

**Minutes of the Community Centre Committee of Aston Clinton Parish Council,  
held on 30th May 2018, 6.00pm  
at Aston Clinton Parish Meeting Room**

**Present:**

Councillors: -  
L Tubb - Chairman  
R Stewart  
K Loxley (Co-opted)

Clerks: E Barry (recording), G Merry (arrived before item 18.22)                      0 members of the public

**18.16 Apologies and co-options**

Apologies were received from Cllrs Mason, Read and Co-opted member T Comerford. Keith Loxley was co-opted onto the committee.

**18.17 Declarations of interest**

There were no declarations.

**18.18 Minutes of the last meeting held 9/4/18**

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

**18.19 Public Participation**

There were no items

**18.20 Project Progress:**

Cllr Tubb reported that the committee had met with the architect on the 11<sup>th</sup> May to discuss the reduction of the footprint by adding a second floor and reducing the proposed size of the hall space, while still leaving plenty of room for groups, activities, functions ect. The architect would be creating an entirely new design, based on these two principles.

- i    **Architects fee proposal:** K Loxley asked if money was available for the architect's fees to which Cllr Tubb responded yes.

**MOTION:** to agree to architect's fee structure - **AGREED**

- ii   **Assessment of QS Quotes:**

**MOTION:** to agree a quote to recommend back to architect. The Committee AGREED to proceed with Dawn Lodge Associates proposal for - A. Cost Planning Stage

The Planning and Projects Clerk would contact the architect to confirm.

**18.21 NHB Application/Business Plan**

- i    **Update on working party progress:** As Keith Loxley was a new member of the Committee, Cllr Tubb provided a brief summary of events to date as follows -
  - On the 24<sup>th</sup> May the group had met with the architect to discuss the redesign of the new proposed Community Centre.

- The Committee would be submitting a fresh application to the New Homes Bonus (NHB) scheme and members of the Committee had also met as a working group to agree changes to the business plan to reflect the current situation and revised proposals. Cllr Tubb was in the process of incorporating those changes and would be circulating to the group shortly for review.
- Added to the Business plan would be the findings of the consultations held during the neighbourhood plan process along with the latest community consultation events. Also, updated café financials.

K Loxley asked whether the condition of the old building would be added to the business case and Cllr Tubb confirmed that it would, as evidenced by the building survey commissioned by the Parish Council.

Cllr Stewart asked if the community would be re-consulted on the new designs and Cllr Tubb confirmed that they would.

The group AGREED that ideally the plans would be ready for the July meeting for signing off.

- ii **Further actions:** The Committee asked for clarification on the time scales for the architect to complete the designs and 3D visuals with the hope of receiving a copy to review by the end of June with a view to sign off by the July Parish Council Meeting. They also wanted clarification on when the Quantity Surveyor would complete their part of the work. The Projects and Planning Clerk would contact the architect to get an idea of timescales.

## 18.22 Funding

- i **Securing funding to start build within year:** The Clerk reported the following –
- Funding available from S106 monies currently stood at £1,055,214 at but would be £1,237,332 if managed to swap allocated funds from one development's S106 contribution to another. The Committee hoped to secure the remainder through the NHB.
  - The group needed to discuss the phasing of payments and the requirement from the NHB to start the delivery of the project within a year of awarding of funds.
  - She had spoken with Joe Houston at AVDC who said if the Parish Council presented them with a phased plan, they would be able to consider releasing the funds in phases.
  - 600K of S106 funds were already available and being held by AVDC.

It was AGREED that the business plan could be presented to AVDC also with regard to the S106 funds. The Committee discussed the phases and Cllr Tubb listed the following:

- A Planning Permission granted
- B Demolition
- C Digging Foundations/groundworks
- D Building
- E Fitting out

The Committee also discussed that once they had received the Quantity Surveyors report, this would help with rough calculations on the phases and could be included in the business plan.

- ii **Other:** Cllr Stewart asked what the expected build timescales would be. Although difficult to say at this stage, those present were thinking Autumn 2019 at the very earliest for build completion. K Loxely volunteered to help with research into alternative temporary accommodation for the café and possibly the football club during the build.

The Committee discussed the tender process for the build and the Clerks advised that it would include advertising on the government contract finder portal.

**18.23 Date of Next Meeting:** A date was set for Monday 18<sup>th</sup> June at 7pm.

..... Signed .....Date