

CAM PARISH COUNCIL

MINUTES OF A MEETING OF DEVELOPMENT & PREMISES COMMITTEE HELD WEDNESDAY 26TH MAY 2010 AT 6.30pm IN THE COUNCIL SHOP

PRESENT: M Nolder (Chair), B Whatling, N Ledoux, J Sherman, P Dutfield, M Clifton, J Fowles, D Andrewartha

APOLOGIES: K Pearce

IN ATTENDANCE: M Wride, J Ford (Preferred Operators for Cafe)

AGENDA

DP.10.10. To elect a Chair for 2010/11

CLlr Nolder was elected Chair for 2010-11

DP.10.11. To elect a Vice Chair for 2010/11

CLlr Andrewartha was elected Vice-Chair for 2010-11

DP.10.12. To receive apologies for absence

Apologies as listed above were received and accepted

DP.10.13. To receive Declarations of Interest

None made

DP.10.14. To accept Minutes of the meeting of 28th April as a correct record

It was RESOLVED that the Minutes be accepted as a correct record and signed by the Chair.

DP.10.15. To receive any questions, statements or submissions from members of the public in attendance or from any Councillor in respect of any agenda item in which he/she has a Prejudicial Interest

None

DP.10.16. To receive and approve revised Heads of Terms for the transfer of land at Chapel Street from the District Council

Revised HOT, reflecting discussions with SDC Officers, for the Development Agreement under the terms of which the land at Chapel Street will be transferred had been circulated. It was now RESOLVED that it be recommended to full Council that these be accepted and forwarded to the Solicitor for action, subject to clarification that on the relocation of the disabled space in the public car park, as agreed.

DP.10.17. To consider revised plans and proposals for the Community Resource Centre and cafe and make recommendation to Full Council

The Architect was chasing the design team for the updated plans and hoped that these would be available by the end of the week. It was reported that there would be two sets of plans – one on the basis of 50% of energy to be provided on site and the other on the basis of 100%. It was noted that this element could have significant implications for both capital and revenue budgets. On confirmation of these plans, detailed

drawings for Building Regulations approval would be drawn up and should be submitted by the end of June. It should then be possible to start the tender process at the beginning of July, which, if a period of 4 weeks is allowed for submission of tenders, should allow for a decision to be made at the end of July/beginning of August (which might thus necessitate a special Full Council meeting). The earliest a start could be made on site would therefore be around the beginning of September. However, it was realistically unlikely that this would be achieved, which could be better financially, as it would allow borrowing to be drawn down later, so moving repayments into the next financial year and thus smoothing the impact on the Precept. It was likely that funds would have to be internally borrowed in order to achieve this. There were acknowledged to be certain risks in this approach, including possible capping of Parish Council Precepts by the new Government, a change to Public Works Loans Board's lending conditions and an increase in building costs.

DP.10.18. To consider the terms for an agreement for the operation of the cafe element of the new facility, in discussion with Preferred Operators

Michael Wride and Juliette Ford (Preferred Operators for the cafe facility) were in attendance and advised that they were still keen to proceed. They would be able to confirm this once they have Heads of Terms for the lease or other agreement, which would clarify the working relationship between them and the Council and provide details of rent etc. This would be discussed at the Working Party meeting on 3rd June. The plans for the building were noted and it was agreed to consult the Architect about the possibility of a door in the end wall of the cafe, to allow access to the outside space.

DP.10.19. To consider contractual issues in respect of the appointment of architect, project manager and specialist advisors for the project

It was noted that, currently, the architect was engaged by HGT Developments as part of the overall design team for the project. They had been commissioned to produce plans and specifications to secure necessary permissions and to enable the project to go out to tender. From this point on, if Council wishes to retain the services of this Architect, including management through the build process, it would need to engage him separately. This separation would also be important as HGT will almost certainly be tendering for the project. It was agreed that the Architect be asked to provide details of the service from now on, together with a quote for the costs of this. Committee would then recommend that, subject to satisfactory financial terms, Council engages this Architect for the remainder of the project. It was considered that it would not be necessary to seek competitive tenders for the service, as it was essentially an extension of an existing contract for specialist services.

DP.10.20. To consider financial implications of the proposed development of the Community Resource Centre including availability of grants

Unfortunately, due to annual and sick leave, the Clerk had not yet been able to investigate grant sources, but would try to do so over the next week or so. The FGP Committee would look at the Medium Term Financial Plan at its meeting on 27th May, which might result in some amendments to future budgets. It was noted that current budgets and calculations did not include the agreed £30,000 contribution from S.106 agreements for the Littlecombe development, as it was not known when these would become available. Cllr Andrewartha would make enquiries at District about the possibility of this funding being brought forward ahead of completion of housing at Littlecombe. There was justification for this in that the homes that have been completed to date are in Cam. As the lease on the Council's current premises expires in April 2011, there was a possibility that it would be necessary to vacate this building before completion of the new one, although it was considered that, on a short term basis, this could be addressed through hire of facilities at another community building, together with arrangements for staff to work from home.

DP.10.21. Any other Development or Premises matters for information or referral only

None raised. The meeting was declared closed at 7.45pm.