

Marden Parish Council

Community Facilities Working Group (CFWG) Meeting
on Wednesday 17 July 2019

Notes of the Meeting

Present: David Bennett (Chairman and PC), Chris Wathen and Angela Sasso (Parishioners), Jill Brooks (Marden Chapel), Jess Tidball (Marden Church) and Kate Ryan (PC).

In attendance: Alison Sutton, Parish Clerk.

1. **Apologies** – Dave Lloyd and Dave Tidball (Marden Church), Sandra Gladwyn (Parishioner) Robin Brook and Len Day (MVT), Paula Barrett (Pre-school) and Steve Miles (MRGT).
2. **Open Forum** – None.
3. **Update on Community Centre and meeting with Herefordshire Council** – Notice given by Pre-school Trust that intends to cease hire of Community Centre (CC). 3 plans for future of Pre-school: plan A, go into portacabin on Academy grounds, planning application being prepared; plan B, stay in CC if planning permission refused or funding not available; plan C, which is preferred option, MVT able to negotiate to leave CC and get clawback without impacting on Academy.
This news led to suggestion that should build new sports hall rather than agreed base case on NHF. Felt should continue with base case plan while meeting with Herefordshire held and more known about Pre-school. Obligations Manager has had informal discussions with relevant people at Herefordshire and will be convening meeting asap.
4. **Awards for All Application** –
 - Response from Grants Officer on draft text – Very positive with suggestions to strengthen.
 - Further action – Agreed that if have to wait 3 months for lottery response and Architype cannot start work until response received, lose current momentum and very difficult to include elements from Architype for costs and images within claim.
Agreed to submit lottery to enable comprehensive and meaningful consultation – see below. Alison to amend application on this basis, include suggestions from Funding Officer and send to David, Kate and Funding Officer to check.
Recommend PC to action RIBA stage 2 asap and pay from ring-fenced funds.
Alison – contact Planning Officer and confirm applicants at NHF will stick to size and shape of plot as in S106 agreement, as PC needs to move forward knowing will be the same; ask Architype to check when Reserved Matters resubmitted and respond.
5. **Plan to prepare for applications** –
 - Community Consultation – once confirmed that plot is same size and shape as S106, commission Architype to do RIBA stage 2.
 - Requirements for consultation – data, plans etc. – send to all households, response at event and via box at shop; need professionally printed A3 as 4 A4 sides (as Business Plan) document with plans, information, costs etc; stands for display; Alison get quotes for stands and document.
 - Date and format – aim for Saturday 7 December consultation 12.00-5.00 pm, dependent on Awards For All response; Alison check if Architype can provide video.
Professional caterer – canapes, mince pies, cakes, tea/coffee, glass of fizz; Alison get quotes for catering for 300 people.
Survey company to increase return rate – Alison get quote for lottery application ‘as may be used’.
Table at event for donations – possibly sponsor a brick, need costs of getting bricks marked with names.
Consider ideas from Paula to bring in children/families.
6. **Next meeting** – To be arranged once various information obtained.

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