

**Minutes of the Community Infrastructure Committee
Held on 12th October 2020 at 7pm via Zoom**

Committee Members present:

Cllr R J Parry, Chairman	Present	Cllr A Clayton, Vice-Chairman	Present
Cllr R Hogarth	Present	Cllr Dr J M Canet	Present
Cllr R Piper	Present	Cllr C Shea (7.02pm)	Present
Cllr N Busvine	Present		

In Attendance: Cllr Bonin, Cllr Eyre (7.10pm), Town Clerk and Senior Committee Clerk.

There were no representations received from Members of the Public.

Unfortunately, the livestream failed but the recording of the meeting will be uploaded to YouTube.

240. Apologies for Absence

There were no apologies submitted.

241. Requests for Dispensations

There were no requests for dispensations.

242. Declaration of Interests

There were no declarations of interest.

243 Minutes of the Meeting held on 17th August 2020

The Minutes of the meeting of the Community Infrastructure Committee held on 17th August 2020 were received and agreed as a true record.

244. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary, as at September 2020.

The total unallocated Capital Receipts Reserve was £394,941.

255. Sevenoaks Business Hub

The Committee considered a report on the Sevenoaks Business Hub proposal. It was noted that £274,268 had been allocated to this project from Capital Receipts Reserve. Following a revised tender process, 11 tenders were obtained by the closing date of 14th September 2020. Two tenders were within the budget.

RESOLVED that:

- i) Sevenoaks Town Council accepts Tender B (as set out in the report) of £236,928.30 net and enters a contract for the refurbishment of the former Red Cross building to create a Business Hub;

- ii) Fees and Charges are reviewed and agreed by the Finance and General Purposes Committee;
- iii) Market research be conducted to ascertain local demand for the proposed flexible workspace; and
- iv) The possibility of a head lease holder operating the business be explored.

256 2019 Community Investment Plan Projects

256.1 Bat & Ball Centre

It was noted that, subject to some snagging works, the building had been completed. Hard landscaping had commenced in July and was scheduled to complete in November. Site visits had taken place for Town Councillors, Sevenoaks District Council's CIL Board and Town Team members. Members of the Community Centre Users Group would be visiting on 5th November 2020. A promotional video would be produced for the Town Council's website to enable people to view remotely.

The "official opening event" was scheduled for Friday 4th December 2020 but due to current public health guidelines this would be a soft opening with a grander opening event in 2021.

RESOLVED: that the following proposed capacity numbers be approved for the purposes of the Premises Licence application:

Room	Standing	Theatre Seating	Sit down Meal / Meeting
Meeting Room	20	20	12
Harry Garrett Room (large hall)	340	340	160
John London Room (small hall)	130	120	65
Harry Garrett and John London Room combined (sliding door opened)	470	460	260

256.2 Multi Use Games Area (MUGA)

Installation had commenced in October 2020.

256.3 Neighbourhood Development Plan (NDP)

Referendums for Neighbourhood Development Plans had been deferred until May 2021 due to Covid-19. The Town Council would continue to progress the Plan for submission to Sevenoaks District Council so that they could arrange for independent

examination and prepare for the running of a referendum. Documentation would need to be signed off by the NDP Steering Group and Planning Committee in due course.

The Town Clerk had written to the District Council to enquire whether the Sevenoaks Northern Masterplan could be adopted as a Supplementary Planning Document.

256.4 Darent Valley Community Rail Partnership (DVCRP)

Proposals for a Community Interest Organisation/Company had been agreed by the Partnership and Sevenoaks Town Council had agreed to be the 'Accountable Body' for the new structure.

The DVCRP would be arranging its first AGM and separate Stakeholders Meeting soon. A website was in development.

256.5 Electric No.8 Bus

The electric No.8 bus fits within the Town Council's No.1 Priority of addressing climate change and an application would be made to the next round of the CIL Board at Sevenoaks District Council. The Town Clerk confirmed that Kent County Council had agreed to fund the No.8 Bus Route at 100% for two years, at £51,000 per annum, total £101,000, from January 2021.

256.6 Stag Community Arts Centre

It was noted that at its Cabinet meeting held on 9th July 2020, Sevenoaks District Council had agreed to loan the Town Council £220,000 to support the Stag Community Arts Centre. Following a review of the legal position for the Town Council borrowing money to grant to another party, the Town Clerk and the Responsible Financial Officer confirmed their original opinion that it was not possible to borrow for revenue expenditure. The borrowing should be for a purpose that would be considered Capital Expenditure under Section 16 of the Local Government Act 2003.

The Committee welcomed the news that the Stag had today received notification of a grant award of £444,395 from Arts Council England which would secure its future until April 2021.

There being no further business the Chairman closed the Meeting at 7.39pm.

Signed: Dated:

Chairman