



EARLS BARTON SPORTS & LEISURE PROJECT MANAGEMENT TEAM

Minutes of the Meeting held electronically on Tuesday 5 January 2021

Present: Cllr Steve Glover (Chair), Jayne Bond (EBPC), Bob Entwistle, Chris George (EBCC), Matt Kennedy (EBCC), Rob Mair (EBCC), Antony Owen (EBUFC), David Rust, Rosie Smart (Clerk to EBPC).

1. Welcome and Apologies for Absence

No apologies were received

2. Approval of the Minutes of the Meetings held 8 December 2020

Following some minor amendments, it was agreed to approve the minutes.

3. Liaison with Developers

There has been no liaison with the developers over the Christmas period. It was noted that the 200th occupation has now been reached and an invoice for the outstanding \$106 funding will be issued to DWH by BCW. RS to ask BCW what the additional amount of index-linked funding will total. RS will also contact DWH regarding their consideration of financial support to EBUFC due to the delay in the delivery of the football pitch.

4. Advancement of Project

(a) Design Team Specification and Tender Process – Interviews were held and CS2 are to be appointed as Project Managers. RM to liaise with CS2 to organise a meeting and invite James Abbott, should he wish to attend. We will ask them for further information to justify the additional spend, and ask what capital savings can be made. A programme with key dates and a cost plan needs to be provided.

(b) BCW Capital Grant Application – update – The business plan has been submitted to BCW, who have confirmed to David O’Neil that this provides all of the information that they require in order to make a decision on the application. It is expected to be heard by the Resources Committee on 18 January. RS to contact BCW for advice on the procedure. Also, to find out whether the Resources Committee has delegated powers to make a decision on whether they will have to make a recommendation to the full council.

5. Funding

(a) Funding Co-ordinator – DR recommended that a survey and follow up with the National Lottery is carried out in the spring once we know the outcome of the BCW grant application. It was suggested that the survey should be available both in physical form and online.

- (b) **Sports Specific Funding (FA/ECB/etc)** – no progress until outcome of BCW application is know.
- (c) **Other Funding** – MK suggested looking into funding to make the building environmentally friendly.

6. Governing Body

- (a) **EBS&CT** – the Trust are going to put together a schedule of meetings for 2021. It was noted that there needs to be clarification of who is responsible for what areas of land whilst work is ongoing. RM to liaise with DWH over ongoing works to the grounds and pitches now that the 200th house is occupied. Also need to consider what areas of responsibility the Trust needs to take over and when. It was agreed that the Project Management Team needs to continue during the development of the project, as they are appointed by EBPC to do so, but its form needs to be considered.
- (b) **Lease Agreement between EBPC and EBS&CT** – the lease has yet to be signed by the trustees.

7. Discussion on effects of Coronavirus on finances of EBUFC, EBCC and EBS&CT and proposed action that needs to be taken – the Trust have applied for a COVID relief grant and will forward the information to EBUFC so that they can also apply.

8. Any Other Business – RM received a quote from Stroma for the acoustics report, but is only covered the area of the cricket pitch. Full quote to be requested for approval by EBPC at their next meeting. It was noted that the report needs to be actioned quickly.

Date of Next Meeting – Tuesday 2 February 2021