



GRANGE PARK PARISH COUNCIL

Community Centre, School Lane
Grange Park, Northampton NN4 5FZ

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MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 3rd APRIL 2008 AT THE COMMUNITY CENTRE, GRANGE PARK

Present: Cllrs A Walker (Ch), M Smith, A Stansfield, G Proudley, D Ramsay, J Foster, T Jainu-Deen, C Nobbs, C Rees .
R Gerrard and S Cates

Attending: Mrs T Sampson (Clerk)

08/49 Election of Chairman and Vice – Chairman

As per our standing orders this item needs to be deferred until our Annual Meeting of the Council scheduled for May

08/50 Election of Lead Councillors

This item will be deferred until our Annual Meeting of the Council scheduled for May

08/51 Public Questions

Mr James Shipley from the District Centre, Wilks Way, Grange Park attended the meeting to discuss ways in which to raise the profile of the Centre. He suggested that he and a few other shops owners would like to hold a Street Party (Carnival) in the summer with a provisional date of the 1st of June 2008. After a brief discussion it was agreed that Mr Shipley would liaise with the newly formed Events committee which is a self-funded group and includes members of the Council and local residents. It was also suggested that all events should be put in which were due on the 18th April.

08/52 Co-option of a Parish Councillor

The Chairman reported that Grange Park Parish Council has one vacancy for the post of co-opted Councillor and that 4 applications had been received from the following residents:

Mrs Brenda Gerrish, Mr Robert Sinclair, Mr John Rose and Mrs Louise Ellington.

The Chairman invited those applicants' presents to give a brief summary of why that wanted to become a Councillor. The Council then voted on all four applicants and the results were as follows:

Louise Ellington (8), Mr Robert Sinclair (3) Mr John Rose (0) and Mrs Brenda Gerrish (0).

It was a majority vote and Mrs Louise Ellington was co-opted for the post of Parish Councillor. The Code of Conduct and declaration of interest forms were duly signed.

The Clerk was asked to send appropriate letters to those applicants who had been unsuccessful. **Action: Clerk**

Cllr Stansfield left the meeting at 7.45pm

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08/53 District Councillors Report

Cllr Janiu -Deen reported that he was liasing with South Northants District Council regarding the legal handover of openspaces within Grange Park and that Sarah Hargan, Assitant Solicitor for the District would speak to the Parish Council at the meeting on the 21st April 08. The Parish Council representatives for that meeting will be the Clerk, Chairman and Vice Chairman. It was agreed that an update would be given at our next meeting.

Action: Chair/Vice-Chair /Clerk

08/54 Apologies for Absence

Apologies were received from County Councillor B Ingram and District Councillor P O’Leary.

08/55 Declaration of Members Interest

Declarations were received from Cllrs Cates, Walker and Smith in respect of item 59.2.

Cllr Cates also declared an interest in item 59.3

08/56 Minutes of the meeting of 6th March 2008

56.1 The Council approved and adopted the minutes dated 6th March 2008 and the Chairman signed them as a correct record after the following amendment was made:

Item 40.2 should read ‘This grant was given under S133 of the Local Government Act 1972’

56.2 Matters arising
See Appendix 1

08/57 Chairman’s Report

57.1 The Chairman reported that he had attended a meeting with our contractors (Frosts Landscaping) , Quartet Design (Consultants) and representatives from Bellway Homes to look at the snagging issues on pieces of land due to be handed over to the Parish Council. The Parish Council agreed that little or no progress has been made over the last few months and it was agreed to speak to Quartet Design and to obtain a list of outstanding issues, relevant costs and to review a way forward.

Action: Clerk

The Chairman also reported that himself and the Clerk had attended a meeting with Richard Markham, PCSO and Woodland View Primary School to discuss a road safety competition within the Parish. It was agreed that the children who attended Woodland View Primary School would design posters relating to road safety issues and their designs would be judged in May and prizes awarded for the best in the each year group and an overall winner. The overall winner will have their design professional mounted onto metal and put up within the Parish. The Parish Council agreed and approved that they would contribute £100 towards the event (LGA 1972, S145) and would be happy for a representative of the Council to be involved in the judging. Cllr Rees volunteered to be involved in the judging.

Action: Clerk

It was also noted that the footpath adjacent to the Richmond Care Home which had been damaged when the Care Home was being erected is currently being dealt with by the Land Owners Prologis and Richmond Care Home. It was agreed that the Parish Council would monitor the progress

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08/58 Clerk's Report

The Clerk informed the Council that the Legal Section of NCALC were currently reviewing the Standing Orders and that a workshop had been organised for the 8th May. It was agreed that Grange Park Parish Council would look at their Standing Orders once the above had been finalised.

The Clerk also re-iterated to the Council the amount of phone calls, e-mails the office is receiving regarding faulty or non-working street lights and that although these get passed to the developers and numerous letters have been sent from us and the District Council nothing seems to have been done. It was agreed that District Councillor Janiu-Deen would look in to the matter and report back at the next meeting. **Action: Cllr Janiu -Deen**

08/59 Finance

- 59.1 The Council approved the expenditure listed in Appendix 2
- 59.2 The Council considered a grant request from Grange Park Scout Group to help towards the cost of hiring the Community Centre for their weekly groups. The Council agreed and approved that they would be happy to donate £500. The Clerk was asked to sort out the relevant paperwork. **Action: Clerk**
- 59.3 The Council considered a grant request from Grange Park Cricket Club for £500 to help run the weekly Kwik Cricket sessions and to part fund the cost of purchasing a Community Cricket Coach for the School Holidays. The Council agreed and approved this request. The Clerk was asked to sort out the relevant paperwork. **Action: Clerk**
- 59.4 A letter received from the internal auditor dated (March 08) was noted and the Clerk was asked to implement her recommendations in relation to Grant Provisions and suggested minute alterations. **Action: Clerk**
- 59.5 It was noted that Cllrs Ramsay, Smith and Walker had done their regular three monthly internal control checks on all financial records held within the Parish Office. All records were correct and duly signed.
- 59.6 The Council reviewed, approved and signed the 'Terms of Reference for the Internal Audit Service'.
- 59.7 Cllr Smith reported that Grange Park Parish Council need to be prepared to support the Football Foundation bid and contribute £30,000 towards the cost of the project for the Foxfields Sports and Recreation Pavilion. The Council agreed and approved that this contribution would be taken from our reserves. It was also noted that currently the three football teams that are involved in the process have confirmed that they would put in £2,000 to support the bid. These teams being Wooldale, Grange Park United and Grange Park Rangers. The bid will be determined at the end of April 2008.
- 59.8 The Chairman reported that himself, Cllr Smith and the Clerk will be attending a meeting with South Northants District Council on Monday 21st April to discuss the future management of Grange Park's S106 contributions. It was agreed to update the Council at the next meeting in May.
- 59.9 The Council agreed and approved to pay NCALC subscriptions for 2008/09 at a cost of £519.00.
- 59.10 The Council approved and agreed to pay the cost of the Internal Audit Service for 2008/09 of £193.20. Charges are based on budgeted income or expenditure, which is ever the greater.

08/60 Planning, Highways and Transportation

60.1 To consider the following planning applications:

07/0333/OUTWNS

Location: Land at Saxon Avenue, Grange Park,

Proposal: Notification of amendments

Case Officer: Matthew Berry

Observations: Comments were delegated to the Lead Councillors Cllrs Proudley & Rees to formulate a Response. **Action: G Proudley/ C Rees**

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- 60.2 Cllr Nobbs reported on some designs, which had been obtained for electronic notice boards. After a brief discussion it was obvious that some Councillors were not in favour of this elaborate form of communication. It was therefore voted upon to see if it was worthwhile continuing with this project. Councillors voted 6 to continue and 3 against – 1 member abstained from voting. It was therefore agreed to delegate Cllr Nobbs to look into a more basic design with an approx. budget of £3,000 and report his findings back to the Parish Council. **Action: Cllr Nobbs**

Cllr Ramsay suggested we look into a SMS message system, which seemed more cost effective. It was agreed to delegate Cllr Ramsay to find out more about this scheme regarding maintenance, management and associated cost and report back at the next meeting. **Action: Cllr Ramsay**

08/61 Administration and Staffing

- 61.1 Cllr Nobbs informed the Council that annual staff reviews had taken place on Monday 31st March 2008. This item will be minuted under **Section 2 - Private and confidential**

08/62 Recreation and Amenities

- 62.1 All recreation and amenities matters are listed below.
- 62.2 The Chairman informed the meeting that the Environment Agency had done a site visit and that the Parish Council had to apply for a byelaw to build a Multi Use games area by Wootton Brook. Consent has been now been received on the 26th March 2008. The only outstanding issue is to contact the land owner Prologis to seek their permission. The Council agreed to delegate the Chairman and the Clerk to organise this and then proceed with the purchase of the equipment.

As previously agreed while the contractors were on site it would be good to have a youth shelter installed at the same time. The Clerk tabled an agreed design, which was agreed with the following amendments:

The Colour needs to be green and the back panel needs to be brought down at least to 2/3rds.

Action: Clerk/Chairman

- 62.3 Cllr Smith updated the meeting on the following progress regarding the sport/recreation building at Foxfields Country Park:
- Planning permission has been approved
 - The football foundation bid is going to be determined during April
 - The drainage design is currently being reviewed.

The only outstanding issue is that if the Football Foundation bid is successful then part of their conditions would be that the build needs to commence within 6 months. We therefore need to gain legal ownership of Foxfields Country Park, which is currently owned by Bellway Homes. It was agreed that District Councillor Janiu-Deen would speak to the Legal Section of SNC and report back at the next meeting. **Action: District Councillor Janiu- Deen**

Other financial issues were discussed under 59.7 of these minutes.

- 62.4 The Chairman reported that 3 quotes had been obtained from Independent Safety Advisors on the bus routes within Grange Park.

Quotes were received from Cole Easdon, Kilborn Consulting Limited and Atkins

Grange Park Parish Council reviewed all the above and decided to appoint Cole Easdon of Swindon as they have conducted this work before at various locations around the Country. The Clerk and Chairman were delegated to make the appointment and liaise with the company in order for them to formulate a report. **Action: Clerk/Chairman**

- 62.5 The Chairman and Cllr Stansfield reported that the two dog bins at the Community Centre could be placed by the Bridge at Grange Spinney and the playground at Quintonside. The Chairman and the Clerk was delegated to organise these and have the bins fitted accordingly and put them on the existing weekly contract for emptying and cleaning. **Action: Clerk/Chairman**

Continued

08/63 Community Centre, MUGA and Bowling Green

- 63.1 All Community Centre, Muga and Bowling Green issues have been raised within this meeting.
- 63.2 Following last month's recommendation from Cllr Janiu- Deen - Allbright Solutions did match the cost of the installation of the storage shed located at the Community Centre at a sum of £14,000. The appointment has been made and work commenced on the 11th March for a period of 30 days.
- 63.3 It was noted that 3 quotes had been received for the sliding doors within the Parish Office to create a meeting room. The quotes ranged room £2,700 - £5,000. These quotes were received from Style at £4,006.00, Boothville Property Services £2,343.75 and Alco – Beldon £4,180.00. It was agreed to delegate Cllrs Ramsay and Walker to appoint a supplier and have a budget not in excess of £3,000.
Action: Cllrs Ramsay/Walker

08/64 Community Activities

- 64.1 Cllr Cates reported that they are still looking at locations for the Neighbourhood Watch signs. The Council were also asked if they could write a letter to the Bank clarifying that Steve Cates is now the new treasurer for the Neighbourhood Watch account.
Action: Clerk
- The Events committee reported that they have organised various events from Animal Shows to a Tea Dance. All relevant information will be published in this month's edition of the newsletter.
Action: Events Group
- 64.2 The District Centre Carnival was discussed under Public Questions at the beginning of the meeting.

08/65 Website and Newsletter

- 65.1 Cllr Proudley tabled the colour newsletter by Moulton Parish Council and sought agreement from the meeting if we could obtain a quote to colour copy our quarterly newsletter. The Council agreed to delegate Cllr Proudley to look into the matter and report back at the next meeting.
Action: Cllr Proudley
- All articles for the Parish Newsletter needs to be submitted by the 18th April 2008.
Action: All members

08/66 Correspondence

- Environment Agency – Byelaw consent – Noted
- Sustainable development Indicators for 2007 – Noted
- Community Care Guide – Noted
- Northamptonshire County Council – Household Waste Recycling Project – Stakeholder Consultation – Noted
- Total Turf Solutions – Natural cricket square – passed to Cllr Smith
- SNC – landlords News and Views – Noted
- STRI – Drainage to the pitches at Foxfields Country Park – Passed to Cllrs Smith and Walker

08/67 Exclusion of Press and Public

The item to be transacted is of a confidential nature and therefore the public and press will be temporarily Excluded .

08/68 Date of the Next Meeting

The date of the next meeting will be 1st May 2008 at 7.30pm.

There being no other business the Chairman closed the meeting at 10.00pm.

