

Sevenoaks Town Council
Minutes of the Community Infrastructure Committee held in the Council Chamber
on Monday 3rd October 2016 at 7.20 p.m.

Present: Cllr M A Chakowa, Cllr A S Clayton, Cllr A Eyre (ex officio), Cllr R Hogarth (Chairman), Cllr S G Raikes

In Attendance: Cllr M Canet, Town Clerk and Committee Clerk.

There were no members of the public present.

263. Apologies for Absence

Apologies for Absence were received from Cllr R Piper and Cllr R J Parry.

264. Requests for Dispensations

No requests for Dispensations had been received.

265. Declaration of Interest

Cllr Eyre reminded the Committee of his Declaration of a Pecuniary Interest in matters relating to the Stag.

266. Minutes of the Meeting held on 18th July 2016

RESOLVED: The Minutes of the Meeting held on 18th July 2016 be accepted and signed as a true record.

267. Asset Disposal

i) Sale of Raleys Land

It was noted that the Mayor and Town Clerk had signed the last of the legal documentation on 29th September 2016. It was hoped that the sale of the land would therefore be concluded in the near future.

ii) Sale of STC Offices

The Town Council has currently put on hold the sale of the office site to avoid lengthy and costly rental of alternative temporary facilities. As part of the Town Council's asset management procedures it is looking to renew the residential planning permission for the site. Unfortunately the planning authority had confirmed it would not accept the previous s.106 agreement. Instead of the Town Council negotiating a new s.106 agreement, it will arrange for plans to be revised to indicate 10 residential units.

iii) Sale of Cemetery Lodge

Unfortunately the first sale did not complete. A new buyer is currently progressing with the purchase and hoping to be in the house for Christmas.

268. Community Investment Plan

i) Bat & Ball Centre

The Town Council was awaiting capital receipts* in order to formally appoint the architectural team for the development of the project. Approx. £300,000 would be required to progress to planning / tender stage. The Town Council could consider short term borrowing if further problems with planning arise.

ii) Replacement of Raleys Gym

As part of the Town Council's SP10 agreement for the sale of the Raleys land there is an agreement to provide £90,000 for the replacement of gymnasium facilities. The Town Council was anticipating that plans would be forthcoming from Sencio relating to this, to date these have not been received, although it was understood they had been prepared.

iii) Replacement of Internal Cricket School

As part of the Town Council's SP10 agreement for the sale of Raleys land there was an agreement to provide £150,000 for replacement of the Indoor Cricket School. At the previous meeting the Heads of Terms for an agreement with KCC to include this provision within the new Grammar School were agreed. Further attention was required by the Town Council to the plans for the facility prior to progressing further.

iv) Environmental Park

Sevenoaks Town Council had completed the installation of the new Buckhurst Land Play Area within the Environmental Park and this had proved to be very successful and popular.

The Children's Workshop had been accessing some of the land as access for constructing their new facility. This was now completed.

At the previous meeting it was agreed that following the success of the new play area and the compliments for the Town Council improving its leased area of the Environmental Park the Town Council considers taking over the management of the rest of the park.

The Town Clerk would be holding further discussions with Knole Estate in the near future and would report back to the Committee.

v) Community Facilities at Greatness Recreation Ground.

Sevenoaks Junior Football Club had ambitious plans for the grounds including a £1.8 m new pavilion and 3G pitch. The Town Council had supported these plans in principle and had submitted the planning permission application on behalf of the football club. The rest of the project was subject to obtaining grants and funds as recently discussed and agreed at the Open Spaces & Leisure Committee.

New safety surface had been installed under the outdoor gym.

At the previous meeting it was agreed subject to funding* that the Town Council progress with the provision of a public toilet and Youth Shelter.

vi) Multi Use Games Area

It was noted that there will not be space for a replacement Multi Use Games Area on the current community centre site when developed and therefore a replacement site needs to be considered potentially with a partner organisation. At the previous meeting it was agreed to include the provision of this facility within the Masterplanning for Northern Ward.

vii) Free Recreational Facilities

The Town Council had made a commitment to provide free recreational facilities including play areas and outdoor gym equipment in various locations throughout the town. Public consultation has recently taken place relating to the proposal for installation of this at Kippington Meadow.

The Finance & General Purposes Committee agreed to proceeding with the installation of equipment in Kippington Meadow.

viii) Sports Strategy

The Town Council was awaiting capital receipts before committing to distribution of the funds which are subject to match funding. The Town Council had agreed in principle to launch a fundraising initiative in 2017 to match fund major investments in sporting facilities, namely two 3G pitches.

ix) Neighbourhood Development Plan

A revised project plan has been prepared and has been agreed by the NDP Steering Committee and Planning Committee. The Masterplanning for Northern Ward would commence in the near future.

x) Stag Community Arts Centre

The Town Council had set aside £150,000 from the Community Investment Plan for improvements for the Stag. The Committee previously allocated a provision of up to £65,000 for the purposes of an air handling system at the Stag (26.7.2015).

At the previous meeting it was agreed to provide the Stag with the following once the Town Council receives funding* from its capital receipts from sale of assets:-

- | | | |
|------|---------|--|
| (i) | £57,360 | Phase II of the refurbishment of the Stag's air handling system |
| (ii) | £21,080 | An opportunity to upgrade and consolidate the EPOS and box office systems at the Stag. |

It was known that the Stag has received a donation towards item i) and therefore the requirement from the Town Council will be for 50% of the cost from the £150,000 allocated for the Stag.

269. Bat & Ball Station Building

i) Lease

Prior to the completion of the lease the Town Clerk has been negotiating with Southeastern (and Network Rail) for structural work to be undertaken by and a cost to Southeastern and Network Rail before the Town Council takes over the building. This had been agreed and work had started.

The Town Council has agreed the Heads of Terms for the 25 year peppercorn lease. Documentation has been expected for some time however has not been received to date.

ii) Architectural Team Feasibility Study

The Architectural Team had completed the Feasibility Study for the Bat & Ball Station building capital project, a separate report was provided to members.

At the previous Committee Meeting it was agreed that the Town Clerk should inform the Committee of the costs relating to appointing the Architectural Team to point of obtaining planning permission and tenders for the work. The cost for this work will be £100,000 approximately.

Members of the Committee received an updated finance sheet relating to the Community Investment Fund with indicative figures relating to the Bat & Ball Station.

RESOLVED: That the Town Council contribute £200,000 from the Community Investment Fund towards the Bat & Ball Station project.

iii) Revenue Business Plan

A separate Revenue Business Plan has been prepared. It should be noted that the previous concerns relating to non-domestic rates has been addressed and therefore there is not a need to create a Community Interest Company. The facility was expected to provide a small annual return, however it should be noted that business may take some time to build in the new café.

iv) Funding

The first site meeting with the Heritage Lottery Fund is due to take place in the first week of October. It was noted that the Town Council was aiming to submit for the next round of HLF funding on 28th November 2016.

The Railway Heritage Trust have expressed an interest in providing funding for repair / replacement sash windows.

270. Community Infrastructure Levy (CIL)

Where due the Town Council receives CIL payments during April and October. It is not currently known if or how much a payment in October 2016 would be.

To date Sevenoaks Town Council has received the following amounts:-

October 2015	£22,667.50.
April 2016	£7,171.88

The Committee considered Town Council projects which were currently awaiting funds to be progressed or completed.

1	Vine Bridge	Balance of funding required	£8,000
2	Vine Pavilion	New flat roof	£50,000
3	Christmas Lights	Additional New Christmas Lights	£7,000
4	Pontoise Close	New Metal Gates	£2,000
5	Kippington Meadow	Play Equipment / Gym Equipment	£25,000
6	Greatness Rec. Ground	Youth Shelter	£15,000
7	Greatness Rec. Ground	Adaption to building for Public Toilet	£30,000
8	Stag	Capital Projects	£50,000
9	Bat & Ball Station	Contribution towards project costs	£200,000

RESOLVED: agreed to delegate to Chairman and Town Clerk for the appropriation of the October 2016 CIL payments subject to Nos. 9, 1, 7 and 2 as identified above being given priority.

271. Press Release

It was agreed not to produce a press release.

There being no further business the Chairman closed the meeting at 7.45 p.m.

Chairman

Dated

