



MINUTES OF THE MEETING OF COMMUNITIES BUILDING COMMITTEE
South Stoke Village Hall 19:30 Thursday 07th March 2019

Members Present:

Chairman Geoff Ward (GW)
Members Maurice Scarratt (MS)
David Kennedy (DK)
Bryan Urbick (BU)
Sally Woodall (SW)
Tracy Lasan (TL)
Kevin Flynn (KF)

Officers Present:

Clerk Laura White (LW)

Public and Press:

Roy McMillan (RM), Diana Hathaway (DH), Philip White (PWh), Tanya Seabrook (TS)

CBC.19.03.1 Apologies for absence.

Shannon Stegeman (SS)
Louise Verrill (LV) – no apologies given.

CBC.19.03.2 To receive Declarations of Qualification and Register of Interests forms from any outstanding Members.

Received Tracy Lasan (TL)

CBC.19.03.3 Declaration of Interests by Committee Members on any items on the Agenda.

None

CBC.19.03.4 To reiterate all members of the Community Buildings Committee are bound by the same code of conduct as full Parish Councillors, any complaints being brought against the Committee or any Members dealt with in accordance with the South Stoke Parish Council Complaints Procedure.

Noted

CBC.19.03.5 Public Forum - an opportunity for members of the public to express their point of view on any item on the agenda. With the Chairman's permission, a member of the public may express their point of view on specific items of business. Ten minutes are reserved for this.

PWh, offered his services to the Committee. Noted the Architect offers a service, but he can offer sketching and modifying of drawings prior to going to an architect again. Adding that to apply for planning, very detailed drawings are not needed.

DK & MS to engage with PWh

CBC.19.03.6 To approve minutes of the meeting of 7th February 2019.

Resolved: Approved, Unanimous.

CBC.19.03.7 Update on Requirements and to consider any subsequent actions:



CBC.19.03.7.1 The Shop

None

CBC.19.03.7.2 Amenities Charity, including environmental impact and reducing running costs

None

CBC.19.03.7.3 Parish Council

Space to safely store the Records.

CBC.19.03.8 To receive an update on Housing Development plans: consider any impact on the Community Building project and consider any actions.

RM: Diocese is still addressing the issues and concerns previously raised with them, and expect to come back around the 21st March. The Diocese are also in discussion with Rectory Homes. RM spoke with them 7th March. The Diocese has asked “when will the CBC be in a position to launch a planning application?” Rectory Homes plan to apply for a full Planning Application, not a Second Pre Planning Application, and are considering May for that submission.

GW: The CBC can be ready to submit for planning in May/June..

CBC.19.03.9 The receive an update on the £850k Community Building scheme.

MS: Have been working on the electricals, but not sure exactly on the budget, until a design / building medium is chosen.

GW: the £850k scheme must be the full cost of everything, parking, fit out, furniture, building, legal fees etc.

Have already agreed some documents. Civil Works / Groundworks / Electrical documents are ready. Fit out hasn't changed in 6m, have yet to be brought to the committee.

Electrical to be brought forward to the next meeting.

DK: Asked if PWh can produce a specification for Heating / Plumbing / Cooling, and to review Electrical.

GW: Discussions with builders / Suppliers. Plan to pull together a document detailing who has been approached.

- Wernick – modular building, of a temporary nature (25-30y), but could have a significant life, awaiting cost response.
- Tudor Oak Buildings (Completed a private build in North Stoke, local Company), Tudor Oak do not do full bespoke jobs, but will build shells and provide dry shell buildings ready for internal fit outs, awaiting cost response.



- Pine Log (Built Cholesy, Moulsoford, Little Milton), also a prefabricated building, and would provide a shell, and footings. Would need to be precise on what is included. Also significant cost just to get to planning.
- Cotaplan, far exceeds our budget.
- New Forrest Log Cabins, not quite the right scale for our build.
- Home Lodge: Prefabricated unit, extended SIP type structure with brick facing and tiled roof. Currently top end of budget, but excludes a number of required items.

TS: Question: If the proposed development on the Glebe does not go ahead, what would happen with this project?

GW: not *dependent* on the Glebe development, but finding the funding would be significantly more difficult, as the village would still need a new Hall and a new Shop.

DK: reiterated he want this to be a team effort, to ensure that all the right questions are being asked to these building companies, and need to agree a process on how we will be moving forwards. Want to come up with a list / agenda of questions to ask each and all of the companies the same questions.

Week of 25th March target to take the questions to these companies. DK, MS & GW & PWh to arrange time to meet.

CBC.19.03.10 To consider current position regarding submission of Planning Application and agree actions arising.

Nothing to Add.

CBC.19.03.11 Budget

CBC.19.03.11.1 Review the overall budget, consider plans and actions.

No Changes Currently

CBC.19.03.12 Village Fund Raising: to receive plan, review progress, consider plans and actions.

SW: Has met with Jules (from the Shop), regarding whether fundraising for the Shop OR Hall OR Both. Jules is going to speak with the school, to ensure moving forwards everyone works together to fundraise to ensure the different village groups are not working against each other, and all fundraise for the "Community Buildings".

Discussions to the meeting Re: Appendix C.

SW has asked the AC to represent us as a registered Charity, but the AC does not want their charity status to be used to raise money for the community



buildings project. This makes the auction of promises difficult with respect to some of the big companies, but could do a “Community Auction of Promises” instead. GW & BU to engage with CBertrand re: using their Charitable status.

BU: In addition planning to do a community production of “Godspell” with the proceeds going to the community building project, estimate end 2019.

CBC.19.03.13 Grant Applications: review progress: consider plans and actions.

KF: Awaiting Planning Permission, to proceed with grants. Also waiting for Council Elections for Capital grants applications. Have looked at the scoring matrix of eligibility, need to have a number of different things lined up to ensure the CBP is a viable project, including engaging a wider variety of age & gender categories in the village for the building use.

BU to engage with Shop, to collect user data, SW to liaise with community groups as to the same.

CBC.19.03.14 Publicity: review status, consider actions.

SW and TL to work together to publicise the fundraising events and to use the Newsletter and the South Stoke Village Online (Facebook) to promote. Also to promote these meetings more.

To create a “Community Building” branding. GW and BU to help with Designing.

KF suggests a standalone flyer possibly once per 1 or 2 months, in addition to the Newsletter.

CBC.19.03.15 To review progress on actions from previous Community Building Committee meetings and agree any revision of actions on the action list.

See Action List

CBC.19.03.16 Matters for future discussion.

None

CBC.19.03.17 To confirm the date and time of the next meeting.

Tuesday April 2nd 2019, 19:30. LW to Ask Church or School.

The Meeting was closed at: 21:01

Abbreviations

CBP	Community Building Project
AC	Amenities Charity



COMMUNITY BUILDINGS COMMITTEE ACTION LIST

Item	Topic	Owner	When
6	To ask Mick Woodall to provide a statement/business plan for the café. Actions Taken: Currently in Draft Form 7/02/2019 Reviewed by the shop, and Stands in current form. To be Received by the CBC in March Meeting 07/03/2019 missed submission for March, to be received in April Meeting.	GW	04/2019
7	To investigate grants for design activities. Actions Taken: Awaiting further feedback. 07/03/2019: Issues with SODC and OCC due to Elections. BU to discuss with Cllr K Bulmer	KF, BU	04/2019
10	KF & BU – Article in to the March Newsletter Re Progress to date	KF & BU	CLOSED
11	GW to Liaise with Brian Baldwin Re: fundraising 07/02/2019 Contact made with Brian. 07/03/2019 Ongoing	GW	03/2019
12	Detailed plan for Grant Applications to be presented in March 2019 Meeting.	KF	03/2019
13	Detailed plan for Fundraising to be presented in March 2019 Meeting. 07/03/2019: Received.	SW	CLOSED
14	PWh to produce a specification for Heating / Plumbing / Cooling, and to review Electrical specification.	PWh	04/2019
15	To produce “Community Buildings Branding”	SW TI, BU GW	04/2019
16	To engage with the shop, re: user data	BU	04/2019