



Pinchbeck Parish Council

Minutes of the Special Parish Council Meeting, held on Monday, 17 February 2025 at 19:30hrs, The Hub, 48 Knight Street, Pinchbeck, PE11 3RU

Present: Cllr James Avery (chairman), Cllr Emma Beavis, Cllr Andy Chamberlain, Cllr Geoff Garner, Cllr Audrey Gregory, Cllr Sam Jeffery, Cllr Terry Moore, Cllr Ann Savage, Cllr John Smith, Cllr Phil Tweddell, Cllr Oliver Wood, Mr Robert Smith (clerk), Mrs Nicola Jowett (Administration Assistant), District & County Cllr Sneath. No members of the public.

Absent: Cllr Dean Roizer, Cllr Peter Ruysen

Unless otherwise stated, actions to be undertaken by the clerk.

- 25.021. Apologies for absence were received from Cllr Roizer and Cllr Ruysen.
- 25.022. No declarations of disclosable pecuniary or non-pecuniary interests were received, and no requests for dispensation were made.
- 25.023. No representations were received from members of the public.
- 25.024. The following reports, circulated to councillors prior to the meeting, were received and taken as read.
01. Summary Report on PlayZone documentation (12 February 2025) - prepared by the Clerk.
 02. PlayZone Parish Council Briefing (February 2025) - prepared by Cllr Smith.
 03. PlayZone Business Plan - prepared by Cllr Smith.
- 25.025. Cllr Smith reported that he had submitted queries from the Clerk's report to the Football Foundation and received the following responses:
01. The estimated £13,000 (excl. VAT) Pre-Construction Services Agreement Costs (PCSA) were included within the Parish Council's matched funding contribution. Other directly incurred PlayZone costs were also covered under this allocation.
 02. The Football Foundation would negotiate a maximum cost for the PlayZone project, and the Parish Council would not be liable for cost overruns.
 03. For all other queries raised, the Football Foundation confirmed that the Parish Council retained responsibility and liability as indicated in the contractual documentation.
- 25.026. It was **resolved** to establish a dedicated PlayZone Working Party consisting of Cllr Avery, Cllr Moore, Cllr Savage, Cllr Smith, and the Clerk. This group would oversee the project, engage with stakeholders, and ensure compliance with all contractual and financial conditions.
- 25.027. It was **resolved** that, to demonstrate due diligence and ensure a full understanding of obligations and terms, the Council's solicitors be instructed to review the PlayZone documentation before proceeding further.
- 25.028. It was **resolved** to invite the other three Parish Council's shortlisted for PlayZone projects in the region to participate in a joint legal review of the documentation, ensuring a comprehensive and cost-effective assessment.
- 25.029. It was **resolved**, subject to a satisfactory legal review, to authorise the allocation of £70,000 of S106 reserves to the PlayZone project as the required matched funding contribution.
- 25.030. It was **resolved**, subject to a satisfactory legal review, to approve the submission of a £210,000 grant application to the Football Foundation. Authority was delegated to the PlayZone Working Party to sign all necessary documentation on behalf of the Council to the progress the project.
- 25.031. It was agreed that further PlayZone related matters would be considered as required, with the timing of future discussions to be determined by the PlayZone Working Party.

The Chairman closed the meeting at 20:17hrs.