



Broomfield and Kingswood Parish Council

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Minutes of the Parish Council Community Centre Committee Meeting

Minutes of the Meeting of the Parish Council Community Centre Committee held at 7.30pm, 5th March 2018 at the Village Hall, Gravelly Bottom Road, Kingswood.

Present: Cllr Mike Darling; Cllr Gareth Davies; Cllr Annette Friend;
Cllr Tom Hoy (Chair); Cllr Steve Lakin; Cllr Janet Tandy (6)

Gail Gosden –Parish Clerk

There were two members of the public present, with no declarations of intent to record the meeting from either councillors or the public.

Cllr Hoy opened the meeting at 7.28pm.

Min No		Action
CC252	Apologies for absence None	
CC253	Councillors Declarations There were no declarations	
CC254	Parish News questionnaire/consultation It was agreed to defer this item to a later meeting.	
CC255	Pre Planning Advice (PPA) from MBC Cllr Hoy advised that MBC had informed him that payment would be required for any PPA, however later contact informed him that initial advice could be obtained via an email enquiry. The content of the initial email enquiry was agreed and would be forwarded by Cllr Hoy	Cllr Hoy
CC256	Village Hall extension 256.1 Space requirements – it was discussed and ascertained that a minimum of 30 children would be needed for viability purposes across the age range of 2 – 5 year olds, therefore the aggregate area required would be 109sq metres. This compares to the space already in use currently at the village hall, plus kitchen, toilet and office facilities. The Clerk recommended that an office and small meeting room should be the considered minimum requirements for a PC office assuming use of current toilet and kitchen facilities. The Clerk informed Councillors that Boxley PC are currently undergoing an extension project and recommended that with agreement councillors could visit Boxley. Clerk to forward contact details to Cllr Hoy who will contact the Boxley Clerk. 256.2 Finance – The Clerk is waiting for information from ACRK regarding research into charitable pre-school viability. Cllr Darling reported that he had researched and ascertained there are various funding streams available. Signed _____	Clerk Cllr Hoy

CC257	<p>Sports Field building</p> <p>It was discussed and agreed that as the Village Hall location was considered the more appropriate position further consideration of requirements for a building at the sports field would be held in abeyance.</p>	
CC258	<p>Any Other Information</p> <p>It was discussed how best to progress actions, Cllr Lakin agreed to formulate an initial 'roadmap' which could be built on as progression is made.</p>	Cllr Lakin
CC259	<p>Items for next Meeting's Agenda</p> <ul style="list-style-type: none"> (i) Agenda item – Matters arising (ii) Terms of Reference (iii) Planning outcome from MBC (iv) Roadmap 	
CC260	<p>Date for next Committee Meeting</p> <p>Tuesday 10 April 2018 – 7.30, The Whispers, Whitehall Drive</p> <p>There was no further business, Cllr Hoy closed the meeting at 8.15pm</p> <p style="text-align: right;">Signed _____</p>	