

MINUTES OF A VIRTUAL MEETING OF COMMUNITY CENTRE  
WORKING PARTY Via Zoom, Wednesday 27<sup>th</sup> October 2021 at 6 pm.

PRESENT: Cllr Williams, in the Chair,  
Cllrs Moon & Sargison M Ridger  
Mr J Thompson, Mr A Mackie, Mr F Lemont  
Mrs T Brechtlesbaur. R Wakling  
Mrs N Reay (PWTC Clerk)  
Mr J White (Project Manager)

APOLOGIES: Ms S Woodcock Mr P McVeagh Mr S Smithson,

1. Minutes of the Previous Meeting were agreed
3. Matters Arising not included elsewhere on the agenda  
The concerns about the FMPF on the working party had been withdrawn and were not therefore discussed at the Town Council meeting. The Chairman expressed concern that the FMPF had asked Redrow/Persimmon to consider including a community centre in their plans for a new development in PW. The Chairman of FMPF advised that this was in addition to the one at the Memorial Field.

Not all members had seen the kitchen colour samples. Once they were received back in the office they would be passed on to DS, JT & MR.

4. Planning Application Update – The Secretary of State has approved the planning application and TWBC has issued the decision notice.
5. Newsletter: Members discussed the content of the next newsletter. JW was asked to obtain copies of the interior pictures which could be included. Details of the when to expect work to start would be included. The chairman would draft the content and forward to SS for the newsletter. Copies would be emailed to members for discussion.
6. Presentations to Local Groups:  
It was agreed that the WP should contact local groups to invite them to a presentation on the plans.

Following a discussion, the following was agreed:

- CW would contact the Church to see what availability there was for hall space
- All user groups would be invited to a presentation before Christmas if possible. Each group would be invited to send no more than 3 representatives
- Tickets for attendance would need to be issued to manage numbers
- A second event would be held in the new year for residents. The contractors would be asked to attend and give a presentation
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8. Update from Baxall

1. Baxall need to confirm the price given increases in the market
2. Want to avoid provisional sums as part of this to ensure minimal risk to the TC once in contract
3. Town Council need to confirm the contract, business case, risk register etc.
4. Need to confirm any items with long lead ins given market conditions which will then determine the start on site date
5. JCT 2016 Design and build contract then needs to be signed
6. Once signed long lead in items can be ordered
7. Mobilization will then take place
8. This involves site setup, portacabins, diggers etc.
9. Work will then start on site in tandem with the programme around the long lead in items starting to arrive

7. Matters for further discussion

JW advised that he had been in communication with Kent County Cricket Board who would assist with the development of the hard ball wicket on the site. If PWTC agreed the contract for the wicket could be included in the build contract.

MR has offered his services during the build period as he has a background in construction. He would be willing to be the contact between the group and the developers. A WhatsApp group could be set up so that queries could be answered quickly. The group thanked him for his offer.

JH would arrange a trip to the newly opened Southborough Hub for those who wished to visit.

8. Date of next meeting

Wednesday 24 <sup>th</sup> November	6 pm
December To be agreed.	

The meeting closed at 19.07