

Minutes 4th April 2019
Elmstead Parish Council – New Community Centre Committee
Community Centre, School Road, Elmstead Market, CO7 7ET

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

Also present: Mrs Baxter (clerk) and one member of the public

Not present: Mr S Higgins and Mrs H McGrath

19/019 Chairman's welcome

Cllr Beard welcomed everyone to the meeting.

19/020 Apologies of Absence

Apologies were received from Mr S Higgins.

19/021 Declaration of Pecuniary Interests and Non Pecuniary Interests

None

19/022 Approval and signing of the minutes from the meeting of 7th March 2019.

It was resolved to accept the minutes from 7th March 2019 as true and accurate.

Proposed: Cllr Gray, Seconded: Cllr Ward, all in favour.

19/023 Report on actions from the last Committee meeting not included elsewhere on the agenda.

i) Current Community Centre Lease and to discuss the possible extension of this lease.

Mr Fairweather explained that according to advice received from Sue Sheppard it's unlikely that we'll need a lease extension on the current community centre in order to obtain funding for the new community centre. We can wait and see if any funding bodies insist on a longer lease. Mrs Sheppard suggests that a letter from the PC confirming that a new lease will be given to the charity (The Community Centre Committee) once the new hall is built and that the new lease will be at least 25 years long would be sufficient guarantee for a funder.

The committee was asked for its thoughts on the management of the new community centre. There were concerns around whether it would be too much work for the current charity volunteers as we hope to expand the functions and the building will be larger. It was suggested that a football club could take on some of the management with a subletting agreement. The charity are happy to take on the management of the new community centre, and there will be a clause in the agreement for termination in case it's necessary.

It was resolved to recommend to the PC that the management of the new community centre is given to the current charity with a lease to be arranged of a minimum of 25 years. Proposed: Mrs Grotier, Seconded: Cllr Ward, all in favour.

ii) To discuss advice received regarding bank accounts for fund raising.

It was resolved that the PC and the Community Centre charity would each hold a separate account for funds raised towards the new community centre. Proposed: Cllr Gray, Seconded: Mr Wright, all in favour.

There was also a discussion about VAT on the new community centre. Mrs Triscott will ask Clacton what happened with hem and the clerk will seek advice from EALC.

iii) An example questionnaire requested from Sue Sheppard.

Various suggestions were discussed, a survey in Upmarket or on-line. The previous EMCHAT survey had a 22% response rate, we have the results of that survey. 5 years ago all the community centre groups were asked what was

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required for the new hall. The responses were mostly for a larger hall and more storage. We could get more feedback as part of the exhibition to display information about the new community centre. It was asked whether feedback obtained 5 years ago is acceptable, Mrs Triscott will ask Karen Tedder-Ward.

- 19/024 A report on any other updates since the last Committee meeting.**
Cllr Beard announced that Mr P Saill has resigned from the committee and asked for members to think of potential new members.
Regarding the planning for Church Road, TDC are doing a viability study. The earliest it will be discussed is at the June TDC planning committee meeting.
Mr Fairweather has spoken to Mr Tedder who asked about the size of the hall. Mt Tedder is putting the plans together.
At the meeting on the 20th March with Go Homes there were 4 people from Go Homes including the sales director. They talked about the village and what they could do to help. One possibility is a donation to Elmstead in Bloom, or perhaps sponsorship. They still had 1st May as the completion date on the land.
Cllr Beard confirmed that Go Homes will build the community centre.
- 19/025 Subcommittee reports:**
i) Funding update and feedback from other community centre projects.
The subcommittee has got 2-3 meetings this month. They have seen the e-mail Cllr Ward sent re potential funding and Mr Fairweather sent re the lottery fund.
ii) Designs and plans for the new hall.
The subcommittee is waiting for the plans from Go Homes.
- 19/026 Public Meeting**
To discuss when and how to do this.
As we're still waiting for completion and the plans this is to be added to the next agenda.
- 19/027 A discussion on any actions to take going forward.**
To chase Go Homes for the plans.
- 19/028 Matters raised by Councillors for the next agenda or for information only.**
Cllr Ward said that at the meeting with Go Homes they spoke of the roads to be built on the development. Will they be private and who will be responsible for maintaining them?

Everyone was thanked for attending.
The meeting closed at 8.47pm.

Minuted by Mrs A Baxter
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Signature

Date