



MINUTES OF THE MEETING OF COMMUNITIES BUILDING COMMITTEE
South Stoke Village Hall 19:30 Tuesday 2nd April 2019

Members Present:

Chairman Geoff Ward (GW)
Members Maurice Scarratt (MS)
David Kennedy (DK)
Bryan Urbick (BU)
Tracy Lasan (TL)
Shannon Stegman (SS) Arrived 19:43
Chris Bertrand (CB)

Officers Present:

Clerk Laura White (LW)

Public and Press: Roy McMillan (RM), Philip White (PWh)

CBC.19.04.1 Apologies for absence.

Sally Woodall (SW)
Kevin Flynn (KF)
Louise Verrill (LV)

CBC.19.04.2 Declaration of Interests by Committee Members on any items on the Agenda.

None

CBC.19.04.3 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.

None

CBC.19.04.4 To approve minutes of the meeting of 7th March 2019.

Resolved: Approved, Unanimous.

LW to ensure "CBC" or "CBP" used appropriately. For Reference "CBC" using in direct reference to the actual committee itself, and "CBP" used to reference the project.

CBC.19.04.5 Update on Requirements and to consider any subsequent actions:

CBC.19.04.5.1 The Shop, to receive Draft Business Plan and Draft Marketing Plan, Dated Dec 2018

MS: Felt the Business Plan was ambitious.

Received Unanimous, No further updated requirements.

CBC.19.04.5.2 Amenities Charity, including environmental impact and reducing running costs

None

CBC.19.04.5.3 Parish Council

BU: To note the Goring Preschool is most likely to be closed, and there will be a need in the village for a facility to replace a preschool setting. The CBC may want



to consider some sort of modification to the building to allow use in this sort of way.

CBC.19.04.6 To receive an update on Housing Development plans: consider any impact on the Community Building project and consider any actions.

RM: The diocese was approached in February 2019, with feedback being received just last week that a small reduction in number built would be acceptable whilst still being able to have a covenant on the rest of the Glebe to be retained as green space. As a consequence, this would reduce the contribution to the SSPC to be used for the Community Building Project. Thoughts of the HDWG would be to go back to the community regarding this as it would be a significant change to what was presented in November 2018. [RM left the meeting]

Considering the forthcoming elections etc next opportunity to do a community consultation would be the 8th June 2019. The suggestion being a joint community consultation with the proposed details of the housing development and the community buildings being presented at the same time.

CBC.19.04.7 The receive an update on the £850k Community Building scheme.

DK: potential builders for the main structure are being screened. 2of3 have already been visited, both offering the option to just build a watertight insulated shell, with all fit out to be completed by someone else / to be managed by the CBC. Both companies were confident the build could be done for approximately the budget allowed, but leaving no contingency. Both companies would provide all structural / architectural service.

All builders are being given the same presentation and scored on the same matrix to be able to assess them all on the same scale and criteria.

To Record: PWh has produced a draft specification document for the building. Suggested a working meeting to populate the document better. Appendix 1 to the minutes. Working Group to include MS, DK, PWh, + Rodger Guiver, Simon Courtney.

CBC.19.04.8 To consider current position regarding submission of Planning Application and agree actions arising.

Earliest possibility for submission being beginning of July 2019.

CBC.19.04.9 Budget

CBC.19.04.9.1 Review the overall budget, consider plans and actions. Total spend to date: £7748

No Changes Currently, need a certain amount to get to planning with any of the companies being screened currently. Approximately up to £11k, with some refunded if the project is then realised with company in question.

CBC.19.04.10 Village Fund Raising: to receive plan, review progress, consider plans and actions.



Fashion show will be this Friday (5th April). All monies for the community building to be stored in the EMR of the South Stoke Parish Council.

CBC.19.04.11 Grant Applications: review progress: consider plans and actions.

BU: Presented a “Grant Strategy”. Detailing needing to have numbers and surveys to support Need, User Data, detail how the other buildings in the village are not suitable. BU has been speaking with the Church about possible usage, but may be some significant issue to using it. Attached as Appendix 2 to the minutes. KF to work on the actions detailed in the document. SS and BU to discuss acquiring user data from other halls.

CBC.19.04.12 Publicity: review status, consider actions.

There is an article in the April Newsletter. TL and GW to discuss what should be told to the community and when. CB called for great clarity to the community to ensure nothing is deemed to be being done behind closed doors.

CBC.19.04.13 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.19.04.14 Matters for future discussion.

The Consultation – Target 8th June 2019. PWh to support with internal drawings for the buildings.

CBC.19.04.15 To confirm the date and time of the next meeting.

May need to call an additional meeting in addition to the normal Monthly meeting.

Thursday May 2nd 2019, 19:30. LW to Ask Mr H Hogg if we the CBC can use the church again.

The Meeting was closed at: 21:00

Abbreviations

AC	Amenities Charity
CBC	Community Building Committee
CBP	Community Building Project
HDWG	Housing Development Working Group



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	CLOSED
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 02/04/2019: In the Emerging Grants Plan.	KF, BU	CLOSED
11	GW to Liaise with Brian Baldwin Re: fundraising 07/02/2019 Contact made with Brian. 07/03/2019 Ongoing 02/4/2019 Majority of their moneys in Streatley were raise by selling off portions of land.	GW	CLOSED
12	Detailed plan for Grant Applications to be presented in June 2019 Meeting. 02/04/2019 Draft produced, action in minutes.	KF	CLOSED
14	PWh to produce a specification for Heating / Plumbing / Cooling, and to review Electrical specification. 02/04/2019: Draft provided.	PWh	CLOSED
15	To produce "Community Buildings Branding" 02/04/2019: Completed	SW TI, BU GW	CLOSED
16	To engage with the shop, re: user data 02/04/2019: Now in the grant strategy document.	BU	CLOSED
17	To Acquire user data from other Halls	BU, SS	05/2019