

THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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**If you require a large print copy please contact the Clerk
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**Minutes of the Meeting of the Plaza Advisory Committee
held on Tuesday 31st July 2018 at 2.00pm at the Plaza Community Centre**

Present: Cllr Carter (Chairman), Cllr Charles, Cllr Draycott, Cllr Read, Cllr Wheeler

In attendance: Linda Marshall (Clerk), John Ystenes (Facilities Manager)

No.	Item	Action	By Whom
1.	Apologies for Absence No apologies were received.		
2.	Declaration of Interest None.		
3.	To receive any issues from members of the public None.		
4.	<p>To receive an update on the planning application for the siting of storage containers</p> <p>The Clerk advised that letters had been sent to all storage users as previously agreed, requesting that items be removed from the Plaza by 31st October but that if they wished to discuss storage facilities to contact the Council. Shortly thereafter we were notified that the planning application for the permanent siting of two storage containers would need to go to Northamptonshire Highways as it would impact on the parking – so doubt was raised as to whether planning would be granted. Following a discussion with the Chairman of the Committee and the Vice Chairman of the Council it was agreed that a follow up letter be sent to the storage users advising them of the situation with the storage containers and stating that at present they could leave their items of storage in situ.</p> <p>Following this the Chairman of the Committee spoke with the Planning Department at East Northamptonshire Council and it had been recommended that we apply for pre-application advice. This is currently being worked on</p>		

	and drawings and information gathered but it will be a slow process.		
5.	<p>To discuss and consider storage solutions as a whole</p> <p>Other storage solutions were discussed, including extending the Plaza building over the car park, or putting in a mezzanine floor, i.e. extending from the boardroom upstairs. It was also discussed as to whether storage should be provided at all.</p> <p>The Clerk advised that the Historical Society would not want to put all of their items in a storage container as they needed better protection. Further, the Historical Society rely solely on donations and therefore couldn't afford other storage facilities.</p> <p>Following discussion it was agreed to wait until receipt of the pre-application planning advice and to review the situation thereafter.</p> <p>With regards to the under-stage storage, the Facilities Manager advised that we are now pushing the limits from a fire risk point of view. Further, if items are stored under the stage there is a greater chance that the new flooring will get damaged. The stage extension was also discussed; it was suggested that caging could house the stage extensions. Cllr Carter will ask Cllr Winter if he could investigate this.</p> <p>It was agreed that the Committee would make a recommendation to Full Council that all non-Council items stored under the stage should be removed by 1st December. The Clerk is to contact those users accordingly.</p> <p>It was agreed that the Committee would make a recommendation to Full Council that the Clerk should write to other storage users advising that storage is under consideration and in the meantime asking them to sort through their own items to free up space.</p> <p>The Clerk is to draw up a report for Full Council.</p>	Ask Cllr Winter to investigate caging on the stage	Cllr Carter
6.	<p>To receive an update on the WREN grant</p> <p>The Clerk advised of a difference in value between the indicative costs obtained when the grant application was made to the actual quotes now received, with the quotes being lower in value. In view of this we have now included refurbishment of the boardroom within the WREN application. We are just waiting on one last quote before sending everything back to WREN.</p>		
7.	<p>To consider the flooring solutions as provided by specialists</p> <p>The Facilities Manager explained the process we went through in determining the floor construction and inviting specialist companies to provide solutions and quote for our flooring needs. He went on to explain the laminate flooring option and solid wood option. The solid wood option was preferred by all. The Facilities Manager spoke of the maintenance of this type of floor. It was noted that a scrubber/dryer would cost in the region of £1,350-£2,000. It was agreed to take the solid flooring option to Full Council for consideration and approval.</p> <p>The Facilities Manager went on to explain that we were also asking for flooring options for the entrance lobby and showed the hard-wearing carpet type flooring as</p>		

	recommended. Everyone agreed that this would be better than what is there currently. It was noted that the funding with WREN includes the entrance lobby. Redecoration was then discussed, including the management of the project.		
8.	Date of Next Meeting It was agreed to hold the next meeting once the pre-application advice has been received.		
	There being no further business the meeting closed at 3.20pm		

Signed

Dated