

FOUR MARKS PARISH COUNCIL

**Minutes of the Meeting of the Community Building Project Committee
Held on Wednesday 17th July 2024, commencing at 5.30pm
At Benians Pavilion, Uplands Lane, Four Marks**

MEMBERS PRESENT:	Cllr McAllister (Chairman), Cllrs M Pullen and Black
IN ATTENDANCE:	Jo Tsigarides, Clerk
APOLOGIES:	Cllrs Medhurst and R Pullen

24.12 CBP APOLOGIES FOR ABSENCE

Apologies were received by Cllr Medhurst (work commitments) and Cllr R Pullen (prior engagement) and were duly accepted by the Committee.

24.13 CBP OPEN SESSION – PUBLIC PARTICIPATION

There were no items raised at the meeting, and so the Open Session ended at 5.31pm

24.14 CBP DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

There were no declarations of interest.

23.15 CBP COMMITTEE MINUTES

It was **RESOLVED** to approve the Minutes of the Community Building Project Committee Meeting held on Wednesday 5th June 2024, following proposal from Cllr M Pullen, seconded by Cllr Black and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.

It was **RESOLVED** to approve the Minutes of the Community Building Project Committee Meeting held on Wednesday 6th September 2023, following proposal from Cllr McAllister, seconded by Cllr Black and agreed by all Councillors as a true reflection of the meeting and were duly signed by the Chairman.

24.16 CBP CHAIRMANS REPORT AND UPDATES

24.16.1 To receive update from meeting with Smart Marketing held on Friday 12th July 2024

Due to a lack of responses from the user groups, Smart Marketing have offered not to invoice for the work that they have completed to date. There had been a discussion with representatives from EHDC earlier that day, where they agreed to try and make contact with the groups that had not been successfully engaged.

It was anticipated that Smart Marketing would do the wider consultation with the Community later in the year.

24.16.2 To note the withdrawal of application 56171/003

The Clerk had had confirmation from the Case Officer that this application had been withdrawn.

24.16.3 To receive any further updates from the Committee Chairman

The Clerk gave information about the meeting noted above which had taken place earlier that day with the Community Development and Sport and Wellbeing Officers at EHDC. There was a discussion of the current CIL funding, information given about the potential workings groups and the officers volunteered to be on those groups to give advice.

24.17 CBP TO AGREE ANY FUTURE ACTIONS /PROPOSALS FOR THE FULL COUNCIL

24.17.1 To identify potential sites and allocate working groups.

It was agreed that working groups would be set up for the following sites:

Benians Pavilion – Cllr R Pullen, Cllr McAllister

Scout Hut – Cllr R Pullen, Cllr McAllister

Village Hall – Cllr R Pullen, Cllr McAllister, Cllr Black.

Cllr McAllister and the Clerk would create a Terms of Reference/Scope for each working group, and it was anticipated that by Christmas 2024, each working group would have a 3D representation of the maximum capacity and options for each of those sites, whilst considering the limitations of each. The Clerk was asked to invite the community to be part of the working groups, and in particular, make contact with the Committee members and Trustees of each group so that they could be part of the process. The Clerk will also try to source a company that can produce the required images.

Considering the review process and the focus on the existing sites, the Committee agreed to change the name of the Committee to the Community Facilities Committee, and this would be noted at the following Council meeting.

24.18 CBP Next meeting TBC

23.19 Meeting Closed at 6.10pm.