

Minutes of Meeting on 11th April 2024
Elmstead Parish Council – New Community Centre Committee
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Mr P Beard (Chairman), Mr R Fairweather, Cllr Adam Gladwin, Cllr M Hare, Mrs C Brock, Mrs J Triscott, Cllr Martine Ward, Mrs R Valentine and Mr S Wright.

Also present: Mrs Baxter (clerk).

Not present: Mrs J Grotier, Mr S Higgins, Mrs L Scott and Mrs D Stammers

24/022 Chairman's welcome

Mr Beard welcomed everybody.

24/023 Apologies of Absence

Apologies were received from Mrs Grotier and Mr Higgins.

24/024 Declaration of Pecuniary Interests and Personal Interests

None.

24/025 Approval and signing of the minutes from the meeting of 29th February 2024.

It was resolved to accept the minutes from the meeting of 29th February as true and accurate.

Proposed: Mr Beard, Seconded: Cllr Gladwin, all in favour.

24/026 Public Speaking

None.

24/027 A report on any updates since the last Committee meeting to include:

i) Any updates from communications with TDC's director of planning.

Cllr Gladwin and Mrs Baxter had a zoom meeting with Mr Guiver about 3 weeks ago. He had called Go Homes in to meet with him and they agreed to complete the 2 missing drainage connections within 8 weeks, which should be around the middle of May. They will need to dig up the road to install the missing connections. We tried to get an update before this meeting but Mr Guiver was on holiday.

A topographical survey has been commissioned by the PC as part of the planning application, and has been completed.

ii) The status of the Charity Field development.

There are no updates from the solicitor, but despite the transfer taking a long time we wouldn't want the field before the drainage and grass are sorted. Cllr Gladwin will visit the solicitor at his office.

It was discussed that the field needs to be flat (it isn't currently) to be used for facilities and to avoid drainage problems.

Cllr Hare reported that John Gray got quotes to prepare a full size football pitch and drainage in 2021 and it was about £50k or £68k to include top pressing/seeding.

It was asked how long we have to use the open spaces funding from the Lanswood development. We have until June 2032.

iii) The status of the payment of the Church Road s106 contribution for the building of the community centre.

TDC has not had the payment yet. Newell Homes were given until the end of this week and if it is not received there will be a meeting with their legal department.

It was asked if funding can be added to future agendas. The committee went through the current funding spreadsheet and discussed indexation allowances and interest.

TDC won't ask Newell Homes to pay interest on their payment, which is late. But they can recalculate the indexation allowance to the later payment date, depending on how long it takes.

The clerk has asked TDC how much interest has been accrued on the s106 funds they are holding.

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Some of the Lanswood open spaces contribution could be used to get the field into a fit state if necessary.

iv) *Any other updates?*
None.

24/028 Bank accounts

To discuss the requirement for an interest bearing account for the s106 contribution to be received from Go Homes.

There will be a £400k amount paid into the council's account. We've looked at some accounts and the higher interest rate accounts require a longer term deposit. Some of the current £50k contribution could be used to set up the account. It was asked that opening a high interest savings account be made a priority and that it be added to the next PC agenda.

24/029 New Community Centre Planning Application

To review a first draft set of plans.

The committee reviewed the first draft. There was a discussion over the space that the changing rooms take up and the future of football, and whether there's an argument to remove the changing rooms. Some were against and some for. It was discussed that adult teams using the playing field behind Market Field School would need changing facilities and this will future proof for the needs of the community. Also there is a sum of £200k of s106 funding which is linked to the changing rooms.

It was felt that there was not enough storage with the larger changing rooms (due to having to meet Sport England regulations).

The committee then reviewed the second draft plans, which were made after a working party got together and fed back some changes to the architect. The architects have made some requested changes to the changing rooms (combining the referee's room with the disabled toilet and reducing the size of the entrance area) and this has increased the storage space available elsewhere. It was questioned whether the changing rooms still meet regulations, we'll need to check this. If necessary some of the increase in the garage size could go to the changing rooms.

The rooms were gone through in detail one by one, deciding changes to doors (width, number and opening direction), an external door for the garage, the kitchen hatches and windows (the window needs to be bigger), removal of the small kitchen hatch, the need for an additional door between the main disabled toilet and the entrance hall and windows for the disabled toilet.

It was asked whether the garage will need a bung, this is to be checked. The garage will be fireproof. The external door will need to be a security door.

Natural lighting for the main hall was discussed and sun tunnels have been added to the plans to compensate for the lost high level windows due to roof changes.

The committee reviewed the external plans. The new plans show less solar panels (81 to 44), as the top part of the roof would be difficult to access for maintenance.

The main doors/ceiling height in the hall was discussed. Heating and acoustics will need to be considered. To discuss with the architect.

24/030 New Community Centre/car park land and Open Space land

Any update on the land transfers, drainage issues or boundary issues.

These were discussed in previous items.

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24/031 Matters raised for the next agenda or for information only.
Mr Wright asked for disabled facilities to go onto the next agenda.

24/032 Date of next committee meeting
9th May or another date if a special meeting is required.

The meeting closed at 9.06pm.

Minuted by Mrs A Baxter

Contact: elmsteadparish@gmail.com

Telephone: 07907 610381