

**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 3<sup>rd</sup> OCTOBER 2013 AT  
THE COMMUNITY CENTRE, GRANGE PARK**

Present: Cllrs M Smith (Ch), S Dawson (V/Ch) , A Walker, S Ash, J Davies, M Aluko, J Walker and K Clarke

Attending: Mrs T Sampson (Parish Clerk).

**13/132 Public Questions**

132.1 Representatives from the Grange Park 'Parent & Toddler Group' joined the meeting and gave a brief report on their current financial situation and asked the Parish Council if they would consider a request for a grant in order for the group to survive longterm. The Chairman thanked them for their attendance and informed them that the request would be considered under item 139.3

A resident from the Witheys also joined the meeting to discuss the dimensions of the large oak tree adjacent to his property. It was agreed that as there is a 'Tree Preservation Order' on the tree we would wait on the recommendations from SNC as to the possible works involved.

**13/133 County/District Councillors Report**

County Councillor Michael Clarke reported that the superfast broadband meeting had been organised for 21<sup>st</sup> October at 8.30pm in the main hall of the Community Centre. All members of the public are welcome to attend. Mr Paul Brimson, Regional Partnership Director for BT, NCC broadband Team Leader Mr Ian Achurch and District Councillor Michael Clarke will also be in attendance. He asked the Parish Council to consider agenda items and the following issues were discussed:

- Why some parts of the Parish are already receiving this service.
- What time schedules are involved to roll this service out to all residents within the Parish
- Will fibre optics run directly to all residential homes ?
- What speed should we expect to get?

It was also noted that WIFI is now available free of charge within all libraries within Northamptonshire.

**13/134 Apologies for Absence**

Apologies were received and accepted from Parish Councillors N Stansfield, S Allen and C Fry.

**13/135 Declaration of Members Interest**

135.1 The following declarations were made:

- Cllrs M Smith and A Walker declared an interest in any items on the agenda relating to the allotments.
- Cllr Smith also declared an interest in item 142.2 'the Post of Parish Administrator'
- Cllr S Dawson declared an interest in item 139.4 ' grant request from the pre-school'

**13/136 Minutes of the Council meeting of 5<sup>th</sup> September 2013**

136.1 The Council approved and adopted the minutes of the Meeting of the Council on the 5<sup>th</sup> September 2013 and the chairman signed them as a true record.

- 136.2 The Parish Clerk reported that only one item was still outstanding on the risk assessment list for the community centre :
- *Additional smoke detector should be provided in the external stores adjacent to the boiler room*

### **13/137 Chairman's Report**

- 137.1 All issues covered on the agenda.

### **13/138 Parish Clerk's Report**

- 138.1 The Parish Clerk reported that she had received a letter of resignation from Cllr J Walker. The Parish Council accepted his resignation but would still like him to continue post resignation to give whatever assistance he can to the Parish Council.

It was also noted that a hirer was seeking clarification of an outstanding invoice for bookings made during the summer holidays. The hirer indicated that due to poor attendance she had cancelled the sessions and informed the booking office via e-mail. The Parish Council agreed that if she could prove that communication had been sent they would be happy to forfeit the cost, if not the full invoice needed to be settled.

**Action: Parish Clerk**

### **13/139 Finance**

- 139.1 The Parish Council agreed and approved the accounts for September 2013. (Appendix 1 of these minutes). Cllr A Walker asked for clarification on the two BACS transfers to Access for the Bowls Green irrigation pump.
- Action: Parish Clerk**
- 139.2 It was agreed to schedule a meeting for 14<sup>th</sup> October at 7.30pm in the Parish Office to discuss the finances from April to September and draft budget proposals for 2014/15.
- 139.3 The Parish Council considered a grant request from the Parent and Toddler Group. It was agreed to donate £250 to the group which will encourage them to use our facilities (*Local Government Act 1972, s.144*)
- Action: Parish Clerk**
- 139.4 The Parish Council considered a grant request from Grange Park Pre-School. It was agreed to donate £250 to the group. (*Local Government (Miscellaneous Provisions) Act 1976 s.19*).
- Action: Parish Clerk**
- 139.5 The Parish Clerk reported that BDO external auditor's report has been received and no matters were arising.
- 139.6 The following items were discussed for the budget 2014/15:
- Allotments
  - Youth Club
  - Foxfield Pavilion
  - Fire exit doors (Community Centre)

### **13/140 Planning, Highways and Transportation**

- 140.1 The following planning applications were considered:

Location:	62 The Ridings
Proposal:	Two storey extension to form link with existing garage and first floor extension over Garage
Case Officer:	Sean Bennett
Observations:	No comment

Continued.....

- 140.2 The following approval notice was received:  
S/2012/0142/FUL  
Location: Foxfield Pavillion  
Proposal: to allow the premises to be open from 0800 to midnight permanently at Foxfield Pavilion, off Foxfield Way, Grange Park
- 140.3 It was noted that a meeting is scheduled to meet SNC on site at Foxfield Pavilion to discuss the content of our noise management plan. The Parish Clerk/Chairman and Mr J Walker will be attending.  
**Action: Chairman/Parish Clerk & Mr J Walker**
- 140.4 It was agreed that we need to send some structural information to the builder. The Parish Clerk was asked to forward this.  
**Action: Parish Clerk**
- 140.5 The Council agreed to purchase 2 new salt bins (**increasing the total to 7**) and one tonne of grit for the severe weather conditions expected this year. The Parish Clerk will e-mail a list to councillors detailing locations.  
**Action: Parish Clerk**

## 13/141 Community Centre, Foxfields & Bowling Green

- 141.1 The Parish Clerk reported that SNC had received two complaints from a local resident regarding noise from the Pavilion. The first report was from the 'Summer Event' on Sunday 25<sup>th</sup> August 2013. It was alleged that amplified equipment was used and was audible at the boundary of residential properties which directly or obliquely faces the site and therefore it was considered that we were in breach of condition 4 of our planning consent. We have sought clarification from SNC and they have reiterated the following:  
  
*'An event held in the Country Park (e.g. a community fun day) would not be subject to conditions 3 and 4' of our planning consent (application number S/2013/0620/FUL).*
- The second report was regarding a party in September and it was alleged that there was unacceptable noise coming from the premises. The Parish Council are working towards producing a noise management plan which will outline the measures we have employed to control noise. A meeting has also been scheduled as mentioned in item 140.3 of these minutes. **Action: Parish Clerk**
- 141.2 A summary of the responses received from the recent survey regarding the conversion of the shower areas to more useable space were tabled and discussed:  
  
*56 residents responded 81% would be likely to use the facilities 53% between the hours 12 -3pm  
Coffees/Teas/Breakfast rolls/Cakes and Pastries were favoured  
Wi-fi, All weather seating area, ideal for small gatherings and meetings*
- 141.3 The Parish Council decided that the New Year's Eve celebrations will take place in the main hall of the Community Centre. A Tens licence will be submitted for approval. It was agreed to employ employee paid staff to work behind the bar.  
**Action: Parish Clerk**
- 141.4 It was agreed that the Chairman/Parish Clerk will attend a meeting with Woodland View Primary School to discuss our contractual arrangements with the MUGA. Date yet to be advised.  
**Action: Parish Clerk**
- 141.5 The following firework details were agreed:
- Most Councillors and staff will be available to help out on the day
  - Fireworks have been ordered
  - Music will be played after the fireworks until 9.00pm
  - Refreshments will be purchased at Bookers on the Friday prior to the event.
  - Sweet Stall will be manned by the Youth Club
  - Local residents will be selling chocolate brownies
  - St Johns Ambulance will be booked from 6.30-7.30pm
  - Collection buckets will be manned by Grange Park Scouts
  - Air Ambulance will also be present

- To ask the Grange Park Rangers and the Bowls Club if they would be willing to help marshal on the day.
- Letters to neighbouring properties the week before the event

## 13/142 Administration & Staffing

- 142.1 The Chairman reported that interviews had taken place and an offer of employment for the post of Head Caretaker has been given to Mr Stephen Horner who will be joining the team on Monday 18<sup>th</sup> November 2013. The Parish Clerk was asked to sort out all the relevant paperwork. **Action: Parish Clerk**
- 142.2 In the absence of Cllr Fry, the Parish Clerk reported that Su Smith had been appointed as Parish Administrator after being with the Council on a temporary basis for 14 months. This post will commence on the 1<sup>st</sup> October 2013. A new contract and job description has been issued and signed. **Action: Parish Clerk**
- 142.3 It was noted that we currently have 21 followers on Twitter.
- 142.4 The Parish Council logos have now been completed and will be used on all Parish Official documents including the website.



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[www.grangeparkpc.org](http://www.grangeparkpc.org)



## 13/143 Environment

- 143.1 The Parish Clerk reported that she has spoken to A H Contracts regarding the purchasing of two additional bins and the relocation of the dog bin at the top of Foxfield Country Park.
- 143.2 The following Contract 5 issues were discussed:
- The Council agreed for R&G to look and sort out the hedgerow at the properties of Birch Close, Littlefield.
  - It was agreed to wait on the observations received from SNC on the TPO on the oak tree at The Witheys.
  - It was agreed that the reseeding of the football pitches will now be scheduled in for September 2014.
  - The bolt for the broken swing at Primrose Park has been ordered and will be replaced once received.
- 143.3 Cllr J Walker read out the following report:
- SNC advised us by e-mail some weeks ago that the Sec. State has, in effect agreed that our application should be approved. We still await written confirmation. At that point SNC will formally approve our application and give details of all the requirements constraints, timing and conditions applicable to the approval. Highways have confirmed that we need to complete a Section 278 agreement/variation to identify and get approval for all work additional to the Vehicle Access. e.g removal of Bus Pit and reinstatement of that part of the highway, appropriate dropped kerbs and a tactile path at the pedestrian access, appropriate right of way and entry/no entry signage, and a TRO variation.*
- We are currently pursuing the 278, seeking quotes for the construction work of the vehicle access and the bus pit changes and attempting to clarify an outstanding number of points with SNC.*
- Finally we will not be able to proceed with any actual changes until Highways approve the adoption of Lark Lane in its entirety.*
- 143.4 Cllr Dawson reported that he had obtained two quotes for the replacement of play equipment and flooring at the park adjacent to Woodland View Primary School. He also informed the meeting that he had visited the newly installed park at Milton Malsor and that he was impressed with the variety, robust and innovative equipment used. It was agreed to call out the same supplier and obtain a quote. **Action: Parish Clerk**

143.5 Cllr Dawson informed the Council that we will be applying for a grant from the 'New Homes Bonus Scheme' to fund the above projects. It was noted that we are waiting on a list of scheduled dates when the Grants Panel at SNC meet.  
**Action: Parish Clerk**

**13/144      Communication**

144.1 It was noted that in order for the Table Top event to go ahead we need to have the commitment of 20 stall holders. This event is scheduled for the 16<sup>th</sup> November 2013 from 4-8pm at the Community Centre. The Parish Council staff will be doing refreshments.  
**Action: Parish Clerk**

**13/145      Correspondence**

145.1 A letter of thanks has been received from Net Mums for donating the use of our Pavilion for a Macmillian Coffee morning. The Group managed to raise £241.50.

**13/146      Administration & Service Request**

Nothing to report

**13/147      Date of the Next Meeting**

147.1 The next meeting of the Council will be held on Thursday 7<sup>th</sup> November at 7.30pm and will be held at the Community Centre.

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