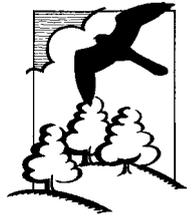


HAWKHURST PARISH COUNCIL

COMMUNITY CENTRE WORKING GROUP COMMITTEE



MINUTES 14th July 2020

Present: Cllr P Whittle, (Chairman) – Part, Cllr B Fitzpatrick, Cllr R Cory, Cllr R Lusty, Cllr J Pyne (part), and Mr David Lloyd-Owen

Mrs R McChesney (HCT 2018), Cllr Escombe and Cllr Taylor-Smith

1. **APOLOGIES FOR ABSENCE:** Cllr Weeden, technical issues
2. **DECLARATION OF INTERESTS:** *To receive notice of personal interests, whether of a prejudicial nature or otherwise, in respect of items on this agenda, in accordance with the Council's Code of Conduct. NA*
3. **APPROVAL OF MINUTES OF PREVIOUS MEETING:**
 - 3.1 Clerk to add date to minutes, Cllr Fitzpatrick proposed and Cllr Lusty seconded the approval – agreed unanimously
4. **Revised designs** -based on consultation feedback Mr Hall lead the discussion

External

Slight re-orientation of building
Refined to 48 car parking spaces – TWBC decision about tree roots – discuss at pre-application meeting
Deliveries slight change
6 Electric charging points
3 disabled car parking
Extension at rear of main hall for internal storage
Main entrance to site – two way and separate pedestrian access
Seating next to play ground
Playground location
Outside storage nearer building – near MUGA

Visuals

Increased height of brick work
Change weather boarding to horizontal
Stay with roof slate tiles as similar in area of Moor – discuss at pre-application meetings

Ground floor

Entrance slightly changed – direct view into café area
Changing rooms slightly increased to FA standards (small bit taken from Café)
More storage – especially backstage of main hall
Internal stairs rather than external fire escape
Kitchen – amended to meet catering requirements
Adjusted bar / servery's

1st Floor

Change in landing – enclosed landing and protective corridor - Fire Regulations

Meeting room and main hall slightly wider (due to changing room adjustments down stairs)

Two disabled toilets / changing areas

Small kitchen off protective corridor so all 1st floor rooms can access it

Archive room – split into two small rooms with sliding partition

Further two small meeting rooms

Extra storage upstairs

Flat roof – as terrace linked to balcony

No external fire escape (internal stairs)

Ruth McChesney asked about windows – especially in stores, MH felt they added light – saved electricity – when using the stores. Cllr Taylor-Smith felt they were important from a design point of view

David Lloyd-Owen asked about flexibility around the kitchen for storage – agreed could be considered as project evolves

Cllr Taylor-Smith asked about Post Office – could use as all it needs is dedicated telephone line from either server or elsewhere in building.

Cllr Taylor Smith asked if “Balcony window could be brought forward” – agreed

Cllr Escombe asked if large window in main hall could be re-instated to allow as much light in as possible - agreed

Ruth McChesney asked for a revised schedule of accommodation - agreed

Cllr Fitzpatrick proposed and Cllr Cory seconded to incorporate the minor amendments and recommend the design to the August 2020 Council meeting – agreed unanimously

Subject to any other minor amendments at Council it was suggested that we have reached “design freeze” and after the Council meeting we should have a final pre-application meeting with TWBC and seek to submit a planning application early autumn 2020.

5. **Update on project plan** – Mr P Henshaw lead the project update – this phase has been stretched out to December 2021, projected costs are £37,690 between 1st April – 31st December, within budget. Expecting a planning application in early autumn.

Cllr Escombe asked if sub consultants reports could be circulated - agreed

6. **Funding / Funding Consultant** – The Clerk introduced the general discussion about funding opportunities as the building would cost in the region of £2 – 3 million. Following a debate, it was agreed
 - i) Mr Hall, Mr Henshaw, and David Lloyd-Owen to work up a comprehensive cost plan
 - ii) Cllr Taylor-Smith, Cllr Weeden and Ruth McChesney plus others from HCT would work together on identify local residents to approach for donations.
 - iii) Cllr Taylor-Smith to liaise with Mark Hall to put together a promotion pack of the design and key selling points for the above

- iv) The Clerk to liaise with KALC regarding funding consultants (such as NPG) with a positive reputation and a successful track record to seek grants
- v) The Clerk to investigate funding opportunities – playgrounds, sports pitches and buildings
- vi) Council to continue to submit Section 106 requests linked to development to help fund new Community Centre
- vii) Council to continue to review option / process of a public loan

7. Next steps

The Clerk outlined next steps

Designs to Council meeting 10th August 2020, then onto pre application meeting with TWBC and submission of planning application autumn 2020.

Costs – to be refined

Funding – as outlined in item 6

8. QUESTIONS AND COMMENTS FROM COUNCILLORS:

Date of next meeting – 1st Monday of each month – going to Council for approval.

Monday 3rd August 2020 7:45pm – to sign off final designs to go to Council on 10th August 2020. (hard copies of plans everyone) – update on donations.

9. **CONFIDENTIAL:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following items:*

10. **CLOSURE:** 12 noon

Signed Chairman.....Date.....