



**NEW ROMNEY TOWN COUNCIL  
FULL COUNCIL MEETING 13<sup>th</sup> august 2018  
Agenda item 12: CAPITAL PROJECTS REPORT**

**Community Hall & Sports Pavilion Project – Progress Report**

Members of the CHSP Project Steering Group attended a Design Meeting at the offices of Guy Hollaway Architects on 1<sup>st</sup> August to assess and review the currently proposed Design. A staff office and reception has now been incorporated which will help future-proof the facility. An externally accessible DDA compliant toilet will also be added in response to the feedback received via the consultation events held in May.

The Mechanical and Engineering consultants and Structural Engineering consultants were introduced to the Team and will be working with our Architect and Design Team on the technical development of the scheme. This is all part of the RIBA stage 3 requirements.

A Pre-App document which summarises both the project and the linked Enabling Development scheme has been submitted to the District Council's Planning Department and it is anticipated that a second Pre-App meeting will be held in September – whereby feedback from the Planners can be received.

A meeting of the CHSP Project Steering Group was convened on 8<sup>th</sup> August to review the project and plan the next steps. The Council has completed the collation of the multi-questionnaire consultation that will be distributed to all local residents and businesses. 4500 envelopes were 'stuffed' with an information package that included

- Covering Letter
- Project Update & Consultation re viability of applying for a Public Works Loan in the event of any potential funding shortfall
- Sponsorship & Donations Form
- Inactivity Questionnaire
- Comments Sheet
- Pre-paid reply envelope

These will be distributed to the local community during the week commencing 20<sup>th</sup> August and a window of 1 calendar month has been allowed for feedback.

Council representatives have been working closely with the Council's solicitor in preparing the Conditional Contract for the sale of Land to the rear of the Sports Field. A first draft has now been issued to the Buyer for his comment. It is likely to be the subject of further negotiation as the details of the proposed sale are finalised. The final contract will come before Full Council at an Especial Meeting.

**To continue progress with the project, it is recommended that Council approve the following actions:**

- Approval of authority for the appointment of a Planning Consultant should it be deemed appropriate by the Design Team to support the Council's negotiations with the District Planners for the Development of the Community Hall and Sports Pavilion Project
  - confirmation that a budget not exceeding £8000 be set and funds to be allocated from the Community Hall & Sports Pavilion Reserve Fund
  
- Approval for the appointment of an Independent Valuer (which may be the District Valuer) to assess the Market Value of the Residential Development Site in accordance with the terms of the Conditional Contract and once the final configuration and layout have been confirmed by the Buyer.
  - confirmation that a budget not exceeding £3000 be set and funds to be allocated from the Community Hall & Sports Pavilion Reserve Fund
  
- Approval to vire £8000 from Legal & General Professional Fees budget 2018-19 to the Community Hall and Sports Pavilion Reserve Fund to cover the Land Sale negotiations cost
  
- Approval to set up a ring-fenced Reserve Fund entitled "Community Hall & Sports Pavilion Project – Grants & Donations received, for the collection of any grants and or private or business donations received in respect of the Community Hall & Sports Pavilion project - to ensure that each and every donation or grant is formally recorded and accounted for

Report prepared by Councillor Patricia Rolfe – Chairman of CHSP PSG on behalf of the Town Clerk & RFO – Mrs Catherine Newcombe

13<sup>th</sup> August 2018