

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Community Building Project Committee  
Held on Wednesday 6<sup>th</sup> September 2023, commencing at 8.00pm  
At the Benians Pavilion, Uplands Lane, Four Marks**

<b>MEMBERS PRESENT:</b>	<b>Cllr McAllister (Chairman), Cllrs Briggs and Pullen</b>
<b>IN ATTENDANCE:</b>	<b>Jo Tsigarides, Clerk</b>
<b>APOLOGIES:</b>	<b>Cllr Medhurst Cllr Black</b>

**22.32 CBP APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Medhurst (prior engagement) and Cllr Black (personal reasons) which were duly accepted by the Committee.

**22.33 CBP OPEN SESSION – PUBLIC PARTICIPATION**

There were no items raised and so the meeting opened at 8.01pm. Standing Orders were applied.

**22.34 CBP DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

No declarations of interest were declared.

**22.35 CBP COMMITTEE MINUTES**

It was **RESOLVED** to approve the Minutes of the Community Building Project Committee Meeting held on Wednesday 14<sup>th</sup> June 2023, following proposal by Cllr Pullen, seconded by Cllr Briggs, and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.

**22.36 CBP CHAIRMAN’S REPORT AND UPDATES**

**22.36.1 To receive Chairman’s report**

The Chairman gave a brief report explaining why there had been a delay in responding to the consultee holding objections that have been submitted on the planning application and explained that advice had been received that a full needs assessment would be required to ascertain the needs of the village which should be overseen by a Sports Consultant.

There was a brief discussion regarding the Fields in Trust covenant and that this is a separate issue as there would need to be a variation or disposal of land in order for the building to go ahead on the land.

**22.36.2 Overview of holding objections and strategy**

The Clerk advised that contact had been made with the architects (listed as the PC’s Agent) to discuss a strategy in responding to the objections. They have provided a draft response to the Highways issues but it has been indicated that further surveys will need to take place to satisfy the objection. The Councillors were asked to review the response and give consideration as to whether they would like to undertake the additional survey and commissioning of an operational events plan at a minimum cost of £2000. The Committee indicated that they would like to delay this until the exact location and scope of the building had been confirmed but that they would read through the report and confirm this with the Clerk.

There are also holding objections from Sport England and the Sports Development Officer at EHDC. The Clerk and Committee Chairman have been working with them to try and ascertain the information that needs to be provided. Aside from the appointment of the Sports Consultant which would be discussed later in the meeting, the Clerk has, as advised by EHDC, contacted Liss Parish Council who have recently undertaken a similar needs assessment for guidance.

A discussion took place with the planning advisor for Sport England on the 6<sup>th</sup> September 2023 and several points were made:

- That the Council needed to have a clear, absolute vision of the project which they did not feel came across in the application.
- That there is a lack of supporting, concrete evidence of potential users and then additionally from the governing bodies of the organisations that would use the facility.
- The Council needs to demonstrate clearly what need it is servicing and in order to mitigate the loss of the playing field, would need to demonstrate that the building would be contributing to sport in a meaningful way.
- The loss of the playing field through the development of the building and the relocation of the children's play area, although not having a huge impact individually, have a significant cumulative effect. A suggestion was made about the possibility of relocating the play area to the Jubilee Green as the current placement is not considered acceptable. It has been indicated that this is a non-negotiable.

The advice from the Sports Development Officer is that until the two objections detailed about the loss of playing field space are fully satisfied, that consent is unlikely to be granted. Aside from those objections, there is also a holding statement regarding the ecological surveys which will also need to be addressed.

It is apparent that a needs analysis and some professional advice will need to take place along with a potential community consultation. The Clerk had contacted a marketing company with experience in community engagement. They have put together a package which seems to target all user groups and would give opportunities for the whole community to participate in a consultation through use of various platforms. In principle, the Committee were happy with the proposal and cost of the package but decided to wait until the Community Development Officer from EHDC had been in touch to see if there are elements of consultation that they could help with before the Council commits any funds.

The Clerk did raise that none of the objections or issues raised had been picked up in the pre-app advice, but it was agreed that predicting these issues would not be within the remit of that process.

There was a brief discussion of other potential sites in the village if it was deemed that the current proposal is unsuitable and Cllr McAllister discussed the issue of engaging with developers about village needs, noting that a consultation that is currently being circulated has a community centre provision included on the plan.

### **22.36.3 To receive information on revenue**

The Committee agreed that this aspect of the review will be on hold for the time being.

### **22.36.4 To receive information on running costs**

The Committee agreed that this aspect of the review will be on hold for the time being.

## **22.37 CBP ITEMS FOR CONSIDERATION**

### **22.37.1 Needs assessment – to discuss appointment of Sport Consultant**

It has been advised from EHDC, that a Sport Consultant is appointed to assist with a needs analysis and response to sporting objections but the recommended consultant is not available until the new year. There has been an indication that some portion of the funding may be eligible for CIL funding. The Clerk has tried to set up a provisional meeting but they are currently on holiday. Given that this is the recommended company from EHDC, and also known to Sport England, on the proposal of Cllr Briggs, which was seconded by Cllr Pullen, it was:

**RESOLVED** to secure the services of the Sports Consultant for work up to the value of £5000 if necessary. Any expenditure over this would be referred to the Full Council.

### **22.37.2 Community consultation in conjunction with Community Development Officer.**

As detailed above, the Committee recognise the need to consult the community further as it was felt that there were some gaps in the original consultation and also that since then, time has passed and views may have changed. It was agreed that the Clerk would make contact with the Community

Development Officer and see how they could help with consultation. If it was then felt by the Committee that a professional company would be better placed to carry out the work, Smart Marketing would be engaged.

Cllr Pullen did raise that he felt that teenagers in particular needed to be consulted as along with there being a gap in suitable facilities for this sector of the community to use, they would also potentially be the future users with their families. It was felt that it is important to get them 'on board' and that they feel heard. The Clerk read out elements of the suggested marketing strategy and explained that they would encompass that group. If the Committee felt it necessary, a full event could be held for this group.

**22.38 CBP TO AGREE ANY FUTURE ACTIONS/PROPOSALS FOR FULL COUNCIL**

The future actions are detailed above and there is nothing, at present, to refer to the Full Council for consideration. Cllr McAllister will prepare a report for the 20<sup>th</sup> September meeting and in summary the actions at present are:

- Liaise with Community Development Officer to find out the extent of their services
- If CDO is unable to help with the consultation to the extent that is deemed necessary, to go back to the marketing company.
- Organise meeting with Sports Consultant and secure services.

**22.39 CBP The next meeting would be called when deemed necessary.  
The Chairman closed the meeting at 8.54pm**