

Minutes of the Extra Ordinary Meeting of Council held remotely in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, on Tuesday 30th March 2021 commencing at 6.30pm

Given the current Government advice in relation to public gatherings, members of the public were not able to physically attend this meeting to observe proceedings, they were however able to access and participate at the meeting through the use of Microsoft Teams – see Parish Council website <https://www.campbell-park.gov.uk/> for details.

Commencement of Meeting

Members and public were advised that the meeting would be recorded.

229/20

Members Present

Cllr T Baines (Chair)	Cllr P Halton-Davis
Cllr E Dicerbo	Cllr K Jones
Cllr V Dixon	Cllr A Kahin
Cllr T Fraser	Cllr K Kavarana
Cllr R Golding	Cllr K Kent
Cllr B Greenwood	Cllr D Pafford

In Attendance

D Warner, Clerk to Council
E Webb, Administration Officer
N Stenton, Stenton Ohbi

230/20

Apologies for Absence

Council noted apologies from
Cllr D Kendrick – illness
Cllr C Odunewu – personal commitment
Cllr M Petchey – personal commitment
Cllr D Priest – work commitment
Cllr T Uranta – personal commitment

231/20

Declarations of Interest

None

232/20

Members of the Public Present

None

233/20

Public Involvement – Deputations, Petitions and Questions

No deputations, petitions or questions had been submitted.

234/20

Parish Council Community Hub – Redevelopment of Former Springfield Public House

Signed.....Chair

Date.....

Council

[1]

March ECM 2021

The Chair introduced Mr N Stenton who gave a brief outline of his company's involvement with the project since 2017 to develop a Community Hub.

The Clerk advised Council of the immediate requirements, itemised below, to progress the project.

(a) Project programme

Mr Stenton explained the components of the programme, consisting of the development of the design, planning applications, approximate length of the build process (40 – 52 weeks), timeline dates which need to be realistic and includes tendering process, construction, statutory planning dates, contractors/consultants (Quantity Surveyor, Architect, Project Team, Structural Engineer, M and E consultant, Senior Co-ordinator.

He then went on to explain the two options for the build procurement, option 1 - design and build or option 2- traditional full design.

Council resolved to approve procurement option 2, traditional full design.

(b) Project budget and funding

Mr Stenton advised that when considering the project funding the following elements would need to be considered: Appropriate funding for the accommodation required, construction budget, professional fees, surveys, statutory fees, contingency budget; cost estimates to be reviewed at each key stage.

The Clerk advised funding could be sourced from the Public Works Loan Board, S106 funding and grants, as opposed to solely increasing the Precept to pay for the development.

Council resolved to apply to the Public Works Loan Board for a loan of £1.5 million*, with any surplus funding to be handed back at the end of the project. *£1.5 million = project cost of £1.25 million, plus £250,000 contingency

(c) Available information – Surveys

The Clerk advised that the following surveys had been completed prior to purchase: full structural and pre-refurbishment asbestos – asbestos survey would need upgrading to pre-demolition type. Other surveys required prior to demolition: topographical, land contamination, land bearing and a full measured survey of the building to be demolished.

(d) Project Brief

Council briefly discussed the project brief but agreed that a separate meeting is needed to discuss in-depth.

(e) Scheme of accommodation

Council briefly discussed the scheme of accommodation but agreed to consider the item at a future meeting.

Signed.....Chair

Date.....

Council

[2]

March ECM 2021

(f) Project Team – CPPC and external consultants

The Clerk advised that a range of skills would be required and extra resources will be needed on an as and when basis. Item to be progressed after the elections in May.

(g) Planning requirements

Mr Stenton having taken advice from Smith Jenkins, Planning Consultants, explained the two options available. Option 1 – Planning application to demolish the existing building and planning application for the proposed new development to be submitted together or Option 2 - Planning application to demolish the existing building and outline planning application for the new build to be submitted.

Council resolved for expedience and health and safety reasons, to approve Option 2 and submit a planning application to demolish the existing building and outline planning application for the proposed new development.

(h) Demolition of existing building

The Chair proposed that the Asbestos survey is completed as soon as possible.

Mr Stenton explained that there were two options available for the work to be done. Option 1 – survey is carried out by a consultant or Option 2 – survey is carried out by the demolition contractor within the scope of their works.

An amendment to the proposal that the Asbestos survey is carried out by the demolition contractor, once sourced, was agreed.

Council resolved that the Asbestos survey is completed as soon as possible and the survey is carried out by the demolition contractor, once sourced.

The Chair proposed and Council resolved to commence the tendering process to award the contract to demolish the existing building – process to run in parallel to planning application submission.

(i) The commissioning of Architectural/Planning Services

There followed a discussion on the level of involvement in the project by Stenton Ohbi and Mr Stentons confirmation that further involvement in the process could result in a conflict of interest if Council went out to tender to commission an architect to design the build. He went on to advise that a lead design consultant would be needed to progress the project.

The Clerk advised that the cost of the project necessitates the requirement for the Council to put the contract out for tender and the need to engage with residents.

Council resolved to appoint Smith Jenkins on an “as and when” basis to progress the planning application for the demolition of the current

Signed.....Chair

Date.....

Council

[3]

March ECM 2021

building and the outline planning application for the proposed new development and the full planning application.

Mr Stenton left the meeting at 8.17pm.

Council resolved to task Cllr Baines (Chair of Council and Lead Member for Planning), Cllr Greenwood (Vice Chair of Council and Chair of Planning, Infrastructure and Transport Committee), Cllr Golding (Chair of Buildings, Property & Portfolio Committee) and Clerk to Council to identify a Project Lead contractor to progress the project to the planning application stage.

The Clerk endeavoured to advise Council of the implications of the decisions they had made, and the actions required to carry out their decisions.

(j) Resident consultation

The Clerk advised that residents had been made aware of the Council's plans to develop a community hub via Homeground and Council agendas (on the Parish website). The 2021/22 Budget consultation would include a section on the proposed Community Hub development and a detailed consultation would be carried out at a date to be determined.

Summary note of informal meetings of Members and Officers

It was resolved that a task group (of all Members) be set up to review the content of the summary note.

235/20

Date of Next Meeting

Tuesday 20th April 2021

Signed.....Chair

Date.....

Council

[4]

March ECM 2021