FOUR MARKS PARISH COUNCIL

Minutes of the Meeting of the Community Building Project Committee
Held on Tuesday 12th July 2022, commencing at 5.30pm
At the Benians Pavilion, Uplands Lane, Four Marks

MEMBERS PRESENT:	**Cllr Reg Pullen (Chairman), Cllr Sally Duncan, Cllr Janet Foster, Cllr Mike Sanders and Cllr Bryan Timms**
RESERVE MEMBER:	**Cllr Janet Foster**
IN ATTENDANCE:	**Sarah Goudie, Executive Officer (EO)**
	1 member of the public
APOLOGIES:	**Cllr Anne Tomlinson**

22.11 CBP APOLOGIES FOR ABSENCE
There were no apologies for absence from Committee members, however Cllr Anne Tomlinson, as one of the Committee's reserve members, had sent apologies, which were noted.

22.12 CBP OPEN SESSION – PUBLIC PARTICIPATION
The member of public in attendance asked if, following the two consultations this month, whether there were any further consultations planned. The EO confirmed that, once all the surveys were in place and the Council had approved the design and location, a further public consultation would take place.

The EO referred to a recent email received from the architects with reference to the EHDC's requirement under Policy C24 to achieve BREEAM excellence and advising of the requisite ventilation requirements, with a request to seek further guidance. After a brief discussion, it was agreed that it would be worth holding off until the Council were nearer the planning application stage before approaching the EHDC planning officer for further pre-application advice. The EO would respond to the architect accordingly.

There being no further matters to raise, the meeting opened at 5.40pm. **Standing Orders were applied.**

22.13 CBP DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS
There were no declarations of interest.

22.14 CBP COMMITTEE MINUTES
It was RESOLVED to approve the Minutes of the Community Building Project Committee Meeting held on Wednesday 1st June 2022, following proposal by Cllr Foster, seconded by Cllr Sanders, and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.

22.15 CBP VAT ADVISORY REPORT AND RECOMMENDATIONS
Following receipt from the VAT advisor on the Council's options with reference to reclaiming VAT on the construction of the new building, two of the options were discussed at length. Prior to the meeting Cllr Sanders had queried the risks with reference to the business lease option, and it was agreed that there were too many variables, which could ultimately result in the Council being liable for VAT in the future. A further query, with reference to the Option to Tax, was with reference to deregistering, and the EO confirmed that the Council could not deregister for at least 20 years. Councillors in attendance who had experience with being VAT registered did not feel that it would be particularly onerous for the EO, however Cllr Pullen raised concern as to whether the Council's current financial package would be compatible.

Chairman _____

The EO advised that the F&GP Committee were due to be discussing software upgrades at the meeting scheduled for the end of July, previously deferred, however did confirm that the current package would need to be upgraded as the current version did not have the option to invoice. The EO would investigate the options for presentation at the next F&GP meeting.

There was a short discussion on increasing fees to hirers of Council facilities, and Cllr Timms asked when users would be notified of the increased fees. The EO confirmed that this would need to be discussed at the October budget meeting, but any increases would be notified at least three months in advance.

The Committee agreed that the recommendation to Council would be to register for VAT and Opt to Tax the site.

For the next Agenda item, due to the confidential and legal nature of the discussions on the next item, Cllr Pullen proposed a motion to exclude the public and press from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960. The motion was seconded by Cllr Foster, and with all Councillors in agreement, the meeting was closed to the public.

22.16 CBP FOUR MARKS SCOUT GROUP – GROUND RENTAL LEASE

Following information received from the Arboricultural survey, via the architects, it has become apparent that the Scout hut does not need to be demolished to make way for a new facility, due to the restrictions that will be imposed by the RPA (root protection area) of the Oak Tree awarded protection adjacent to the Scout hut.

Taking into consideration that the extension of the Section 26 notice expires on 8th October, it was agreed that a decision needs to be made as soon as possible on how the Council should proceed, and that this information has allowed the opportunity to offer the Scout Group a lease on the existing ground area.

There would, however, need to be various conditions imposed, which would be negotiated between the two parties

The Committee agreed that the recommendation to Council would be to offer the Scout Group a new lease, for the existing site for a peppercorn rent, the terms and conditions to be agreed between the two legal parties.

22.17 CBP The next meeting would be called when deemed necessary.
The Chairman closed the meeting at 8.30pm.

Chairman _____