

**MINUTES OF A MEETING OF THE COMMUNITY CENTRE BOARD held on Wednesday 7th
October 2020 VIA ZOOM AT 7.30pm**

PRESENT: Cllr M Flashman, in the Chair,
Cllr C Williams, D Boyle
Mrs N Reay (Town Clerk) Mr J White (Project Manager)
Mrs D Haylett (TWBC Head of Facilities & Community Hubs)
Mr D Deed (Technical Project Manager)

CCB70 **MINUTES OF THE PREVIOUS MINUTES**
The minutes of the meeting held on the 22nd September were AGREED.

CCB71 **DESIGN MEETING**
The first meeting was held with the Baxalls Design Team on the 1st October 2020. The Town Council had appointed Cllr Ridger and the Town Clerk to attend the meetings and asked that 1 other representative attended from the working party. Mr Lemont was appointed to attend. The Working Party however asked that a further member should attend, and Mr Mackie was also in attendance at the meeting.

The minutes of the design team meeting and revisions to the designs will be discussed at the Working Party meeting due to be held prior to this meeting. A copy of the presentation was circulated to members.

The next design team meeting will take place on 8th October 2020, and weekly thereafter until the plans are ready for submission for permission. It was hoped that the plans would be submitted late November.

The following points were raised by board members:

- Important that the scheme was not completely re-designed. It must keep to the original concept & deliver what the residents of Paddock Wood wanted.
- Concern about the use of hot air heating – was it appropriate due to the current Covid 19 pandemic. This was being explored by the design team.
- The re-design of the tennis courts was not part of the original brief, but it could be explored. Baxalls were in communication with Sport England on this matter, as moving the tennis courts on the site would give allow the CC site to be moved further back towards the boundary of the field.
- Publicity – articles would be submitted to Local Magazine, Contact & the Town Crier.

CCB72 **BUSINESS CASE**
Jonathan White would update the business case in time to be submitted to the town council at its October meeting.

CCB73 **COVID 19 RISK REGISTER**
Members reviewed and updated the Covid 19 risk register.

CCB74 **FINANCIAL REPORT**
The Council has spent £136,626 to date on the project. A copy of the income and expenditure is attached.

CCB73

DATE NEXT MEETING

21st October 4th November 18th November 2nd December

Chairman