

# **Elsenham Parish Council**

## **Minutes of New Community Hall meeting in Old Frank's, at 7.00pm on 11 May 2023**

### **Present:**

Dr. G Mott (Chairman GM), Mrs. B Donald (BD), Mr. A Hathaway (AH),  
Mr. P Jarvis (PJ), Mr. B Ogilvie (BO), Mrs. E Terry (ET), Mr. Ray Gooding (RG)  
and Mrs. L Johnson (Parish Clerk LJ).

### **Minutes**

- 1. Apologies for absence.** None.
- 2. Declaration of interests.** None.
- 3. The minutes of the meeting held on 25 January 2023 were approved as a true record and were signed by GM.**

#### **4. New Hall Business Plan**

RG had produced a program of events.

- 1) Finalize the requirements of the hall.
  - a. Complete analysis of Residents Survey.
  - b. Measure the requirements against available funding.
- 2) Complete the briefing for the Architects/design team.
  - a. Committee Agreement for the remit.
  - b. Seek fee quotations from suitable practices.
  - c. Interview, agree and appoint.
- 3) Review of Design Proposals.
  - a. Ensure compliance with the brief.
  - b. Establish affordability.
- 4) Proceed to Outline Design.
- 5) Completion of tender documents.
- 6) Seek Tenders for the works.
- 7) Appoint Contractor.
- 8) Monitor Construction Process.
- 9) Approve finished building.

RG said that he had nearly completed the technical information to send to the architects.

It was best to just give the architects an idea of the budget involved and outline details of what was required, the architects should then come up with their own ideas.

The results of the public consultation were considered, 117 replies were received. The items most mentioned were a café, a large kitchen area, a bar, large main hall maybe with the height to accommodate badminton, and a stage, lots of storage areas, offices, toilets including the latest design disabled toilets and changing facilities, changing rooms for the Football Club, maybe a small room for the Citizens Advice to house a computer which allow local resident to talk to a trained Citizens Advice Advisers. These make up stage one, 'The core of the building'.

A Pre-school was also mentioned by residents, although there is a great need for a pre-school in the village it was decided that this would not be practical. There are two potential sites for a new pre-school. One on the Vistry site in Hall Road, the other on the Bloor development. 9% of residents that took part in the consultation did not want the hall to be built.

Stage 2 would be 'Nice to have':

A snooker room, A full size snooker table is currently stored in the Memorial Hall which can be used. A semi sprung floor for sports and dancing.

It was suggested that calling the new building a Community Hall did not give the correct impression of what the committee was trying to achieve, it should be referred as the Community Centre.

RG said he would complete a brief outline of what EPC would like to accomplish using the stage one ideas. This can then be sent to architects, who would usually engage a site manager. The architects are then responsible for making sure the building is constructed in accordance with their plans.

##### **5. Meeting with Emma Blazeby (EB) UDC S106 Officer 25 April 2023.**

EB requested a meeting. EB said that there had been changes to UDC's legal team at the end of March. Emma drew attention to the provision in the S106 whereby after ten years a party making a contribution, which has not been spent, is entitled to ask for repayments back. It was agreed that it is unlikely in practice.

Emma confirmed that the contributions received are held by UDC in an interest-bearing account, as stipulated in the S106. If the project does not proceed as planned, the payment is given back to the developer with the interest. If the project proceeds, then the payment is made to the EPC without interest, UDC keep the interest.

However, in past projects payments are only kept for a short interval and thus the question of interest does not arise. UDC does not have experience of a project such as the Community Hall, where there has been a long interval between payment to UDC and onward payment to EPC and the interest accrued would be of some consequence. EB undertook to seek further advice and inform EPC.

GM asked EB if it was part of her remit to ask when a development would be starting and if so, would she ask Vistry. This would be very useful to know as part of Vistry Section 106 agreement is to pay EPC £310,000 towards the new community hall. EB said she would find out when they intended to start and inform EPC.

There has been no further correspondence from EB.

## 6. Transfer of land

### **Ransom strip (Crest Nicholson) Land (David Wilson Homes)**

A draft transfer document has been raised. EPC question 3 points on the document, these have now been resolved. On 6 May 2023, an email was sent to Nockolds saying EPC are happy with the transfer document and please proceed.

## 7. Funding

- a. **David Wilson Homes** - £380,000, not index-linked. Paid to UDC.
- b. **Crest Nicholson** - £330,000, not index-linked. Paid to UDC
- c. **Vistry** - £310,000, index-linked from 27 July 2022 when the Section 106 was signed. 50% of the community hall contribution before the commencement of the first house, the remaining 50% to be paid before occupation of 50% of the houses.
- d. **Bloor Homes** (350 homes application) – No contribution towards the community hall.
- e. **Bloor Homes** (200 homes application) – On 11 April 2023 this development was agreed by the Inspectorate under S62A. A payment to the community hall is included in the Section 106 for £596,000. 50% before the commencement of the first house. the remaining 50% to be paid before occupation of 50% of the houses.
- f. **Rochester Properties** (50 south of Bedwell Road). UDC refused this application. The appeal was on 21 March 2023. UDC did not defend their refusal. A payment to the community hall is included in the Section 106 for £100,000.
- g. **Dandara** (99 west of Isabel Road and north of Stansted Road). No contribution towards the community hall.
- h. **Countryside** (130 south of Henham Road). This was heard on 11 May 2023 under S62A. A payment to the community hall is included in the Section 106 for £310,000.
- i. **Old Vicarage** (5 off Hall Road). This application has been refused by UDC.
- j. **Others.** There are currently no other applications.
- k. **Grant funding from Sport England and the Football Association** – To secure any grant funding towards the community hall would require a legal agreement between EPC and EYFC. Sports England would need assurance that EYFC had rights to play on the Elsenham's playing field for a period of approximately 30 years. If this legal agreement was agreed Sports England may give up to £100,000 toward the new community hall, over a ten-year period.  
EPC may have to take out a public works loan. This would increase the precept and a public referendum would have to be held.

## 8. Any other business.

BO said he would try and organize a trip to Duxford Community Centres and Manuden Village Hall, which are both good example of what can be achieved.

AH said it may be a good idea to contact Bob Weston of Weston Homes. Bob has always been very helpful when other organization in the village have contacted him about building projects.

The meeting finished at 21.15pm.