

**GRANGE PARK PARISH
COUNCIL**
Community Centre, School Lane
Grange Park, Northampton NN4 5FZ

Parish Council: 01604 702938

**MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 5th JUNE 2014 AT THE
COMMUNITY CENTRE, GRANGE PARK.**

Present: Cllrs M Smith (Ch.), S Dawson (V/ch), C Fry, S Ash, D Harris, J Davies, A Walker and M Aluko,
W Shakespeare, S Allen

Attending: Mrs T Sampson (Parish Clerk).

14/88 Public Questions

No members of the public were in attendance

14/89 County/District Councillors Report

County Councillor Michael Clarke informed the meeting that he is giving an allowance of £7,000 per year to spend within the Parishes he represents (10 in total), Grange Park being the largest. This allowance can help fund community groups or specific community projects. All information needs to be sent to Cllr Clarke for consideration.

The Parish Clerk was asked to chase Paul Bimson (BT) for an update for the installation of superfast broadband within our Parish. **Action: Parish Clerk**

It was noted that a letter of apology had been received from the subcontractors who were doing road maintenance at both the exit/egress of the Parish and commenced work at morning rush hour causing traffic congestion/enabling residents to get to work/school on time. This letter has been posted on the Grange Park website: www.grangeparkpc.org

The Parish Clerk was asked to speak to our Highways Liaison Officer and obtain a schedule of future works. **Action: Parish Clerk**

14/90 Apologies for Absence

90.1 Apologies were received and accepted from Parish Councillors Nigel Stansfield and Ken Clarke.

14/91 Declaration of Members Interest

91.1 The following declarations were made:

- Cllrs M Smith, A Walker and W Shakespeare declared an interest in any items on the agenda relating to the allotments/Lark Lane.
- Cllr W Shakespeare declared an interest in item 97.3 relating to the purchasing of stainless steel wall panel for the rear of the bar area

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14/92 Minutes of the Council meeting/ Annual Meeting and AGM – 1st May 2014

- 92.1 The Council agreed and approved the minutes dated 1st May and signed them as a true record.
- 92.2 The Council agreed and approved the Minutes of the Annual Meeting of the Council and signed them as a true record.
- 92.3 The Council agreed and approved the Minutes of the Annual General Meeting of the Council and signed them as a true record
- The Council agreed and approved the minutes of the 3rd April 2014 as a true record and both sets of minutes were signed by the Chairman of the Council.
- 92.4 No matters arising.

14/93 Chairman's Report

- 93.1 All items covered in the agenda.
- 93.2 The Parish Council agreed to e-mail Richard Williams at the Football Foundation seeking clarification/advice as to what terms and conditions within our contract we are supposed to have breached by asking Wooldale to seek an alternative venue. **Action: Parish Clerk**
- The Parish Council also decided to schedule a meeting with Grange Park Rangers to discuss any issues in relation to pitch maintenance/usage etc. The date proposed was Wednesday 11th June 2014 at 7.30pm within the Parish Office . All Councillors were invited to attend. **Action: Parish Clerk**

14/94 Parish Clerk's Report

- 94.1 It was noted that if there is a problem within the Bar/Café area and that councillors who are present at the time are unable to resolve the issue then they need to either contact the Parish Clerk or Chairman of the Council. Link to contact details <http://www.grangeparkpc.org/contacts.php>.
- Cllr S Ash updated the Council on the finances in relation to the 4 weeks income/expenditure from the newly installed café/bar area. This will be monitored and a report will be given at every council meeting.
- The following items were tabled and will be considered at the next meeting in July:
- Quote From SM Developments for the installation of a new counter area for the main hall
 - Grant request from Grange Park Rangers.

14/95 Finance

- 95.1 The Parish Council agreed and approved the accounts for May 2014. (Appendix 1 of these minutes).
- 95.2 The Parish Council approved and signed as a true record both Section 1 and 2 of the Annual Return for the year ended 31st March 2014.
- 95.3 The Parish Council noted the date of the internal audit scheduled for the 12th June 2014. It was noted that the report will be tabled at the next Parish Council meeting for consideration.
- 95.4 The Parish Council approved the purchase of the upgraded software of SAGE to include the bank staff employees of the new café/bar area.
- 95.5 It was noted that a quote is still outstanding to upgrade the insurance costs of the Community Centre to incorporate the new café/bar area. **Action: Parish Clerk**

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Planning, Highways and Transportation

- 96.1 The following planning application was received:
None
- 96.2 No approval/refusal planning decision notices were received.
- 96.3 Cllr Fry reported that all the relevant paperwork, designs, site location plans and photos have been sent to Northampton County Council Regulation Team for consideration in order to obtain a licence before we can purchase/install a new bus shelter within Saxon Avenue.
- 96.4 The Parish Council noted that Phase 4d of the Bus link had now been adopted.
- 96.5 The Parish Council noted the proposed amendments to the speed restrictions/limits to the Wooldale Road, Wootton.

Community Centre, Foxfields & Bowling Green

- 97.1 It was agreed that before appointing a contractor to fit the new matting on the muga that we would seek some references from local schools/parish councils/sports grounds. The Parish Clerk and Cllr S Dawson were asked to pursue this and table their findings at the next Parish Council meeting in July.
- Once references were received and found satisfactory, the Parish Council delegated the Cllr S Dawson and the Parish Clerk to pursue with the installation during the school summer holidays causing the least disturbance to hirer's.
Action: Parish Clerk/Cllr S Dawson
- 97.2 Cllr S Dawson updated the meeting on the financial income received from the hiring of the muga over the last five years and after a brief discussion it was approved that they would enter into another 10 year contract once the councillors had approved the exact wording of the agreement.
- The Parish Clerk was asked to e-mail all councillors a copy of the proposed agreement between the Parish Council and Woodland View Primary School (reference: MUGA) for their consideration. Any comments/amendments need to be submitted the Vice Chairman/Parish Clerk.
Action: All Councillors
- 97.3 The Council discussed the following:
- To seek/purchase a new BBQ for the new café/bar area . Cllr W Shakespeare will pursue
 - The opening hours have been increased as from the 7th June to include opening from 2pm until 10pm Saturday and late night Friday's commencing 13th June until 10pm.
 - It was agreed (by a vote of 6 in favour , 3 against) that the Community Centre will become a designated 'smoke free site'. The Parish Clerk was asked to purchase the appropriate signs and install .
Action: Parish Clerk
 - It was agreed to wait for the District Council's recycling policy.
 - THINK 21 signs to be purchased
 - Patio table and chairs have been purchased . Please visit our facebook page for photos:
<https://www.facebook.com/GPcafebar?fref=ts>
 - Facebook link as above (Grange Park Community café/bar)
 - Feedback forms to be designed and circulated
 - Railings to be refurbished and wood replaced at the back of the community centre . Weeds also to be removed around this area.
 - Capacity for the bar/café area is 50 people
 - Applied for a food business licence.
 - Panni machine to be purchased
 - To purchase some polished stainless steel wall panel to rear of bar
- 97.4 The Parish Council agreed to invite members of the Bowls Club to the next Parish Council meeting in July to discuss the current changing room arrangements and the proposed erection of additional changing facilities. The Parish Clerk was asked to arrange this.
Action: Parish Clerk

14/98 Administration & Staffing

- 98.1 No issues to discuss in relation to staffing
- 98.2 It was reported that the staff bonus had been implemented and all staff had been paid accordingly.
- 98.3 It was noted that all staff appraisals will be completed in June and any issues brought back to council for Consideration.

14/99 Environment

- 99.1 The following issues were discussed in relation to Contract 5 :
- To organise a site visit from a tree surgeon to give us a quote on the tree management that needs to be undertaken.
 - The Parish Council agreed to instruct R&G to organise an excavator and operator for one day to work on the pond at Foxfields. Concern was expressed about the spreading it across the meadow area and the R&G were asked to seek any issues in relation to contamination before this works proceeds.
 - Spraying will take place on the paths over the next couple of weeks
 - Cllr A Walker commented on the football posts that have been erected at Alamien Walkway and should be removed as it is causing a lot of wear and tear on public open space.
 - It was also noted that a local resident has remove some hedges at the Ridings. The Parish Clerk was asked to look into the matter.
Action: Parish Clerk
- 99.2 It was agreed that a meeting needs to be scheduled to discuss the upgrading of the play equipment at the park adjacent to the school. The Parish Clerk was asked to organise.
Action: Parish Clerk
- 99.3 The Parish Council agreed and approved to instruct the cheapest quote of £3200 from a structural engineer to proceed with drawing up the relevant plans, designs in order to discharge the condition imposed on us from our planning application at the allotments, Lark Lane.
Action: Parish Clerk

14/100 Communication

- 100.1 The Parish Council agreed to renew their agreement with Abby Internet Services for the maintenance of the website (www.grangeparkpc.org) for the following 12 months. The cost of this agreement will be £750.
- 100.2 The Parish Council agreed the following in relation to the summer event :
- delegated Cllrs Dawson and Davies to seek bands for the above event within a budget of £350 . The event will commence from 1pm until 9pm
 - To speak to SNC ref: BMW Bikes, play-rangers etc - **Action: Parish Clerk**
 - To book an ice-cream van . Cllr S Dawson agreed to arrange
 - To advertise for stalls with a donation of £25 to the community
 - To organise face painting within the board room . Cllr Harris recommended her daughter.
Action: Cllr Harris
 - Speak to the football /cricket to see if they can attend
 - It was agreed to book 'hands on hawking' at a cost of £75
 - Also arrange for utter putters, bounce busters, and trampolines to attend – **Parish Clerk**
- 100.3 Launch Party photos were circulated and will be put on our website to view. www.grangeparkpc.org
- 100.4 Discussed under item 100.1

14/101 Correspondence

- 101.1 All correspondence has been dealt with in the meeting.

14/102 Administration & Service Request

Nothing to report

14/103 Date of the Next Meeting

103.1 The next meeting of the Council will be held on Thursday 3rd July at 7.30pm and will be held at the Community Centre.

There being no further business the Chairman closed the meeting at 10.10pm