

# GLAPTHORN PARISH COUNCIL

Parish Clerk: Alan Tresadern 30 Lytham Park, Oundle PE8 4FB  
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*2018 Northamptonshire Council of the Year*

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## **Minutes of an Extra-Ordinary Parish Council Meeting held at the Village Hall, Main Street on Thursday 4 April 2019 at 7.30 pm**

Present: Cllr. Malcolm Moss (Chairman); Cllr. Nick Knowles; Cllr. Alan Barnish, Cllr. Roy Kerr; Cllr. Mike Newton and Cllr. Nerissa Buchanan.

In attendance: Alan Tresadern (Clerk).

**19.1** Apologies:

Councillor David Chapple was unable to attend due to a prior commitment and his apology was accepted.

**19.2** Declaration of interest:

None.

**19.3** Public forum:

None.

**19.4** Glapthorn Playing Field:

It was RESOLVED that the Playing Fields Works Committee be given delegated authority to progress the scheme and incur expenditure as follows:

- a) a request be made to the East Northamptonshire Council Community Facilities Fund for the release of £10,000 which, combined with the Parish Council's own resources already allocated to the project of £2,333, will be sufficient to fund the expenditure set out below. In making this request the Parish Council shall make clear that incurring these costs is essential to progress the project but may be abortive if sufficient additional grant sources cannot be raised and therefore the funding of £10,000 is required to be drawn down on a non-repayable basis.
- b) the Diocesan Education Board be requested to commence with the preparation of Heads of Terms for a long lease on land to provide the access road through the school site. The Diocesan Director of Education has stated that the Diocese requires the legal and land agent fees to be paid by the Parish Council and these are estimated as £6,000 to complete the lease. The Diocese is to be requested to produce the Heads of Terms and commence the process of instructing solicitors with an undertaking that these initial costs to be incurred will be met by the Parish Council.
- c) the land owner of the main site be requested to commence preparing Heads of Terms. This will necessitate the land owner incurring some costs and therefore the Parish Council agrees, in the unlikely event that matters do not proceed to completion, to provide up to £1,000 to cover the vendor's legal fees. If the land purchase proceeds to completion as intended, then these costs will be borne by the vendor
- d) The Parish Council incurs its own legal fees in respect of the above as necessary to maintain progress (the estimated total is £2000 through to completion)
- e) The Parish Council commissions the following surveys and reports as required by the conditions attached to the ENC 19/00055/FUL planning approval namely:
  - i. a surface water drainage scheme and maintenance thereof (paragraphs 4, 5 and 6 of planning consent) and

- ii. a habitat and biodiversity survey and reptile management plan (paragraphs 9 and 10 of planning consent); the anticipated costs of such surveys and reports is £4,000.
- f) to produce tender documentation and then to issue invitations to tender when the Playing Fields Works Committee considers sufficient progress has been made on resolutions a) to e) above.
- g) to review progress and grant availability at regular meetings of the Committee to ensure the above spending is kept to a minimum and progress beyond heads of terms is authorised by the Committee only as and when the funding position becomes more certain through either reducing costs and / or obtaining more grant assistance.
- h) The Committee reports back to the Parish Council with a programme plan and funding plan before any final decisions are taken on completion of land purchase or letting of tenders.

**19.5** Financial Risk assessment:

It was RESOLVED to approve a risk assessment register that lists identifiable risks to the Parish Council business, subject to the addition of three new risks identified by the members as B rating, namely the recruitment of a new Clerk, the Playing Field Project and the proposed merger of a number of Northamptonshire higher authorities into two Unitary Authorities.

**19.6** Closure:

There being no further business the Chairman closed the Meeting at 8.15 pm.

Signed..... (Chairman)

Date.....

**NB: Copies of full reports are available on the village website, [www.glapthorn.org.uk](http://www.glapthorn.org.uk), or from the Clerk, by arrangement.**