

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday 16th August 2010, at 7.00pm in the Methodist Hall

PRESENT: **CHAIRMAN:** V TALLOWIN
 VICE CHAIRMAN: H PURNELL
 COUNCILLORS: R COOK, N BAKER, K MOODY, L WEST, D PUGH,
Independent Advisors: S Partridge, R Utting, M Prettyman
 Clerk: Mrs S Sainsbury

7.10pm The meeting commenced –

This was a meeting of the Parish Council acting in its own right and as Trustee of the Playing Field or Recreation Ground charity 270199, although all points have been dealt with separately See also the minutes for the charity.

The Chairman V Tallowin introduced the three independent advisors and thanked everyone for attending this important meeting and explained that as the item to be discussed included sensitive information it was being held in a Confidential Session.

All councillors had received the document and scenario papers prior to the meeting for perusal and queries to be discussed.

The three independent advisors Mr S Partridge, Mr R Utting and Mrs M Prettyman also received the document and scenario papers prior to the meeting for their perusal.

1. **APOLOGIES** – M Elliott & MJ Elliott absence was due to holidays, D Beales absence unknown and I Watton absence was due to his workload but was in agreement for his view to be known in that he would go with the majority vote.

CONFIDENTIAL SESSION

The Chairman asked for a proposal that a resolution be introduced, under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public and the press in order to consider items in a confidential session. Vice Chairman H Purnell proposed, and Cllr K Moody seconded, such a motion. All were in approval.

The Chairman asked Cllr N Baker to reiterate the points in the document, in summary

- **Commit to go out to tender for the building**
- **If too expensive can still say ‘No’ but gives a cost guarantee**
- **Professional advice has been taken where necessary**
- **Community has been consulted on the original decision to build a new hall**
- **Committed to Sustainable Energy for future running costs**
- **Grants for Sustainable Energy and Feedback Tariffs available**
- **Feed in tariffs potentially £11500 pa**
- **Normal energy sources estimated to increase by 40% over the next 5 years**
- **No Contaminated land**
- **A Construction professional on New Build Team for informal advice**
- **Estimated overall construction cost £796k**
- **Funding streams total £621k**

- **Shortfall could be to be funded via a loan**
- **Repayments to be from feed in tariffs + profit from hall + potential Parish Council contributions**
- **No increase in precept for hall operating costs or loan repayments**
- **Lottery may be a possibility and other funders still being approached**
- **All investigations point to the hall being self sufficient fairly quickly**
- **All scenario figures from the best to the worse case pointed to the hall being a viable and affordable project.**

Cllr N Baker thanked everyone for their comments.

Chairman V Tallowin asked the three independant advisors for their advice on this matter-

Mrs M Prettyman felt that to the best of her knowledge and taking the pro's and con's into consideration we had a working project plus there are other funders to come through.

Mr S Partridge agreed with MP and that we had done very well indeed and we were only taking the next step of 'going out to tender' for a guaranteed price although we are fully aware that our estimated cost will be very close to actual.

Mr R Utting had nothing further to add although he had perused the documents and reiterated we were only going to the next stage of going out to tender, then we will better informed to go ahead with the build.

Cllr NB confirmed that we will know about CSEP funding, Phoenix Trust, Wind Turbine application, PC surplus and the Lottery bid by the time the tender's were opened.

Recommendations

That the Parish Council, acting in its own right and as Trustee of the Hickling Playing Field or Recreation Charity resolves:

1. **To undertake a tender process for the construction contract. This will be a design and build style contract on standard industry terms and will commit us to expenditure of c£15,000.
*See charity minutes 16.08.10 for decision taken***
2. **To note the offer of Davis Langdon to represent us as per their fee proposal dated 23rd July 2010. The services to be provided include Construction Cost Management, Employers Agent and CDMC Co-ordinator as required under the formal building contract.**

**However, because of the significance of this cost, to request two further quotes on a like for like basis and then to accept the quote which gives us best value for the project.
*See charity minutes dated 16.08.10 for decision taken***

3. **To act as follows to minimise the required capital shortfall by:**
 - a. **Applying for Planning permission for the 18m wind turbine as detailed in the Clean Energy Consultancy study. This will incur planning costs of approx £1500.
*See charity minutes dated 16.08.10 for decision taken***
 - b. **Requesting the Phoenix Trust to reconsider and raise their offer of capital funding.
*See charity minutes dated 16.08.10 for decision taken***
 - c. **Applying for a Big Lottery Grant as long as this can be done without jeopardising the CSEP funding.
*See charity minutes dated 16.08.10 for decision taken***

- d. **Applying for any other grant for either revenue or capital funding to assist the project.
See charity minutes dated 16.08.10 for decision taken**

- e. **To earmark any significant surplus (amount to be decided) arising from the Parish Council's activities in 2009/10 and 2010/11 as a capital contribution to the project. As more financial information is required the recommendation was for the principle to be taken forward with the amount/percentage to be agreed at the next parish council meeting in September 2010.**

Cllr R Cook proposed and Cllr L West seconded the motion and all were in agreement that this motion be carried.

- 4. **To authorise, if the tender process is successful and the construction proceeds, the raising of a loan by the Parish Council, under its community wellbeing powers, guaranteed against its own annual revenue income and Parish precept, from the Public Works Loan Board, in order to cover the residual capital shortfall, to a maximum of £190,000 (£10,162 annual repayments).**

Cllr N Baker proposed and Cllr R cook seconded the motion and all were in agreement for this motion to be carried.

- 5. **To authorise the drawing up of a contract between the Hickling Playing Field or Recreation Ground Charity and the Parish Council based on the following principles:**
 - a. **For the Parish Council to transfer the proceeds of the sale of the Community Hall, along with any other relevant funds it holds, to the Charity.**
 - b. **For the Parish Council to underwrite the shortfall in capital funding of constructing the new hall and associated facilities by way of the Loan mentioned in Recommendation 4 above.**
 - c. **For the Charity to repay the Parish Council on terms to be agreed, depending on**

Charity income from the new facility including renewable energy technology.

Cllr K moody proposed and Vice chairman H Purnell seconded the motion and all were in agreement for this motion to be carried.

There was no further business and the meeting was closed at 8.50pm.

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Signature

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Dated