

**Minutes of a Virtual Meeting of the Community Centre Sub-Committee held on
Tuesday 14 March 2023 at 3 pm**

Present:

Councillor Tandy – Chair
Councillor Blanchard-Cooper
Councillor Chace
Councillor Long

2022 to 2023

This meeting is available to view using the following link:

<https://youtu.be/qdne8w11rNg>

21. Virtual Meeting Protocol and Use of Mobile Devices

The Chair opened the meeting and explained how it would be conducted and the protocol that would be followed, including how any break in the proceedings due to technical difficulties would be managed.

22. Apologies

There were none.

23. Declarations of Interest

Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and or prejudicial interests that they might have in relation to items on the Agenda. The standing declarations were noted, and no further declarations were made.

24. Chair's Report and Urgent Items

There were none.

25. Minutes

The Minutes of the meeting held on 4 October 2022, previously circulated, were confirmed as a true record and it was noted that arrangements would be made for these to be signed at a later date.

26. Public Forum

In accordance with the Remote Meetings Protocol introduced by the Town Council, members of the public who wished to address the Council or any of its Committees during a remote meeting should have emailed their representations one clear working day before the meeting. There were none.

27. Exempt Business

It was Resolved that:

The public and accredited representatives of the press be excluded from the Meeting under Section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.

This item was confidential for Members of the Council only in accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, being information relating to the financial or business affairs of any particular person.

28. New Community Centre in North Littlehampton

- 28.1. The Sub-Committee had before it a confidential report previously circulated to Members of the Sub-Committee only, a revised design concept and updated estimated costs regarding the planned new community centre in North Littlehampton. The Sub-Committee was pleased with the way in which their wish for a more traditional and affordable design had been interpreted to deliver the flexible and welcoming community space envisaged by the Town Council.
- 28.2. In taking the design forward Members wished to ensure that the toilet provision was adequate and met the regulations in respect of the proposed café area. It was also considered more appropriate that the planned disabled toilet in this area did not open out into the café and instead be accessed from the lobby. In terms of the exterior, Members considered that a brown and green colour palette would suitably reflect the setting of the Centre and that access to the disabled parking bays would be greatly improved by breaking up the proposed hedge to make it less of a barrier. This feedback would be relayed to the developer and it was also noted that the design concept would be shared with the Steering Group at the forthcoming meeting later in the week.
- 28.3. The cost of delivering the revised design was estimated to be within the value of the Section 106 funding agreed for the scheme including indexation. However, the extent of the work that the developer would be undertaking to deliver the Centre was unknown. Based on the experience with the K2 Project, it was thought that the Town Council should expect to incur additional costs post

planning relating to the detailed design of the building and management of the construction contract. Having agreed the design concept, the Sub-Committee was mindful that Council would need to have a clear understanding of the timetable for delivering the Centre, the associated costs in order to approve a budget for this work, and importantly decide how this would be funded. Conscious that this would likely involve some borrowing, it was agreed that this information be urgently requested from the developer and the Sub-Committee be prepared to meet again to agree a recommendation for Council.

It was therefore Resolved that:

1. The Sub-Committee's comments as set out in Minute 28.2. above be shared with the developer and that work continue to refine the design for the new centre.
2. The developer be requested to provide a detailed breakdown of the work that they would be undertaking to deliver the Centre and a timetable for delivery.
3. Work continues to establish the additional costs that the Council is likely to incur to deliver the new Centre for presentation to the Sub-Committee with a view to it meeting again to agree a recommendation for Council.

The meeting closed at 3.09 pm.

Chair