



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

### **Minutes of the Meeting held on Tuesday 5<sup>th</sup> July 2022 at The Grange Sports Field**

Present: Cllr Steve Glover (Chair), Cllr Jayne Bond (EBPC), Bob Entwistle, Chris George (EBCC), Cllr Steve Hiscock (EBPC) Matt Kennedy (EBCC), Antony Owen (EBUFC), James Peel (CS2), Cllr Sam Weller (EBPC), Rosie Smart (Clerk to EBPC).

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

Apologies were received from Cllr G Broadhead, Cllr S Dodds, Jonny Groves (CS2) and Cllr C Wells.

#### **2. Meeting held 7<sup>th</sup> June 2022**

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

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

#### **3. Project Manager Update (CS2) – JP presented the updated pavilion plans produced by the architects. Subject to some minor amendment and the inclusion of room sizes, the plans were approved and formally signed off. It was noted that EBCC would want a terrace outside the cricket changing rooms. AO to provide confirmation of the football access points and stand. The outside elevations, updated site plans and review by DSA will be shared via email for approval.**

**(a) Completed Actions** – Chris Wayman Architect appointed.

**(b) Current Activities** – JP to chase up Scroxton and Partners for outstanding information for M&E.

**(c) Outstanding Decisions/Approvals Required** – JP to chase up JG to ensure planning submitted as soon as possible. Architect to confirm plans comply with step 5 as outlined on the document provided by the Football Foundation.

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

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

As above

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

JP to liaise with architect, JG and Richard Coulson – hopeful that the planning application can be submitted the week commencing 18<sup>th</sup> July. It was stressed that this was imperative in order to comply with the Football Foundation submission deadline of October.

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

- DWH have been contact about the following matters outstanding, but a response has not yet been received:
  - Details of sub-station and DWH renegeing on their commitment of April 2019 to provide an adequate supply.
  - Sprinkler system suggested by Fineturf no adequate for requirements.
  - 9m extension to the outfield
  - Seeding/landscaping of the northern bank
  - Metal sticking out of the ground causing a hazard
  - Reinforcement of the eastern bank
  - Water holding in corner of football pitch and dips on surface.
  - Grading of ground where old white wall was.
  - Bricks now appearing where white wall was demolished.

It was noted that the guarantee for defects on the pitches ends on 1<sup>st</sup> January 2023 and all works must be carried out before that date.

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

No update. Awaiting costings.

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

- **Football Foundation** – AO is meeting with the Football Foundation on Monday to provide them with an update. There are a number of items outstanding that need to be completed for the submission deadline in October.
- **NNC Grant** – no report.
- **Other funding** – no report.

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

SG announced that he is stepping down as Chair of the Trust and as a trustee with immediate effect. A new chair is currently being sought. SG will recommend that EBPC appoint Nick Chapman as the third EBPC representative on the Trust.

## **10. Any Other Business (All)**

AO expressed his concern over the time it is taking to move forward with the project and highlighted the financial implications to EBUFC of not having ground available as a training facility.

**Date of Next Meeting – 2<sup>nd</sup> August 2022**