

**Sevenoaks Town Council**  
**Minutes of the Community Investment Committee held in the Council Chamber**  
**On Monday 8<sup>th</sup> February 2016 at 7.00 p.m.**

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**Present:** Cllr R M Hogarth (Chairman), Cllr R L Piper (Vice Chairman), Cllr S L Arnold (ex officio), Cllr M A Chakowa, Cllr A S Clayton, Cllr R J Parry (7.05 – 7.15 p.m.) Cllr S Raikes

**In Attendance:** Cllr J M Canet, Cllr A Eyre, Town Clerk

**Public Question Time:** There were no members of the public present.

**373. Dispensations**

There were no requests for dispensations.

**374. Declaration of Interests**

Cllr Canet stated that she had a Declaration of Interest in matters relating to Sencio as Sevenoaks District Council's representative on the trust's board.

**375. Asset Disposal**

**375.1 Sale of Raleys Land**

A potential new planning application being submitted by the developer needs to be considered by all parties involved. The Town Council receives its Capital Receipts for the sale of the land once planning permission is granted.

**375.2. Sale of Town Council Offices**

The sale of the site was on hold until other aspects of the Community Investment Plan were developed.

**375.3 Sale of Cemetery Lodge**

To date there had been two offers from the same buyer which had been deemed insufficient. It was noted that the property was within a niche market.

**RESOLVED:**

- i) To hold an 'Open Day' sale
- ii) To extend beyond sole agent once contractual arrangements permitted.

**376. Community Investment Plan**

**376.1 Bat & Ball Centre**

The project would commence when the Town Council received anticipated Capital Receipts.

### **376.2 Replacement of Raleys Gym**

Funds for the replacement facility were currently within an Escrow bank account.

Sencio would prepare a scheme that complied with the s.106 agreement and the Town Council's aspirations.

### **376.3 Replacement of Indoor Cricket School**

Funds for the replacement facility were currently within an Escrow bank account.

Kent County Council were currently preparing plans and related costs for the inclusion of the replacement Indoor Cricket School.

Cllr Canet requested that the Town Clerk contact the Chief Executive of Sencio for information about Sencio's future involvement in the Wildernessee site.

Cllr Eyre updated the Committee on the progress of the newly formed Kent Cricket School.

### **376.4 Café on the Vine**

It was noted that the project was completed and did not need to be considered by the Committee in the future.

### **376.5 Buckhurst Lane Play Area, Environmental Park**

It was noted that the contractors for the installation of the new play area were due to be on site for 15<sup>th</sup> February 2016. There were still some challenging issues to overcome with regard to delivery and storage of large equipment.

Subject to weather it was anticipated that the opening of the new play area would be for the Easter holidays.

### **376.6. Community Facilities at Greatness Recreation Ground**

Funding continued to be sought for the new project. A meeting was arranged with the Junior Football Club to discuss arrangements for the development and operation of a new facility and a report provided to the Open Spaces & Leisure Committee.

### **376.7 Multi Use Games Area**

The consideration of the provision of a Multi-Use Games Area is postponed until final details for the Bat & Ball Centre have been agreed.

### **376.8 Free Recreational Facilities**

The consideration of the provision of additional free recreational facilities be postponed until capital receipts from the sale of land has been received by the Town Council.

It was hoped however that some consultation could take place for the next play area to be delivered for Kippington Meadow.

### **376.9 Sports Strategy**

The Sports Strategy findings and recommendations were reported to the Open Spaces & Leisure Committee in September 2015. It was recognised that the Strategy would not provide all of the solutions but highlight the needs and aspirations of sports clubs. Such data can be used to assist the production of the Neighbourhood Development Plan and future sports provision.

The Community Infrastructure Committee has been requested by the Finance and General Purposes Committee to review the criteria for applications for the Sports Strategy Fund for when the money becomes available.

The Draft Sports Strategy Criteria is:-

- Projects should be match funded.
- Funding should be for Capital Projects
- Projects should have been referred to within the Sevenoaks Sports Strategy.
- Applications should be from a formally constituted organisation able to provide transparency in relation to all expenditure and operational costs.

### **376.10 Neighbourhood Development Plan**

The project continues to move forward slowly.

The Steering Committee has started to consider major development sites in the town. Policies will then start to be developed for the NDP.

It was recognised that not all the topics considered and data received will be relevant for the policies for the Neighbourhood Development Plan, however will be referred to as the towns aspirations for the future.

**RESOLVED:** The Town Council seeks to work closely with the District Council to ensure a holistic view of development within the town, which would potentially include a 'Masterplanning Exercise for the regeneration of the Bat & Ball area.

### **376.11 Stag**

It was noted that the Town Council had delegated authority to the Town Clerk to negotiate the rent review for the Stag the outcome of which will be reported to the next Finance & General Purposes Committee.

### **376.12 Project Finances**

It was noted that there were no changes to the Project Finances previously distributed.

**377. Bat & Ball Station**

The Committee reviewed the agenda report indicating the Heads of Term for a long term peppercorn lease for the Bat & Ball Station.

**RECOMMENDATIONS TO FULL COUNCIL:**

- i) Sevenoaks Town Council to proceed with the lease as outlined in the agenda papers for Community Investment Committee held on 8<sup>th</sup> February 2016. Southeastern would prepare the lease for review.
- ii) The Town Council would need to investigate the works required by the Planning Authority to meet Listed Building status. It was recommended that a Heritage Survey be carried out to identify this work. Three quotations had been received for a Heritage Survey A) £5,000 B) £700 and C) £4,000. Contractor A was recommended by the Conservation Officer and Architect Consultant. Agreed that Contractor A be appointed.
- iii) Additional work would be required to refurbish the building into the community facility required (including café / shop, public toilets, halls to hire) and this would need to be designed and costed. A quotation for £19,000 had been received from the architectural team for the Bat & Ball Centre to carry out this work as addition to previously costed work.

The information would assist in the submission of funding applications.

The expenditure to be taken from the 2016 / 17 financial year.

- iv) It was noted that temporary borrowing may also be needed once the refurbishment budget was known. Reference was made to the Town Council's recently agreed Borrowing Policy.
- v) A Business Plan to be completed to demonstrate future revenue costs and projected income. Headline figures were reviewed by the Committee.
- vi) It was noted that for Business Rates reasons the Town Council may wish to move the operation of the station into a Community Interest Company or similar operation and the lease would need to reflect this.
- vii) The Town Council when moving from its current site to realise funding would have needed to rent a building to operate from it was therefore recommended that the funds that the Town Council would have used to rent a building be used to refurbish the Bat & Ball Station building and the Town Council use the building temporarily until the new Bat & Ball Centre was completed.

**378. Community Interest Company**

The Committee received an information sheet relating to Community Interest Companies.

Sevenoaks Town Council had been considering whether it would be appropriate to operate some of its new facilities within a Community Interest Company. It was hoped that one of the benefits of a Community Interest Company would be an exemption from the payment of Non-Domestic Rates.

Warners Solicitors could provide initial advice on this matter at a cost of approximately £500. However has stated that the exemption of non-domestic rates would remain discretionary with the District Council.

**RESOLVED:** The Town Council seek additional information from Warners Solicitors and Kent County Council on potential operational structures for its assets.

**379. Government's One Public Estate Initiative**

The Committee received an information sheet relating to the Government's One Public Estate Initiative.

**RESOLVED:** To accept Kent County Council's offer of assistance to be involved in the initiative.

**380. Draft Projects Time Plan**

The Committee received an information sheet relating to the drafts projects timeline for the Community Investment Plan. It was noted that the timeplan would be reviewed on a regular basis.

**381. Press Release**

**RESOLVED:** Not to issue a press release.

There being no further business the Chairman closed the meeting at 8.10 p.m.

Signed .....  
Chairman

Dated .....