



PARISH COUNCIL
Kempsey

**MINUTES OF THE INFRASTRUCTURE COMMITTEE MEETING
HELD ON MONDAY 1ST OCTOBER 2018 AT 7.30PM
AT THE COMMUNITY CENTRE**

PRESENT: - Cllr Geens, Cllr Michael, Cllr Waller, Cllr Dodge, Cllr Allen, P.Griffiths, R.Chatham, A.Dallow, M.Biddle,

IN ATTENDANCE: - District Cllr Harrison plus 1 member of the public

1. Appointment of Committee Chairman: The Chairman, Cllr. Geens advised that if there were no offers or Nominations, he would agree to continue under the understanding of assistance from PGA Management and the two design groups. He agreed to continue for the evening.
2. Apologies: The Chairman noted the Clerk's enforced absence due to health. Apologies were received from Cllrs. Hanmer, Thompson, and Frazer-Cann
3. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 3. To declare any Other Disclosable Interests on items on the agenda and their nature.There were no Declarations made under these three headings.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes.

4. The minutes of 30.07.18 having been previously circulated were signed as a true and correct record subject to minor grammatical alterations.
5. Councillor Geens advised that the completed S106 Application had been delivered to Joe Cross at MHDC for the consideration of those departments involved. An electronic version had also been sent by the Clerk. There was discussion concerning the length of time that it would take for a decision to be made. It was suggested that inquiries be made to hopefully accelerate the process.
6. Report from PGA Management. Peter Griffiths gave an up to date resume of the present position as follows.
 1. Application for S106 funding for £50K in fees which will cover the cost of initial design and Agronomy, and detailed Planning application. Forms and back up material have now been finalised and signed off will be delivered to MHDC immediately. Confirmed as done.
 2. TW and Fowler trust are in negotiations over the final land price and are yet to agree, however negotiations are in full swing.
 3. TW are hoping that agreement will be achieved soon, and completion of purchase can take place before the year end (Dec18/Jan19). This programme would set them in place to commence on site March/April 2019. Ideally, we would need to get KPC in a position to start the agronomy (pitch establishment) work around the same time.
 4. TW informed me that MHDC have been very slow in producing the draft S106 terms. A draft has been sent through which contained several inaccuracies and unworkable conditions against which some

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re-wording has been proposed. TW are waiting for MHDC to revert to them. As soon as a workable document is available it will be circulated. I have explained to TW that KPC will need one full council cycle to add their signature.

5. MHDC are using Harrison Clarke Rickerbys who were originally suggested by PGAM.
6. The planning case officer who is administering the process is Lucy Kendall who has replaced Dean Kinsella. She is, however, due to go off on maternity leave.
7. Notes regarding the appointment of project manager have been provided after the previous meeting
8. The two design groups as set up at the last meeting have not yet met. An outline list of requirements has been set down by John Michael on 19th September. A round table meeting has been proposed to discuss the same.

7. Update on S106 funding application. As had been previously reported, the S106 Application for £50,000 - to cover preliminary planning and preparation costs had been delivered to MHDC.

8. Update on Project Manager Appointment process. Cllr Waller reported that he had suspended his work on the Appointment of Project Manager and he had nothing to report. He advised that a message had been received from MHDC that they had recently assisted Malvern Town Football Club in the preparation and submission of plans for an All Weather Pitch and Changing Rooms. It suggested that MHDC might be involved with KPC for their new Project. After some considerable discussion including reasoning behind such an enquiry, it was agreed that District Cllr. David Harrison and Mike Biddle would meet with MHDC to ask of what such involvement might consist and on what financial basis. They would report back to the Infrastructure Committee. It was important to clarify what was on offer from MHDC but to ensure that their involvement was complimentary and not detrimental. Some of the design work would be specific to Neutral Audit or Low Carbon design which is a specialized science. It was vitally important to maintain control of this project.

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9. Update on legal representation for this project. Cllr Waller advised that he had searched through the Web for Solicitors in the area that might be well equipped to deal with advice on S106 agreements. Without giving any names or suggestions, he advised that he considered there might be such legal teams in Birmingham. Discussion and explanation then ensued. The consideration was to find such legal advice that had experience of such tri-party agreements. It was advised that it had been hoped to employ Philip Parkinson of Harrison Clark Rickerbys of Worcester who had specific knowledge of such agreements, but it had been noted that there was a possibility that MHDC were using him. It was felt that it is vitally important that KPC should collate all details they wish to be included in the land transfer – as distinct from the S106. From experience it was important that all matters be highlighted and provided to the Solicitors so that the Agreement was written in favour of KPC. Having been involved with a Tri-Party Agreement before, it is vital that solicitors need a clear directive to follow. It was agreed to inquire of MHDC as to whether they were using HCR Law and also ask Philip Parkinson his position on the matter. Such details as the access, ownership and future management of the attenuation pond, the line of flow from that pond to the existing drain, the land to be conveyed to Severn Trent for the pumping station and the line of the pumping main to the sewage station. Other consideration to be noted were the possibility of underground mines and strata all of which should be included in a search, however, as it was pointed out that there were no coal deposits in the area and the underlying strata was sand and gravel the likelihood of such subsidence was minimal. All such items should be laid out and either attached to or included in such transfer and agreed.

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10. The Sports Delivery Group were yet to meet but it was hoped that there would be a report available at the next meeting. Cllr Frazer-Cann to lead this group on his return from vacation.

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11. The Design Group had yet to meet, however Members of the Design Group had agreed to visit Leigh Sinton, Peopleton, and Stoke Orchard. Originally Honeybourne and Inkberrow were also on the list. A visit to Stoke Orchard was already arranged for 26th October at 12.00 noon. It was agreed to try to get Peopleton and Leigh Sinton arranged for the same date. There was some considerable discussion on design and a suggested layout was circulated by District Cllr. David Harrison as taken from a Sport England Design book with a suggested costing layout also prepared by Sport England. It was provided as a suggestion purely for discussion. While it was agreed that this 4-court building design was beyond the money available it did provide a place to start. For the benefit of those in attendance, it was explained that the demands of Sport England for a building of this nature is that of a minimum size of a Badminton Court – which gives size and height. There are several known parameters for support by Sport England and these are included in the Business Plan originally compiled

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by PGA Management for the original Planning Application which gives a basic size of facility and costings. These will be developed as the Sports Group and Design Group produces their findings. A considerable discussion ensued on a wide range of considerations for the project which ranged from irrigation of the sports field, air source and ground source heat pumps, size of rooms, number of rooms, should there be a Police Point, Office space, etc.

12. Establishment of a delivery programme/timetable of events. There was a feeling that there is a need to start work on the programme sooner rather than later. If there was any hope to start work on the preparation of the sports field within the next 12 months, certain preparatory works have to be completed in order that discussions with the Grant Funders can be completed before work starts. Work may not start before all details are agreed with Sport England, and all the relative local and national governing bodies. It was advised that there was a serious need to start work as soon as possible to enable start of work in Spring. There was a suggestion that the agronomist report should be put in place as soon as possible to enable discussions with NGO's, and design work for the field put in place as soon as possible. Whilst two quotations had already been received from two national organisations it was pointed out that before these could be approved a regulated invitation to quote should be approved by the Cllrs. A request was made for one of the Councillors to produce such an invitation, but this was refused. It was tentatively agreed that PGA Management should draw up such an invitation which should be circulated to the Cllrs on the Infrastructure Committee to approve before circulation to the relative national bodies that would be accepted by the NGO's. However, there is a need to agree the Project Management Team as soon as possible to allow a distinct programme to be put in place. It is hoped to outline all our plans through a public consultative meeting in December or January.

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13. Any Other Business. None

Date of the Next Meeting – Monday 19th November 2018 at 7.30pm at Kempsey Community Centre.

Meeting closed at 9.45pm
Minutes taken by Richard Chatham

Signed.....Chairman..... Date

Standing Orders were adjourned for Public Question Time

PUBLIC QUESTION TIME

A member of the public enquired: -

How the list of items and sports intended for the design of the Community Centre had been reached, had there been a public consultation. He was advised that this had not been decided yet and a consultation would be held at the appropriate time.

Secondly, the same member of the public inquired as to the selection of members comprising the Infrastructure Committee. He was advised that the make-up was of Councillors and interested parties who had offered to attend or who had been invited either permanently or from time to time for a specific reason. However, it was clarified that only Councilors could vote on Policy and Financial Matters.

Standing Orders were re-imposed