

MINUTES OF THE MEETING OF COMMUNITIES BUILDING COMMITTEE

St Andrew's Church 19:30 Thursday 2nd May 2019

Members Present:

Chairman Geoff Ward (GW)
Members Maurice Scarratt (MS)
David Kennedy (DK)
Chris Bertrand (CB)
Sally Woodall (SW)

Officers Present:

Clerk Laura White (LW)

Public and Press: Roy McMillan (RM) [Left 19:56], Philip White (PWh) [Left 19:56]

CBC.19.05.1 Apologies for absence.

Tracy Lasan (TL); Bryan Urbick (BU)

No Apologies Given: Louise Verrill (LV); Shannon Stegman (SS); Kevin Flynn (KF)

CBC.19.05.2 Declaration of Interests by Committee Members on any items on the Agenda.

None

CBC.19.05.3 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.

RM Asked for his input items are brought forwards.

CBC.19.05.4 To approve minutes of the meeting of 2nd April 2019.

Approved, GW, DK, MS, CB

CBC.19.05.5 Update on Requirements and to consider any subsequent actions:

CBC.19.05.5.1 The Shop

None

CBC.19.05.5.2 Amenities Charity

None

CBC.19.05.5.3 Parish Council

None

CBC.19.05.6 To receive an update on Housing Development plans: consider any impact on the Community Building project and consider any actions.

A meeting was held with D Mason, 28th March 2019, he tabled a layout for the 20 homes configuration. If that configuration was agreed, the rest of the field would be given to the parish, and the contribution would be reduced to £400k. The HDWG had concerns with the layout regarding the access from the main road rather than the Crosskeys Road (CkRd), and the little car park had access from the Wallingford Road (WRd) and not the CkRd.

RM Received and email from D Mason 1st May, suggesting the discussions with other parties were almost concluded and would be able to discuss with the HDWG towards the end of May.

GW made comment that the original 25 homes configuration would give a contribution of £600k, which would be a much needed boost from the £400k offered by a 20 homes configuration towards the current £650k Community Building scheme.

WRT to the requirements with the Parish Council, there was detailed discussions regarding the consultation and content of it at the last Parish Council Meeting, final decision to be made at the next Parish Council Meeting (20th May 2019).

CBC.19.05.7 The receive an update on the £850k Community Building scheme

CBC.19.05.7.1 To receive recommendation on preferred builder

GW, provided document [**Appendix 1**]. Gave summary of assessments undertaken of the various builder/manufacturers. Tudor Oak, Pinelog and Kingswell.

Tudor Oak: would require a secondary project management firms / ongoing works due to use of Green Oak. CBC felt they were not the correct team (volunteer) to project manage such a large job.

Pinelog: Extensive experience of this sort of building. However recently changed their business model, and do not offer turn key solutions, and again would need separate project managing. – ongoing discussions with Butler and Proctor regarding groundworks and project management. Would add 10% to Pinelog costs for B&P to take on the added risk to them. Would be a Glue Lam Structure with SIPS + Cladding/Render outer.

Kingswell: CBC have been to see some of their structures similar to our requirements. Offer a full turn key solution. They use their own approved subcontractors. Willing to work with the committee to find a solution which would be within the budget fully fitted.

Resolved: Recommended: Kingswell, Unanimous. British Company, European Wood.

GW, BU, LW to discuss if Contractor has been chosen in accordance with relevant procedural requirements.

CBC.19.05.7.2 To receive updated building specification

Reviewed, next step to discuss specification with selected contractor.

CBC.19.05.8 To consider current position regarding submission of Planning Application and agree actions arising.



Earliest possible date would be the end of June, but if there were more time, then that would be acceptable.

CBC.19.05.9 Budget

CBC.19.05.9.1 Review the overall budget, consider plans and actions. Total Spend to date: £7825

All funds to be transferred to SSPC Accounts. Total available, approximately £11k plus fundraising.

CBC.19.05.10 Village Fund Raising: review progress, consider plans and actions

CBC.19.05.10.1 To receive results and total amount raised from the Ladies Fashion Show

A sell out. £849.50. Plus approximately £150 on the bar, actual total to be resolved, due to stock miscommunication with another Parish event.

CBC.19.05.10.2 To receive draft schedule of future fundraising activities

To hold an Autumn Fashion Show.

Calendar to be produced after discussions with Jules.

Running Event, Quiz Night (hopefully in the church), Auction of Promises (RM has offered to help with this).

GW pressed the point the CBC need to be careful about people getting fundraising fatigue.

Need to get leadership input from the Parish Council regarding where fundraising is going to in the village.

CBC.19.05.11 Grant Applications: review progress: consider plans and actions.

CBC.19.05.11.1 To receive draft Grants Plan

No Input – Next stage: to focus on grants to get monies to support the £15k deficit to get to planning with Kingswell.

CBC.19.05.12 Publicity: review status, consider actions.

CBC.19.05.12.1 To receive draft schedule of village communications.

GW has given a draft to BU, on current usage of the hall and shop, to use the data to support grant applications.

VCS [Voluntary Community Sector] willing to come and discuss with all the various organisations in the village about how to apply for grants.

GW and TL have discussed how to use the various media outlets in the village.

TL to develop a schedule of how and when things are publicised to the village.

Suggestion to create a Facebook page to support the CBC.

CBC.19.05.13 To agree content for the Consultation on the 8th June and agree actions arising.

SSPC to agree whether the consultation will be on both the 25 houses scheme and the 20 houses scheme or not.

Suggested that the consultation has the recommended design, builder and cost basis and reasons for why that decision has been made.



Representatives of both groups to meet w/c 26th May. RM & GW to agree date, to solidify format of the meeting.

CBC.19.05.14 To review draft questionnaire on the use of village hall and shop.

BU developing the questionnaire still.

CBC.19.05.15 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.19.05.16 Matters for future discussion.

None

CBC.19.05.17 To confirm the date and time of the next meeting.

Wednesday 29th May 2019 7:30 to ask the Church.

Meeting Closed at: 21:15 pm

Abbreviations

AC	Amenities Charity
CBC	Community Building Committee
CBP	Community Building Project
CkRd	Crosskeys Road
HDWG	Housing Development Working Group
VCS	Voluntary Community Sector
WRd	Wallingford Road



COMMUNITY BUILDINGS COMMITTEE ACTION LIST

Item	Topic	Owner	When
17	To Acquire user data from other Halls	BU, SS	06/2019
18	Grant Strategy for £15k needed to get to planning.	BU, KF	06/2019