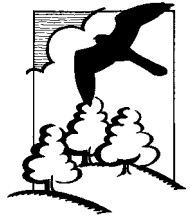


HAWKHURST PARISH COUNCIL



COMMUNITY and SPORTS CENTRE COMMITTEE

Copt Hall and Zoom

Monday 2nd August 2021

Minutes

Present: Cllr Taylor-Smith, Cllr Weeden, Cllr Hunt, Cllr Pyne, Cllr Paish and Cllr Lloyd-Owen – non-voting.

- 1. Welcome.** Cllr Taylor-Smith welcomed Ollly Pantry from Hawkhurst Junior Football Club
- 2. APOLOGIES FOR ABSENCE:** NA
- 3. 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*

4. CO-OPTION of MEMBERS

It was proposed to Co-opt Olly Pantry (Hawkhurst Junior Football Club) and Nick Baker (Hawkhurst Football Club) – who could not make this meeting - onto the Committee as non-voting members. Their wealth of knowledge and local experience would be invaluable to the project.

Cllr Taylor Smith proposed and Cllr Hunt seconded to co-opt Olly Pantry and Nick Baker as non-voting members of the Committee – recommendation to Council. – Agreed unanimously

Cllr Paish asked if others would be invited to be co-opted – yes, Clerk to look into this moving forward especially playground and centre users.

5. APPROVAL OF MINUTES OF PREVIOUS MEETING:

5.1 Cllr Pyne proposed and Cllr Weeden seconded to approve the Minutes from the meeting 7th June 2021 – agreed unanimously.

6. MATTERS ARISING FROM THE LAST MEETING

- i) Operational Business Plan – Clerk explained original approved in 2019 some initial work done and sub group need to meet to work up document.

- ii) Land designation – Clerk the solicitor is bringing forward a report to the Council meeting 16th August 2021

7. MATTERS FOR DISCUSSION

- a) **Update on Planning application** – the Committee discussed the outstanding items

Revised site plan – agreed see drainage discussion

Late payment for amendments to Transport statement following the Road Safety Audit.

Cllr Taylor-Smith proposed and Cllr Weeden seconded to recommend payment to Council - Majority 4 Against 1 (Cllr Paish) Abstain 0

This then led to a discussion about the lack of delegated authority for the Committee – a hang-over from when it was a working group.

Cllr Taylor-Smith proposed and Cllr Weeden seconded to recommend a £1,000 delegated authority to the Committee, subject to budget approval to Council - Majority 4 Against 1 (Cllr Paish) Abstain 0

b) **Update on drainage / Football pitches**

The Clerk confirmed that the Church pond overflow goes into the KCC road side drainage, not KGV. The south western corner of the KGV has a low spot, which floods in that area and can encroach onto the existing football pitch.

An initial visit by a drainage contractor suggested a French drain / wetland area to try to solve the problem. Subsequent discussion with the architect suggest the Drainage Consultant RMB be commissioned to bring forward a specification with the following scope

1. French / drain – wetland area south western corner of KGV
2. Obtain lowest level
3. Drainage ditch approximately 20 metres along southern edge
4. Depth and width to be confirmed
5. Fill with shingle, top off with topsoil / seed
6. Est 6in pipe further along southern edge of KGV to run off into woodland area – length to be confirmed
7. Any spoil on site to help build up edges of adult pitch southern side
8. Estimated cost for specification would be under £1,000
9. Estimation to include budget price for works

TWBC planning department have confirmed it is likely we could do this under Permitted Development under Schedule 2, Part 12, Class A (a) of the 2015 GPDO (*The erection or construction and the maintenance, improvement or other alteration by a local authority or by an urban development corporation of—any small ancillary building, **works** or equipment on land belonging to or maintained by them **required for the purposes of any function exercised by them on that land***) - the drain/ditch would be ‘works’.

Once we have the specification we could confirm the permitted development rights issue and either seek to proceed this autumn to try and help with drainage for existing adult football pitch.

Cllr Paish stated that the KCC drain over tops into the KGV – need to get KCC to resolve this.

1) Football pitches

Following a meeting on site and then a zoom meeting with the Architect the aim is to do the following;

- Space only allows for 1 adult pitch and 2 junior pitches
- Review the land drainage in the south western corner – (see above)
- Move the pitches southern
- Install drainage under the 2 x junior pitches and 1 x Adult pitches
- Note due to the expected value of this work would need to use contract finder

Cllrs Hunt felt an integrated approach was required on design, and Owen-Lloyd suggested that the same drainage consultant as the wetland area to bring forward the football pitch specification – in line with FA Guidance - as this would be better value. (Clerk agreed to enquire and report back)

Recommendations

- Cllr Paish proposed and Cllr Hunt seconded that the Clerk approaches KCC to resolve the KCC road side drain over topping into the KGV – agree unanimously
- Cllr Taylor-Smith proposed and Cllr Pyne seconded to proceed with revised site plan and French drain / wetland project in South Western corner of KGV up to £1,000 for a specification and then obtain quotes for the work with the aim of installing as soon as practical; plus
- Subject to planning permission, finalise football pitch drainage scheme and tender via Contract Finder in early 2022 with aim to do the work in spring 2022

All agreed unanimously

c) Draft Communications Strategy / schematics

Cllr Pyne introduced the Communications Strategy, the result of good collaboration and much needed.

Cllr Paish enquired about consulting and listening to residents.

Cllr Pyne explained that we had conducted extensive consultation in 2018 / 2019 and the taken on board many points raised. The report is available.

The aim of the Communications Strategy was to develop on this and engage residents and explain the project moving forward, yes listen to concerns and address them.

Schematics – several schematic were circulated and several points would suggested

- RIBA - Royal Institute of British Architects
- Add in vertical column in next steps – engaging with residents

Amended version attached.

The “comments wall” was well received – see attached and can be used for each piece of engagement.

Note a budget for Communications will be required, say £1,000.

Cllr Pyne proposed and Cllr Weeden seconded to recommend to Council the Communication Strategy and the revised schematics – agreed majority 4, 0 against and 1 abstain (Cllr Hunt)

d) Draft Funding Strategy

Cllr Pyne introduced the Funding Strategy – there is a lot of synergy between the Funding and Communications strategies.

The Funding Strategy was well received and the only comment was to ensure the other partners such as Hawkhurst Football club are included – add in local clubs and groups through document.

Cllr Pyne proposed and Cllr Weeden seconded to recommend to Council the Funding strategy – agreed majority 4, 0 against and 1 abstain (Cllr Hunt)

e) Subgroups

The Committee discussed the subgroup membership and suggest the table below go to Council for comment.

Subgroup	Proposed Cllrs / Co-opted members	Proposed Officer
Review breakdown of cost in proposed division of project	Cllr Taylor-Smith, Cllr Escombe, Joss Brushfield (HCT 2018)	Clerk / RFO / Patrick Henshaw
Upgrade playgrounds	Cllr Hunt, Cllr Pyne and Cllr Ridley	Clerk
Upgrade Football pitches	Cllr Hunt, Cllr Pyne Ollly Pantry and Nick Baker	Clerk
Deregistration / Registration of land FIT	Cllr Green, Cllr Weeden, Cllr Pyne, Cllr Cory and Cllr Paish	Clerk
Public Works Loan Board	Cllr Green, Cllr David Lloyd-Owen, Cllr Pyne	RFO
Fund raising – work with partners	Cllr Escombe, Cllr Pyne, Ollly Pantry and Nick Baker	RFO / Clerk
Operational Business Plan	Joss Brushfield (HCT 2018) Cllr Pyne, Cllr Cory	RFO / Clerk
Promotional and engagement	J Schalburg (HCT 2018) Cllr Escombe, Cllr Pyne	Clerk

f) Project Plan

The project plan – key points in the next few months are;

- Planning permission submit by August 2021 – decision December 2021
- Undertake French drain / wetland work – specifications, quotes September 2021 – install autumn 2021 or as soon as possible.
- Finalise football pitch scheme – autumn 2021 – tender once planning permission obtained – early 2022
- Work on fund raising for football pitch scheme - ongoing
- Work on communications and engagement - ongoing
- Draft operational business plan – Sub group meet and report back December 2021 to this Committee

g) Question and Answer - update

A lot of work had gone into these sessions and they need to be finalised, circulated and published. Cllr Lloyd-Owen noted this, it will take some time to finalise.

Cllr Pyne proposed and Cllr Weeden seconded that Cllr Lloyd-Owen finalise and circulate the questions and answers aim for next meeting 4th October 2021 – this can feed into engagement work.

Agreed unanimously

8. QUESTIONS AND COMMENTS FROM COUNCILLORS: - None

9. CLOSURE: 9:45pm

Date.....

Chairman.....