

**Minutes of the Community Infrastructure Committee
Held on 20th August 2018 at Sevenoaks Town Council**

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.00 p.m.

Committee Members Present: Cllr R J Parry (Chairman) Cllr R Hogarth (Vice Chairman), Cllr J M Canet, Cllr A Eyre, Cllr R L Piper, Cllr S G Raikes.

In Attendance: Cllr A Clayton and Town Clerk

1 member of the public present.

203. Apologies for Absence

Received from Cllr Schneider.

204. Requests for Dispensation

There were no requests for dispensations.

205. Declaration of Interests

Cllr Eyre reminded the Committee of his Declarations of Interest relating to the Stag.

206. Community Infrastructure Committee Minutes of the Meeting held on 25th June 2018.

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

207. 2014 – 2018 Community Investment Plan

i) Bat & Ball Centre

The Town Council had previously resolved to refurbish and extend the current facility (named Plan B) retaining the original architect and similar design.

Pre planning advice awaited. Planning Application hoped to be submitted before end of September 2018.

Plans would then be worked up to seek tenders.

Sevenoaks Town Council pursuing Option B has enabled the Sevenoaks Day Nursery with more flexibility to move forward with its plans. If the nursery are able to retain their current facility until the Town Council completes the new Centre this will enable the Town Council to facilitate some hirers in alternate accommodation e.g. play group.

RESOLVED: For the 25 year peppercorn lease to Sevenoaks Day Nursery to be on the land identified on the document circulated which would encompass the building known as 'The Club Room' subject to Sevenoaks Day Nursery enabling the facility to be used by similar nursery / playgroup organisation (all security measures to be met) during term time and ownership of the current nursery building to be transferred to Sevenoaks Town Council. Lease details and negotiations to be delegated to the Chairman, Vice Chairman and Town Clerk.

- ii) Replacement of Raleys Gym
Sevenoaks Town Council had contributed £95,000 to Sencio's gym refurbishment project. An opening event is being arranged in the near future by Sencio and there will be a plaque to acknowledge Sevenoaks Town Council's contribution.
- iii) Replacement of Internal Cricket School
Local cricket providers had been requesting a change of provision to that originally intended and included within the s.106 agreement. It was noted that the timescale for Sevenoaks Town Council to provide the facilities had finished and that this would move to Sevenoaks District Council.
- iv) Café on the Vine
The old band practice room had been refurbished and converted into a community café to encourage people to use the Vine.
- v) Environmental Park
The new £100,000 play area had been completed. Discussion are ongoing with Sevenoaks District Council regarding the amphitheatre operation.
- vi) Community Facilities at Greatness Recreation Ground
The following facilities had been provided – youth shelter, new fencing and benches, additional play equipment and new public toilet.
- vii) Multi Use Games Area
To be reviewed once designs and planning completed for Bat & Ball Centre.
- viii) Free Recreational Facilities
Play Equipment had been installed at Kippington Meadow. An additional event was held on 3rd August due to the poor weather on launch day. A further piece of equipment will be installed in the near future with funding from KCC Cllr Crabtree.

ix) Sports Strategy

The following commitments had been agreed:

Project	Partner	£	Status
Replacement gymnasium	Sencio	£95,000	Completed
Replacement indoor cricket school	KCC	£150,000	Escrow account
3G Rugby Pitch / Knole Paddock*	SRFC	£250,000	
3G Football Pitch / Greatness*	STFC	£200,000	Completed
3G Hockey Pitch / Hollybush	Hockey Club	£50,000	Completed
Total		£745,000	

x) Neighbourhood Development Plan

Public consultation has been delayed due to waiting for the Economic Assessment being commissioned by Sevenoaks District Council.

xi) Stag Community Arts Centre

The Town Council had provided £150,000 which had been used to improve the air handling system.

xii) Sevenoaks Fund

The Fund had been rebranded to the Sevenoaks Mayors Fund for all future Mayors to use. During Cllr Hogarth's year of office he would be raising funds for the following four charities:

- Sevenoaks Powerchair Football
- Sevenoaks Rugby Football Club (3G pitch)
- Sevenoaks Day Nursery
- Stag

208. Bat & Ball Station Building

In addition to the main HLF project for the refurbishment of the station building the Town Council had been successful in obtaining additional funds for ancillary projects, a precis of draft figures shown below.

	Project	Budget Cost	Funding obtained	Budgeted Net cost to STC
1	Station Building -Development costs (tbc)	£158,886	0	£158,886
2	Station Building - Capital Costs (inc. professional fees).	£1,013.150		

	Heritage Lottery Fund SDC CIL STC CIL (Oct. 2017) STC CIL (April 2018)		£755,600 £130,000 £78,810 £110,000 <u>£1,074,410</u>	-£61,260
3	New Access & Ramp to Platform 1 SDC CIL	£54,582	£39,000	£15,582
4	30 Cycle Racks adjacent to station building SDC CIL	£28,728	£28,728	£0
5	56 Cycle Racks (inc. 6 electric charging) Community Centre land SDC CIL	£44,964	£32,000	£12,964
6	New Access to Otford Road SDC CIL	£34,865	£28,546	£6,319
7	Waste Bin Store & Store Room STC CIL	£55,000	£37,000	£18,000
8	Railings & Gates Railway Heritage Trust	£5,000	£2,000	£3,000
9	Station Signs Railway Heritage Trust	£3,500	£1,400	£2,100
10	Waiting Room Seat Railway Heritage Trust	£2,000	£800	£1,200
11	Vintage Railway Clocks Railway Heritage Trust	£2,000	£800	£1,200
12	Heritage External Lighting Railway Heritage Trust	£9,000	£3,600	£5,400
	Totals	£1,411,675	£1,248,284	£163,391

Liaison was currently taking place with Southeastern and the Railway Heritage Trust for them to fund some additional works in the station environs to include the following. The works may take place after the completion of the main project:

- i) Restoration to canopy roadside
- ii) Restoration to canopy Platform 2 – connected to building
- iii) Restoration to shelter Platform 1
- iv) Cleaning of external brickwork
- v) Repair to exterior tiles
- vi) Removal and relocation of exterior cable trunking on the building

Refurbishment Project

The final approval of permit was completed on 8th June 2018. Construction work commenced on 18th June 2018 and was on target for 24 weeks completion.

There had been two items of increased expenditure. First the requirement to install a pumping system due to the main building not being connected to the mains but to a historic disused cesspit. The second was the higher than expected connection cost from UKPN. Both of the items were identified within the original Risk Analysis of the project. HLF had confirmed that the costs could be taken from the Contingency within the HLF project funds.

Ref	Variation	Omissions £	Additions £	Variation £
1.02	New Electricity Connection – UKPN	8,175	39,826	31,651
5.01	Revised drainage proposals including Provisional Sum for temporary works	6,450	37,597	31,147
				62,798

The Heritage Engagement Officer with support from other Town Council officers was progressing with the HLF Activity Plan.

RESOLVED: To commend the Town Clerk and her team for obtaining external funding to enable the investment to take place at the station to the benefit of Northern Ward and the town.

209. Business Hub (former Red Cross building)

The Town Council has previously resolved to convert the former Red Cross building into a Business Hub and has set aside £25,000 of CIL funding towards the refurbishment.

It was hoped that the £25,000 could be used towards match funding for a larger grant, however the roof does now need some immediate repairs even if they are temporary.

The feasibility plan for the project is being worked up and the Town Council's summer intern Holly Wilkinson has been a considerable help with this project.

Presentations have been made to local business contacts and the feedback has been very positive to date.

Research is continuing in relation to obtaining grant funding for the project.

Resolved under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item of the confidential nature of the business.

210. Raleys Development

RESOLVED: To note the report relating to overage.

There being no further business the Chairman closed the meeting.

Signed Dated
Chairman