

MINUTES
OF THE
SPECIAL MEETING
OF
INGLEBY BARWICK TOWN COUNCIL
HELD ON
WEDNESDAY 30TH SEPTEMBER
2015
IN
THE SMALL HALL
AT
INGLEBY BARWICK COMMUNITY HALL
HARESFIELD WAY
INGLEBY BARWICK
COMMENCING AT 7.00 P.M.

PREPARED BY
PAULA M. HALL
CLERK TO THE TOWN COUNCIL

111.15-16 CODE OF CONDUCT.

Declaration of Interests.

Councillor Stefan Barnes declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 6	Proposed Community Centre, The Rings Member of the Working Group.
--------------------------	---

Councillor James Emmerson declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 6	Proposed Community Centre, The Rings Member of the Working Group.
--------------------------	---

Ingleby Barwick Community Hall	Town Council representative on the Management Committee.
---------------------------------------	--

Councillor Philip English declared a personal/non prejudicial interest in matters concerning the following:

Agenda Item No. 6	Proposed Community Centre, The Rings Member of the Working Group.
--------------------------	---

Councillor Ann Kenyon declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall	Town Council representative on the Management Committee.
---------------------------------------	--

I.B. Divorced/Widowed Social Group	Member of the Group.
---	----------------------

Councillor Megan Patterson declared a personal/non prejudicial interest as her father is a Member of Stockton-on-Tees Borough Council (S.B.C.).

Chairman.....
SIGNED: Wednesday 18th November 2015

Councillor Megan Patterson also declared a personal/non prejudicial interest in the following item:

Agenda Item No. 6 **Proposed Community Centre, The Rings**
Member of the Working Group.

Councillor Ross Patterson declared a personal/non prejudicial interest in all items involving his role as an S.B.C. Ward Councillor.

Councillor Ross Patterson declared a personal/non prejudicial interest in the following item:

Agenda Item No. 6 **Proposed Community Centre, The Rings**
Member of the Working Group.

Councillor Jenny Rutland declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall User Group representative on the Management Committee.

I.B. Over 50's Group Secretary of the Group.

Councillor Ted Strike declared a personal/non prejudicial interest in the following:

Eastern Area Transport Strategy 2015/2016 - Represents the Town Council on the Steering Group.

Ingleby Barwick Community Partnership (IBCP) - Chairman of IBCP.

Councillor Cheryl Thomas declared a personal/non prejudicial interest in the following:

Agenda Item No. 6 **Proposed Community Centre, The Rings**
Member of the Working Group.

I.B. Residents Network Member of the Network.
(currently dormant)

Ingleby Barwick News Involved with the Facebook Page.

Chairman.....
SIGNED: Wednesday 18th November 2015

Ingleby Barwick Noticeboard Involved with the Facebook Page.

Councillor Sally Ann Watson declared a personal/non prejudicial interest in all items involving her role as an S.B.C. Ward Councillor.

Councillor Watson also declared a personal/non prejudicial interest in the following:

Ingleby Barwick Community Hall Town Council representative on the Management Committee.

Any matters concerning or in relation to Fix It DIY & Hardware Ltd., Ingleby Barwick.

Councillor Sally Ann Watson also declared a personal/non prejudicial interest as she is a member of the Parent Teacher Association at Barley Fields Primary School.

No further interests were declared.

To consider any requests for dispensations

No requests for dispensations had been received.

112.15-16 PUBLIC PARTICIPATION.

The Chairman advised that 10 minutes would be allocated for public participation.

The following matters were raised:

Proposed Youth Cafe, Funding

Reference was made to the funding allocated by S.B.C.

A brief overview was provided. A general discussion took place and various comments were raised.

SSI

Ward Councillor Kevin Faulks provided a brief outline of the situation to date and highlighted the need for support, for those employees directly or indirectly affected.

Acoustic Barrier/Fence, Myton Way

An update was provided by Ward Councillors Kevin Faulks and Sally Ann Watson.

Chairman.....
SIGNED: Wednesday 18th November 2015

It was noted that the Ward Councillors had recently met with S.B.C. officers, to discuss various matters, including the proposed planting.

Vissim Traffic Model

It was noted that the Traffic Model is currently being updated, with the view to being completed approximately November 2015. Following presentation to S.B.C. the information will be made available to the Town Council.

113.15-16 PROPOSED COMMUNITY CENTRE, THE RINGS.

The Clerk referred to the report she had prepared outlining progress to date. A copy of which is held on the Town Council file.

The following supporting information was provided:

S.B.C. Cabinet decision on 4th December 2014

S.B.C. Officers be authorised to complete a title transfer of land from Persimmon to enable a community centre to be sited at the preferred location; by transferring the land to Ingleby Barwick Town Council, subject to the Town Council securing planning permission and sufficient finance to build and maintain the community centre. S.B.C. Members approve capital monies of up to £ 50,000 be made available towards the provision of a Youth Cafe within the proposed community centre.

Local Council Powers

The Local Council powers were outlined in respect of the land and Community Centre.

An outline of the report was provided, as follows:

General Information

Planning permission was approved for the proposed community centre on 28th August 2015.

Work on the Business Case is progressing.

In respect of funding, consideration needs to be given to applying for Borrowing Approval.

In order to apply for borrowing approval the total Contract/Project value is required - this needs to be considered.

Chairman.....
SIGNED: Wednesday 18th November 2015

At the time of applying for borrowing approval S.B.C. will not have control of the land and therefore assurances will need to be provided by S.B.C. that once funding etc is in place the land transfer will go ahead. This will need to satisfy Department of Communities and Local Government (DCLG) to obtain approval.

Once funding is in place and the Business Case is complete, the matter can be considered by S.B.C. Cabinet, followed by Full Council.

Progress to Date

The Town Council and S.B.C. have worked with an architect, who provided his services free of charge, to produce designs for a community centre and youth cafe.

Persimmon Homes applied for planning permission and funded the planning application fee.

Planning permission was approved on 28th August 2015.

Persimmon are in agreement to transfer the land to S.B.C., who would then propose to transfer the land to the Town Council to procure the building of the community centre.

The Town Council would be responsible for securing the funding associated with the capital development and on-going maintenance and management of the community facility.

Leasehold / Freehold

S.B.C.'s preferred option would be a 99 year protected lease rather than a freehold sale.

S.B.C. have confirmed that it would be a 99 year leasehold, which the Town Council as tenant, would be entitled to renew at the end of the term.

Restrictions/covenants in place on use of the land.

S.B.C. and Persimmon Homes will deal with the S106 Agreement and any alteration required due to the covenant on the land.

The Town Council need to secure a solicitor to represent them in all legal proceedings/agreements.

Chairman.....
SIGNED: Wednesday 18th November 2015

Land Transfer, Heads of Terms, Agreement to Lease and the Lease itself - these need to be progressed.

Licence to Carry out the Works

As a leasehold will be in place, a Licence to carry out the works is required from S.B.C.

The Licence would permit the erection of buildings and any associated works. Part of the Licence will state that any works will require compliance with planning permission and building regulations.

The Town Council would need to apply to SBC for a Licence, also providing a copy of the approved plans.

Planning Permission

Planning permission was obtained on 28th August 2015.

Business Case

Working Group assisted by the Clerk

The Working Group consists of Councillors Stefan Barnes, James Emmerson, Philip English, Megan Patterson, Ross Patterson, Cheryl Thomas, as well as non-Councillor Jean Kirby.

The Working Group have met on a monthly basis to progress the Business Case.

Members of the Working Group and the Clerk have met with S.B.C. officers on two occasions, 23rd March 2015 and 28th July 2015, in order to discuss various matters and progress the project.

Business Case

A copy had been circulated to Councillors prior to the meeting.

Work is still progressing.

Visits have been undertaken to Youth Clubs/Cafe's at Thornaby (The Youthy), Stockton and Billingham.

A copy of the Artists Impressions had been circulated to Councillors prior to the meeting.

Chairman.....
SIGNED: Wednesday 18th November 2015

Potential Funding

£ 50,000 from S.B.C. for Youth Cafe
£ 49,000 currently in Town Council Reserves
Big Lottery - Guidance and assistance can be provided by Catalyst
Fundraising, Grant(s) - to be progressed
Loan

Loan

Borrowing approval required, criteria to be met.

S.B.C. will not own the land at the point the Town Council submit their application for Borrowing Approval and therefore the DCLG may need assurance the leasehold will go ahead.

S.B.C. are to provide the Town Council with information on the different options available for providing assurance, in order that DCLG can be contacted to ascertain as to what their requirements would be.

Once Borrowing Approval is received the Town Council can then apply for a loan.

Procurement

A separate report was provided.

Youth Cafe

S.B.C. has committed £ 50,000 one-off capital funding, towards the provision of the youth cafe element of the proposed community centre.

S.B.C. have confirmed that the funding could be used either towards the physical construction or the fitting out.

It is anticipated that the funding would be given in staged payments.

It has been generally agreed that the favourable option would be to release £ 25,000 when works commence with the remaining £ 25,000 on practical completion.

S.B.C. does not have any revenue funding to support any additional youth services beyond what they currently provide or commission, nor does it have any resources for ongoing costs of maintaining the proposed building.

Chairman.....
SIGNED: Wednesday 18th November 2015

Programme

To be progressed.

IT WAS RESOLVED that the report be noted.

A general discussion took place and various comments were raised.

Reference was made to the overall cost of the project, funding and the procurement procedures which need to be adhered to.

Reference was made to the design of the proposed community centre. Various comments were raised.

The artists impressions were referred to.

Consideration was given to membership of the Working Group with regard to the expression of interest received from a resident present. Following discussion, the matter was not progressed any further.

Funding was referred to with regard to progressing sponsorship, grants, donations etc.

The Town Council considered the following:

PROVISION OF LEGAL SERVICES

The Town Council considered the matter.

IT WAS RESOLVED that three solicitors be contacted to ascertain quotations for their legal service costs.

PROCUREMENT

IT WAS RESOLVED that this matter continue to be progressed.

BORROWING APPROVAL/LOAN

IT WAS RESOLVED that a Public Meeting be arranged, details of which to be confirmed.

Chairman.....
SIGNED: Wednesday 18th November 2015

114.15-16 TOWN COUNCIL OFFICE ACCOMMODATION, BARWICK LODGE, INGLEBY BARWICK.

It was noted that the Town Council currently rents office accommodation in Barwick Lodge, Ingleby Way, Ingleby Barwick.

There have been two five year leases in place with the current lease ending on 4th January 2016.

A general discussion took place and various comments were raised.

IT WAS RESOLVED that the Town Council are in agreement to renew the lease and quotations be pursued for the provision of legal services in respect of the matter.

115.15-16 FINANCE.

Accounts due for Payment.

IT WAS RESOLVED that the Town Council approves the following accounts for payment:

Date	Cheque No.	To whom	Purpose	Amount
30/09/15	102026	S.B.C.	Election Costs	£ 8,254.00
30/09/15	102027	S.B.C.	Enforcement Quarter 2	£14,436.17

The Chairman thanked everyone for their attendance and closed the meeting at 8.10 p.m.

Chairman.....
SIGNED: Wednesday 18th November 2015