

**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 SEPTEMBER 2013 AT
THE COMMUNITY CENTRE, GRANGE PARK**

Present: Cllrs M Smith (Ch), C Fry, A Walker, S Dawson, S Ash, J Davies, N. Stansfield .

Attending: Mrs T Sampson (Parish Clerk).

13/115 Public Questions

115.1 No members of the public were in attendance.

115.2 Claire Taylor from SNC came and spoke to the Parish Council on the New Homes Bonus scheme explained the monies which have been ring-fenced for Grange Park and how we make a bid to the District Council. More information and guidance can be found on the following site. <http://www.southnorthants.gov.uk/grantscommunity.htm>. The next date of the Grants Panel meeting is scheduled for the middle of October. The Parish Council agreed that they would submit a proposal for consideration to upgrade and replace the equipment and flooring at the park adjacent to Woodland View Primary School. The Parish Clerk was asked to look into this and complete the relevant documentation.

Action: Parish Clerk

13/116 County/District Councillors Report

District Councillor Tharik Janui-Deen and Mark Davidson sent their apologies and informed the Council that there were no matters outstanding.

County Councillor Michael Clarke sent his apologies and gave the following report:

He had recently attended an internal meeting together with the NCC broadband team Leader, Ian Achurch. The meeting discussed proposed dates as to when to call a public meeting with the residents of Grange Park and together with Paul Bimson, Regional partnership Director for BT.

The Parish Council have agreed that any Monday evening in October would be fine for them to facilitate a public meeting. The Parish Clerk was asked to forward these dates for consideration. **Action: Parish Clerk**

13/117 Apologies for Absence

Apologies were received and accepted from Parish Councillors M Aluko, J Walker and District Councillors Tharik Deen, Mark Davidson and County Councillor Michael Clarke.

13/118 Co-option of Parish Councillors

One application had been received from a local resident who wished to be considered for the post of co-opted Parish Councillor. The Council agreed and approved that Ken Clarke be duly co-opted. The Parish Clerk will ensure that all the appropriate forms are signed and sent to SNC.

13/119 Declaration of Members Interest

119.1 The following declarations were made:

- Cllrs M Smith, A Walker and N Stansfield declared an interest in any items on the agenda relating to the allotments.

Continued....

13/120 Minutes of the Council meeting of 4th July 2013

- 120.1 The Council approved and adopted the minutes of the Meeting of the Council on the 4th July 2013 and the chairman signed them as a true record after the following amendment:
Cllr N Stansfield was present at the last meeting.
- 120.2 No matters arising from the minutes.
- 120.3 The Council approved and adopted the extra-ordinary minutes of the meeting dated 29th July 2013 and the Chairman of the meeting (Cllr Fry) signed them as a true record after the following amendment:

This meeting was conducted as per our standing orders item 11 ‘ Rescission of previous resolutions’.
- 120.4 No matters arising from the minutes.

13/121 Chairman’s Report

- 121.1 The Chairman asked all members present to consider the financial implications to all the projects which may need approval during this financial year. The following projects were identified:
- | | |
|---|---------|
| • Allotments | £40,000 |
| • Conversion of the Shower Areas at the Community Centre | £50,000 |
| • Maintenance of the football pitches | £20,000 |
| • Replacement of equipment and flooring at the play parks | £40,000 |
| • Thinning of the pioneers | £15,000 |
- It was agreed that we will consider each proposal when submitted for approval. **Action: All Councillors**
- 121.2 One nomination was received for the post of Vice – Chair for the remainder of the civic year. The Parish Council approved that Cllr S Dawson will be elected. Cllr Dawson will sign the declaration of acceptance of office forms and these will be posted to SNC. **Action: Parish Clerk**

13/122 Parish Clerk’s Report

- 122.1 The Parish Clerk reported that Woodys had asked if there were any discounted rates if they were to come back and use the Community Centre facilities over the school holidays providing a ‘holiday club’ for local residents. The Parish Council considered this request and delegated the Parish Clerk to submit a proposal to the Councillors and then if approved liase with Woodys. **Action: Parish Clerk**
- 122.2 The Parish Council agreed that they would try to organise a New Year’s Eve party at the Pavilion but would pay someone to work on the evening and to run the bar. It will be a ‘family event’ with tickets to be purchased in advance.

The Chairman’s Christmas celebrations will be at the Grange Inn (date to be advised but will be a Friday night in December). The Parish Clerk will organise and inform all councillors and staff. **Action: Parish Clerk**
- 122.3 The Parish Council adopted the government’s new code of practice for the ‘Surveillance Camera Code of practice. It was noted that the cameras at Foxfields need to be cleaned. **Action: Parish Clerk**

13/123 Finance

- 123.1 The Parish Council agreed and approved the accounts for August 2013. (Appendix 1 of these minutes). It was also agreed that due to the timescales of paying BT bills the Parish Council were happy to set up a standing order. **Action: Parish Clerk**

Planning, Highways and Transportation

124.1 The following planning applications were considered:

S/2013/1001/FUL

Location: 3 Foxglove Close, Grange Park

Proposal: Part conversion of current double garage, converting half current garage into family room. Create door entrance from existing study replace front garage door with bricked window of same style as rest of house

Case Officer: Tom O'Connor

Observations: No comment

S/2013/1037/FUL

Location: 31 Badger Lane, Grange Park

Proposal: Single Storey rear extension

Case Officer: Tom O'Connor

Observations: No comment

S/2013/0873/FUL

Location: 18 The Rookery, Grange Park

Proposal: Two storey side extension and repositioned double garage

Case Officer: Pritesh Shah

Observations: No comment

S/2013/0917/MAF

Location: Land between Roade, Courteenhall Hartwell and the M1

Proposal: Variation of condition 2 of planning permission S/2011/1421/MAF to allow changes to the track, hardstanding temporary construction compound and switch gear layout.

Case Officer: Daniel Callis

Observations: No comment

S/2013/1037/FUL

Location: 3 Foxfield Way, Grange Park

Proposal: Conversion of garage to habitable room

Case Officer: Tom O'Connor

Observations: No comment

124.2 No planning approval/refusal decisions were received.

124.3 The following updates were given on the proposed conversion of the shower areas with the community centre to more useable space :

- Cllr S Ash reported that he had spoken to an official of the Bowls organisation who confirmed that in his opinion there was no rules/regulations that stipulated two separate changing rooms were required.
- Cllr Dawson updated the Council on the current coffee machines available and the flexibility of using them across both sites and the estimated cost of approx. £1300.
- It was agreed to ask the appointed building consultant to come to a meeting to discuss final building issues/cost and timings. This meeting has been arranged for 10th September 2013 at 7.30pm in the Parish Office. All members of the Council are invited.

Action: Parish Councillors

Community Centre, Foxfields & Bowling Green

125.1 The Parish Clerk reported that the track had been replaced on the sliding door within the small hall over the summer holidays at an approx. cost of £3k.

125.2 The Parish Clerk reported that notes had been taken at the meeting with both Wooldale and Grange Park Rangers and will be circulated to all councillors for information. The main discussion points of the meeting were match date clashes, maintenance of pitches and forthcoming review meeting dates.

Action: Parish Clerk

125.3 The Parish Clerk reported that a fire risk assessment had been done on both sites. The following findings were identified:

Community Centre

- Additional smoke detector should be provided in the external stores adjacent to the boiler room.
- Fire Action notices should be provided adjacent to each break glass alarm point. **Completed**
- The 'push bar to open' signs on the two double fire exits in the main hall are obscured when the door blinds are down. The signs should be relocated in the centre of the door so as to be readable. **Completed**
- The electrical cupboard was open at the time of assessment. This door should be kept locked or shut. **Completed**
- The Carbon dioxide extinguisher in the office is out of test date - **Completed**
- The air handling plant should be checked to ensure it shuts down on operation of the fire alarm.

Foxfields Pavilion

- The illuminated exit sign in the corridor above the office door requires a replacement legend to include an arrow pointing to the left
- The fire action notices should be completed - **Completed**
- All fire resisting doors fitted with grilles should be examined to ensure the grilles are of the intumescent type and if not these should be provided. **Completed**
- Light units immediately outside all fire exits should be for emergency lighting. **Completed**

125.4 No comments were submitted on the HSE consultation on Legionnaires' disease

125.5 Cllr A Walker sought confirmation from members of the Council that they were aware that they are now responsible for the irrigation system as well as the trimming of the hedgerow adjacent to the bowls green. All members present agreed. **Action: Parish Clerk**

It was also agreed that all actions/decisions/correspondence in relation to the Bowls Club should be officially addressed by way of a formal letter or e-mail. All members present agreed.

Action: Parish Clerk

13/126 Administration & Staffing

126.1 It was agreed and approved that a meeting will be scheduled for Wednesday 11th September 2013 to discuss the applications received for the role of Head Caretaker. All Council members are welcome to attend. **Action: Parish Clerk**

126.2 Cllr Fry reported that a job description and a contract of employment has been prepared for the post of Parish Administrator. It was agreed to circulate this information and once approved be implemented as of the 1st September 2013. The Parish Clerk was asked to circulate the information as soon as possible. **Action: Parish Clerk**

126.3 It was agreed that the Parish Council would set up a Twitter account and monitor it for the next three months. The account has been registered and you can follow us on @GrangeParkPC.

13/127 Environment

127.1 The Parish Council agreed that we would relocate the dog bin at the top of Foxfield Country Park and purchase two additional bins to be located within the Country Park. **Action: Parish Clerk**

127.2 The Council considered the following issues:

- Overseeding of the football pitches : The Parish Council discussed all the options and decided that they needed to address the state of the football pitches at Foxfields. It was agreed that due to time constraints and weather conditions that they would spend an estimated cost of £20k (excluding vat) at the end of the season in April 2014. There will be some remedial works done this year.
- A ton of soil has been left with the football clubs so that if needed they can fill in rabbit holes prior to their matches , our contractor will do this also when cutting and marking the pitches.
- The Parish Council approved the cost of fencing at Badger Lane to prevent the gap being used as a footpath (approx. cost £250)
- Overhanging branches next to the Qubit site adjacent to Saxon Avenue – **Action: Parish Clerk**

- Some remedial works need to be done near the perimeter of the playpark at Wake Way.
- Quote from R&G in reference to Matta (surfacing) of the playpark adjacent to Woodland View Primary School.
- To reduce the height of the hedges at Spinney Wood nearest to Woodland View Primary School.

127.3 Cllr J Walker circulated an updated report to all Councillors prior to the meeting covering the following points:

- *The application was submitted, by the planning officer, to the appropriate Committee of SNC on August 1st with a recommendation to approve, subject to HSE not referring it to the Secretary of State for a decision. This information was notified to HSE by email on August 6th.*
- *The document (14 pages) recommending approval of the application covered all the statutory approvals, objections, constraints, planning and structural requirements, conditions both new and already known and timing constraints. It contained a number of points on which we required clarification and/or explanation.*
- *On August 30th The Parish Clerk received an email from the senior planning officer advising that HSE will not refer the application to the Secretary of State. Our application now only needs the signature of the Lead Planning Officer and we will receive a notice of approval in the next few weeks.*
- *Forty minutes later Tracy received another email - same source - advising her that the Head of Planning thought it prudent to ask the advice of the Secretary of State. This was done on August 30 and a response is anticipated within 21 days.*
- *This interchange between HSE and SNC is simply related to the perceived risk due to the presence of the gas pipeline. You will recall that HSE would only approve the application if we agreed to one of three modifications :- a. re - route the pipeline round the allotment site, b. cover the pipeline with concrete slabs, or c. accept an exclusion zone of 9 metres each side of the pipeline. (It's worth noting here that National Grid believes that none of these changes are necessary.) It would therefore appear that SNC are not prepared to accept the risk!*
- *Assume the decision will be in our favour and continue to move forward on the several points we still need to confirm before any work on the bus link can proceed. Almost all points can be covered with little or no expense at this time. We are in the process of resolving a number of outstanding issues at this time.*
- *We can do no structural work in the Bus link until the Developer has completed the, now agreed Section 38. These works are subject to Highways satisfaction and have formal approval to hand over the site. The Developer is pressing ahead with the works and indeed is anxious to finish. My concern is that if he does complete faster than earlier estimates we could be in conflict with the timing constraints imposed by the Planners. All of which is relevant only if the Secretary of State approves our application.*

The Parish Council agreed to delegate Cllr J Walker and the Parish Clerk to continue to move forward with some of the Administration issues whilst waiting on the decision from the Secretary of State.

Action: Cllr J Walker & Parish Clerk

127.4 Cllr Dawson updated the Council on the meeting that he had attended with Playdale regarding the upgrading and replacement of the equipment at the playpark adjacent to the school. The estimated cost is in the region of £50k which includes new surfacing and equipment. It was agreed that the works need to be done as the current equipment has reached its 'end of life' due to usage and vandalism. It was agreed to seek alternative quotes and feed them back to Council for consideration. **Action: Cllr Dawson**

The Chairman asked all members present if they were prepared to continue past 10pm in order to complete the business of this meeting and comply with our standing orders (item 1, para Z). All members present agreed to continue.

13/128 Communication

128.1 Cllr Dawson informed the meeting that the 'Summer Event' had been a huge success and well attended by residents within the Parish. The Parish Clerk was asked to circulate the income/expenditure sheet to all councillors. The Parish Council have agreed that they will organise another one for next year. Cllr Dawson thanked all the Councillors, staff and partners who helped at the event and asked of thank you letters could be sent. **Action: Parish Clerk**

128.2 The Chairman signed both copies of the agreement between Grange Park Parish Council and Youth Inspired for the provision of youth worker services for 2013/14. One signed copy was sent back to Wootton and the other filed

13/129 Correspondence

129.1 All items of correspondence have been dealt with during the meeting

13/130 Administration & Service Request

Nothing to report

13/131 Date of the Next Meeting

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

There being no further business the Chairman closed the meeting at 10.50pm.