

**MINUTES OF A VIRTUAL MEETING OF THE COMMUNITY CENTRE BOARD held on
Monday 18th November 2021 VIA ZOOM AT 7 pm**

PRESENT: Cllr M Flashman, in the Chair
Cllrs Boyle C. Williams
Mrs N Reay (Town Clerk) Mr J White (Project Manager)
Mrs D Haylett (TWBC Head of Facilities & Community Hubs)
Borough Cllr A Fairweather (Portfolio holder for Community & Wellbeing)

CCB146 **MINUTES OF THE PREVIOUS MINUTES**

The minutes of the meeting held on 1st September 2021 were APPROVED. There was no meeting held in October 2021.

CCB147 **PROJECT COSTS**

The cashflow and costs have been forwarded to members prior to the meeting.

The project manager advised the board as follows:

- The Contractor had submitted its cost on the 8th November 2021 and given the Council 30 days to accept quote
- The projected start date was April 2022
- Subject to Full Council approval the contract would be signed in December 2021
- The Technical Project Manager and Quantity Surveyor were completing their final reports
- There would be a 26 week lead in time
- Construction was expected to take around 8 months
- The contractor had agreed to carry out the improvements to the pavilion for £15,000 – the work was valued at £30,000
- A further £60,000 of Section 106 money had been requested for the additional housing planned for the Church Farm site – this would be subject to approval at the Borough Planning meeting on the 8th December 2021
- The One Public Estate Loan had been approved as a grant and did not therefore need to be paid back
- Included in the cashflow are the following funds from the Town Council
 - £15,000 for the Pavilion refurbishment
 - £30,000 capital receipt from sale of land
 - £50,000 for tennis court refurbishment
- There are only 2 provisional sums in the contract
 - 1) Ground works – a provisional sum to pump water during digging. If the sum is not required then it will be returned to the project
 - 2) Excavation around the trees at the entrance – discussions were underway with the Tree Officer as to the best way to carry out the work with the least disruption to the tree's roots.
- Further efficiencies and grants would be sought throughout the project
- It was anticipated that loan payments would be made in May & August 22.
- The first interest payment would be due in November 2022

CCB148 **BUSINESS CASE**

The Business Case was reviewed by members.

CCB149

RESOLUTION TO COUNCIL

It was agreed that the following resolution should be put to the meeting on the 29th November 2021.

That the council agree to enter into contract with Baxall for the delivery of the Community Centre

2. That the council agree to the creation of the charitable organisation to manage the facility and that the first long lease of the facility will be to this charitable entity in order to mitigate VAT costs associated with the build. The final memorandum and articles of the charitable body and the lease to come back to the town council for final approval.
3. That the council delegate authority to the RFO& the town clerk in consultation with the chairman over managing the cashflow of the project including short term use of reserves if necessary.
4. That the council give authority to the RFO & the town clerk in consultation with the chairman to draw down the public works board loan of up to £1.9M as and when required to deliver the project
5. That the council agree to delegate variations in the contract to the town clerk in consultation with the technical project manager, the CC Board and where appropriate the project group so long as the value of these changes are within the contingency value

CCB150

DATE OF NEXT MEETING

To be agreed.

The meeting closed at 9.45 pm.