

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

Present: Cllrs Paul Beard, John Gray and Martine Ward. Mrs E Chubb, Mr R Fairweather, Mr S Higgins, Mrs D Stammers, Mrs J Triscott, Mrs R Valentine and Mr S Wright.

Also present: Mrs Baxter (clerk), District Councillor Gary Scott and 4 members of the public.

Not present: Mrs C Brock and Mrs J Grotier

- 19/051 Chairman's welcome**
- 19/052 Apologies of Absence**
Apologies were received from Mrs C Brock. Mrs H McGrath has resigned from the committee.
- 19/053 Declaration of Pecuniary Interests and Non Pecuniary Interests**
None
- 19/054 Approval and signing of the minutes from the meeting of 6th June 2019.**
It was resolved to accept the minutes from 6th June 2019 as true and accurate.
Proposed: Cllr Ward, Seconded: Cllr Gray, all in favour.
- 19/055 Report on actions from the last Committee meeting not included elsewhere on the agenda.**
Mr Fairweather reported that there will be a meeting with Ian Davidson (TDC Chief Executive) next Wednesday and they will speak about the new community centre and the Colchester Road crossing. Cllr Gray reported that he will be speaking to Ian Taylor (TDC Head of Public Realm) regarding zig zags outside Market Field School, School Road.
- 19/056 A report on any other updates since the last Committee meeting.**
Cllr Beard reported that there is an important meeting on Tuesday between TDC, Go Homes and us to talk about changes to the s106 agreement for Charity Field. We are trying to get the £130k for the playground diverted to this site. Go Homes has made a change to the previously agreed revisions to write add in a £50k amount in lieu of the allotments and added a £50k contingency.
Whether the sum from Church Road can be paid pre-commencement of the build will also be raised, and Cllr Gray asked if they can make it clearer in the description where the £400k is coming from to enter into the build contract.
Mr Tedder has said that they are within 3 weeks of starting work.
- 19/057 A report from attendance at the School fete on 28th June.**
Cllr Gray reported that although they had a good position on the field not many people came to look at the designs. Cllr Beard thanked the attendees for their time and added that we gave people the opportunity.
- 19/058 Subcommittee reports:**
i) *Funding update and feedback from other community centre projects.*
Mrs Triscott spoke to Jill Burden, the development community officer for TDC who said that if the Community Centre Committee fund-raises for the new community centre their needs to be a lease of 25 years between the PC and the Charity. The clerk explained that the PC has already approved the writing of a letter if we need

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to fundraise to confirm that there will be a lease of at least 25 years between the PC and the Committee. We had been advised by Sue Sheppard that this would be adequate.

Mrs Valentine said that there are new rules for disabled toilets, there needs to be a large area where adults can get changed. We'll need to speak to Mr Tedder.

Cllr Beard thanked the subcommittee for their work.

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

Mr Fairweather reported that the plans are almost complete, there are a couple of items to iron out. They need to shorten the office and take some of the kitchenette to add a cleaner's cupboard that has access from the entrance hallway. There was a discussion with some not in favour of this and it was decided to put a small cupboard next to the kitchenette to hold some cleaning items instead.

Mr Tedder has spoken about solar panels but doesn't think rainwater collection would be worth it.

Mr Tedder is to send us a blank specification for us to complete, he's done a design spec and a fit out spec but it was for houses.

Mrs Triscott asked if the subcommittee could speak to Mr Tedder about hearing loop systems for the new community centre. Mr Tedder is taking advice on this.

The clerk reported that the garage may not be large enough for all the new equipment the handyman has. It was discussed that worst case scenario we could add some outside storage. There's likely to be extra outside storage space required.

19/059 To arrange a Public Exhibition to include feedback forms.

Mr Fairweather reported that we have everything we need in terms of materials. Mr Tedder will be there. We can ask him if he would like to display any marketing material. A resident asked if there could be a 20m gap between the football pitch and the back of the gardens. There was a discussion around how big the football pitch needs to be.

A resident also said that the fences at the rear of their garden can only be a certain height and they are concerned about security. From 3pm – 8pm.

It was agreed to hold the exhibition on Thursday 26th September. We'll ask Mr Tedder if he can do a flier to be sent with the September Upmarket. We'll also ask him for a board on the north green and advertise on social media.

The clerk is to check with Upmarket regarding the flier.

19/060 A discussion on any actions to take going forward.

Nothing additional

19/061 Matters raised by Councillors for the next agenda or for information only.

None

Everyone was thanked for attending.

The meeting closed at 8.25pm.

Minuted by Mrs A Baxter

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