



EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM

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

Present: Cllr Peter Morrall (Chair), Cllr Jayne Bond (EBPC), Bob Entwistle, Chris George (EBCC), Cllr Steve Hiscock (EBPC), Jonathan Groves, Matt Kennedy (EBCC), Antony Owen (EBUFC), James Peel (CS2), Paul Smith (EBS&CT), Cllr Sam Weller (EBPC), Rosie Smart (EBPC)

1. **Election of Chair** – Cllr Peter Morrall was appointed Chair of the Project Management Team.
2. **Welcome and Apologies for Absence**
Apologies were received from Cllr C Wells (EBPC).
3. **Meeting held 8th November 2022**
 - (a) **Approval of Minutes** - It was agreed to approve the minutes.
4. **Project Manager Update (CS2)**
 - (a) **Completed Actions** –
 - The tender has gone out to 6 contractors with a return date of Friday 18th November.
 - 2 contractors have requested an extension – resisting due to funding application but CS2 would like to allow an extra 1 week.
 - The landscaping scheme has been removed from the main contract and prices will be sought from specialist contractors.
 - (b) **Current Activities** –
 - An addendum to the tender package is to be circulated covering changes raised through the tender process.
 - A 20% increase on materials across the board is to be expected.
 - Geo report for the Football Foundation funding does not extend enough across the pitches, so another survey is required.
 - (c) **BREEAM Status**
 - No update.
 - (d) **Outstanding Decisions/Approvals Required**
 - Treeworks outside of main contractor's costs – aggressive lopping back is required to widen the access on Northampton Road. EBS&CT to get quotes for PC approval to carry out the work prior to the nesting season.
 - Power – 280kva required. 179kva available from DWH. Another 100kva is required to avoid needing a sub-station. AO has contacted DWH to find out if any more can be supplied. Consideration also needs to be given as to whether EVCP's can be reduced (there are currently 6 on the plan).

(e) Project Plan Update including timeline – Updated timeline required. The 3G pitch is key for beginning the build as it is a condition of the Football Foundation funding that the development of the pavilion and the 3G pitch begins at the same time.

5. Building Design Update/Discussion (CS2)

- Ball Strike Fencing – to be removed the week commencing 21st November.
- Electrical Design – M&E contractors to present their design, which will include some efficiencies.

6. Planning Status (CS2)

- Planning permission hasn't been granted as NNC state that the flood risk assessment is insufficient and further information is required – Richard Colson to contact flood experts.
- An additional review period of 21 days will be added once the flood risk assessment has been addressed.

7. Site Actions/Handover Status with DWH (AO)

- DWH have started work on the cricket pitch extension today.
- There is conflict relating to alterations to the east bank where access will be – the slope of the bank in relation to the road is in the wrong place.
- Contractors will be asked to tender to carry out this work and DWH will be asked to meet the cost.
- No response regarding irrigation.

8. Budget Update Review (AO)

- AO has started a budget tracker and hopes to be able to share soon.
- There is currently approximately £800,000 in the sports fund, £100,000 still to pay in consultancy fees and £800,000 to come from NNC.

9. Funding Update/Discussion (SG)

- **Football Foundation Funding:**
 - Awaiting confirmation from FF to sign the Joining Agreement – BE to chase.
 - £10,000 is to be paid by EBPC for administration work relating to the application – this can be reclaimed if the bid is successful.
 - A decision needs to be made on whether to build 1 or 2 artificial pitches – there is a cost implication (there is currently an increase in costs of a quarter of a million pounds on both pitches). However, losing the 9v9 3G pitch will affect the diversity and multi-sport aspect of the project. It was noted that we can apply for further funding in the future.
- **Tesco Community Grant** – will continue until
- **NNC Grant** – no report.
- **Other funding** – Funding through Nationwide to be looked into next year.
- **Funding Tracker** – to be created.

10. Earls Barton Sports and Community Trust Update (BE)

- The AGM of the Trust was held on 2nd November.
- Bank account forms are being issued for signing.
- The Annual Report has been agreed.
- Paul Smith has made progress on the management structure of the Trust and this will be sent to Bob Stretton at the Football Foundation for feedback.

11. Any Other Business (All) –

- It was agreed that a public event should be held once the planning permission has been granted.
- EBPC will discuss a formal response to the article in Barton Today.
- Formal thanks were offered to Steve Glover for all his hard work on the project.