

## MINUTES

A Trial Video Conference of the Village Facilities Committee was held on Wed 1 Apr 2020  
Commencing at 7.00 pm

All local authorities have been waiting for emergency legislation which would allow Council meetings to be held without councillors being physically present in the room. The Coronavirus Act was passed by Parliament at the end of week commencing the 23 March and it contained s78 which dealt with the issue of Local Authority Meetings. The Act didn't contain any detail itself so clarification regarding regulation was awaited from the Secretary of State. This regulation was published on the 2 April and comes into force on the 4 April.

The parish council decided to use this meeting as a trial run using the Microsoft Teams facility in preparation for once details were clarified and parish council meetings take place according to the new law.

Present: J Childs, Chairman (JRC), M Beswick (NB), J Chitty (JC), Mrs M Footner (MF), S Jordan (SJ), N Maggs (NM), L Ruston (LR), M Shellens (MS), Peter Wright (PW)

In Attendance: T Rogers, Parish Clerk, D Steel, Assistant Clerk, M Setchell, IT Support for the first part of meeting

### 1 To Receive Apologies

2.1 A Saunders. P Wright (joined meeting late)

### 2 Public Participation – User Group Representations

The meeting being held as a trial (see above) no members of the public were in attendance.

### 3 To Receive and Approve the Minutes of the Meeting, 29 Jan 2020

Proposal: Approve as correct - 1<sup>st</sup> MF, 2<sup>nd</sup> LR

Carried

### 4 To receive an update about the progress of resolutions from the last meeting

4.1 4.1 – storage of user groups' equipment – NM and JRC to do once health restrictions relaxed. NM, JRC

4.2 4.2 - Recommendation and quote from Jason Williams re new projector – remains outstanding. JRC

4.3 4.3 – Frost rectangular windows in Community Room at MC remains outstanding. JRC

4.4 8.3 – Fire Alarms at both buildings – TR explained that currently the Community Centre has a call point alarm system which needs to be reviewed. TR suggested that Camtech (company who maintain the fire alarm system at the Memorial Centre) review this and provide a quote for both the Community Centre and, once under Parish Council control, the Lady Olivia Centre, bringing all the buildings under the same umbrella. TR

4.5 8.4 – Repainting of external areas of the Community Centre – JRC to request a quote from Fletchers, contractor currently painting the MC, a further quote will be sourced. JRC

4.6 14.3 – Hedging along boundary of the playing field and Garner Close to be replaced in the Autumn. Terry Pond is to check for any cabling that may be hidden along the boundary.. TR

4.7 All other actions were on the Agenda for discussion/consideration.

### 5 Village Facilities; General

There were no matters raised.

### 6 Brampton Park; Sports Facilities, Lady Olivia Centre, Grounds Maintenance

6.1 TR had spoken with Andy Girvan on the 20<sup>th</sup> March. There are 2 minor items to correct before HDC will sign off the final report. Unfortunately, BPC's solicitor dealing with the land transfer for both the building and the allotments has now left Adlams and the matter has been passed to their partner and head of the conveyancing department. Due to the coronavirus, it is as well this is currently on hold as the PC as yet bear no responsibility for the building whilst it stands empty therefore have no insurance responsibilities toward it and are not responsible for any business rates due.

### 7 Community Centre

#### Fire Door

7.1 The fire door is rotting. Gordon Tait has repaired as best as he can but a new door may be necessary, if so quotes will be sourced. Clerk

#### General Matters

7.2 The fire extinguisher contract has expired with Chubb and the company have forwarded a vocal quote for renewal of same. A second quote has been obtained from an alternative company. However, concern had previously been expressed as the alternative quote required the purchase of extinguishers rather than renting as per Chubb. It was felt that if laws changed then BPC could

- be left with out of date equipment. The company forwarding the alternative quote assured BPC that should this occur they would replace any purchased equipment free of charge..
- 7.3 TR had been trying to contact Chubb. However two weeks previous to this meeting Chubb arrived to service the Memorial Centre extinguishers without notification of their visit.
- 7.4 TR reported that the new assistant caretaker is qualified to carry out fire risk assessments and will be able to give advice on the best way forward.
- Proposal** Once things return to normal to seek advice from the assistant caretaker and subject to this it was agreed to appoint JPR Fire Protection to take over the fire extinguisher contract for the Memorial Centre, Community Centre and Lady Olivia Centre. **All agreed**
- 8 Memorial Centre**
- 8.1 Three quotes had been received for the upgrading of the CCTV system at the Memorial Centre.
- 8.2 In view of the detail of the quotes, it was agreed to defer this item to the next meeting. Members were asked to consider the quotes in detail to enable a decision to be made at the next meeting. **All**
- 9 Changing Rooms**  
Decoration of Changing Rooms
- 9.1 TR reported that Gordon Tait will decorate these once the football season is over.
- 9.2 Concern was raised regarding Gordon's health and TR assured the meeting that she constantly asks Gordon if he is well enough to carry out the jobs required. Gordon has assured her he is fine.
- 10 MUGA**
- 10.1 The MUGA is currently closed due to the pandemic and the flood lights have been turned off.
- P Wright joined the meeting.*
- 11 Skate Park**
- 11.1 TR is pursuing the registration of the skate park on the Contract Finder website. However, the website is not particularly user friendly. TR is currently awaiting an email regarding registration and will then go on to the live chat to set it up. It will hopefully be up and running within the next few days. **Clerk**  
*(Note following the meeting: The contract for the new skatepark was placed on the Contract Finder website on the 2 April).*
- 11.2 A number of questionnaires regarding the three types of skate park had been returned. DS to collect these from the office in due course. **DS**
- 11.3 JRC will make larger displays to go outside once the CoronaVirus lockdown restrictions have been lifted. **JRC**
- 11.4 It is likely that the skate park will not be ready until Summer 2021.
- 11.5 The current maintenance contract is still running.
- 12 Playing Fields including Maintenance to Cricket Square and Football Pitches**  
New Dug Outs
- 12.1 The new dug outs have not yet been ordered. The old dug outs have been removed as they had been vandalized and were unsafe. MB reported that the company (Croom Concrete) sourced to provide the new dugouts is awaiting a purchase order for same from BPC. They are aware of the delivery instructions as a crane is required to both take the dugouts from the delivery vehicle to site and move the container, currently sited on the car park, to alongside the existing container already on the playing fields. The crane will be need to be hired separately as Croom Concrete don't supply this.
- 12.2 Concrete bases for the dugouts will be required. MB has two quotes for around £3,000. However, he is in talks with the A14 contractors who may be able to provide these free of charge. If so they would undertake this as a community project. MB will provide more detail at the next meeting. **MB**
- 12.3 A complaint had been received from a resident of one of the bungalows at the side of the field, near the dug outs. This being objecting to the noise, balls, vandalism and groups of youths using foul language but stated that they appreciate that they did move next to a playing field. A suggestion of portable dugouts was made but these would be likely to end up anywhere on the field.
- 12.4 SJ asked if the FA had been contacted to contribute to the purchase of the dugouts. MB reported that they will not contribute for the dugouts. However, they have £292m to grant around to football clubs.
- 12.5 MB to meet with JRC to discuss what BPC needs e.g. flood lights, maintenance, changing rooms, pavilions etc,. They have already purchased new goals for Brampton Spartans and donated £60,000 towards maintenance which once paid to Brampton Spartans will be forwarded to BPC. **MB/JRC**

- 12.6 As soon as BPC takes over the Lady Olivia Centre, the grant towards football facilities there will be received from the FA. MS suggested kitting out goals, posts etc for the Playing Fields there. MB to send link to MS. **MB**
- 12.7 Action re Meeting with JRC and NM and Owners of 49 Thrapston Road, Brampton  
 NM and JRC had met the owner of the property and it was felt that BPC was responsible for the scruffy area near the fence along the boundary line. It was felt it should be cleared and a fence erected, however NM reported that there are three/four trees which may need to be removed, it was difficult to determine the boundary line.
- 12.8 Once the boundary line is identified, if the trees are on the PC side, consider felling them or cutting back. MS said it may be necessary to contact the Land Registry to confirm the boundary line.
- 12.9 NM and JRC reported that once the area boundary is cleared a fence will be erected to suit both parties, the owners were happy with this solution. Need to be mindful of the trees.
- 12.10 MS was still concerned that the Land Registry document is a legal document and may need to be viewed.
- 12.11 It was agreed that the scrub be cleared first, JRC to meet TP to discuss what needs to be done. After scrub cleared, NM and JRC would then re-inspect as it will be easier to identify the boundary. **JRC/NM**
- 12.13 Repair Required to Double Air Walker, Quote from Freshair Fitness  
 A quote had been received for £327.50 + VAT. It was agreed that the quote be accepted and Freshair Fitness instructed to carry out the repair. **Clerk**
- 12.14 Quotation from Mel Pooley, recommended Work to sports pitches  
 MB said that this was the best time for the work to be carried out. It was agreed to accept the quote at a cost of £1,200.00 + VAT. **Clerk**
- 13 Play Areas**  
Quote re Replacement Fencing for Play Area, Memorial Playing Field
- 13.1 A quote had been received from Huntree Fencing to replace the fence. A second quote had been requested from Earith Timber, who had visited but no quote has been received. In view of the situation with the boundary fence to 49 Thrapston Road, it was agreed that this be deferred. Another quote to be obtained once BPC is in a position to proceed. **Clerk**
- 13.2 Laws Crescent, Replace Tiling with Continuous Wetpour  
 The final quote is £9,578 as some items had been omitted from the initial quote. The quote from Sovereign was £9,435. The concern with the Sovereign quote was that it provided a wooden edge, which it was felt could be a trip hazard. Clerk to check this with Sovereign and also speak to Wicksteeds to see if the quote could be reduced due to BPC being a longstanding customer. Subject to Wicksteeds reducing the quote, it was agreed to use them. **Clerk**
- 14 Other Items to be Noted**
- 14.1 MS stated that whilst the current pandemic continues and with many companies going under it would be advisable to ensure that, where possible, goods are received before they are paid for. **Noted**
- 14.2 JRC suggested that where items for the Lady Olivia Centre have already paid for, those items should be stored there if possible.
- 14.3 JC thanked TR for setting up the meeting this evening and that it proved very successful. The next Parish Council meeting will be held virtually via Microsoft Teams.
- 14.4 MS reported that the owners of 32 Buckden Road, Brampton were encroaching on the common land next to their house. This area of land is currently being registered with Land Registry and has been with the parish council's solicitors for several years. The solicitor who has been dealing with this issue has now left the company and it was agreed that MS speak to the company to clarify the current situation as this matter needs completing. MS felt that the owners of 32 Buckden Road should have right of access to the land but not own it. LR suggested that this was a Land Agent matter rather than a solicitor and suggested that BPC contacts Brown & Co. **MS**  
**Clerk**
- 15 Next Agenda Items**  
 None to note at this time.
- Close of Meeting**  
 20.30

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J R Childs, Chairman