

**Minutes 1<sup>st</sup> November 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 Grotier, Mr S Higgins, Mrs D Stammers, Mrs R Valentine and Mr S Wright

**Also present:** Mrs Sue Sheppard (RCCE), 3 members of the public and Mrs Baxter (clerk)

**Not present:** Mr Saill, Mrs McGrath, and Mrs Brock

**18/033 Chairman's welcome**

Cllr Beard thanked everyone for attending and apologised that there was no meeting in October.

**18/034 Apologies of Absence**

Mr Saill, Mrs McGrath and Mrs Brock were unable to attend the meeting.

**18/035 Declaration of Pecuniary Interests and Non Pecuniary Interests**

None

**18/036 Approval and signing of the minutes from the meeting of September 6th 2018.**

It was resolved to accept the minutes from September 6<sup>th</sup> 2018 as true and accurate. Proposed: Cllr Beard, Seconded: Cllr Triscott, all in favour (of those who attended).

**18/037 A report on updates since the last Committee meeting.**

Cllr Beard: We have been advised by Mr Pomery (Newell's developers) that they will be making a new planning application for Church Road which is very different to the original approved application for 20 houses, a community centre etc. Mr Pomery argued that they paid more for the land than the previous developer and that house prices have dropped, so they are not able to provide as much for community benefit. The new plans do not include a community centre or a football pitch, but will include a sum of £400,000 towards the build of a community centre elsewhere. They also include a reduced number of allotments, 12 to 4, but they are large and could be split.

Mr Pomery and Mr Newell were thanked for the £400k but told that the other changes are issues for the PC. They said that they expect the PC will not be in favour of the new application, and that TDC won't approve it, but they plan to appeal and do expect the Planning Inspectorate to allow the appeal.

When the PC was first approached by Newell's they seemed in a rush to get started on the build. However if the application goes through to the Planning Inspectorate this will cause a delay.

The original application included improvement works to the Church Road/Colchester Road junction.

The Council took advice from Mr Gary Guiver (TDC Planning) about the new planning application for Church Road. Gary advised us we should be looking at a minimum gain of the original offering to the village of the £400k towards the community centre, the £35k for allotments and the £90k for the football pitch. TDC can't do anything about compensation for the loss of the land that the community centre was to be sited on, this would be for the PC to negotiate.

It was discussed that we need to get facilities and land for the youth of Elmstead.

We have been advised by Mr Tedder (Go Homes) that contracts have been exchanged on Charity Field. Go Homes has agreed to a £400,000 figure for the community centre. (It was not specified in their section 106 agreement). Timing could be an issue with the two £400,000

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contributions coming from different developers who will have trigger points for releasing the funds (for example when the 12<sup>th</sup> dwelling is occupied).

The new plans for Charity Field have a different layout with half the houses and the community centre backing onto the houses along Colchester Road.

Mr Fairweather asked Mr Tedder why the houses have not been positioned to the south, Mr Tedder responded that the planners were not in favour of that. When Mr Fairweather previously spoke to Mr Guiver he thought that it was OK, but in the latest conversation with Mrs Ennos she indicated that the current layout is how it will stay.

Cllr Beard discussed moving the layout with Mr Tedder to create more space for the football pitch and MUGA, possible removing the allotments if they are not needed. Mr Tedder said that they could change the layout at a later stage.

Mr Fairweather explained that we have been given a plan of what they can build for £400,000 and from that he can't see why we can't get the plan we want for £800,000. The £400,000 plan will be in the application but can be changed later.

Lanswood has been asked if they can help, they have offered advice but nothing further.

Cllr Beard: If the overall cost of the new community centre is £1.2million with a £400,000 MUGA we have a lot of additional funding to raise, do we have the time and experience to do this? The sale of the old community centre, after the new community centre is built could fund the MUGA. Lanswood advised that we obtain planning permission for the site before we sell it.

**18/038 Sue Sheppard has been invited to the meeting to share her expertise.**

*Sue is the Village Halls & Community Buildings Adviser for the Rural Community Council of Essex.*

Mrs Sheppard: Has been involved with the new community centre for Elmstead for the past 10-12 years, originally with EMCHAT. She asked if there is any covenant on the conveyance of land that says the purchaser has to build the community centre? It was discussed that we could ask the previous owner or Mr Guiver but that the land on the Charity Field site is not big enough for the community centre we would like to build so to do so would not be of benefit.

Mrs Sheppard is concerned that the new plans show that the access road is between the community center and the playing field. We would get better use of the community centre if it had direct access to the field. The £1.2 million seems like an enormous amount, the new community centre at Peldon was £600,000 almost completely fitted out. It's a steel framed structure with block and a brick front.

Mr Tedder has said that if we send him our plan for the 575m<sup>2</sup> building he will ask an architect to draw them up and advise us of the cost. The plans were given to Mrs Grotier and Mrs Valentine to scan and e-mail to Cllr Beard in order to send to Mr Tedder.

Mrs Sheppard advised us to keep an eye on the quality and design of the build. In the past she has seen cases where developers have provided a community building (and the community has not been involved) the quality has been substandard with rectification works required to make the buildings fit for purpose.

The Albert Edward Hall in Clacton is an excellent example of a community led building. This cost £600,000. Mrs Sheppard advised that we don't want to get a £1.2million building and then find out it costs £400,000/year to maintain. We need to keep the design realistic, look at other halls and think all the time of how the hall will be used.

Another example is Ridgewell near Braintree. They were granted £400,000 from the big lottery and are aiming for a £600,000 build. They are looking to raise the additional £200,000 through grant applications. Ridgewell is a refurbishment project, doubling the existing hall. When they submitted their application to the big lottery they asked for £600,000 and received £400,000. The Big Lottery are not giving away so much now, sums of £100,000.

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Peldon Hall was completed last year and is a good example of the community working with the support of the PC. They received section 106 money from the Abberton Reservoir extension and have also been making grant applications and fundraising. They received £182,000 from the Essex County Council Community Infrastructure fund.

Mrs Sheppard advised that we can access the Public Works Loan Board to apply for a loan for any amount, if we are waiting for funds to be released from the sale of the old community centre. Interest rates are low as it's a government scheme. They will want to see a budget for repayments and will give a repayment forecast. They look for PCs to increase their precept to pay the loan back.

Peldon did the fund raising themselves, others have engaged with bid writers. If the fund raising is through a charity it will need to declare to the charities commission that they are engaged with professional fund raisers. Most fund giving entities want to see how the community will benefit. Either the PC or the Community Centre Committee can apply, this may depend on how the new community centre will be managed and run. The new hall will be given to the PC, they can either run it themselves or facilitate a charity to manage and lease it. The current charity could transfer to the new property. The charity has more sources of funding they can tap into, as charities can't give money to PCs. The current charity can transfer as long as they have a long term lease – 21-30 years. If a charity is not wanted for the new building the current lease will terminate and the charity will close.

Landfill sites accept fundraising applications from PCs. They will want to fund something specific e.g. A kitchen or small hall. The charity can also apply.

The buy a brick scheme is popular, Peldon raised £15,000 from this.

Mrs Sheppard advised that we are not too ambitious. Peldon lost £40,000 on their original grand plans failing. They then scaled back and were more realistic. Ben Downey is an architect in Colchester who has worked on lots of halls.

**18/039 Subcommittee reports:**

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

Mrs Valentine: attending the RCCE convention in Peldon. They started planning the Peldon Hall in 2005 and the handover of the new hall was in 2017 at a cost of £600,000. The meeting covered a variety of topics including the CIF fund, the social isolation fund, men in sheds, community pubs, libraries and shops, a health and safety toolkit for village halls, public liability, grants for lighting, law changes, fly tipping and CCTV. The National Village Hall week starts on January 19<sup>th</sup> and Mrs Valentine suggests we participate.

Cllr Triscott added that they are going to look at the Peldon Hall again.

They went to the Albert Edward Hall in Clacton and were very impressed. It has 3 halls seating 150, 50 and 30. There is a community café, bar and a portable stage. It was built 2 years ago.

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

Cllr Gray: the design team has now minimised the number of external doors and added a roller shutter door for the garage. The minimum requirements for a disabled toilet are 1.5m x 2m and we've allowed 2m x 2m. The office may need to be bigger, it's 4m x 3m but it could be extended to 4m x 4m. There is baby changing in both the male and female toilets. Mr Wright added that we need to think of provision for smokers, not legally but we don't want cigarettes thrown around.

Mrs Sheppard advised that we make the most of the views over the field from the hall and that orientation is important. For solar panels we'll need a south facing roof.

**18/040 A discussion on any actions to take going forward.**

Cllr Beard: We'll send the plans to Go Homes (Mr Tedder). Mrs Sheppard suggested using the community centre committee account to pay for an architect to do proper drawings and

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costings. Then we can go straight to funders. The committee could request a grant from the PC towards this, or we could ask the Essex Community Foundation. It was discussed that we will get an architectural drawing from Go Homes. Go Homes will need specifics, the design team will put a rough brief together. Mrs Sheppard will send us a design brief from another hall for information.

**18/041 Matters raised by Councillors for the next agenda or for information only.**  
None

The meeting closed at 9.12pm.

**Minuted by Mrs A Baxter**  
**Contact: [elmsteadparish@gmail.com](mailto:elmsteadparish@gmail.com)**  
**Telephone: 01206 827139**

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