

**Minutes of the Community Infrastructure Committee
Held on 23rd April 2018 at Sevenoaks Town Council**

Meeting Commenced: 8.10 p.m.

Meeting Concluded: 8.55 p.m.

Committee Members Present: Cllr R Hogarth (Chairman), Cllr R Piper (Vice Chairman), Cllr M Canet (substitute for Cllr T Clayton), Cllr A Eyre, Cllr R Parry, Cllr S Raikes.

In Attendance: Cllr S Arnold, Cllr E Waite, Cllr Mrs P Walshe, Town Clerk and Assistant Town Clerk.

There were no members of the public present.

28. Apologies for Absence

Received from Cllr A Clayton and Cllr M Chakowa.

29. Requests for Dispensation

There were no requests for dispensations.

30. Declaration of Interests

There were no Declarations of Interest.

31. Community Infrastructure Committee Minutes of the Meetings held on 12th March 2018 and 19th February 2018.

RESOLVED: To agree that the Minutes were true records of the meetings and to be signed by the Chairman.

32. Asset Disposal

It was noted that contracts for the sale of the Cemetery Lodge had been completed and were due to be exchanged. At the last minute the buyer had requested the removal of two covenants.

RESOLVED: Not to agree to the removal of the covenants.

33. 2014 – 2018 Community Investment Plan

The Committee received and considered an updated financial report relating to the Community Investment Plan.

RESOLVED: The financial report be included within the Finance & General Purposes Agenda for the following week.

The following updates were received relating to the Community Investment Plan projects:

i)	Bat & Ball Centre	<p>Town Council resolved to rebuild and extend current facility using same architect and similar design.</p> <p>Research work currently being undertaken relating to sub structure.</p> <p>First draft plans prepared and consultation taken place with Community Centre User Group. Second draft plans were being produced to enhance the main entrance and aspects of the building seen from the station approach.</p> <p>Sevenoaks Day Nursery were proceeding with their plans for a new facility.</p>
ii)	<p>Replacement of Raleys Gym</p> <p>Sevenoaks Town Council and Sencio have agreed and signed the appropriate legal agreement.</p> <p>Sevenoaks Town Council has paid the £95,000 to Sencio.</p>	Completed
iii)	Replacement of Internal Cricket School	<p>Local cricket school have requested review of replacement facilities.</p> <p>Ongoing discussions will be required particularly in relation to planning permission for Raleys.</p>
iv)	<p>Café on the Vine</p> <p>Refurbish old band practice room and convert into community café and encourage people to use the Vine.</p>	Completed
v)	Environmental Park £100,000 new play area	Completed

	<p>Following the success of the installation of the play area and public feedback Sevenoaks Town Council had agreed 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 this matter had become complicated due to the proposed decking of the adjacent car park and Knole Trustees have entered into a lease with Sevenoaks District Council for the land.</p> <p>Sevenoaks Town Council had produced a sketch plan providing details of its ambitions for the park, which have been forwarded to Knole Trustees and Sevenoaks District Council. The proposal has been included within the District Council's planning application for the adjacent car park.</p>	
vi)	<p>Community Facilities at Greatness Recreation Ground</p> <p>Additional facilities including the following installed:</p> <ul style="list-style-type: none"> • Youth shelter • New fencing • Additional play equipment • New Public toilet 	Completed
vii)	<p>Multi Use Games Area</p> <p>Once the new Bat & Ball Centre is completed a Multi-Use Games Area can be installed to upgrade the current tennis courts.</p>	
viii)	<p>Free Recreational Facilities</p> <p>The Town Council had made a commitment to provide free recreational facilities including play areas and outdoor gym equipment in various locations</p>	

	<p>throughout the town. Public consultation has taken place relating to the proposal for installation of this at Kippington Meadow.</p> <p>The Finance & General Purposes Committee agreed to proceeding with the installation of equipment in Kippington Meadow.</p>	Completed
ix)	<p>Sports Strategy</p> <p>The Town Council was awaiting capital receipts before committing to distribution of the funds which were subject to match funding.</p> <p>To date the Town Council has agreed the following funding from the Sport Strategy fund:</p> <p>Sevenoaks Fund*</p>	Completed

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

x)	<p>Neighbourhood Development Plan</p> <p>The Masterplan for Northern Sevenoaks initial consultation has been completed with positive feedback. Draft final NDP policies and document to be reviewed by SDC Planning prior to public consultation and referendum.</p>	<p>Draft Timetable</p> <p>Draft Plan present to NDP Cttee Feb 2018 Public consultation on draft plan July 2018 Amendments Aug 2018 Submission to SDC examination Sept 2018 Pre examination consultation Oct 2018 Amendments Dec 2018 Referendum Feb 2019 Plan is made Early / mid 2019</p>
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xi)	Stag Community Arts Centre The Town Council allocated £150,000 within the Community Investment Plan for improvements for the Stag.	Completed

34. Bat & Ball Station Building

i) Funding

The Town Council had been successful in its Stage Two bid to the Heritage Lottery Fund for a grant of £755,600.

It has also obtained £8,000 for the purchase of heritage items from the Railway Heritage Trust.

CIL Application

Sevenoaks Town Council has submitted a funding application to Sevenoaks District Council from its Community Infrastructure Levy Spending Board.

The funding application will be related to the emerging Masterplan for Northern Sevenoaks in particular the following projects in and around Bat & Ball Station:

1	Refurbishment of Bat & Ball Station	£130,000
2	Provision of New Access to Platform 1	£54,582
3	Provision of 56 Cycle Racks Adjacent to Platform 1	£28,728
4	Provision of 30 Cycle Racks (inc. 6 electrical charging points) adjacent to Platform 2 (station building side)	£44,964
5	Provision of additional access from Otford Road via Community Centre.	£34,865
	Total	£258,274

The meeting for consideration of the CIL applications was scheduled for 8th May 2018. Cllr R Hogarth, Cllr R Parry the Town Clerk and a representative from the community would attend the meeting.

ii) Planning Application

Planning Permission had been received with some conditions. The Town Council had been informed that it would need to submit further Listed Building Planning Application for some aspects of the refurbishment. The planning / permitted development application for the access on to the platform would be submitted imminently.

iii) HLF Requirements

The Town Council had received its official 'Permission to Start' from the HLF. It had also had a sign off in relation to the tender received which permitted some budget elements to be altered to take into account increases and decreases. It was noted that the tender was lower than the anticipated quantity surveyor costs.

iv) Refurbishment Project

Unfortunately the final approval of permit information had not been processed between the contractor and the railway authorities, it was hoped that it would be completed soon.

Additional research was being undertaken in relation to the drains for the building.

There being no further business the Chairman closed the meeting.

Signed
Chairman

Dated