

HALLS COMMITTEE

Minutes of the meeting of the Halls Committee held at 10 am on Wednesday 9 July 2008

Present Chairman: Cllr M Cole
Cllrs P J Adams; B Slater, M Taylor and S Tilbey

Officer: Mrs Janet Holmes

ACTION

607. Apologies for absence

An apology was received from Cllrs M Bird and P Davies

608. Declarations of interest

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

609. Public Forum

No members of the public were present

610. Matters Arising Item 564 hall closure

1. It was noted that the Halls will close on 31 July 2008
2. A notice will be erected in the car park informing people that it is not a public car park and that owners park at their own risk.
3. The Clerk reported on a recent meeting with a staff member.

AGREED that further advice be taken from the Council's solicitor re the wording of a letter

611. Action points

The various outstanding action points had been addressed and reported to the committee by email

AGREED that the schedule of rebuilding costs be reported to the committee on a monthly basis.

612. Building works update

The committee discussed at great length the information that should be released to interested parties and the timing of such information [so as not to compromise the contractual nature of the project]

It was anticipated that the formal planning application would be submitted to the District Council in September 2008.

This information to be forwarded to Council members ; Local Press ; Regular Hall users; Burnham Health Promotion Trust

- A press release would be composed informing residents that a display would be mounted in the library during the planning process. The press release would highlight that the Parish Council was restricted in its design by the planners of South Bucks District Council and that lengthy discussions had taken place because the Halls are in a Conservation area.
- Information to be published in Round and About and on the Council's web site
- Hall users would be invited to a pre release meeting 2 weeks before the plans are in the public domain.
Wording of invite to be as follows

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“The architects for the Parish Council will shortly be submitting a planning application for the rebuilding of Burnham Park Hall.

We would like to invite you to an informal meeting to view the plans when members will be available to answer any questions you might have.

The meeting will be held on xxxxxx. Plans will be available for viewing from 6.30 pm and the meeting will commence at 7 pm. It is anticipated that the meeting will last for no more than one hour

- All District Councillors to be invited to the pre release meeting although it was noted that some may not be able to attend. Additional wording of invite to be as follows.

“ Due to your position on the planning committee we understand that you may not be able to attend but the invitation is sent out of courtesy to you as a District Councillor”

- The members of the press would be invited to a press briefing

It was noted that work on exploratory holes for foundation and ground source heating work was being undertaken around the building on the date of the meeting.

613. Finance

- 1) Still awaiting information from TPA re staged payments
- 2) Cllr Capel has commenced work on a lottery application.

AGREED that Cllrs Capel and Cole should work with the Clerk to complete grant forms

AGREED that Mr Bev Daley [Health Promotion Trust] and representatives of other local groups be included in any discussions for grant assistance

- 3) AGREED that The Parish Council will continue to operate its office administration from Windsor Lane the staff will stay in the offices until the building is demolished. Office accommodation will be sourced during September. The Clerk to ascertain the cost of storing items [records, files, tables, chairs etc in a storage unit]

614. **Date of next meeting**

Date of next meeting Monday 28 July at 10 am

Clerks note. After the date of the meeting the Council were informed that the planning application will be submitted to the District Council during the last week of July. The meeting for hall users and District Councillors was brought forward to 17 July and an item was submitted to Round and About for inclusion in the July issue

There being no other business the meeting closed at 11.45 am