

## **LITIGATION IN CONFIDENCE**

### **SOCIAL CENTRE REBUILD COMMITTEE MEETING 17/02/2023 at 6:00pm, held at the Clubhouse.**

#### **AGENDA**

Chairman's Motion to the Committee on Public Participation

#### **PUBLIC PARTICIPATION**

15 minutes is allocated for non Committee members of the public to raise issues

Present: Graham Prichard, Jonathon Seed, Keith Mahoney, Jim Butler, Peter Hindle, Den Fillis, Ross Phillips, Adam S, Sue Wilkinson, Phil Dyke, Adam Collins, Neil Davison, Malcolm Turner.

Apologies: Mel Watt, Adam Dempsey

5 Members of the public present.

#### **1. Minutes of last meeting** (08/02/23)

Proposed: RP

Seconded: PH

Amendment\* Full design brief not to be included in the hoot (12 pages too many), therefore a summary of the key points will be produced - PH.

#### **2. Chairman's Update - JS**

We are getting to quite a critical moment in the process, these must be kept in confidence to the committee until they have been finalised.

A lot of the risk will be taken out of the cost and design it, but will add a bit more time to the process.

Wiltshire council have been approached for a list of approved contractors that have been vetted by the council for this job of works. This negates the need to vet any contractors that may want to bid, takes time to vet and costs money to do so.

#### **Rough Timetable**

End of March - Appoint Architect (After process of selection).

Late April - Approve design

Mid May - Parish Consultation on Design.

Early June - Submit Planning Application

Concurrent tender for contractor (Wiltshire Council Approved Contractors)

Mid August - Appoint contractor

September - Start Build (Estimate 20 weeks build time)

#### **Budget (three phases)**

Phase One - £800k (what we currently have, we can only legally tender for this amount)

Phase Two - £250k

Phase Three - £250k

### **3. Rebuild Process - SW**

#### Architect Selection

Tender document - Andrew amendment, for future requirements of the project. Planning application should include our 'alls bells and whistles' plans, but tender documents should only include what will actually be built at this stage.

Currently selected 6 architects, all from different people in the room, which we believe a fair way to do it. Variety of sizes of architects, from multi-national, to small and local.

Return of architect tenders by 1pm on Friday 17th March. Tender assessment group to meet and shortlist 3nr, and meet for interview on Friday 24th March. Selected architect will then be put forward to the Parish Council.

PH Design Brief for architect - Based on option 2, with a few scale downs and amendments. Reduced the bar area, and have a bar area linked to one of the halls. The usage matrix, typical occupation and how the area would be used. It's important to note we are not giving the architect any plans, merely approx sizes of rooms (see usage matrix), the 6nr architects will more than likely come back with very different submissions to be reviewed. (See architects brief) Environmentally, accessibility, future proofing, designing with next phases in mind (e.g strong enough roof supports to allow for solar panels).

All members of the committee happy for the design brief to go to the parish council as it is.

JS suggested to bring AB onto the rebuild sub committee which will be suggested at the next Parish Council meeting

**Sub committee for review of Architect committee SuW, JS, JB, SP, AB, PD, also Parish Clerk to be asked.**

### **4. CIO Formal document and proposal to PC**

PH - £250k grant from the government, formalises the structure, the problem with a charitable trust is it couldn't do things on its own, however as a CIO, it is its own entity. Strong recommendation from charity commission and people that have been through it before, is change as little to the standard application forms as possible. We need to be clear about matched funding.

Voting members other than the trustees, these can either be paying members, or it could be anyone who lives in the village who is on the electoral register. Then there is a management committee, and then there are Trustees.

Trustees numbers between 3 and 7, and 2 nominated from the Parish Council (The persons nominated do not necessarily have to be a member of the Parish Council). Quorum of 3 Trustees.

All committee members agreed to take this forward for proposal to the Parish Council.

### **5. Finances - MW, SP**

Buy a brick, MW has looked into this and should have an update by the next meeting.

£477.50 Donations since last meeting

- £300 from Bromham Veterans
- £127.50 Cathy Pearce (Paintings)
- £50.00 Phoenix Club

Thank you to all those that donated, it is greatly appreciated.

#### Cafe Report - DF

Cafe remains busy which is great to see, Amount Banked £1,150. Thank you once again to all volunteers and customers for their support of the Cafe.

Clubhouse Report. Lots of bookings on the horizon, and the bills are being kept low. DP has been in touch with a plumber and the taps have been fixed.

### **6. Parish Council Agenda items for Thu 23rd February**

- A). For Decision;
  - Budget
  - CIO Proposal and document
  - Architect tender document including Design Brief.
- B). For Discussion;
  - Outline Rebuild Timetable

### **7. Any Other Business**

JB - Does he want to take forward his proposal for building on the Chantry Car Park to help raise funds for the rebuild? Decided to take this forward 7 for, 4 against.

### **8. Date of next meeting**

Thursday 9th March - 6pm.