



## **EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM**

### **Minutes of the Meeting held on Tuesday 4<sup>th</sup> October 2022 at The Grange Sports Field**

Present: Cllr Steve Glover (Chair), Bob Entwistle, Chris George (EBCC), Cllr Steve Hiscock (EBPC), Jonathan Groves, Antony Owen (EBUFC), Cllr Sam Weller (EBPC), Rosie Smart (EBPC)

#### **1. Welcome and Apologies for Absence**

Apologies were received from Cllr J Bond and M Kennedy (EBCC).

#### **2. Meeting held 6<sup>th</sup> September 2022**

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

(b) **Matters Arising**: no comment.

#### **3. Project Manager Update (CS2)**

##### **(a) Completed Actions –**

- Simpkins and Knight have completed the redesign of the M&E package – consultants to meet with members of the Project Management Team to explain the scheme.
- Civils package has been updated.
- Access road has been designed – grasscrete with concrete on corners.
- Car Park design – part permeable and existing car park to be resurfaced.

##### **(b) Current Activities –**

- Tender pack was held up and will now be issued week beginning 10<sup>th</sup> October with a five-week turnaround.
- JG and James Peel of CS2 have concerns over the M&E work carried out previously by FHP and are looking into the potential of a refund of fees.

##### **(c) BREEAM Status**

- No update.

##### **(d) Outstanding Decisions/Approvals Required**

- Archaeology – report to be redrafted to allow the consultant to liaise with the planner regarding the phasing.
- JG recommended retaining the services of Simpkins and Knight for future phasing of the facility.
- EBCC should consider the location of an electronic score board to reduce the cost of trenching for cables.
- Power – Paul Simpkins to discuss supply with DWH.

(e) **Project Plan Update including timeline** – Updated timeline required.

#### **4. Building Design Update/Discussion (CS2)**

- Ball Strike Fencing – an enforcement notice to remove by the end of September has been responded to, stating that we are awaiting the outcome of the planning application.
- Quote needs to be sought to remove the fencing and post.
- EBCC to organise quote, advertise fencing and contact ECB for potential buyers.

#### **5. Planning Status (CS2)**

- There are currently 7 comments from the public on the planning application. Some raise points for clarification, but only 2 object to the scheme.
- RS to have a further meeting with Chris Law from the Local Planning Authority (LPA).
- LPA have not asked for an extension.
- Representatives to be sought to speak at the Planning Committee as required and explain the need for phasing of the archaeological trenching works.
- NNC Unitary Councillors for Earls Barton to be contacted to support application.

#### **6. Site Actions/Handover Status with DWH (AO)**

- Work has started to extend the cricket outfield.
- EBCC are also negotiating with DWH over remedial works to the cricket pitch.
- EBUFC have carried out remedial works to the football pitch and will invoice DWH direct.
- Irrigation Water tank – DWH have requested a price for an underwater tank. Awaiting update.
- Hedges/boundary – information confirming ownership, and therefore maintenance responsibilities, forwarded to DWH.

#### **7. Budget Update Review (AO)**

No update. Awaiting costings.

#### **8. Funding Update/Discussion (SG)**

- **Tesco Community Grant** – has started.
- **NNC Grant** – no report.
- **Other funding** – A Teams meeting will be held with the Football Foundation on 13<sup>th</sup> October 2022. Legal advice is being sought by EBPC regarding the FF Grant conditions.

#### **9. Earls Barton Sports and Community Trust Update (BE)**

- The adjourned AGM of the Trust will be held on 2<sup>nd</sup> November.
- Paul Smith (Chair of the Trust) is working on the management structure of the Trust.
- A briefing meeting will be organised between SG, BE and PS regarding the FF funding.
- Concern was raised over the delay in sorting out the bank account, and this will be raised through EBPC.
- Cllr Peter Morrall has been appointed trustee by EBPC.

#### **10. Any Other Business (All) – new grounds maintenance contractors confirmed.**