

WANBOROUGH PARISH COUNCIL

Minutes of the Hooper's Field Project Committee meeting held on
Monday 21st November at Hooper's Field Pavilion at 7.30pm

Present: John Emmins (Chair), Dave Hayward, Kathy Glanville, Colin Offer (Parish Councillors), Paul Penfold (Wanborough Cricket Club), John Errington (Wanborough Bowls Club), Lee Herring (Petanque & Wanborough JFC), David Adams and David Halfhead (residents), Graeme Luxton (resident & adviser)

In attendance: Angela Raymond (Parish Clerk), Georgia Wheeler (Assistant Clerk), PCSO (arrived 7.45pm)

Minute Ref:
HFP/11/22/

1. Apologies: Bob Biggs (Parish Councillor), Gordon Heywood (Wanborough Tennis Club).

Declaration of interest: None declared

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.

No questions raised.

John Emmins (Chair) gave a summary of the current stage the project has reached to date and what the aim of the meeting will be. He confirmed that, as indicated in the correspondence discussed previously from Swindon Borough Council, it is clear that the project is not going to get any of the S106 money from the NEV which is disappointing. It is therefore highly unlikely that the whole project is going to be able to be funded in one go and the project therefore needs to be phased dependent on what funding can be gained.

2. To appoint Graeme Luxton as an "Adviser" onto the committee

John Emmins introduced Graeme Luxton to the committee, confirming his background and why he felt it would be beneficial for him to join the committee to help with the planning of the project. Graeme Luxton also confirmed his experience, qualifications and how he felt he would be able to help. He also confirmed that he would be doing the role voluntarily and, although very interested in sport, he is not a member of any of the clubs so there shouldn't be any conflict.

Councillors voted and it was unanimously agreed to appoint Graeme Luxton onto the committee.

3. Planning application – Discharge of conditions

John Emmins explained that the current planning permission lasts for 3 years. In order to protect the planning permission some elements of the work need to be started, which will then protect the permission and prevent it from having to be re-submitted.

Graeme Luxton confirmed that he will be able to compile most of the documents needed for the Parish Council to discharge the conditions; most of them are a formality. He discussed the discharge of condition 7, Construction Management Plan, and explained how he felt the Council should approach this which included:-

- Allocating the car park area next to the tennis courts as the contractor's compound area, with access via the current driveway.
- To install a temporary new access from Rotten Row, next to the footpath access from Rotten Row opposite the pavilion.

*Angela Raymond
Parish Clerk & RFO*

This will keep construction traffic away from other users of the facility for safety reasons. It will also mean that work can be completed on the temporary access, driveway and car park to ensure that work has started in order to protect the planning permission.

Graeme Luxton confirmed that he has a meeting with the SWA Architect on Thursday 24th November to discuss adding these details to one of the plans, which then can be used for the application of discharge of conditions.

Committee unanimously agreed to go forward with this proposal.

Action: Graeme Luxton to compile documents needed for the application of discharge of conditions, along with the likely cost for approval by Parish Council at the next meeting on 28th November.

4. To review list of capital projects & maintenance costs submitted by the clubs.

Clerk circulated a list of all the capital project and maintenance costs submitted by the clubs. The aim of the list is to give Parish Council an idea of what the clubs' priorities are when the Parish Council discusses the annual budget. The list will also be used as part of the grant application process.

Bowls Club confirmed that they have asked for funding towards equipment, as they are planning to take on the green maintenance themselves inhouse from 2023 bowls season.

5. To discuss how the project can be split into phases depending on funding available.

5.1 Discussion to include a review of the available funds and funding options as per list provided by Working Group.

The above two agenda items were discussed together. Clerk circulated a list of all the current sources of funding available prior to the meeting and a provisional phasing list for the project.

Graeme Luxton went into more detail as to how the phasing will work, confirming that phase 1 will concentrate on the discharge of conditions, temporary access and some of the external works such as storage units, petanque terrain, cricket nets and floodlights. He explained how modular building units can be used for each phase that are cheaper and are a more modern way to build these kind of projects and he explained how this would work.

Graeme Luxton confirmed that he will discuss some minor amendments to the plans with SWA Architects, such as the changing rooms so that they comply with new ECB regulations. He also suggested moving some of the office space onto a first floor so that the extension doesn't come out so far in the front of the existing building. It was agreed that these would be improvements.

Clerk confirmed the current funds held by Parish Council and also confirmed that she is aiming to submit the first grant application to Community First (landfill tax) to cover phase 1 and possibly phase 2 depending on the costs.

Cricket Club raised a concern in relation to the distance from the new storage units to the cricket wicket and the impact on the club. Graeme Luxton confirmed that he has discussed this with the cricket groundsman and suggested that the storage units can be moved closer to the pavilion (which would only be a minor change to the plans), so the distance to the wicket would be very similar to what it is currently.

A discussion took place with regards to what will happen if funding from grants is not successful or if insufficient funds are received and who would make the decision as to which parts of the project will go ahead. John Emmins stated that it would be for the committee to agree as and when it is known what funding can be gained. Clerk confirmed that the committee would have to put recommendations to the Parish Council for approval.

John Emmins asked a question with regard to the petanque terrain. Lee Herring confirmed that he has one quote for the petanque terrain and he hopes to have a couple more, but there is no reason why this could not go ahead as soon as funding is available.

Action: Clerk to keep spreadsheet up to date with phasing proposal, costs and funding.

Other Business

PCSO Jo introduced herself confirming that she isn't the local PCSO for the area, but just wanted to confirm that the aim is to attend as many Parish Council meetings as possible.

She confirmed that PCSO Trueman and PCSO Gilding from the North East Rural Neighbourhood Policing Team will be attending The Harrow on Tuesday 22nd November 2022 in relation to advice on burglary or any other policing matters of concern. PCSO Trueman and Gilding will be there from 2pm until 3.30pm, and asked residents to come and say hello.

She confirmed that they are aware of a number of thefts at the allotment site and will continue to carry out spot checks in the area.

Committee thanked Jo for attending the meeting.

John Errington (Bowls Club) suggested that the committee consider including better signage for the facility, as some visitors struggle to find it; maybe some additional signage directing visitors around the village. He also confirmed that there is a sewage drain and pump in front of the pavilion that will need relocating as part of the project. John Emmins also confirmed there will be utilities that will need relocating as part of the project.

Meeting closed at 8.40pm

Next meeting: Monday 13th February 2023