

Elsenham Parish Council

Community Centre Committee Meeting.

**Held at 7.30pm in Old Frank's,
Monday 16 June 2025**

Present:

Dr. G Mott (Chair, GM), Mr. B Burlton (BB)
and Mrs L Johnson (Parish Clerk LJ)
Arrived late Mr. R Gooding (RG)

Members of the public: 0

- 1. Apologies for absence:** Mr. P Jarvis and Mr. B Ogilvie.
- 2. Declaration of Interest:** None.
- 3. To approve the minutes of the meeting held on 19 May 2025.**
The minutes of the meeting held on 19 May 2025 were signed by GM as a true record.
- 4. Actions following the meeting held on 19 May 2025.**
 - Issue with dogs running freely on CC land.
 - LJ has received another email from a resident saying people were now dumping rubbish bags on the land. Plus, a caravan had been parked on the land.
Action: LJ to purchase a lock and chain.
- 5. Progress with UDC Planning and with Essex Procurement Services.**
Minutes of the joint meeting on 5 June 2025 – **Noted.**
The meeting had not been satisfactory. Emma Till, Procurement Officer at Essex County Council, had cancelled at the last minute, due to car problems. UDC Officers had only booked the meeting for one hour. This is not enough time, even without Emma Till at the meeting it was not possible to cover all the items on the agenda. The MOU had not been discussed; this needs to be the top priority at the next meeting with UDC.
Crest Nicholson have asked for £2,000 before proceeding with the transfer of the ransom strip. Emma Blazeby, UDC Section 106 Officer, undertook to contact Crest Nicholson regarding the transfer; Emma is adamant that Crest Nicholson should pay all costs.
- 6. Contact with architects.**
An email has been received from an architectural practice, asking where matters now stand with the new community centre. **Action:** GM to draft a reply. To be unbiased, GM will also draft an email to be sent to the other two architects.
- 7. Business Plan.**
Pending.

8. Funding.

a) Interest on funds held by UDC.

Contact details of Counsel provided by Richard Buxton Solicitors.

Decision on whether to instruct Counsel.

Unresolved with UDC. **Pending.**

b) Grant funding application with EYFC to the Football Foundation.

Current position. **Pending.**

c) Public Works Loan.

i. Contact with Public Works Loan Board, by BB.

ii. EALC needs to be consulted. **Action BB.**

iii. Contact with those who have secured and managed loans (Didcot PC has been contacted). **Action BB.**

iv. Documentation required. **Pending.**

d) 50 dwellings south of Bedwell Road.

Approved under the S62A procedure, 27 November 2024.

S106 includes £100,000 for the Community Centre, with conditions.

UDC have undertaken to ask for the contribution.

e) 40 dwellings, west of Robin Hood Road.

Note sent to UDC Planning, 2 February 2025.

GM said he had still not given up on obtaining the £95,000 from this development.

At the hearing the Inspector struck out the payment to the Education and Health.

However, there was no blue pencil case for the payment to the community centre, yet the inspector still struck this out as well. UDC said that once the S106 had been signed off there was nothing they could do to help. However, there is a Section 106A, which allows for the modification or discharge of planning obligations under specific conditions and procedures.

Action GM, at the Teams meeting with UDC planning on Thursday 19 June, GM will ask Madeleine Jones generally about the section 106A.

f) Bloor Phase 2.

First instalment, 50% X £596,154, index-linked, due before commencement and now overdue.

UDC have undertaken to ask for the contribution.

Emma Blazeby will inform LJ when the money is transferred and the amount.

g) UDC Local Plan, Regulation 19 consultation.

Bloor, Phase 3, included for 110 dwellings.

EPC representations include request for substantial contribution.

GM has been attending the hearing. GM has spoken on two days.

h) Gladman, application for 240 dwellings north of Bedwell Road.

Meeting held between UDC and three parishes, 25 September 2024.

Substantial amount requested for Ugley Parish Hall and CC.

Still waiting for this application to go to UDC Planning Committee.

9. Transfer of land.

a) Land (David Wilson Homes).

18 March, Nockolds confirm the transfer is completed.

b) Ransom strip (Crest Nicholson).

4 April, Nockolds have name of new contact at DAC.

Deed of release to follow as soon as possible.

Nockolds' costs will be in the region of £750 to £1,000 plus disbursements.

15 May, Nockolds advise that CN solicitors request £2,000 + VAT towards legal fees. Reply needed.

Referred to UDC.

Covered under point 5.

RG joined the meeting, apologized for being late.

GM went over the issues that RG had missed. GM explained about the difficulties with the meeting held with UDC. Meetings not being organised quick enough and a duration of only 1 hour. RG agreed meeting should always be scheduled for 2 hours, then they could always finish earlier if everything had been covered.

RG said he could arrange a meeting between EPC and a Procurement Officer at Essex County Council. It was agreed the best way forward, to keep a good working relationship with UDC was to send an email to Dean Hermitage asking if he would arrange a meeting with Emma Till as soon as possible, or, if it was of any help EPC could arrange the meeting, GM to draft the email.

10. Committee membership.

The committee needs more members. Presently there are 3 councillors and 2 co-opted members. The terms of reference state, up to 5 councillors and 5 co-opted members. An agenda item will be added to the next parish council meeting asking for councillors to join the committee. LJ to contact organisations in the village including the Football Club and the Elsenham WI.

11. Buy-in from the local community and generating interest.

- a. Meeting with village groups.
- b. Publicity (café, changing rooms, childcare).
- c. Clubs in the village.
- d. School book-bags.
- e. Tesco.
- f. Elsenham News.
- g. Page on website.
- h. Questionnaire distributed through knocking on doors.
- i. EYFC offered to include on their website.

12. Next steps.

Retained for reference purposes

- Appoint architects.
- Business Plan.
- Costing programme (helped by architects).
- Public Exhibition - produced by architects.

- Referendum - after Public Exhibition and Consultation, small booklet in the Elsenham News.
- Public Works (or other) loan - needs Business Plan and Referendum.
- Detailed Planning Permission.
- Go out to tender for contract.

Next meeting. It was agreed to cancel the meeting on the 21 July, as both BB and RG will be unable to attend. Unless something major needs to be discussed the next meeting will be held on 18 August.

13. AOB.

GM is attending a Managing Projects - A Practical Course for Clerks & Councillors. GM made it clear that he definitely does not want to manage the community centre project.

The meeting finished at 8.30pm.