

HERNE & BROOMFIELD PARISH COUNCIL

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DRAFT

Minutes of the meeting of Herne & Broomfield Parish Council Community Centre Committee held at Wootton Room, Herne Mill, on Thursday 21st February 2013 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Davis, Cllr Day, Cllr Blatherwick, Mabel Wright, Alan Ratford and Linda White.

01/13 Apologies for absence were received from Cllr Robert Jones.

02/13 The minutes of the meeting held on 2nd October 2012 were agreed as a correct record.

03/13 Declarations of interests and requests for dispensations. None

04/13 Matters Arising. None

Public adjournment

The meeting will be adjourned to allow members of the public to speak about items on the agenda.

Name and address to be given

None Present

Geoff Mitchell had produced some drawings of a new community centre to show what size building could be put on the site. He had managed to incorporate most things from the wish list and had designed it so there wasn't a huge roof span. He spoke about having it as sustainable as possible and the possibility of having straw bales for insulation. He told members there were a lot of options on the construction but metal framework would probably be the best way forward. He said he was happy to make alterations and changes that the committee would like to see and if he could be of any further help to contact him.

Cllr Davis thanked him for all the work he had done so far on the design. Cllr Day asked about security with regard to arson. Geoff told members the police had advice in a Secure by Design document.

05/13 To discuss the progress with Design and Build companies and future consultations.

GML the company that we held talks with in the early stages has gone into receivership. The clerk explained that several companies had been contacted to see if they would be willing to produce drawings and costs for a new building. Epps, WW Martin, Directline, Ansley and Jenners were all asked and they all said yes they would produce something for the committee and hopefully the residents to consult on. All the companies were given a copy of the wish list. These should arrive by the end of this month. There may be some tweaking to do with regard the outline plans and then it is hoped that a consultation day can be organised. If the parish council agrees to go with a Design and Build project, there is unlikely to be another tender process. There were discussions on the different options for building the new community centre and the orientation which would work best for the surrounding dwellings. It was agreed that another meeting would be organised as soon as the designs had all been received. Cllr Davis explained that most grant funders required some basic plans to be submitted and an idea of cost. Cllr Davis and the clerk are working on an application for a grant from Viridor and the parish council had agreed funding up to £500 for professional advice to help with this. There was advice that a Quantity Surveyor would need to be employed but Cllr Blatherwick told members that she was not certain it would be necessary, however a project manager would be required. A Topographical survey was definitely needed and this had been carried out. Linda White said residents were complaining they didn't know anything about the survey taking place, Cllr Davis told members this was totally untrue, as she had been with the clerk when letters were hand delivered to every property in St Martin's View. Cllr Day suggested a meeting in a months time for the residents of St Martin's View. Security of the site when not in use was discussed, including security lights and cameras, aggressive planting and waste containers locked away from the building.

06/13 To report on progress with Community Matters. As everyone has had a copy of the draft Business Plan they will see a great deal of work has gone into it and if the parish council had had to pay for it, it would have cost about £2,845. The management plan shows

there are some things with regard to the future running of the Community Centre that the parish council will need to agree. Stephanie has advised the best way forward especially with grant funding in mind. Her suggestion is that when completed and up and running a trust is formed and the trust will be responsible for the running of the Community Centre. The parish council would still retain ownership of the land and building. This is what has happened in Faversham. Funders like to see the Community Centre accredited, they would need to achieve VISIBLE standard which is operated by Community Matters and approved by the Charity Commission.

V. Provides a voice for local people

I. Is independent

S. A service provider

I. An initiator of activities and services

B. A builder of partnerships

L. Locally run

E. Engages with its Community

This will be discussed at the next full council meeting and it is likely that a management committee will be needed to run the new Community Centre and that this would need to be a Charitable Trust.

07/13 To discuss fundraising options, including employing a fund raiser. The parish council has agreed up to £500 in order to get a grant application in to Viridor. It is hoped that someone else will be employed who will receive payment on results and that the cost of their time can be included in the bid for other funding. Cllr Davis told members that she would like to thank Debbie Bryant for organising an excellent Christmas Fair unfortunately it wasn't well supported. Mabel Wright thought it might have been a bit late in the year. A Quiz in aid of the re-build will be held in July. Cllr Davis asked if the PC's half of the money raised at the Fun Day could be allocated for the community centre.

08/13 To discuss liabilities of residents/landowners with frontages on St Martin's View. Cllr Davis told members that she had discovered that for any unadopted road the landowners were liable for the upkeep of their own frontages and also liable for any damage caused to vehicles or the person. Cllr Day thought the parish council may be willing to fill in the potholes in the road if that's what the residents wanted. This could be discussed at the meeting with the residents.

09/13 Update on works carried out at Community Centre and discuss the need for a skip. Community Payback has done quite a lot of cutting back etc. and Cllrs Brealy, Sargent, Harvey and Robert Jones have cleared away most of the rubbish on site and around the perimeter fence. It may be necessary to have a skip for the remaining rubbish although Cllr Harvey is going to try and take some in his trailer. Linda White said that the wildlife had been destroyed and they were not properly supervised. Cllr Davis said no wildlife would have been destroyed at this time of year and that is why the hedges etc have been cut back during the winter months. Cllr Davis added that there was a lot of rubbish on the site old gardening rubbish and some car rubbish. Cllr Brealy had offered to move some soil if required from the hall site to fill in the pond in the Forest School.

10/13 To look at the income and expenditure for the hall to date and discuss hire fees. The clerk reported that the income to date was £4,439.11 Expenditure £2,488.45, this included salary for hall manager giving a profit of £1,950.66 showing the Community Centre was more than covering its costs. It was felt that the hire fees were about right but perhaps more advertising would help the bookings.

11/13 Reports, comments from members. None

Meeting closed at 9.05pm