



EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM

Minutes of the Meeting held on Tuesday 7th September 2021 at The Grange Sports Field

Present: Cllr Steve Glover – (EBPC)(Chair), Cllr Gemma Broadhead (EBPC), Chris George (EBCC), Jonathan Groves (CS2), Cllr Steve Hiscock (EBPC), Matt Kennedy (EBCC), Antony Owen (EBUFC), Rosie Smart (Clerk to EBPC).

1. Welcome and Apologies for Absence

Apologies were received from Cllr J Bond (EBPC), Cllr S Dodds (EBPC), B Entwistle, Cllr V Gould (EBPC) D Rust, Cllr Colin Wells (EBPC)

2. Meeting held 3rd August 2021

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

(b) Matters Arising:

- **Design Team Contract Documents** – T&Cs received and currently with legal.
- **Boundary Conditions** -the plan is required from Global Surveys – RS to arrange payment of the invoice asap. The plan is needed to update the Labosport Report which will then be used to support the planning application to discharge the condition.
- **Neighbours** – SG now liaising with directly. They have been assured that we will consult with them as soon as we have all of the relevant plans in place. EBCC to make sure that ropes associated with ball-strike fencing secured after each match and look into removing the ropes, along with the nets, over the winter.
- **Pre-Construction Programme** – JG to provide an updated link to the programme. RS to provide JG with the email addresses of all Project Management Team members.
- **Picket Fence** – EBCC looking into including removable panels to allow for maintenance of the ball-strike fencing and to the north-easterly corner for storage of the covers.
- **Grounds maintenance and winter storage of ball-strike netting** – additional storage is being delivered this week.
- **Service Loadings** – a decision needs to be made by EBPC as to the type of plant used. DWH will then be asked to provide for maximum capacity.
- **Recommendations for consultants with quotes** – all sub-consultants have been appointed for the discharge of conditions, other than GMA as we are awaiting an update from Fineturf as to the ground work being carried out.
- **Budget Tracker** – update tracker shared with committee

- **North Northants Council meeting** – postponed due to submission of planning application.
- **Training nets** – the quotes have now been received but the nets are far bigger and would be better sited to the north of the new pavilion. CG to draw up new plan. This may need clarification from planning. It was agreed that RS email Sports England asking that the funding be carried over as the nets cannot be constructed until the pavilion is built.
- **Old practice nets** – EBCC to deal
- **Design Team Meeting** – a meeting was held on 7th September and minutes shared. Cost savings are being looked into. DSA are looking into possible solutions for the existing parking area, which is not permeable as required by planning. Low Economy heating options have been looked at and it was agreed that a meeting between EBPC and the consultants be set up to discuss the options before agreeing on the best option for the development. It was felt that the design programme could be finalised in four weeks at the earliest.
- **BREEAM meeting** – work is continuing and all extra credits remain very good. FHP's costs have increased due to additional BREEAM work.
- **Football Foundation meeting** – a Technical Manager is being appointed.
- **Publicity** – An article was placed in Barton Today. Only one negative response has been received so far. A poll is to be put on the Facebook page later this week.

3. Liaison with Developers

- **Topographical Survey** – done
- **Groundwork to be carried out by Fine Turf on pitches and hedgerows** – DWH are carrying out work. GMA may be needed to show if it is the correct work.
- **Drainage/Irrigation** – GMA to advise
- **Surveyor Report on Banks** – DWH dealing with banks in wrong location. CG advised that the bank by the access does not cause an issue.
- **Payment towards discharge of planning conditions** – being paid directly to Richard Colson

4. Advancement of Project

(a) Project Manager - update –

- **Access Meeting with Community** – Community have advised that they would not be leasing any land to widen the existing access from Northampton Road.
- **Updated data and drawing to be shared** – JG to share
- **Building Regulation Report** – nothing additional to report.
- **Noise Management Report** – MK currently working through the amendments.
- **Tree Survey** – copy needs sending to CG.
- **Operational Hours** – need extracting from Stroma noise assessment report and Business Plan – need information for a typical week.
- **Regulatory Reform Order** – a preliminary fire risk assessment is needed based on the available plans. SG to ask CW if he can carry out this work.
- **Access Controls** – decided additional controls not needed.
- **CCTV** – confirmed required for perimeter of building and social area.
- **Intruder alarm** – to be zoned. Panic alarm not needed.

- **AV** – it was decided that the social space should have its own audio amplification system. Internet connection is required and EBPC/EBS&CT may need to talk to BT about fibreoptic.

5. Funding

- (a) **Funding Co-ordinator** – It has been confirmed that the application for funding through the National Lottery was unsuccessful. The application to Mick George has been submitted. SG to speak to DR about how he sees his future role on the team.
- (b) **Sports Specific Funding (FA/ECB/etc)** – covered in matters arising.
- (c) **Other Funding** – GB/RS to look into. RS still need to approach Cllr Mary Walters about being involved.
- (d) **VAT Implications** – report received from VAT advisor shared with the team. AO asked for confirmation that VAT on consultants fees can be reclaimed under a traditional build rather than design and build.

6. Governing Body

- (a) **EBS&CT** – SG working on description of roles within the trust.
- (b) **Lease** – RS to return lease to BE once the amendments are signed.

7. Any Other Business – none raised.

Date of Next Meeting – Tuesday 5th September 2021