



EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM

Minutes of the Meeting held on Tuesday 2nd November 2021 at The Grange Sports Field

Present: Cllr Steve Glover (EBPC)(Chair), Cllr Jayne Bond (EBPC), Cllr Gemma Broadhead (EBPC), Bob Entwistle, Cllr Steve Hiscock (EBPC), George Husson (CS2), Matt Kennedy (EBCC), Antony Owen (EBUFC), Rosie Smart (Clerk to EBPC).

1. Welcome and Apologies for Absence

Apologies were received from Cllr S Dodds (EBPC), C George (EBCC), J Groves (CS2), Cllr V Gould (EBPC).

2. Meeting held 6th October 2021

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

(b) Matters Arising:

- **Design Team Contract Documents** – A quote for up to £7000 has been received for the legal work to draw up collateral warranties. Further quotes are awaited.
- **Labosport Report** – it was reported that the report supports the height of the ball-strike netting on the western boundary. The report suggests that fences are not needed on the northern and eastern boundary as other means can be used to mitigate against ball-strike. A discussion was held where concerns were raised over the safety of football spectators should a ball be hit in that direction. It was pointed out that the last 4 tracks on the eastern side of the wicket are not used for senior cricket. It was agreed that the report should be amended to highlight this. There would then need to be a discussion on the internal controls required and the associated planning.
- **Pre-Construction Programme** – information on utilities has been provided and a decision is to be made at the full meeting of Earls Barton Parish Council. During discussion, concerns were raised over whether the members of EBPC feel qualified to make this decision and a recommendation should be made by the Project Management Team. It was agreed that a recommendation be made that EBPC approve, in principle, the inclusion of an Air Source Heating Pump to heat the development. This would be ratified following a meeting with the architects and FHP where they would 'walk' members around the plans and answer any questions. It would also be noted that should the budget not be increased to include an ASHP, the matter would need to be considered again in the future.
- **Picket Fence** – MK to get quotes to install gates for the cricket storage area.
- **Service Loadings** – received and report from FHP received.

- **North Northants Council meeting** – postponed until planning application determined.
- **Training nets** – a gant chart outlining the build has been provide to Sport England. Awaiting a response.
- **Old practice nets** – on list for EBCC to remove when volunteer time allows.
- **BREEAM meeting** – currently sitting at 58.8 points. It was noted that an ASHP heating source will only be 1 credit higher than a gas boiler.
- **Groundwork carried out** – assessment carried out by GMA. Awaiting soil analysis.
- **Drainage and Irrigation** – DWH waiting for information on water pressure.
- **Surveyor Report on Banks** – DWH agreed to pay for work required to be carried out by development contractor. This was agreed subject to a formal agreement being drawn up.
- **Building Regulation Report** – Salus appointed.
- **Noise Management Report/Confirmation of Operation Hours** – MK has completed and is waiting to speak to Richard Colson.
- **Regulatory Reform Order (Preliminary Fire Risk Assessment)** – CW can advise but is not able to provide the order. GH to talk to JG about requirements.
- **Future Role of Funding Co-ordinator** – SG to liaise with DR.
- **Alternative Funding** – GB required details of Mick George application to move forward with application for gym equipment. RS to contact DR.
- **Brief for Membership Secretary** – not yet drawn up. MK offered to become Membership Secretary.
- **Solicitors Details** – sent to BE.

3. Liaison with Developers

- **Site meeting with DWH** – scheduled has not yet been held as there are further issues regarding maintenance that need to be resolved before handover.

4. Advancement of Project

(a) Project Manager - update –

- **Archaeology** – trenching to be carried out in Dec/Jan to be agreed.

(b) Design

- **Room Data Sheet** – feedback was provided on the matters outstanding that relate to EBS&CT. Further feedback will be provided following an informal meeting to be held on Tuesday 9th November. A ‘walk through’ of the plans will then need to be held so that members can fully understand the scheme.
- **Landscape Drawing** – it was noted that the outside gym has been moved and is now closer to the houses on The Wickets, so needs to be returned to its original location. Also need to look into whether the outside gym already has planning permission. The plans need to be updated taking into account the feedback given and the surfacing of the running track also needs to be considered to ensure that it isn't slippery.

5. Funding

- (a) **Budget** – AO presented the updated budget. It was noted that the architect's fees have now been paid in full but more work is still required.
- (b) **Funding Co-ordinator** – no report
- (c) **Sports Specific Funding (FA/ECB/etc)** – no report.
- (d) **Other Funding** – Cllr Mary Walters not able to become involved. RS to chase up funding list from Nene Valley.

6. Governing Body

(a) **EBS&CT** – Next meeting scheduled for 6th December. Confirmation that third party liability insurance is in place.

7. Meeting Dates 2022 – approved.

Date of Next Meeting – Tuesday 2nd November 2021