



DRAFT MINUTES OF THE MEETING of the Community Centre Advisory Committee
Held in Hadlow Down Village Hall, Hadlow Down
at 7pm on 16th January 2024

Present: Cllr Michael Lunn (ML) Chair, Fiona Shafer (FS), Sandra Richards (SR), Peter Weston (PW), Damon Wellman (DW) and Rob Prall (RP).

In attendance: Vicki Rutt (Clerk), Mike Barber (MB) and 3 members of public.

ML commenced the meeting by wishing everyone a Happy New Year.

20. PUBLIC QUESTIONS

A resident repeated earlier comments that the Parish Council need to ensure that the planning conditions are completed correctly as the Planning application is in their name but also to set a standard for the rest of the village who may submit an application. ML stated that the purpose of this meeting is to review, and recommendations will be made to the Parish Council who will have final review.

21. APOLOGIES

Apologies were received and accepted from Bob Lake and Brian Mills. Due to Bob Lake being absent, he sent Rob Prall as a substitute. The Clerk explained that the Advisory Committee need to agree this substitution for this meeting only. This was agreed. The 3 Parish Councillors present could therefore make a quorate decision on behalf of the Parish Council for this substitution. ML proposed that Rob joins the committee for this meeting only, this was seconded by PW. All agreed. RP as invited to join the meeting.

22. DECLARATIONS OF INTEREST

ML declared that he is a member of Wealden District Council, and it is believed that the project architect is proposing to appoint WDC as the building control inspector. This is a personal interest, not pecuniary.

23. APPROVE MINUTES OF THE MEETING HELD ON 21st NOVEMBER 2023 AND REVIEW ACTION LOG

The minutes were approved as a true and accurate record. The action log was reviewed and updated.

24. RECEIVE UPDATE ON THE TIMELINE AND LEGAL DOCUMENTATION

The Clerk explained that since the last meeting, the Parish Council has instructed a solicitor to seek advice on the permit/licence required for the works to commence on the playing field. As part of the solicitor's research, 5 new legal documents were found and sent to the Clerk. These has been updated into the timeline and sent to all members. This was noted.

25. GET UPDATE ON PROPOSALS ON THE DETAILED DESIGN, BUILDING CONTROL APPLICATION AND PROPOSALS FOR BUILDING CONTROL INSPECTOR FOR FORMAL DISCUSION AND RECOMMEND TO PARISH COUNCIL

RP updated that the Committee are moving at speed with all the paperwork. The business plan is still ongoing and will be ready soon. ML asked if there is a detailed design ready yet? RP confirmed not for the meeting today, but it is in hand. RP's understanding that both the business plan and building control application will be ready soon and proposed that the business plan is discussed at the February meeting and detailed design/building control application is discussed in March. The Chair proposed that the Agenda item to be carried over. **Action 1.**

SR asked if the building control application is required in order to obtain the extant permission? ML believed that the building control application needs to have been submitted before any works can start but will not stop the progressing the discharge of pre-commencement planning conditions.

26. DISCUSS THE DRAINAGE DITCH ISSUE AT THE LOWER PLAYING FIELD AND AGREE NEXT STEPS

ML updated that a stakeholder meeting was held in December 2023 and there was a degree of frustration that the drainage engineer did not show up. There is no clear recommendation from the Stakeholder meeting to the Advisory Committee on how to proceed with this issue to the Parish Council.

Standing Orders were dropped so MB could provide an update.

MB updated that the engineer did not turn up to the meeting as he had never been commissioned by the Parish Council, or their client, the Community Centre Committee. They have currently been asked to do one thing, but MB confirmed that the engineers have stated they could also look at the works needed on the Parish Council's drainage hole, this would include the design and drawings, at a cost of around £2000. The cost is partly borne out of public indemnity insurance.

MB confirmed that the water discharge rate will not change with a new development being on site and he understands the Parish Councils need for urgency. It was discussed that the Parish Council could go ahead and get the design done elsewhere and obtain all the relevant permissions and when it comes to doing the work, join with the Committee to appoint the same contractor or to proceed on their own. ML put on record that there was a video taken of the hole, during the latest storms, showing that the water is draining away sufficiently. This was discussed and the Advisory Committee decided to recommend to the Parish Council to proceed on their own in this matter and to obtain design, drawings and permission.

Rec 1.

Standing Orders reinstated.

27. TO DETERMINE THAT THE FOLLOWING MATTERS ON THE AGENDA ARE TO BE DISCUSSED IN A CONFIDENTIAL SESSION

DW proposed that the following agenda item should be held in confidential, this was seconded by PW.

Standing Orders were dropped.

28. RECEIVE PRESENTATION FROM MR MIKE BARBER, PROJECT ARCHITECT FOR THE NEW COMMUNITY CENTRE, ON THE DISCHARGE PRE-COMMENCEMENT PLANNING CONDITIONS AND SUPPORTING DOCUMENTATION TO ENABLE ADVISORY COMMITTEE TO MAKE RECOMMENDATIONS TO PARISH COUNCIL

MB explained the planning process. Paperwork had been received prior to the meeting for each planning condition. The Chair went through each condition inviting MB to give any additional information. Committee Members were able to ask questions and seek clarification and the Committee agreed whether to recommend them to the Parish Council.

The following was recommended to the Parish Council to:

Condition 3 – Ashdown Forest Mitigation scheme. **Recommendation for Parish Council to approve subject to one minor amendment to traffic diversion.**

Condition 4 – Landscape Scheme. **Recommendation for Parish Council to approve.**

Condition 5 – External materials. **Recommendation for Parish Council to approve.**

Condition 6 – Surface water drainage. No update received as yet, MB is hopeful it will be received for the 6th February Parish Council meeting.

Condition 7 – Noise mitigation scheme. **Recommendation for Parish Council to approve.**

Condition 9 – Code of Construction practice. **Recommendation for Parish Council to approve.**

Condition 15 – Approved lighting. **Recommendation for Parish Council to approve.**

Condition 16 – Biodiversity scheme. **Recommendation for Parish Council to approve.**

Standing Orders reinstated.

29. RECOMMENDATIONS TO PARISH COUNCIL

Rec 1 – The Parish Council to proceed on their own in the matter of the drainage hole at the playing field and to obtain design, drawings and appropriate permissions.

Rec 2 – The Parish Council approves planning conditions 3, 4, 5, 7, 9, 15 and 16 for submission.

30. AGREE NEXT MEETING DATE AND ITEMS TO BE PLACED ON THE AGENDA

The next date was agreed as Tuesday 6th February 2024 at 18:30 to discuss one condition ahead of the full Parish Council meeting. This will be a confidential session.

Tuesday 20th February at 19:00. The business plan will be on the agenda which will likely be held in a confidential session.

The meeting closed at 20:35.

Action Log

1	Clerk to carry over agenda item 25 to the next full Advisory Committee meeting.
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