



19 July 2021

Sports and Youth Facilities Working Party

Thursday 1st July 2021 at 8.00pm
Ellendune Community Centre

NOTES

1) Apologies

Apologies received from the Community Projects & Grants Officer, Amanda Woodhead.
No apologies received from Cllr P Bhardwaj or members off the Wroughton Youth Football Club.

2) Early Years Feasibility Study

The Working Party noted the attached information regarding early years' provision and the possible outcomes:

- A-** See flow chart of options / outcomes
- B-** Graphs to support early years' child ratio numbers vs income potential Draft business plan figures of income vs expenditure (with and without early years)
- C-** Email from Mr Andrew Wilson, head to Wroughton Junior School
- D-** Email correspondence from Amanda Woodhead and Charlotte McLee

Cllr C Clark went through the early year's profitability graph everyone present noted that profitability only kicks in when the group capacity reaches 14 children.

The Working party noted that the Scouts may need to provide a further £1000 per year to break even with the business plan calculations but all noted that there are still changes required within the overall income and expenditure columns.

To note the parish councils view regarding the Early Years provision.

The Clerk advised the working party members that the parish council would prefer the pavilion to remain the same size as it is within the current plans. It would like to recommend that the early year's facility is removed from the business plan and the space is utilised in a different way.

Other members of the working party agreed with the same recommendation as the income streams would not be reliable enough.

Discussions took place regarding the removal of outside play space, buggy store and secure fenced in area. All agreed that the specific early year's fixtures should be removed from the plans and a building is left with a communal outdoor space only.

It was agreed that two entrances to the pavilion would remain as they are in the plans and new ideas would be considered for the vacant space.

3) Planning Application S/20/0957 – Lease Agreements with the land owner (SBC)

The working party noted the comments from Tom Buxton SBC Planning Officer and Helen Haines SBS Property.

- E- Email from Tom Buxton dated 14 May 2021 regarding changes to the planning application and suggestions going forward.

All present agreed to leaving the current planning application as is until the Deeds / S106 agreements are signed and then apply for a variation to change after permission is granted. This will save time and allow the application to avoid further consultation.

- F- Email from Helen Haines dated 10 June 2021 regarding the sub leasing of the new pavilion and delays in the planning application final approval.

4) S106 Agreement

The working party noted that the Parish Councils solicitors have now received the S106 agreement and forwarded this on to the office for the council to review. Attached copy for further comment by the working party.

- G- To note the amount of £6,000 is payable by the parish council in respect of the traffic management measures (won't be required until build stage)

The clerk advised that it was unlikely that the grant funding would cover the costs of the £6000 towards the planning condition applied by SBC.

- H- To note the amount of £800 is payable by the parish council in relation to S106 funds. This will need to be paid at the time of signing the agreement.

To note the amount of £500 is payable by the parish council in relation to the supporting legal fees for administering the S106 agreement.

Members noted the planning consent for the development will be granted when the Deeds are completed, all agreed to push forward with signing the S106 agreement if approved by the parish council.

5) Architect Fees

The working party noted the correspondence from SWA Architects.

- I- To note the email from architect Steve Wolstenholme dated 18 May 2021 regarding fees for changing drawings to suit a new / varied building design. Est £2,000 - £3,000.

A suggestion was made to budget for £3000 from general reserves to assist with the changes in plans and removal of the early year's provision. It was agreed that this wasn't necessary at this point in time and this can be looked at once the planning process has been completed.

6) Grant Funding Update

- J- Voluntary Action Swindon (VAS) – to note the information received from Carol Willis to help support grant funding opportunities.
- K- To note the update from the meeting which took place between the parish council and Oaks Consultancy dated 10 June 2021, copy attached.
- L- To consider the quote and information from Oaks Consultancy, cost £1,500 + VAT, Copy attached.

All present discussed the possible funding strategies for the pavilion project and also possible pit falls depending on the opportunities out there in the current climate. The working party are keen to have a consultant on board to establish a funding roadmap before any further funds are applied to this project.

The working party also agreed that Cllr P Bhardwaj should be approached to establish possible funding opportunities.

7) Trust Network Information

M- To note “The Role of A Trustee” slide show, copy attached.

N- Trustee recruitment information

To consider attending the next Trustee Network roadshow run by VAS (SBC).

8) Trust Model

To consider including new stake holders and / or community Groups and possibly electing onto the working party.

It’s expected that the Scouts, Parish Councillors and other user groups of the new pavilion all form part of the new trust model.

All present agreed to approach the new chosen stake holder’s / Community groups and existing ones to establish their interest in becoming a Trustee.

Considerations were given of a name for the new Trust.

To note that the new Trust can be formed and registered with the Charities Commission at any point, sooner rather than later would be preferred. The new Trust could then remain dormant until the pavilion is ready to be built. Accounts of NIL would be summited annually until finances were active in the future.

9) Agree on recommendations to Full Council in July 2021

The following recommendations have been put forward for the council's decision:

- 9.1 The Early Years provision will now be removed from the Maunsell Way Pavilions business plan.**
This will result in a slight decrease of income but this can be replaced by a small increase from the Scouts and possibly a small annual grant from the parish council.
- 9.2 The Clerk is to work with Cllr C Clark to help build a summary of employer requirements (Specifications & Requirements)**
This is a document which can then be produced to future contractors explaining what the client wants throughout a design and build project.
- 9.3 The Parish Council are to leave the planning application in its current design until after the S106 is signed, returned and completed with the legal department at SBC.**
- 9.4 The Parish Council to sign the S106 agreement and pay £800 using Earmarked Reserves (380) – budget available £3,704.15.**
- 9.5 To progress the quote with Oaks Consultancy at a cost of £1,500 for a funding feasibility analysis using earmarked reserves (380) – budget available £3,704.15.**

10) Next Meeting Date

02 August 2021 -6pm at the Elledune Community Centre.

11) AOB

Employer requirements – Clerk to contact Steve Wolstenholme for further info on this and see if there is a draft guide / example that the working party can use.

Clerk to make contact with Beard Construction and RIGG Construction as follow up calls.

Clerk and the Community Projects & Grants Officer are to communicate with Central Swindon North Parish Council to research further into the Moredon Sports Hub business plan and funding strategies.

Members of Working Party

Cllr John Hewer	
Cllr Pradeep Bhardwaj	
Cllr Carol Clark	
Cllr Graham Overbury	
Gareth Jones	(Independent Representative)
Matt Bather	(1 st Wroughton Scout Group)
Billy Smith	(1 st Wroughton Scout Group)
Neal Maule	(Wroughton Youth FC)
Paul Brown	(Wroughton Youth FC)