

Minutes of the Community Centre Committee of Aston Clinton Parish Council,
held on 9th July 2018, 7pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb (Chair)

T Comerford - (co-opted)

R Stewart

C Read

K Loxley (co-opted)

M Mason

Clerks: G Merry (recording), E Barry

1 members of the public

18.033 Apologies

There were no apologies. Cllr Read nominated Cllr Lesley Ronson to join the committee and this was agreed.

18.034 Declarations of interest

There were no declarations.

18.035 Minutes of the last meeting held 18/06/18

These had been circulated and were approved as a correct record of the meeting.

18.036 Public Participation

Representatives from the Scouts advised that they had aspirations to have their own HQ and were interested in discussing how they could utilise the new community centre. Usage was discussed, and the scouts advised they currently use the clock school for 3 evenings a week, for 4 groups but needed to expand onto 4 evenings a week. It was agreed that although the proposed main hall would be big enough for the 4 groups, they would be unlikely to get this amount of usage and there were no guarantees at this stage. The scouts would also be unlikely to qualify for the peppercorn rent they currently pay to the school. It was concluded that for these reasons, use of the new centre could probably only be ad hoc. The scouts are also in need of more storage and it was discussed whether they could get permission to build in the compound, or even behind the new All-Weather Pitch. For a new scout hall though, approx. quarter of an acre would be needed. It was agreed the scouts could present a proposal to the parish council and this would need to be agreed by the facilities committee and then full council. Mr Loxley advised looking into pre-fab buildings as more cost-effective options are now available. Cllr Ronson also advised of a small piece of land adjacent to the 'Christmas Tree Field' which is owned by Bucks CC and may be available.

18.037 Committee Terms of references.

The clerk had circulated the original terms of reference and reminded Cllrs they can authorise expenditure up to £5000. It was agreed the terms did not need amending.

18.038 Project Progress:

- i. **Revisions to the Spec and new Designs:** The new designs were on display and all were happy. Mr Comerford stated that agreement at this stage did not prevent further modifications.
- ii. **NHB Application:**
Cllr Tubb had circulated the updated Plan. The results of the original public consultation were discussed but were currently incomplete. This was discussed, and it was agreed that it was sufficient to show that consultation had taken place, since the original result summary was available. Mr Loxley pointed out that a community centre had been on that site for decades

and since the current building is all but condemned, there must be something to replace it, or risk having no building at all. The clerk (EB) had circulated the new costings, received that day from the architect. The clerk (GM) agreed to draw up a revised budget. It was agreed to retain one principle tenant and the current tenant would be asked for projected hiring and user rates, to be included in the Plan, based on the current performance of the café.

MOTION: to agree the content of the NHB application and business plan PROPOSED by Cllr Read SECONDED by Mr Loxley and AGREED.

iii. **Project Management Needs:**

Mr Comerford suggested that the committee may not have the full skill set required to manage the project and the various management needs were discussed. It was agreed the architect would likely manage the design and the contractor would manage from a building point of view, with the clerk (EB) pulling all the threads together. The clerk (EB) suggested there may be case for more expertise to take the plan up to planning application stage and Mr Loxley recommended buying in a Microsoft programme for this. EB agreed to consider what the needs may be and would also ask Westbury PC for their advice. EB agreed to draw up a timeline and Mr Loxley advised mapping out the main events first. He offered to introduce the committee to a colleague with expertise in tis area.

18.039 Temporary Accommodation for Café, Soft play and Football etc.:

Mr Loxley requested information on the area needed for each group and details of their accommodation needs. This was discussed, along with the length of the build re. heating and insulation needs. It was discussed and agreed that the temporary accommodation would need to be sited on the 'top' car park due to the availability of water, drains and electricity. Mr Loxley presented one quote of approx. £2,500 per month to rent, with extra for kitchen and toilets. However, it was suggested that if this was bought instead of rented, there could be a possibility of selling it on to the scouts afterwards. Mr Loxley agreed to devise a specification for the accommodation and use it to obtain quotes.

18.040 VAT Situation

The internal auditor had advised any supply from the community centre would amount to a Vatable supply and this would not only entail the council registering for VAT, but that costs incurred would not qualify for VAT refund. This would make it financially unviable. The clerk was seeking a meeting with a VAT expert who had advised Westbury parish council. It was agreed this information was not necessary for the NHB application

18.041 Date of Next Meeting: The working party would meet on 11/7/18 at 10.30am and 17/7/18 at 10am. The next formal meeting would be the E.M. to sign off on the application, on 18/7/18 at 7pm

..... SignedDate