

MINUTES OF A VIRTUAL MEETING OF COMMUNITY CENTRE WORKING PARTY

Wednesday 26th January 2022 at 6 pm

PRESENT: Cllr Carol Williams, in the chair
Cllrs A Mackie, R Moon, D Sargison, M Ridger
Mr R Wakling, Mr S Smithson, Mrs T Brechtlesbaur,
Mr P Mcveagh, J. Thompson

Mr J White, Project Manager
Mrs N Reay, Town Clerk

APOLOGY: Mr F Lemont

1. The Chairman thanked the members of the working party for attending the public events on the 21st & 22nd January 2022.

The comments which had been made, were collated and circulated to all members, and are attached to the minutes.

Members discussed some of the issues raised:

- Access to the outside areas when using the main hall, so that groups don't have to go back out through the main entrance. *It was intended to fit ironmongery to allow the field doors to be opened during the day time but to prevent them from being left open in the evenings*
- The stage would be demountable and able to be used anywhere in the hall – although the wiring for the stage was at the western end
- Why not water harvesting? *Underground tanks are not possible on the site due to the level of the water table.* The weight of a tank would be too heavy for the roof. However water butts to be used for watering the plants may be possible. JW would talk to the Contractors.
- Hearing loops – *modern hearing aids work using wi fi – further information would be sought*
- Hiring terms and conditions – *these would be a matter for the Trust.*
- Storage cupboards – there was 35 sq metres of storage available. The walk-in cupboards could have lockers.
- Child size toilets – *Child steps and seats could be provided. Baby changing facilities will be provided in one of the unisex toilets*

All questions will be answered and placed on the Town Council website along with the rest of the FAQs.

3. Community Centre Trust
The Group reviewed the documents and report on the formation of the Trust to Manage the centre.

Members agreed that the trust vehicle must be the best one to mitigate the VAT. NR advised that advice was being sought from a tax specialist. It appeared that the foundation model for the trust would be the most straight forward and was the model favoured by the group.

Member agreed that Stronger Kent Communities should be used to help with the process to set up the trust. (JT abstained) as per the report. They would also help with the appointment of the Trustees.

The Chairman would pass onto the Board the group's recommendation.

The report is appended to the minutes.

4. Project update

JW advised that the pre-start meeting will be taking place on 28th January 2022. NR, JW & MR will be attending.

A Design review meeting will take place on the 18th February 2022.

The project is scheduled to start on the beginning of March.

5. Date of next meeting

The next meeting will take place on the 23rd February 2022.