

**Minutes 2<sup>nd</sup> August 2018**  
**Elmstead Parish Council – New Community Centre Committee**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

**Present:** Cllrs Paul Beard (Chair), Jane Triscott, John Gray and Martine Ward. Mrs E Chubb, Mr R Fairweather, Mrs J Grotier, Mrs D Stammers, Mrs R Valentine and Mr S Wright

**Also present:** One resident

**Not present (and not included under item 18/018):** Mr S Higgins and Mrs H McGrath

**18/017 Chairman's welcome**

Cllr Beard thanked everyone for coming to the meeting and for the work they had done since the last meeting.

**18/018 Apologies of Absence**

Apologies were received from Cllr B Kavanagh, Mrs C Brock and Mr P Saill.

**18/019 Declaration of Pecuniary Interests and Non Pecuniary Interests**

None

**18/020 Approval and signing of the minutes from the meeting of June 7<sup>th</sup> 2018.**

It was resolved to accept the minutes from June 7<sup>th</sup> 2018 as true and accurate.

Proposed: Mrs J Grotier, seconded: Cllr Gray, all in favour.

**18/021 A report from interim PC meetings and decisions made. Any further updates?**

No news on the Church Road Development or the Charity Field.

**18/022 Subcommittee reports:**

*i) Funding and feedback from other community centre projects.*

The Funding subcommittee visited 3 local community Centres, Lawford Venture Centre, Hythe and Gt Horkesley.

Lawford was purchased by the Scout Group, Hythe is run by a management company and Gt Horkesley is operated by the Parish Council. Gt Horkesley was the newer building and it was felt that it might be a good idea to re-visit this site with specific funding questions at a later date. The hall were happy to help with any further questions and site visits. It was discussed the idea of a management company running our new community centre and agreed to discuss at a later date as a viable option.

A discussion was held on each of the 3 locations and reporting the feedback from these visits. Generally most sites said they wished they had more storage space, but there was differences on facilities. Some sites included underfloor heating, solar panel energy, stage facilities and views on size of halls to accommodate various sporting activities.

The committee advised that they were planning on visiting 2 further sites, Peldon and Myland, Cllr Beard suggested Lawford Parish Council community centre would also be a good site.

The committee were thanked for their efforts and encouraged to continue their visits and to find out more information on ways other centres have raised grants.

Signature .....

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*ii) Designs and plans for the new hall.*

The committee were presented with a draft design of a new community centre design. A discussion was held about the various proposed rooms and layout. The Essex Barn exterior was kept as the design and a 575sqm was presented. Practically discussion was held around the position of the kitchen, being accessible from the outside as well as inside. It was agreed to tweak the design to allow the ability for both access. All rooms and access was discussed and it was agreed to review again at future meetings. The committee agreed that once a location was known and a ground area was established, we could press forward with the design. It was discussed that a professional design company would be a plan in the future.

Mr R Fairweather then presented an alternative design and this was discussed at length in the same manner. The size of this design was 572sqm.

**18/023 A discussion on any actions to take going forward.**

The funding committee will continue to visit additional sites and ask for funding information to be provided to the committee. The design team would review the discussion and bring to the next meeting any altered design. It was agreed that the next meeting would be held on the 6<sup>th</sup> September.

**18/024 Matters raised by Councillors for the next agenda or for information only.**

It was discussed to confirm if missing members that have not advised of their absence would be asked if they wish to continue on the committee. Cllr Beard said he would send an email to Mr S Higgins and Mrs H McGrath.

The meeting closed at 9.08pm.

**Minuted by Cllr P Beard**

**Contact: [elmsteadparish@gmail.com](mailto:elmsteadparish@gmail.com)**

**Telephone: 01206 827139**

Signature .....

Date .....