayed due to weather – further measures required to ensure no damage to the ground. Now due to be removed 8th/9th December. Neighbours advised.

- Building Design – complete to this stage. M&E contractors to present their design early in the new year.
5. **Planning Status (CS2)** – no update
6. **Site Actions/Handover Status with DWH (AO)** – no report.
7. **Budget Update Review (AO)**
- Budget tracker to be updated.
 - Based on the tender responses, there is likely to be a shortfall. RS to liaise with AO to find out how much the Football Foundation grant is likely to be so that the budget can be finalised.
8. **Funding Update/Discussion (SG)**
- **Football Foundation Funding:**
 - FF Joining Agreement signed – RS to send to FF.
 - FF request to carry out stage 2 intrusive surveys to be approved in principle, subject to further information, and to be clarified at the EBPC meeting.
 - **Tesco Community Grant** – will continue until January.
 - **NNC Grant** – no report.
 - **Other funding** – no report.
 - **Funding Tracker** – to be created.
9. **Earls Barton Sports and Community Trust Update (BE)**
- PS making good progress on the evidence base for funding, with some positive leads on groups that would like to use the facility, including day time use.
 - Further leads suggested at the meeting to be followed up.
 - Bank account forms to be reissued after being lost in the post.
10. **Any Other Business (All)** – none raised.

Date of Next Meeting – Tuesday 3rd January 2023