

**Minutes of the Community Infrastructure Committee held on 10th July 2017
At Sevenoaks Town Council Offices**

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.30 p.m.

Committee Members Present: Cllr R M C Hogarth (Chairman), Cllr R L Piper (Vice Chairman), Cllr A S Clayton, Cllr R J Parry, Cllr S G Raikes.

In Attendance: Cllr S Arnold, Cllr M J Canet, Cllr Mrs R Parry, Town Clerk

Prior to the commencement of the meeting Patrick Theis from Theis & Khan Architects provided a presentation on the plans and feedback from the Planning Authority relating to the proposed Bat & Ball Centre. Patrick and Sarah Williams (RIBA Consultant) who was also present answered Councillors queries.

There were no members of the public present.

139. Apologies for Absence

Apologies for Absence were received from Cllr A Eyre.

140. Requests for Dispensations

There were no requests for Dispensations

141. Declaration of Interests

There were no Declaration of Interests

142. Minutes of the Community Infrastructure Committee held on 27th March 2017.

RESOLVED: That the Minutes of the Meeting held on 27th March 2017 be accepted and signed as a true record.

143. Asset Disposal

i) Sale of Sevenoaks Town Council Offices

The Town Council had submitted plans to renew its residential planning permission for the site.

It was hoped that the Town Council could have renewed its residential planning permission for outline for 10 properties, with all other matters reserved. Unfortunately the application was refused (details forwarded to Cllrs separately).

Sevenoaks Town Council had put in place preparations for new architect drawings, Topographical Survey, Surveyors documentation which should take approximately 4 – 6 weeks at an approximate £6,000.

Following a successful planning application for the new community centre, currently at Pre Planning the Town Council would review the most appropriate time to put the land back on the market.

- ii) Sale of Cemetery Lodge
The property continues to be marketed.

144. Community Investment Plan

- i) Bat & Ball Centre
The Project Team was working on details for the planning submission for the new Bat & Ball Centre. Pre Planning advice had been received (details forwarded to Cllrs separately).

Consultation had taken place with the Access Committee and details of the proposal were contained within the recent consultation exercise for the Northern Sevenoaks Masterplan. Information boards relating to the project would continue to be displayed within the current community centre.

The project team had been working with the Sevenoaks Day Nursery to prepare plans for a bespoke brick built nursery on the site. The overall costs for a brick building were similar to that of a modular scheme (as present). The Sevenoaks Day Nursery had opted to continue with their current provision, purchasing new modular units to sit on the allocated leased area. A separate planning application would be required for this. In relation to the overall project the Town Council had committed to the following in relation to the nursery scheme – professional fees, base and utility connections. It was hoped that much of these costs although identified separately will be absorbed into the main project.

- ii) Replacement of Raleys Gym
As part of the Town Council's s106 agreement for the sale of the Raleys land there was an agreement to provide £95,000 for the replacement of gymnasium facilities. The Town Council had agreed to contribute towards Sencio plans for providing these facilities. Sevenoaks District Council Planning Department have confirmed that the Sencio proposal did meet the Town Council's planning obligations*.

Sevenoaks Town Council were awaiting the final version of the legal agreement from its lawyers to enable the funds to be transferred to Sencio, it was hoped to do this by the end of June. *Unfortunately the Town Council lawyers have stated that the District Council had not signed off appropriately the legal obligations for the sum to be paid.

RESOLVED: To request the Town Council's lawyers to provide appropriate wording required to Sevenoaks District Council.

iii) Replacement of Internal Cricket School

As part of the Town Council's s106 agreement to facilitate the sale of Raleys land there was an agreement to provide £150,000 for replacement of the Indoor Cricket School. At a previous meeting the Heads of Terms for an agreement with KCC to include this provision within the new Grammar School were agreed. Negotiations to continue with KCC.

iv) Environmental Park

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

Sevenoaks Town Council had produced a sketch plan providing details of its ambitions for the park (including an amphitheatre), which had been forwarded to Knole Trustees and Sevenoaks District Council.

RESOLVED: To contact Sevenoaks District Council and request that Sevenoaks Town Council's plans for the Environmental Park be included within the planning application for the proposed car park.

v) Community Facilities at Greatness Recreation Ground.

Sevenoaks Town Council had worked with Sevenoaks Town Football Club as part of the Sevenoaks Fund to raise funds for a new 3G pitch. Work had commenced on the 3G pitch and should be completed in time for the start of the 2017 season.

A Masterplanning exercise was being undertaken for Northern Sevenoaks and it is hoped that this would 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 youth shelter has been installed.

Public Toilet

Plans had been commissioned and completed for the public toilet adjacent to the current pavilion. This was considered the most cost effective option as it enables current utilities to be used. A planning application has been submitted. Plans were available for Councillors to view at the meeting.

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 Masterplanning for Northern Ward. Consultants had recommended that the facility be installed at Greatness Recreation Ground.

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.

To date the Town Council has agreed the following funding from the Sport Strategy fund:

Project	Partner	£
Replacement gymnasium	Sencio	£95,000
Replacement indoor cricket school	KCC	£150,000
3G Rugby Pitch / Knole Paddock*	SRFC	£250,000
3G Football Pitch / Greatness*	STFC	£200,000
3G Hockey Pitch / Hollybush	Hockey Club	£50,000
Total		£745,000

Sevenoaks Fund*

ix) Neighbourhood Development Plan

A revised project plan has been signed off on 3rd July 2017. The Masterplan for Northern Sevenoaks initial consultation has been completed.

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.

145. 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. The lease completion has been delayed until after a site meeting on 18th July to discuss the proposed location for the access from the Bat & Ball Centre to the station platform.

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

It was noted that HLF had confirmed the previous week that Sevenoaks Town Council could not submit its second round application on 29th August 2017 if the a) the Lease had not been signed and b) the works completed at the station by Southeastern.

RESOLVED: To contact the Managing Director of Southeastern regarding the issues and invite to a site meeting to become more informed about the project.

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 administrative workload for the second stage of the Heritage Lottery Fund was considerable. Officers are currently working on the following:

- 2nd stage application
- Development Appraisal
- Management & Maintenance Plan
- Project Costs
- Cashflow
- Option Appraisal
- Business Plan inc. Organisation impact
- Conservation Plan
- Evaluation Plans

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

iii) Planning Application

Planning Permission has been received with some conditions. The Town Council had been informed that it would need to submit further Listed Building Planning Application for provision of Acoustic Plastering. The access on to the platform would be part of the Planning Application for the Bat & Ball Centre.

146. Red Cross

At the previous Committee meeting the following was 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.

Sevenoaks Town Council have received the following notification from the British Red Cross.

We, the British Red Cross Society, your tenant of the above premises pursuant to the lease detailed above give you notice pursuant to section 27(2) of the Landlord and Tenant Act 1954 that we desire the lease to terminate on 16th September 2017. The lease will terminate on 16 September 2017. The lease will terminate on 16 September 2017 and will not continue beyond that day by reason of part II of the Landlord and Tenant Act 1954 or at all.

The Town Council had arranged for a structural survey of the building (copied separately to Town Councillors). The survey reflected the known poor condition of the building. Tenders for repairs would be obtained.

RESOLVED: To report to a future Finance & General Purposes Committee the feasibility of costs to repair and operate versus the cost of demolition.

147. Press Release

RESOLVED: At an appropriate time to issue a joint press release with Sevenoaks Town Football Club relating to the new 3G Football Pitch installed at Greatness Recreation Ground.

There being no further business the Chairman closed the meeting.

Signed
Chairman

Dated

