**GRANGE PARK PARISH COUNCIL**

# Community Centre, School Lane

# Grange Park, Northampton NN4 5FZ

Parish Council: 01604 702938 www.grangeparkpc.org

## MINUTES OF THE FULL COUNCIL MEETING HELD ON THURSDAY 3rd OCTOBER 2024 AT GRANGE PARK COMMUNITY CENTRE.

Present: Cllrs M Smith (Ch), A Millerchip (V.ch) ,D O’Kelly, J Bainbridge, R Knott, M Wilson, J Smith and P French

Attending: Mrs. T Sampson (Parish Clerk).

## 24/140 Public Questions

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## No members of the public attended.

## 24/141 West Northamptonshire Councilor’s Report

## Cllr A Grant gave an update on the current status of the Manor Oak Planning application and also some updates from West Northants Council. The latest news from West Northants Council can be viewed at <https://www.westnorthants.gov.uk/news?page=3>

A detailed monthly report by Cllr Stephen Clarke can be viewed on our website at [www.grangeparkpc.org](http://www.grangeparkpc.org).

## 24/142 Apologies for Absence

Apologies were received and accepted from M Aluko (holiday) and J Thompson (university).

## 24/143 Declaration of Members Interest

143.1 Cllr D O’Kelly declared an interest in Item 24/147 of the meeting - Co-option of Parish Councilor as the candidate is a family member. No other interests were declared.

143.2 There were no changes to the members’ declaration of pecuniary interest received.

## 24/144 Minutes of the Council Meeting on the 5th September 2024

144.1 The Parish Council agreed and approved as a true record the Minutes of the Council Meeting held on the 5th September 2024*.*

144.2 No matters arising from the above minutes.

All copies can be viewed on our website. [www.grangeparkpc.org](http://www.grangeparkpc.org/).

## 24/145 Chairman’s Report

145.1 The Chairman informed the Council that he is reviewing the cleaning tools used at the Community Centre, noting that some machinery is over 15 years old. Together with the Assistant Clerk, he has explored various options for replacing the cleaner/scrubber machine, with estimated costs ranging from £1,700 to £3,500 for both sites. The Council expressed no objections in principle to purchasing these items but suggested that a week-long demonstration would be beneficial for gathering feedback from all users before deciding. The Chairman also mentioned that there is a surplus in this year’s budget, and the Parish Clerk will circulate a summary and explanation of the current finances and future projections. **Action: Chairmans/Asst Clerk/Parish Clerk**

It was also noted that two taps within the Community Centre need to be resampled due to showing some bacteria, this has been scheduled for next week. While the Engineer is on site, he will show members of staff how to do regular checks on all taps and check that the water is being used on a regular basis. **Action: Parish Clerk**

145.2 The Parish Council noted that Grange Park is part of the Nene Valley constituency for County Councilor elections. After a brief discussion, it was agreed that in the new year, we could create posters featuring names and photos of the councilors, along with a QR code highlighting the subjects each councilor oversees and their achievements over the past four years. Cllr J. Bainbridge agreed to assist with this project. **Action: Cllr J Bainbridge/Parish Clerk**

145.3 The Council agreed to defer the adoption of the West Northants Council Code of Conduct until they had time to read through the document. This will be put on the November agenda.

**Action: Parish Clerk/All Members of the Council**

**24/146 Parish Clerk’s Report**

146.1 All matters covered in the meeting.

**24/147 Co-option of Councilor**

147.1 It was noted that, since we had not received any communication regarding our previous co-option and no documents were completed, the requirements had not been fulfilled. As a result, the vacancy will be re-advertised.

The Parish Council currently has two vacancies, and one candidate, Steven Crabb, joined the meeting tonight for consideration. He provided a brief update on his current job role and shared the experience and passion he can bring to the Council. He was subsequently co-opted.

**24/148** **Finance**

## 148.1 All payments were approved from the 6th September – 2nd October 2024 as shown in appendix 1. Action: Parish Clerk

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## 148.2 The Chairman will check all bank statements, payments and receipts and sign them off as a true record for September 2024. Action: Cllr M Smith

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## 148.4 The Council received the external audit and noted the recommendation about minuting the General Power of Competence, although it was noted that this had been resolved in a meeting in May 2024 and the advertising of the exercise of public rights, since the approval date was after the start of the period for the exercise of public rights Action: Parish Clerk

## 148.5 Cllr Bainbridge informed the meeting that she had completed a quarterly internal audit check and there were no recommendations noted. Action: Cllr J Bainbridge

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## 24/149 Planning, Highways and Transportation

## 149.1 All Planning applications for Grange Park can be viewed at

<http://snc.planning-register.co.uk> **Action: Parish Clerk**

149.2 No refusal notices have been received.

149.3 The Council considered and approved the following documents in relation to the Manor Oak Planning Application and agreed to send them to the Planning Officer for them to be put on the planning portal. These documents can be viewed at <https://www.grangeparkpc.org/documents?tagcategories=Planning>

149.4 It was noted that a lawful development certificate has been submitted for the proposed installation of a small MUGA at Grange Valley Greenway. This certificate should be determined by the end of November 2024.

149.5 The note from Harworth M1 J15 Proposals was circulated to all members of the Council for information prior to the meeting.

## 24/150 Community Centre, Foxfield & Bowling Green

150.1 Councillor R. Knott presented the following report on Hospitality:

* He provided a financial update, comparing this year’s figures with last year’s, which showed a positive increase.
* Youth Club attendance had dropped, resulting in a loss for the Snug.
* Football training had been cancelled due to adverse weather conditions.
* The Chairman received thanks for his efforts in installing microwaves, boot scrapers, benches, and other amenities.

150.2 It was noted that Youth Club numbers had decreased since the summer recess although improving week on week.

150.3 The Council discussed the Annual Firework Display and agreed that we should advertise a suggested entrance donation of £5 for individuals and £10 for a family. Card Payments will be accepted. The Assistant Clerk was asked to include this on the poster. **Acton: Assistant Clerk**

150.4 It was noted that a substantial amount of money had been invested in addressing the issues of overload and flooding affecting the motor within the Klargester System. The pipe has now been replaced, and it is hoped that this will resolve the problem. The situation will continue to be monitored, and a new pumping station may be considered in the future if necessary.

150.5 It was noted that other than bank holidays, both buildings will remain open for bookings. The Café Bar at Foxfield’s will also open for a ticketed event for New years Eve Party. The

Assistant Clerk has been asked to submit a TENS Licence for an extension to 2am.

**Action: Assistant Clerk**

150.6 The Council considered a proposal about changing the alarm system over at Foxfield’s and to upgrade the system to be able to do the setting of the alarms remotely and to have one contractor for both sites. The Council asked for more time to consider this request and to look at the funding available. The quote was £3300. This will be reconsidered at the December Meeting. **Action: Parish Clerk**

**24/151 Community Events**

151.1 It was agreed to circulate the Summer Fest financial outcome including the taking of the Café bar. This will be circulated with the agenda

The Summer Fest was held again this year on Saturday, 31st August, and was once again a great success. The financial accounts are currently being finalized and will be shared with all Councillors once completed. The Chairman of the Council extends thanks to everyone involved, as noted under item 127.1 of these minutes.

151.2 It was noted that Cllr J Bainbridge is still working on the Communication Board Project.

**Action: Cllr J Bainbridge**

151.3 It was agreed that a spec and more detail is required prior to the installation of a dog park.

**Action: Cllr R Knott**

**24/152 Human Resources Committee**

152.1 Cllr P French informed the meeting that the HR Committee are meeting regularly to discuss staffing issues and recruitment of staff.

## 24/153 Neighbourhood Plan

153.1 A meeting was held with Kirkwells Consultants to discuss the streamlined Neighbourhood Plan for Grange Park. Following a brief discussion, it was agreed that the consultant would incorporate some of the Council's feedback and prepare the first draft of the plan. He also suggested that the Council consider reaching out to Locality for potential technical assistance with Design Codes and a Housing Needs Assessment. **Action: Parish Clerk**

**24/154 Environment (Inc Allotments & Contract 6)**

154.1 Cllr A Millerchip distributed the Environment Report for September 2024 prior to the meeting, which can be viewed on our website at [www.grangeparkpc.org](http://www.grangeparkpc.org).

Cllr D O'Kelly inquired whether the HR committee's intention was to recruit someone to assist with environmental matters. It was confirmed that the new employee would cover both Facilities and Grounds. While several issues remain unresolved, none require immediate attention. The meadow flowers and trip hazards will be addressed, along with the budgeting process.

154.2 It was agreed that Nicolson’s will be contracted to mark up the trees in Alamein Woods and will be meeting with Cllr A Millerchip on site on the 8th October 2024.

154.3 Cllr J Bainbridge gave the following updates:

* Community Lunch Club – Funding has been received of £800 to purchase mugs and refreshments and Richmond Homes has invited 20 members of the Public to join them for a Christmas Lunch
* Community Litter Pick – Sunday 6th October 2025 – weather permitting.
* Menopause Meeting – 8 Attendees and this forum will be attended on a monthly- basis.

154.4 It was agreed that, due to safety requirements, the wooden bridge will be replaced with a metal one at an estimated cost of £7,500. The decision was made because a metal bridge will offer greater durability. The decision was made because a metal bridge will offer greater durability. The bridge is currently with the manufacturers and is expected to be installed within the next 2-3 months **Action: Parish Clerk**

154.5 A hedge trimmer has been purchased after a week-long demonstration. When asked for his opinion, the Environmental Maintenance Officer described it as "game changing.

**24/155 Communication (website, social, media etc.)**

155.1 **An intranet training session will be done.**

**24/156 Correspondence**

156.1 No further correspondence received.

**24/157** **Date of the Next Meeting**

The next Parish Council Meeting will be held on Thursday 7th November 2024. There being no further matters to be discussed the Chairman closed the meeting at 10.20pm.

***OUTSTANDING ACTION LIST OCTOBER***

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| **Minute Ref:** | **Action** | **By Whom** |
| 145.1 | Disinfected Taps at Community Centre | Parish Clerk |
| 145.2 | Election Promotion | Parish Clerk |
| 145.3 | To adopt the Code of Conduct | All members |
| 148.1/2/3/4 | Finance | Parish Clerk |
| 150.3 | Annual Firework Display – Donations | Asst Clerk |
| 150.5 | Christmas holidays | Asst Clerk |
| 150.6 | Foxfields Alarms | Parish Clerk |
| 151.2 | Communication Board Project | Cllr J Bainbridge |
| 153.1 | Neighborhood Plan | Parish Clerk |
| 154.4 | Metal Bridge at Wootton Brook | Parish Clerk/Cllr M Smith |

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