

WARBOYS PARISH COUNCIL

Minutes of the last meeting of New Community Centre Committee held on 7th January 2025 at Warboys library.

IN ATTENDANCE:

Building Contractor Ben Iandico
Cllr S Withams (Chair)
Cllr M Collins
Cllr J Parker

Principal Architect Russell Payne
Cllr J Land – acting (Vice Chair)
Cllr N Mohun

Mrs J Drummond :- Senior Parish Clerk

Mrs L Moore:- Assistant Parish Clerk

NPC 01/25 - WELCOME

Chair Withams opened the meeting at 7:05pm.

NPC 02/25 – APOLOGIES FOR ABSENCE

There were no apologies for absence. Mr D Fabb has been co-opted onto the committee at January 2025 Full Council.

NPC 03/25 – MEMBERS' INTEREST

There were no Member declared disclosable pecuniary interest.

NPC 04/25 - MINUTES FROM 02/12/24

Minutes from 2nd December 2024 were unanimously agreed and signed by the chairman as correct.

NPC 05/25 - OPEN FORUM

Two members of the public present. Concerns were raised as the car park sign remains and the manoeuvring of large construction vehicles to access the site. The council's response is that they agreed to cover the sign for the car park and would erect a Construction Site Entrance sign, to be placed on the railings outside the Underfives.

NPC 06/25 BUILDING PROGRAMME UPDATE

All UPVC windows are installed, however the glass needs to be changed in the windows overlooking Mr P Clarke.

- Steel doors delivered, the aluminium doors will be delivered by early Feb.
- Drainage is being carried out. Pump chambers delivered.
- Fire strategist said one thing / the Fire inspector said another regarding the hydrant. Unsure of hydrant costs, furthermore, they've stated 140 capacity which is not enough for a building of its size, (foul drainage calculated on 300) Ben will go back to discuss.

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- Cllr Mohun asked Ben/Russell if we have a Risk register that identifies risks the build could experience. We don't, it was agreed that we should have one and it will be crafted around the revised build programme.
- The Clerk to work with Russell and Ben to get the build programme and cost profiling updated.

NPC 07/25 PROGRAMME OF WORK FOR JANUARY

The proposed works for January are as follows:-

- Complete the drainage up to the front
- Brickwork to be completed and cleaning of the brickwork on the front
- Windows to be completed
- Fascia/Soffits to be completed on the right side so the scaffolding can be taken down.
- Kerbing and paving at the back

NPC 08/25 PROPOSED FUNDING / GRANT APPLICATIONS

Below are the funders and our current position:

CPCF Funding position: 10K for foul sewer tanks & pump, requested and currently in the process of being released, the next draw - bicycle shelter 4K on 17th February.

- Clerk to push back the next financial draw down.

Red Tile Farm Trust position: Reapply for the additional energy efficiency items, cost and include fitting – Requested by RTFT for 17th January

- Ben to look over figures tomorrow and send to Clerk asap.

Net Zero Village- New Funding: Cambridge & Peterborough Combined Authority the possibility of 50K – Expression of Interest by 26th January 2025.

- Mechanical heat recovery keep separate from red tile and put a separate bid with net zero also extra solar panels.
- Cllr Claire Sproats to help Clerk write the Expression of Interest

NPC 09/25 EXPLORE POTENTIAL CONTENT FOR CIL BID AND LOAD

Strategic CIL:- Applications must be submitted by 17th January – very tight turnaround.

The New Community Centre Build Committee recommend to Full Council that the Parish Council submit a strategic CIL bid to apply for funding to Replace and Renovate the storage units, suggesting we apply for 100% funding.

It makes practical and financial sense that this work is inclusive to the main build to prevent disruption later, when it is highly likely the work would affect usage of the Community Centre and reduce income.

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Full Council must vote as the application must be supported by Full Council minutes recording the decision.

- Cllr Collins proposed and Cllr J Land seconder the Clerk to submit a CIL bid by the deadline.
- If successful, we will have 5 years to complete
- Loan – Phase 2 of the New Community Centre build . Reminder that it will take at least four months to write and get it approved.

NPC 10/25 - EXCLUSION OF PUBLIC – 8:24pm

To resolve to exclude the public from the meeting under the section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

NPC 11/25 AGREEMENT OF INVOICE FOR DECEMBER

Russell Payne Architect - £360

No Invoice received from Ben & Co

NPC 12/25 M&E DESIGN AND CONFIRMATION OF COST

High level M&E proposed final costs. £88k + £10k (£305+)

- Must have costs on everything – Ben sent round a document for us to look at – Clerk will circulate after 17th Jan. Ben is unsure on the kitchen we would like – Clerk has and continues to work on this. Decided upstairs to resemble standard household, downstairs more community/commercial to attract caterers and offer the highest catering capacity possible.
- Ben will get some figures together to present to us with total costs in a couple of weeks' time.

NPC 13/25 PROGRAMME FINANCIAL PROFILING

MUST have this, nothing has been updated since 6th October 2024

NPC 14/25 OUTCOME OF RECTIFYING FIRST FLOOR DESIGN COMPLICATION

Discussions took place regarding the meeting with previous Architect and the work completed to overcome the design it was resolved that:-

- Little point in perusing a claim etc as it will be too expensive.
- All agreed it will be left where we are.

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NPC 15/25 PARISH BUSINESS

The committee discussed the separation of Parish business from the New build programme, allowing the committee time to discuss without the Architect and Builder present. It was unanimously agreed that from the next meeting the agenda be amended to reflect this.

The Clerk is to revise the Terms of Reference to accommodate Mr D Fabb as a co-opted member and the addition of Cllr Neelesh Mohun as a Member.

MEETING CLOSE – 9:22