

# **Elsenham Parish Council**

## **Minutes of New Community Hall meeting in Old Frank's, at 7.30pm on 21 August 2023**

### **Present:**

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

### **Minutes**

- 1. Apologies for absence.** Mr. A Hathaway (AH).
- 2. Declaration of interests.** None.
- 3. The minutes of the meeting held on 29 June 2023 were approved as a true record and were signed by GM.**

**The agenda was changed to discuss number 6 first.**

- 4. Meeting with Emma Blazeby.** UDC S106 Officer, 25 April 2023.  
Failure by UDC to pass on interest on contributions to EPC.  
BD had asked Jody Everett who said he was aware of the case and would draft a response. Jody Everett did say however that it was a misconception that UDC was holding EPC money. The section 106 agreement is a legal agreement between UDC and the developer. UDC and the developer were therefore giving a complete building to EPC. Also, further S106 funding has now been established which amounts to more than the interest accrued. BD has asked Cllr. Lees (PL) to chase.  
This statement has given EPC more questions than answers.  
The extra funding that UDC said has been established was through the effort and diligence of EPC, which had approached each developer asking for funds to be included in their section 106 for the community hall.  
It was noted that South Cambridgeshire DC handed over the S106 funds to Duxford PC for their community centre as soon as they were available, contrasting strongly with UDC.  
RG said there is a need for clarity as to when the funding will be made available. UDC currently holds the funding from two developers, there should be a further 4 contributions.  
It was agreed to ask if a member of UDC would attend a Community Centre Working Group Meeting, to answer some questions.
- 5. New Hall Business Plan**  
There was no further action on this.
- 6. New Hall Tender Document.**  
RG had produced a draft invitation to architects for a free quotation.  
This will need to be placed on the Government Contract Finders Website.  
It was unclear if a further document asking for tenders from contractors would also need to be advertised on the Government Contract Finders Website.  
**Action LJ to ask EPC auditor.**

GM said he would add the room dimensions to the draft invitation, plus the rooms that made the core of the building, a café, large kitchen area, large main hall maybe with 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.

## **7. Transfer of land**

- a. Land (David Wilson Homes) - LJ had contacted Nockolds to ask for any update on 23 June 2023, awaiting a reply. **No further update.**
- b. Ransom strip (Crest Nicholson) - EPC has instructed their solicitors to proceed with the transfer of the ransom strip, as assurances has been given by PL that the ransom strip would resolve itself once the land was transferred to EPC. Crest Nicholson issued a profit warning on 21 August due to new home sales plunging.

## **8. Funding**

GM had produced a document. The top section displayed when section 106 monies should become available. The bottom half shows the different work stages and the amount of funding which would be required at each stage.

GM had also produced a line graph. One line showing Section 106 contributions and the other line representing costs. The graph shows the two lines crossing over in March 2025, which signified when EPC would run out of funding and would require a long-term loan from the Public Works Loan Board of approximately £1.5 million.

The graph shows that if EPC applied for a works loan at the beginning of the project, it would not be needed for approximately one-year. The loan would be repaid over an extended period from the precept. It was thought that a loan is in the form of a large sum paid up-front which is then repaid gradually over a period of years. But as further section 106's monies became available during the project, could EPC use the money to pay back lump sums to reduce the loan? Could EPC invest the funds from the loan until required? It was agreed to ask Cllr. Bob Burlton (BB) if he would join the working group. BB has a great deal of experience in this area.

Before EPC applies for a Public Works Loan a referendum must be held to approve it.

The percentage of residents that agree to the increase of the precept to fund a new community building is 75% of the turnout. Once an architect was agreed EPC would ask for drawings of the new building and start to sell the idea of this new community centre plus a café to residents.

Duxford Parish Council had secured £50,000 towards their community centre through Sport England, there had been no legal agreement between the Duxford Football Club and Duxford Parish Council.

BD had advertised for help with fund raising on Facebook. Cllr. Arther Coote had informed BD that he knew someone that may be willing to help fundraise. BD to contact Cllr. Coote.

## **9. Visit to Duxford Community Centre Report circulated.**

On Friday 11 August GM, ET, AH and LJ visited Duxford Community Centre. It was a very worthwhile trip.

It is run by trustees. There is a rota of seven daily duty managers, who are all volunteers. The phone calls are re-directed to the duty manager of the day. The manager does not have to open the centre, this is done by the Café Manger/owner, but they do lock up in the evening. The café is run as a separate enterprise by a manager. He runs it as his own business and makes a living out of it plus, paying various part-time staff.

**10. Weston Homes**

AH had contacted Bob Weston of Weston Homes and left a message, Bob Westen has not replied yet.

**11. Any other business.**

RG said that one of the requirements EPC could specify of the contractor is the company must employ an apprentice.

Further meetings will be held on the 3<sup>rd</sup> Monday of each month.

The next meeting is to be held on 18 September 2023 at 7.30pm.

The meeting finished at 9.30pm.