

**MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 6th MARCH 2014 AT THE
COMMUNITY CENTRE, GRANGE PARK.**

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

Attending: Mrs T Sampson (Parish Clerk).

14/38 Public Questions

A local resident joined the meeting to discuss a neighbour using his residential dwelling within The Rookery, Grange Park to run a building construction business. The Parish Clerk reported that this issue has been reported to the Enforcement Officer at SNC who has made a site visit and is dealing with the matter accordingly.

14/39 County/District Councillors Report

County Councillor Michael Clarke gave an update on the following issues:

- County Council tax increase by 1.95% , the first time it has increased in four years. More information can be obtained by visiting website:
<http://www.northamptonshire.gov.uk/en/councilservices/council/finance/pages/counciltax.aspx>

A discussion took place about the TPO cabinets within Grange Park and the fact that although BT have a technical solution they suggested that the commercial cost to upgrade these cabinets would not be viable. Cllr Clarke suggested that if SNC, Grange Park Parish Council and Northampton County Council considered possibly a funding contribution then this would put strong pressure on them for delivery and create a working partnership. Timeline for this to happen will largely depend on funding, legal and technical issues being resolved. The Parish Council agreed to wait on costing's from BT and will put it on the agenda for consideration next month.

Action: Parish Clerk

14/40 Apologies for Absence

Apologies were received and accepted from Parish Councillors Nigel Stansfield (Work) and Mike Aluko (Holiday)

14/41 Declaration of Members Interest

41.1 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.
- Cllr W Shakespeare declared an interest in any items on the agenda relating to the Grange Park Pre-School.

14/42 Minutes of the Council meeting of 6th February 2014

42.1 The Council approved and adopted the minutes of the Meeting of the Council on the 6th February 2014 and the chairman signed them as a true record after the following amendments were made:
*'Cllr A Walker was not in attendance at the meeting so no declaration of members' interest were noted'
Matters arising should include : ' Graffiti on the play equipment at the playpark adjacent to Woodland View Primary School'*

42.2 No matters arising.

14/43 Chairman's Report

43.1 All items covered in the agenda.

43.2 It was noted that information slides regarding superfast broadband within our Parish had been received from BT and these have been put on the website for information. The Parish Council are awaiting some more detail as suggested in item 14/39 of these minutes and a date from open reach and BT to attend another public meeting. Updates will be put on our website once received.

14/44 Parish Clerk's Report

44.1 The Parish Clerk reported that two additional letters had been received:

- Letter received from Andrea Leadsom, MP requesting that the Parish Council writes to a local resident regarding the issues he seems to be having with the misuse of the Foxfield Pavilion car park in relation to recreational drug use, loud music and car meets. The Parish Council will draft a letter pointing out that they were not aware of any issues and to advise the resident of the appropriate communication channels in which to report any incidents.
Action: All members/ Parish Clerk
- Letter received from Grange Park Pre-school regarding a request to purchase a door curtain to allow the children continuous play outside. The Parish Council approved this request with the proviso that the pre-school would be responsible for the removal of the item after every session and that the Parish Council would not be responsible for any loss or damage. The Parish Clerk was asked to respond.
Action: Parish Clerk

14/45 Finance

45.1 The Parish Council agreed and approved the accounts for February 2014. (Appendix 1 of these minutes). Cllr A Walker asked if the external shutters at Foxfield Pavilion could be look at as they didn't seem to work last week especially as they had just been serviced and payment approved.

45.2 It was noted that we are currently updating our asset register. This will be forwarded to all councillors for consideration once completed.

45.3 The Parish Council approved and agreed to the renewal insurance quote from Zurich (cost £2964.63) per year commencing the 1st April 2014. It was confirmed that the property sums have been uplifted by the appropriate index-inking percentages for 2014 (3% for all risks, buildings and contents)

45.4 The Parish Council approved and agreed to the renewal insurance quote from Zurich for the Parish Vehicle at a cost of (£1004.81). The only amendment needed was to include 'no upper age limit'

45.5 It was noted that Cllr S Ash had monitored the accounts from April until December and that there would be another finance working group meeting at the end of the financial year to sign them off as a true record.

14/46 Planning, Highways and Transportation

46.1 The following planning application was received:

Location: Zone F Land at Saxon Avenue Grange Park
Proposal: Variation of condition 2 (plans) of S/2010/0164/FULWNS (Erection of a warehouse (Use Class B8), ancillary offices (Use Class B1A), vehicle maintenance unit, car parking, servicing and associated plant and works), revised layout including removal of vehicle maintenance unit building and replacement with level yard and additional HGV parking, reduction in width of building by 3m across and increase in length by 4.5m, increase in distribution office floor area and enhancements to overall roof design and increase in building height to roof crown of up to 650mm
<http://snc.planning-register.co.uk/plandisp.aspx?recno=71165>

- 46.2 No approval/refusal planning decision notices were received.
- 46.3 Cllr Fry reported that no donations had been received from the commercial buildings within Saxon Avenue towards the purchasing of a bus shelter. After a brief discussion it was therefore agreed that the Parish Council would initially fund one and locate it on Saxon Avenue by the roundabout at Bridge Meadow Way. (Bus stop to the left of this photo). The design would be a Green 2 bay cantilever bus shelter with full end panels (2.1M x 1.3M roof dimensions) and purchased from B&C shelter solutions at a cost of £2,899.00 plus VAT . Other quotes were received and considered. The Parish Council asked the Parish Clerk to liaise with Highways and obtain a licence. **Action: Parish Clerk**



14/47 Community Centre, Foxfields & Bowling Green

- 47.1 Cllr Dawson reported that to replace the MUGA matting the quotes range from £20k – 26k inclusive of VAT. It was agreed that we would arrange a meeting with Woodland View Primary School to discuss how to progress this. A meeting has been scheduled for the 25th March at 6pm. A report will be tabled at the next meeting in April 2014. **Action: Cllr S Dawson**
- 47.2 Cllr Dawson reported that the new contract from WVPS regarding our contractual conditions in relation to the Multi Use Games Area will also be discussed at the above meeting and a report will be tabled to Council in April. **Action: Cllr S Dawson**
- 47.3 The hiring terms and conditions for both sites have been updated and council members were asked to let the Parish Office now if any amendments were required. It was noted that some new ones will need to be drafted once the Lawrence Suite is open. **Action: Parish Office**
- 47.4 The Council approved the following for the current building works at the Community Centre:
- Kitchen Units – Cream gloss flush doors and cream carcasses and matt black work surfaces.
 - Spotlights zoned with dimmers
 - Bar safety flooring – Autumn beige
 - Water heater to be purchased with a minimum capacity of 20 cups.
- 47.5 Cllr N Stansfield e-mailed the Council requesting that they should consider naming this new social area at the Community Centre after a longest serving employee who is about to retire this year. The Council agreed that this was a lovely gesture and therefore agreed ‘The Lawrence Suite’. The Parish Clerk was asked to sort out a plaque. **Action; Parish Clerk**
- 47.6 It was noted that a furniture supplier will be coming to site on the 11th March 2014 at 5pm to showcase his furniture and bring samples of fabric for the new social area at the Community Centre.
- 47.7 It was agreed that the working group will meet on Tuesday 11th March to approve the furniture requirements and wall finishes. All Council members are welcome to attend. **Action: All Councillors**
- 47.8 The Parish Council discussed the possibility of erecting a new shed for a changing room. It was agreed to ask the Parish Clerk to see if we require planning permission before we progress this issue. **Action: Parish Clerk**

Continued....

- 48.1 Due to the confidential nature of the business . All items will be discussed under item 14/53 ‘exclusion of press and public’.

- 49.1 The Council discussed various items in relation to some trees within the western structure planting. It was agreed that these trees are covered by a blanket TPO (Tree Preservation Order) and that we need to seek advice from the District Council as to our liabilities. The Parish Clerk was asked to seek clarification and bring back to Council for consideration at the next meeting. **Action: Parish Clerk**

All items in relation to the Football pitch drainage are discussed under item 49.2

- 49.2 A meeting was scheduled for Tuesday 4th March 2014 to update the football clubs on the current pitch management scheme suggested for the pitches at Foxfield Country Park. A request was received from Wooldale to change the date of the meeting due to no one from Wooldale being able to attend. It was decided that the meeting should go ahead as the maintenance scheme needs to be implemented immediately in order to do the work within the seasonal window. The Chairman of the Parish Council informed the meeting that the following works will be done in accordance with the report from our landscape consultant :

Primary and Secondary Drainage Systems

The purpose of a Primary drainage system is to move quantities of water from the area to be drained and deposit it off the site - usually in a nearby ditch. The purpose of the Secondary systems is to allow water to translocate from the wet areas into the Primary system.

This quotation from an established drainage expert makes a point:

“It is worth noting that primary drainage alone will collect little, if any, surface water. To be successful, the primary drainage system must be installed in conjunction with secondary drainage which channels the surface water into the primary network” - Shelton Drainage

Primary System

The existing Primary drainage system is clearly visible. Lifting the manholes confirm that it consists of perforated pipes laid at 5m spacing to a depth of around 450mm.

Secondary drainage

This needs to consist of 25mm Lytag bands at 1m centres, at an angle to the Primary drains and at a depth of 250mm. The Lytag bands can be filled up to the surface as the material is not harmful to players or mowers.

Longevity

With intensive use the secondary drainage with Lytag is likely to last up to 10 years with the primary drain lasting up to 30 years.

Maintenance

All drainage systems take a while to bed in and should be accompanied in the first three years by the application of sports sand to the surface at the rate of around 60 tonnes per normal sized pitch. This will assist the water in migrating to the slits and drain runs and should be repeated as often as the budget allows.

Installation & Cost

Secondary drainage systems can be installed by any competent contractor. The secondary drainage channels are installed using a “Gravel Bander” which can be hired and used behind a suitable tractor. Lytag is used as a filter material in preference to gravel because it is light and not harmful to players and mowing machines.

The cost of installing a secondary drainage system on Pitch 1 (the main and most southerly pitch) is £5,775.00 exc. vat. (this is for 7,000 lin metres of gravel banding at £82.50 per 100 lin m).

Installation is best carried out when the pitch is moist provided the ground will support the towing unit. Pitches can be used immediately following installation which would allow the system to be installed this month (provided there was a dry week) to give relief to the current situation.

The Parish Council also discussed the future use of the pitches. Concerns were expressed from Councillors about the general wear and tear and current condition of the Country Park. It was therefore agreed and approved that with the rise in the number of teams from Grange Park Rangers and the number of rescheduled matches due to the inclement weather this season and last that we should try and allocate these pitches for their use only. It was also noted that over the last couple of months Wooldale FC have not communicated with us regarding football fixtures and cancellations therefore putting last minute additional work on the caretakers at the weekend. It was therefore agreed that in order to be fair to Wooldale FC we would give them plenty of notice and send them a letter informing them to look for an alternative venue for the forthcoming season. **Action: Parish Clerk**

Continued....

- 49.3 Cllr Dawson informed the meeting that a grant application will be submitted to SNC New Homes Bonus Scheme seeking funding towards the works planned to replace this existing play equipment and flooring. It was also noted that the Parish Clerk had been given a list of potential grant funding schemes.
- 49.4 It was noted that Grange Park Parish Council had met the criteria and Northampton County Council will be supplying us with grit bins and salt in the future at the locations approved.

14/50 Communication

- 50.1 Cllr Fry reported that there were no issues for the Youth Club and that they are tonight working with ‘a slice of pie cookery’ preparing and making curry.
- 50.2 It was noted the Grange Park newsletter will be distributed at the end of March.
- 50.3 The Parish Council agreed the same format as last year in regards to the fireworks. The Parish Clerk was asked to book them for Saturday 8th November 2014. **Action: Parish Clerk**

14/51 Correspondence

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

14/52 Administration & Service Request

Nothing to report

14/53 Exclusion of Press and Public

Due to the confidential nature of the business to be transacted all members of the press and public were not invited to this session.

14/54 Date of the Next Meeting

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

There being no further business the Chairman closed the meeting at 9.45pm