

Minutes of Meeting on 13th June 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, Mr S Higgins, Mrs D Stammers, Mrs Triscott, Cllr Martine Ward, Mrs R Valentine and Mr Wright.

Not present: Mrs Baxter (clerk). Mrs C Brock and Mrs Grotier

24/043 Chairman's welcome

Mr Beard welcomed everyone and thanked them for attending.

24/044 Apologies of Absence

Mrs Baxter (clerk) was unwell and couldn't attend. Mrs Brock sent her apologies.

24/045 Declaration of Pecuniary Interests and Personal Interests

None.

24/046 Approval and signing of the minutes from the meeting of 9th May 2024.

It was resolved to accept the minutes from the meeting of 9th May as true and accurate.

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

24/047 Public Speaking

None in attendance.

24/048 New Community Centre Planning Application

i) *An update on the planning application preparations.*

Cllr Gladwin explained that we can't submit a reserved matters application as previously thought as the appeal conditions required them to be submitted within 3 years. We'll need to submit a full application, but because we were getting all the application details together with the architect it shouldn't change too much. The council has appointed the necessary consultants required to do surveys as part of the application process.

ii) *To review the most recent set of plans.*

Plans 3704-PA-03 Site Plan and 3704-PA-04 Floor Plan and Elevations.

It was raised that 49 car parking spaces are not enough. There have already been additional spaces added since the last plan, the car park is significantly bigger. It was suggested that more car parking spaces could go where indicative trees are shown on the plan. However a biodiversity survey is going to be done which will tell us by how much we need to increase the number of trees. The survey will be on the community centre application site only, not on the whole open space. It was asked why this wasn't an issue when Go Homes did the plans and answered that it's new regulations that require biodiversity gain.

It was asked what the capacity is, it's not known yet but not thought to be over 200.

Local users of the new community centre might walk, but many will drive. It was pointed out that this number of parking spaces was previously agreed and changes can add to the costs of the application. It might be that if we expand the car parking it take land from other uses, such as the playground.

The area down the eastern side was looked at for additional spaces, instead of the trees.

There were a lot of trees on the site plan to show what the biodiversity net gain requirements might be but it was thought that there wouldn't need to be so many trees.

There was a discussion on how many places would be ideal. Mr Fairweather had sketched a plan to show more parking, that would take the parking to 70-75 spaces. More disabled parking was requested (there are 4 on the plan). It was suggested that the whole row be changed to be 8 disabled spaces.

It needs to be checked if the additional parking spaces are feasible.

The patio on the back of the building is not shown. Do we need to show it as part of the

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planning application? To ask the architect.

The barrier is shown very close to the road. What happens if a dustcart is waiting there to be let in? It would be preferable to have the barrier further along the entrance road.

Looking at the elevations the colours were queried. It was felt that it wasn't in keeping and looked like a warehouse. It's currently brown brick, white render and timber boarding with a zinc roof.

It was asked if we want one entrance to be timber cladding and the other entrance as render. After a discussion on all the materials it was preferred to have cladding over render, and for it to be lighter. Cladding can also be light coloured.

The materials for the roof were discussed as some would prefer tiles. A zinc roof would be significantly cheaper and lighter and wouldn't require as much support. It was asked about noise of weather on the roof. It will be insulated and with the dropped ceiling you won't notice. Images of Great Horkesley Village Hall and Peldon Village Hall were viewed which have metal roofs. You can have zinc roofs at a lower pitch than tiles.

There were bricks at the meeting and the lighter colours were preferred. It was suggested a contrast between the brick and roof would be good. Colours of brick, cladding and roof were reviewed. We can wait and see what's on offer at the time. A buff coloured brick, grey cladding, both entrances matching and a darker grey roof were agreed.

Looking at the plans the exteriors numbered 3 will be changed to light grey cladding, 2 will be brick, the two entrances will be cladding. . **I am unsure what colours/materials were agreed for each section of the exterior, the entrances, 1, 2 and 3.** The garage door is to match colour to the roof. There was a discussion on the colour of the door and window frames

For the interior plan the cleaners' cupboard needs to move to the top of the north of the seating area.

Concerns about the sun pipes were raised. One of the classes relies on a total blackout. You can have a mechanical shutter, it's likely you can get electric shutters now.

If we get rid of the windows we won't be able to have ventilation in the main hall. It was suggested that the windows above the doors could be opened. Why not have the side windows? Because of the blackout situation. The doors will need to be aluminium to be as big as they are. It doesn't seem that there's a minimum natural light needed.

It was suggested we shouldn't design the building around the minority. If you had a toddlers group you might want to keep the doors shut and have windows you can open. Each member was asked if they preferred to keep the windows or not. If the windows open outwards it could be a safety issue. Some wanted to make the doors wider. Two double doors were also suggested. For an event you could have a door in and a door out. It possibly wouldn't be more expensive. It was agreed we ask the architects for different options to vote on.

A meeting with the architect is being arranged. The architect can make the changes before we meet with them. Members were encouraged to attend.

24/049 New Community Centre/car park land and Open Space land

i) Any updates on drainage or landscaping.

The drainage has been done. They didn't have to dig up the road. If we get a lot more rain we'll be able to see if it's improved. The grass is growing which will also be helping.

ii) Any update from our solicitor on the land transfers.

Our solicitor has been keeping in touch but the Go Homes solicitor is slow to reply to his e-mails. The Go Homes solicitor will be meeting with the directors this week and we should get a response soon.

It was asked if the Parish Council had done anything about the boundary incursions. It was responded that the council will need to take ownership of the land before it can fully pursue that. However we are talking to the architect to get a drawing of where the boundary is in

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relation to the fencing, which we can send to the residents with a warning to move the fences or action will be taken.

iii) *Any update on the matter of interest on s106 balances held by TDC.*

TDC are holding the Church Road s106 contribution which TDC can transfer to the Parish Council. Cllr Gladwin and Mrs Baxter had an online meeting with TDC's head of finance who said that we would get interest on that Church Road contribution. The council is opening an account with Redwood so that s106 funds can be saved there. We will also be able to open other accounts that require higher deposits. It should be easier to get match funding. We'll need to account for the expenditure from that fund to ensure it is spent in the correct way.

iv) *Tender event.*

The council is in agreement with this happening, we just need to wait for the planning permission so that builders know what we are tendering for. This could be an open day we invite everyone to. The committee needs clarification of what the process should be.

24/050 A report on any updates since the last Committee meeting not included in agenda items above. To include:

i) *Current funding.*

This has only changed by a small amount due to interest since the last meeting. To look at the spreadsheet at the next meeting.

ii) *Additional funding.*

We are in contact with Hills Builders who are looking into whether they can provide a s106 contribution on a planning application for the new community centre, instead of putting in affordable housing. Mr Fairweather asked about the current community centre. Could it be used for additional funding for the new community centre? A lottery fund application will be a lot of work, so it would be good to know if it will not be needed. Cllr Gladwin responded that it would be preferred to keep control of what happens to the space.

We could talk to builders and ask for an idea of how much we would get for the site, and whether somebody would buy it.

It was questioned who owns the building, it's the Parish Council.

24/051 Matters raised for the next agenda or for information only.

Mr Higgins stated that this could be his last meeting as he is moving. Mr Higgins was thanked and it was recorded and his resignation.

24/052 Date of next committee meeting

11th July. Mr Fairweather pointed out that the New Community Centre Committee meetings are out of line with the Parish Council meetings, they should be before. To add to the next agenda.

The meeting closed at 9.14pm.

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