

**Minutes of the Community Infrastructure Committee held on 27th March 2017
at Sevenoaks Town Council Offices.**

Meeting Commenced: 8.25 p.m.

Meeting Concluded: 9.30 p.m.

Present: Cllr Chakowa, Cllr Clayton, Cllr Eyre, Cllr Hogarth Chairman, Cllr Parry, Cllr Schneider (Cllr Piper substitute).

In Attendance: Cllr Arnold, Cllr Canet, Cllr Parson, Cllr Waite, Cllr Mrs Walshe, Town Clerk and Assistant Town Clerk.

There were no members of the public present.

495 Apologies for Absence

Apologies for absence were received from Cllr Piper and Cllr Raikes.

496 Requests for Dispensations

There were no requests for Dispensations.

497 Declaration of Interests

Cllr Eyre reminded the Committee of his Disclosable Interest relating to the Stag and the Sevenoaks Fund and would not vote on related matters.

498 Minutes of the Community Infrastructure Committee held on 6th February 2017

RESOLVED: That the Minutes of the Meeting held on 6th February 2017 be accepted and signed as a true record.

499 Asset Disposal

i) Sale of Raleys Land

It was noted that the completion of the sale of Raleys Land was completed on 16th February 2017.

ii) Sale of STC Offices

The Town Council has submitted plans to renew its residential planning permission for the site. Following a successful planning application for the new community centre it would review the most appropriate time to put the land back on the market.

iii) Sale of Cemetery Lodge

The property continues to be marketed.

500 Community Investment Plan

i) Bat & Ball Centre

The Town Council formally appointed the architectural team for the development of the project in November 2016. Plans are being reviewed and worked on in relation to obtaining the best possible facility within resources.

Working plans were made available at the meeting for Councillors to consider.

Delays in the planning approval and other factors have increased the cost of the proposed centre. The project team continued to consider ways to value engineer the costs downwards. A separate pack had been provided to Councillors to provide financial information relating to this and its overall impact on the Community Investment Fund.

Cllr Schneider wished it to be recorded that he was of the opinion that the Town Council was moving towards providing a high quality facility for the community which was currently rare for local authorities.

It was agreed that following the receipt of pre planning advice Town Council officers would make arrangements to meet with Sevenoaks District Ward Councillors for the area.

RESOLVED: To note the financial information provided and move forward with the project with the intention of submitting a planning application in June 2017.

ii) Replacement of Raleys Gym

As part of the Town Council's s106 agreement for the sale of the Raleys land there is an agreement to provide £95,000 for the replacement of gymnasium facilities. The Town Council had previously reviewed Sencio plans for providing these facilities and had expressed some concerns with replacement of gymnasium with gym equipment. Sencio had addressed these concerns in a further communication.

The Sencio documents had been forwarded with a covering communication from the Town Council to Sevenoaks District Council enquiring whether the proposals met the requirements of the s106 planning obligation.

The Committee reviewed the following terms for providing the funds:

Sencio Leisure Centre, Sevenoaks

Proposed Agreement with Sevenoaks Town Council

Draft Terms - ??? 2017

1. Proposal / Description

Sencio Leisure Centre and Sevenoaks Town Council to enter into an Agreement in respect of the provision of a capital sum to be invested in the proposed refurbishment of the above Sports Centre, to provide enhanced facilities for gymnastic use within the Centre.

2. Consideration

£95,000 (ninety five thousand pounds), payable by the Town Council upon demand from the Sencio Leisure Centre.

3. Timescale for Receipt of Consideration

Upon agreement of all terms, Sencio Leisure Centre to issue an invoice to the Town Council for the Consideration, to be paid by no later than ??? 2017.

4. Other Terms and Conditions

Sencio Leisure Centre shall:-

- (a) obtain all necessary consents and permissions necessary to ensure that the desired gymnasium facilities can be provided within its proposed refurbishment of the Centre,
- (b) supply to the Town Council, if requested, copies of its plans for the proposals for the Centre to show how the desired gymnasium facilities are to be incorporated within the refurbishment of the Centre,
- (c) arrange for the refurbishment works to the Centre to commence by no later than ?? 2017
- (d) ensure the desired gymnasium are implemented in a good workmanlike manner and completed to the Town Council's reasonable satisfaction. For the avoidance of doubt, the facilities and associated equipment shall be deemed to be the Sencio Leisure Centre's property upon completion of the works.
- (e) allow the Town Council to periodically inspect the refurbishment works, subject to no less than 48 hours' notice being supplied to Sencio Leisure Centre and/or its contractors. The Town Council to comply with any express requirements issued by Sencio Leisure Centre and/or its contractors during any inspections of the proposed refurbishment works.
- (f) make all reasonable efforts to ensure that the Sports Centre and the desired indoor gymnasium facilities are completed and ready for use by no later than ??? 2017.
- (g) the facilities should remain in place for the provision of gymnastics for ??? number of years.

5. Costs

Each party to bear their own costs upon completion of the Agreement.

RESOLVED: To add the following to the terms for the donation

- 4g to be extended to include provision for evidence to indicate ongoing appropriate use of funds and provide a claw back of funds if this was not the case.
- Sencio to display publically an appropriate plaque provided by Sevenoaks Town Council indicating its contribution.

iii) Replacement of Internal Cricket School

As part of the Town Council's s106 agreement to facilitate the sale of Raleys land there is 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. Negotiations were continuing with KCC.

iv) Environmental Park

Sevenoaks Town Council has agreed to a 10 year peppercorn lease for the management of the Environmental Park. It was hoped that lease matters would be addressed for this to commence on 1st April 2017. However this matter had become complicated due to the proposed decking of the adjacent car park and Knole Trustees have deferred the commencement of the lease.

Sevenoaks Town Council had requested a sketch plan providing details of its ambitions for the park, these had kindly been provided by Cllr Schneider and were reviewed at the meeting.

RESOLVED: The Committee records its gratitude to Cllr Schneider for producing the plan and that it be forwarded to Knole Trustees.

v) Community Facilities at Greatness Recreation Ground.

Sevenoaks Town Council is working with Sevenoaks Town Football Club as part of the Sevenoaks Fund to raise funds for a new 3G pitch.

A Master planning exercise is being undertaken for Northern Sevenoaks and it is hoped that this will include the football club's ambitious plans for the grounds including a £1.8m new pavilion.

At a previous meeting it was agreed subject to funding that the Town Council progress with the provision of a public toilet and youth shelter. It was noted that the Town Council had been successful in obtaining funding towards the youth shelter.

The Committee considered recent representation from members of the GRA relating to the proposed facilities for a) Public Toilets and b) Youth Shelter

Public Toilet

It was noted that members of GRA were now in favour of a public toilet either incorporated or adjoined to the current pavilion until such time as a new pavilion could be created.

Youth Shelter

Representatives of GRA continued to make strong representation against the provision of a youth shelter.

The Committee was mindful that public open spaces were for all townspeople regardless of the proximity to where they lived. The Committee were also mindful of the previous GRA campaign against the installation of the skateboard park and the predictions relating to its provision. For many years the skateboard park has provided a well-used fun and healthy past time for many young people.

RESOLVED: To continue as planned with the installation of public toilets and a youth shelter, noting that the facilities would be added to the Council's maintenance and cleaning schedules.

vi) Multi Use Games Area

It was noted that there would not be space for a replacement Multi Use Games Area on the current community centre site when developed and therefore a replacement site needed to be considered potentially with a partner organisation. At the previous meeting it was agreed to include the provision of the facility within the Master planning 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 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 were subject to match funding. The Town Council has agreed in principle to launch a fundraising initiative (Sevenoaks Fund) in 2017 to match fund major investments in sporting facilities, namely two 3G pitches.

Sevenoaks Hockey Club has also made a request that the Town Council consider a request from them to draw down from this fund. The Open Spaces & Leisure

Committee considered the request at its meeting held on 6th March 2017 and Recommended to the Community Infrastructure Committee to allocate £50,000 funding from the Sevenoaks Sports Strategy Fund once capital funds had been received.

RESOLVED: to allocate up to £50,000 match funding from the Sevenoaks Sports Strategy Fund for a hockey 3G pitch once capital funds had been received.

ix) Neighbourhood Development Plan

A revised project plan has been prepared and had been agreed by the NDP Steering Committee and Planning Committee. The Masterplan for Northern Sevenoaks was progressing and initial consultation was reported to the Annual Town Meeting on 20th March 2017.

x) Stag Community Arts Centre

The Town Council had allocated £150,000 within 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.

The Stag had also been included as one of the four charities to benefit during 2017 from the Sevenoaks Fund.

501 Bat & Ball Station Building

i) Lease

The Town Council had agreed the Heads of Terms for the 25 year peppercorn lease. The draft full lease had been received and was being reviewed by lawyers.

Southeastern had not confirmed a completion date for their works to the building.

ii) Funding

The Town Council had been successful in its first round bid to the Heritage Lottery Fund. Town Council Officers had started to work on the preparation for the round two submission. The Heritage Lottery Fund provided a two year timescale for the second round submission currently the aim was to submit in August 2017.

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

iii) Planning Application

The planning application was submitted at the end of January 2017. A decision date on the planning application for the station building had been deferred awaiting a bat survey which cannot take place until the appropriate season. The Town Council project team were aware of this matter however had expected the planning decision to be conditional on the survey taking place rather than expecting it to happen first.

Sevenoaks Fund

It had been previously agreed that the Town Council would launch a fund previously known as Cash for the Community since rebranded as the Sevenoaks Fund to raise funds for four local projects.

It had been hoped to launch this at the beginning of the New Year however the banking and technical aspect of the project had been more difficult than expected.

The banking matters had been addressed and the legal documentation was in its final draft.

RESOLVED: *Under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.*

502 Red Cross

The Committee received and considered a report circulated with the agenda.

RESOLVED:

- (a) That delegated authority be granted to the Town Clerk in liaison with the Chair of Community Infrastructure Committee and Chair of Finance and General Purposes Committee to facilitate the surrender of the lease of the Red Cross building to the Town Council, subject to reviewing the commissioned structural report, to aid with the delivery of the Town Council's planned asset management operations.
- (b) To begin investigating possible short term hire opportunities to offset the payment of non-domestic rates on the premises.
- (c) To consider the possibility of carrying out structural repairs to the building subject to identified uses of the space and an economic rationale.
- (d) To consider if appropriate the demolition of the building.
- (e) To bear in mind that the premises could assist the transitional phases of moving forward with other capital projects.
- (f) To report back to a future Community Infrastructure Committee.

503 Press Release

RESOLVED: Not to issue a Press Release.

There being no further business the Chairman closed the meeting.

Signed
Chairman

Dated

