



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

### **Minutes of the Meeting held on Tuesday 3<sup>rd</sup> September 2024 at The Grange Sports Field**

Present: Cllr Peter Morrall (Chair), Cllr Jayne Bond, Bob Entwistle, Antony Owen (EBUFC), Paul Smith (EBS&CT), Rosie Smart (EBPC)

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

Apologies were received from Cllr Tim Brennan and Matt Kennedy.

#### **2. Meeting held 6<sup>th</sup> August 2024**

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

#### **3. Project Manager Update –**

- Discussions continue with Bob Aldridge regarding project managing the build.
- Technical meetings will now be held between PMT meetings in order to move the project forward. These will be led by AO.
- Procurement was discussed and it was noted that contractors were appointed. This was carried out through a negotiated tendering process in line with The Public Contracts Regulations 2015, section 3, regulation 32 due to the urgency of the Football Foundation deadlines.
- It was decided that a briefing for members of EBPC and EBS&CT would be held to explain the scheme.
- A recommendation was made for EBPC to allow RS to have delegated powers to deal with issues relating to planning conditions and pre-commencement.

#### **4. Planning Status**

- The list of planning conditions to be sent to BE to identify the conditions which need to be met by EBS&CT.
- AO chasing costs for archaeology and ecology contractors for planning conditions.
- FF to confirm whether the road will be included in their package.
- MK advised that the conditions relating to noise will be finalised by tomorrow.
- Also need to confirm if MK will be creating a mood board of the building materials as agreed.

#### **5. Site Actions/Handover Status with DWH –**

- DWH have not yet carried out the agreed work.
- AO & RS to chase with DWH.

6. **EBPC Update** – recommendations at in item 4.
7. **Budget Update Review** – needs to be reviewed.
8. **Funding Update/Discussion**
  - (a) **Football Foundation Funding** – Confirmation has been received at the funding bid was successful. The agreement has been signed and a meeting will be held with the FF and contractors on Thursday 5<sup>th</sup> September.
  - (b) **North Northants Council** – RS has contact NNC to request the funding.
  - (c) **Other funding**
    - PS to chase Garfield Weston.
    - AO to ask someone to produce leaflets for the Buy A Brick Scheme.
    - AO has already secured sponsorship for the first piece of gym equipment.
9. **Publicity**
  - Arrangements to be made to publicise the successful Football Foundation grant.
10. **Earls Barton Sports and Community Trust Update (PS)**
  - The website is now up and running.
  - The facility is becoming more well known and this is resulting in more enquiries and bookings.
  - The next meeting of EBS&CT will be held on 23<sup>rd</sup> September.
  - There is currently no EBUFC Trustee and one needs to be appointed.
11. **Any Other Business (All)** – none raised.

**Date of Next Meeting – Tuesday 1<sup>st</sup> October 2024.**