

**Weedon Bec Parish Council Working Group -  
Status Report 31 January 2014**



**Weedon Parish Council:**

Questions regarding the Community Sports Changing facility project, as raised at the informal meeting with WBPC and WSA in Nov 2013, were put to the council

There were again questions asked about use of the Community Hall which has been designed to size specification detailed by Sport England - see information at end of document

Votes were taken on these questions and the outcomes will be minuted within WPBC January 2014 minutes.

A more positive letter of support will also be provided by WBPC to WSA.

**Lease**

No further progress required on lease at this point.

Land agent is still available to talk to the Parish Council at any point regarding this matter

Solicitors holding WSA funds of £600 to address search fees

Area of ground required for lease could be subject to change due to how the surface water is to be dispersed from site - survey delayed due to bad weather

**Planning Application preparations**

WSA / WAA Planning Task list now being followed to address the additional reports etc required for planning submission. Work is progressing well however the Christmas break, illness and bad weather is delaying some professional survey and reports.

Planning Task list included at end of this document to highlight work load being undertaken by WAA, WSA volunteers and some professional volunteers.

Noise Assessment specialist consultant has carried out readings – he is now progressing the report

Planning and Heritage Statement to be prepared. Design and Access statement and drawings provided to professional volunteer. Awaiting update on progress.

Play equipment report - positions for alignment of equipment as part of project works identified – awaiting updates to plans. WSA will seek feedback from WBPC Playing Field working groups

Street scene montage – first draft has been provided. Feedback provided and await final version

WSA are investigating use of borehole supply for water provision - this would provide water for free up to 200000 litres per day free – investment is at installation time. Meeting has taken place with Subadra and now awaiting cost/benefits. Currently chasing the company.

Soil samples required for WAC analysis to determine characteristics of soils in build area.. Date for soil analysis sample and percolation test is being arranged for November. This will also determine scope for use of soak away. Delayed due to bad weather . WBPC to be advised of intended survey date.

Flood Risk Report -. New flood information released must now be included into FRA. Flood plan drawing updated by volunteer. Now to be applied in relevant dwgs.

Final scheme drawings 99% complete for planning submission – awaits outcome of soil drainage assessment as this may change the requirement for drainage versus soak away

### **WSA Fundraising**

400 Club continues to bring in a regular income and a several more new members have signed up

WSA Quiz night and Tribute night currently being organised.

### **Grants**

WSA have are attending Northants County Football Association grants meeting early February.

Monitoring of funding availability continues

Grant from Empowering Councillors award of £1000 received with match funded by WBPC for £1000

### **Business Plan:**

A new WSA volunteer has come forward to move this plan forward based on what is known today. This will be a challenge to get to grips with the report and to ascertain new figures.

WSA's committee decision had been to not progress BP further at this stage because the focus is towards the preparation of the Planning application. Without a volunteer for this task, WSA were looking at a fee of in excess of £1500 for a professional to complete – a cost which WSA could not agree to because of this statement:

No planning approval = no business plan required + no lease required

### **Communication:**

Cllr Alan Hills continues to promote the project at various meetings as he recognises the professional approach taken by WSA to the project and the skills and enthusiasm within the WSA volunteers team.

WSA committee members talk regularly with residents of the village to appraise of progress

WSA website is maintained to provide progress reports when relevant

WSA will utilise the Gusher to provide mini updates in the Weedon News

WSA will provide a summary report at appropriate juncture that can be included into Village Newsletter

WSA have instigated attendance at WBPC meetings

Chris Heaton-Harris MP, Cllr Alan Hills, Cllr Kevin Perry, Cllr Ian Duly, Cllr Eddie Reeves are appraised with updates regarding project. Cllr Robin Brown will also be included on this circulation.

Daventry Express asked if they could do an article on the Scheme proposals. WSA have suggested this is put on hold until the Planning Application is submitted - to notify them when ready



Improving Weedon's Environment



## Village and Community Halls

### Small hall

Supplementing the main hall with a restricted range of use. For sports, 9 x 9m or preferably 10 x 10 x 3.5m high is recommended and will accommodate the following activities:

- aerobics
- keep fit
- martial arts
- boxing
- table tennis (2)
- darts matches.

Other activities suitable for smaller halls include:

- drama workshops
- clinics
- club meetings
- luncheon clubs

- playgroups
- craft shows
- whist drives.

Functional requirements are, in the main, the same as for main activity spaces. Safe design is vital as these rooms are often used by children:

- floor: impact energy-absorbing
- walls: flush and smooth without projections – any low level heating panels must be flush-faced and sized for safe surface temperature
- windows: designed to give an even light spread and efficient ventilation
- ceiling: 3.5m should be maintained over the central part of the room and should incorporate acoustic treatment.



**Meeting History:**

**Planning Meeting 6<sup>th</sup> Dec 2013 - 09:30 – 11:15 Present: Tony Wincott, Rich Cheney, Sue Butler, Lynne Walker (Architect)**

**Planning Meeting 28<sup>th</sup> Oct 2013 - 11:00 – 13:15 Present: Tony Wincott, John Wilshire, Rich Cheney, Sue Butler, Lynne Walker (Architect)**

**Planning Meeting 20<sup>th</sup> Jan 2014 – 10.00 - 12.00 Present: Tony Wincott, Sue Butler, Lynne Walker (Architect)**

Task number	Refers to Planning Reqmnt	Description	Who	Comments	Date due	Any dependency	Complete
1	Part 1 Section 4	Soil Test including Contamination statement (Part II Section 13) Percolation test Soak away and self contained well for water provision Subadra consultants	TW/JW	6/12/2013: Survey to be carried out in January 2014 - date to be confirmed.  20/1/14 TW to chase - field perhaps bit soggy for JCB	Feb 2014		
2	Part 1 Section 3	Tracking details for parking to validate	TW/WAA	6/12/2013: WAA to send 2093/P2E dwg to TW 20/1/14 – WAA to amend tracking dwg as per info from Steve Syree. SB – to draft letter of thanks and ask for logo for website			
3	Part 1 Section 3	RED LINE to outline land requirement (affects lease)	WAA	6/12/2013: Update after soil survey findings. May need to serve notice prior to Planning Submission	End Jan 2014	Task 1	
4	Part 1 Section 6	Design and Access statement	WAA	06/12/2013: red notes included in report to complete (tasks in this list) and needs WSA to check	End Jan 2014		
5	Part 1 Section	Photo Montage — take photos at JF	WAA/JF	30/11/13 8.30am at JF			-DONE

	3/ Part II Section 21		TW				
6	Part 1 Section 3/ Part II Section 21	Provide all info to montage creator by	WAA	6/12/2013: WAA to issue by  20/1/2014 –First draft montage provided. WAA to send issues/comments to be incorporated to montage to get a final version	31/12/ 2014	Task 5	
7	Part II Section 9	<del>Flood contours – may require additional line including –</del> <del>WAA to check</del> Inform JW if additional survey detail required	<del>WAA</del> <del>WAA/J</del> <del>W</del>  <del>WAA/J</del> <del>W</del>	<del>6/12/2013: JW to help WAA to plot additional</del> <del>flood lines for:</del> <del>1:25 4% 1:50 2% (both in/close river)</del> <del>1:1000 incl climate 0.1%</del>  <del>20/1/2014 – WAA has provided flood level</del> <del>dwg to JW – need to follow up to ascertain if</del> <del>JW has been able to map additional levels ?</del>	End Jan 2014		DONE
8	Part II Section 9	Flood Risk Assessment - updates required and review	SB/WA A	6/12/2013: WAA/SB to arrange mtg to work through  20/1/2014 – agreed updates will be made after all info made available. WAA noted that this may be more difficult due to changes in policy - assess	End Jan 2014	Task 1 Task 7	
9	Part II Section 12 Part II Section 16 Part II Section	Abigail Morgan <a href="mailto:abigail@sustainable.co.uk">abigail@sustainable.co.uk</a>  Contact her to let her know we are progressing and ask for report returned by 14/12/2013	SB	6/12/2013: Issue to Abi with DWG's , DAS and Statement of Community Involvement  20/1/2014 – SB to chase. WAA to email amended dwgs	Feb 2014	Task 4	

*WSA*

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10	Part II Section 17	Noise Assessment – agreed we need to complete Noise Assessment to ensure complies to Planning Policy outline Approach Walker Beak first	TW/s JW	6/12/2013: Dave Ball carrying out survey. WBPC to be notified and letters to nearby residents  20/1/2014 – DB advises that he has been trying to speak to EH at DDC without success. TW to follow up with DB to ask for emails and if necessary will raise matter with Simon Bovey	End Jan 2014	
11	Part II Section 23	Statement of Community Involvement	SB	30/11/2013/		DONE
12	Part II Section 30	Tree Survey/Arboriculture implications  Contact Jon Brewin to see if can help ProHelp as the next option	SB  TW	6/12/2013: Chase JB.  20/1/2014 – nothing back from JB. Will ask tree man. Agreed to include some planting to side Railway Wall using advice from Network Rail - TW send NR email to WAA	JAN 2014	
13	Part II Section 32	Waste Audit	TW/RC	6/12/2013: Review mid Jan. TW asking help from professional contact  20/1/2014 – TW to revisit	End Jan 2014	
14	Part 1 Section 3	Play Equipment – reposition/install report	RC/SB	6/12/2013: agreed to work on this over Xmas hols 20/1/2014 – proposed chgs highlighted. Agreed to get dwg for proposed amended and then SB will run past Playing Field PC group	Jan 2014	
15		Roof Sample RAL Colour to WAA	TW	01/11/2013		DONE
16		Sample Board of materials and Colour Report	WAA	ANTI GRAFFITI to be added to RAL colours list	Jan	DONE

WSA

		reference to be allocated by WAA			2014		
17		Sample Board of materials and RAL colours v spray paint for background, etc	TW/s JW	6/12/2013: RAL colours now agreed. WAA to update DWG accordingly and circulate. JW - one extra paint colour needed 20/1/2014 – WAA to assign report number for board	Jan 2014		
18		Rain Hopper in RAL 6005 colour (see if can scrounge)	WAA	JW to paint			DONE
19		Specifications Doc for peripheral items i.e. Security Fencing, Cycle Rack, Grass Crete, Canopy Visual	WAA/ TW	Gather all pictures specs etc ready to include into document 20/1/2014 – TW to provide BARRIER spec (needed for MONTAGE detailing)	Jan 2014		
20		Proof reader	RC	6/12/2013: agreed all docs via RC to reader			DONE
21	Part 1 Section3	Amendments / finalisations to drawings as required	WAA	6/12/2013: agreed separate DWG for Play equip siting and removing some layers as appropriate to simplify	End Jan 2014	Task 1 Task 7 Task14	
22		WSA agreed to arrange printing for all docs drawings etc when ready at Image IT	WSA	???? Exciting as we will be ready for planning			
23		Arrange peg out / marking at JF for site of building	WSA WAA	20/1/2014 – TW Agreed this should be done midweek and prior soil sampling would be useful			
24		WAA circulate the DWG, Reports and Sample document references that need to be used by WSA. May require WSA reports to be updated accordingly to reference the WAA ref,	WAA	20/1/2014 – WSA to update reports	Feb 2014		
25		Prepare 3 <sup>rd</sup> party information for Portal Planning Submission to strip out sensitive information and compress reports/emails etc	WAA/ SB		Feb 2014		
26		Issue notice of intent to WBPC to submit planning application on WBPC owned land	WAA	When close to application being ready	?		
27		Letter to Simon Bovey (Email and hard copy) and to	SB	Draft letter	31/1/2		



		County, District, Cllr Hills and C H-H ref: reduced planning fee for Community Building	Improving Weedon's Environment	Needs to be submitted with WBPC latest support letter	014		
28		CDM	TW WAA	Meeting to be scheduled	Feb 2014		
29		Website update with latest dwg's reports etc	LD				
30		Resolve all reports emails etc to Google / Cloud storage	WSA				

**NEXT MEETING: ?? FEB 2014 10:00AM GODFREY HOUSE, CHURCH STREET date/time might be subject to change**