

**BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING**  
**HELD IN THE COUNCIL CHAMBER ON THURSDAY 7<sup>TH</sup> FEBRUARY 2019 AT 9.00AM**

**Present:**

Cllr Ms Jan Blair (Town Mayor)	Mr Peter Hall
Cllr Tony Allen	Mr Mark Wells – Town Clerk
Cllr Robert Ashby	Mr Paul Cooper (Peregrine Mears Architects)
Cllr Rob Bray	

*Cllr Tony Allen chaired the meeting in the absence of Cllr Eoghan Kelly.*

**1. Apologies for absence:**

Cllr Eoghan Kelly  
Miss Erica Steer – Bovey Tracey Information Centre Trust  
Mrs Jackie Paxman – Bovey Tracey Library

**2. Minutes of Previous Meeting**

The minutes of the meeting held on 27/11/18 were agreed by those present as an accurate record of discussion.

**3. Archaeological Survey**

Mark explained that the survey has now been completed. The County Archaeologist visited site during the works and confirmed his agreement to the methodology and work undertaken. Paul has chased a copy of the formal report. Mark explained that informal feedback confirmed that no significant finds were unearthed. A copy of the report will be obtained to discharge the relevant planning condition.

**4. Revised Plans & Contractor Estimates**

Paul presented Value Engineered (VE) revised drawings (Options 5, 6, 7 & 8). Mark explained the issues with VE Options 5 & 6 regarding the lack of a separate entrance to the Public Toilets out-of-hours from the centre operation. This has been separately discussed with Erica and revised in Options 7 & 8. Paul highlighted the revisions in VE Options 7 & 8.

VE drawing Option 2 previously considered was 384 sqm's. Devon Contractors have suggested saving 30 sqm's of floorspace to produce significant cost savings. VE drawing Option 8 equates to 346 sqm's. Basing the possible savings on £2,500 per sqm, this should generate significant savings from the previous tender estimate to further reduce the overage. The proposed figures previously discussed already accounted for changing to a mono pitch roof.

Paul highlighted that with the increased soft landscaping areas and the revised drawings which show a reduced footprint and consequently reduced water capacity run-off requires less attenuation tank capacity. Paul and Jason (Devon Contractors) are reasonably confident therefore that the attenuation tanks can now all be accommodated on site without the need to locate any in the car park. This however requires formal confirmation from potential tank suppliers.

Paul confirmed that Devon Contractors/Randall Simmonds are not in a position to release the revised estimate for a further few days, due to a number of reasons. The revised estimates have been through 3 or 4 cycles of value engineering and is very much a conservative approach, which will be subject to formal retendering once the revised technical drawings have been prepared.

Following discussion, it was resolved to support progressing revised VE option 8 and present this to Councillors for approval, subject to the revised estimate being received favourably.

Paul will prepare the revised technical drawings w/c 11<sup>th</sup> Feb and forward to Devon Contractors to undertake the formal retendering, prior to issuing their stage 2 tender submission prior to 1<sup>st</sup> March 2019. This will then receive consideration by the Town Council's Finance, Resources & General Purposes Committee.

## **5. Use of Materials**

Paul confirmed that stone would be used on the lower level elevations. Suggested stone is 'Yennadon'. Recommended by Teignbridge Conservation/Planning Officers, although Steering Group members questioned the existing use within the Parish area. Peter asked if render had been suggested to the Planners? Paul confirmed that the Planners are willing to consider a mix of render and stone. Paul highlighted that as this is a civic building, Teignbridge would like to see the use of stone (similar to the church etc). Mark agreed to chase a response from the Conservation Officer. Paul agreed to circulate images of the proposed stone.

Following discussions, the Steering Group recommended the possible use of aluminium roof in favour of eternit slate. This could then be used for the vertical high-level cladding, framed windows and facias/downpipes. Paul to discuss with Planners.

## **6. Project Plan/Timescales**

Tony highlighted the need to refer to Council to approve as the last Full Council meeting will take place in March, prior to the newly elected Council taking office. Paul confirmed the timescales (previously covered in section 4) will achieve these deadlines. If approved, with the lead in appointment time of the Contractors and the planning permission revisions, work could start on site towards the end of April.

## **7. Agenda Items for next meeting**

None raised.

## **8. AOB**

Mark enquired as to works discussed relating to the Party wall. Paul confirmed that there is no proposed need for over ground attenuation tanks behind the building. A heavy load weight would require work to the wall. This is not necessary.

Peter enquired as to the progress with the workshop. Paul confirmed that costs were awaited from the Contractor. Design had been issued and the proposed materials were block and render. Mark confirmed these costs were not currently included within the tender submission.

Date of next meeting – TBC

Mtg closed: 10.35am