

**BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING  
HELD IN THE COUNCIL CHAMBER ON TUESDAY 22<sup>ND</sup> AUGUST 2017 AT 2.00PM**

**Present:**

Cllr Tony Allen  
Cllr Bob Ashby  
Cllr Rob Bray  
Cllr Eoghan Kelly  
Mrs Jackie Paxman – Bovey Tracey Library  
Miss Erica Steer – Bovey Tracey Information Centre Trust  
Mr Mark Wells – Town Clerk  
Mr Peregrine Mears – Peregrine Mears Architects  
Mr Paul Cooper – Peregrine Mears Architects

Cllr Eoghan Kelly chaired the meeting.

**1. Apologies for absence:**

Cllr Mrs Avril Kerswell – Town Mayor  
Mr Peter Hall

**2. Minutes of Previous Meeting**

Mark circulated copies of the meeting minutes of 30<sup>th</sup> June 2017. The group agreed they were an accurate record of discussion.

**3. Public Exhibition – Community Feedback Report & Plan revisions**

**Feedback and response on the plan**

The Councillors and Steering group members who were present at the Public Exhibitions provided feedback on attendance at their sessions and key themes/issues that arose during discussions.

The interim report produced by Devon Communities Together was discussed. The report provided a general overview of the main issues that were repeated through repetitive comments. The report highlighted that, to date, of those that completed the questionnaire, and were asked on the whole do you broadly support the proposals for the centre design as presented:

- 63.1% said yes
- 27.4% agreed with some elements
- 8.3% said no
- 1.2% were undecided

Peregrine presented further key questions to the group as follows:

- Public toilets – are there enough, do they need to be unisex, access to one toilet out of hours etc?
  - o The group discussed these issues and requested that the architects consider ramped access to better facilitate external access to all of the toilets which would

be available to mirror the current operating hours, rather than limit to the operating hours of the centre itself.

- Enough storage for furniture?
  - o A discussion took place around the possibility for making provision for extra storage if feasible to accommodate equipment for external groups etc.
- Kitchen facilities – large enough?
  - o It was felt that these were large enough to serve the users of the centre. In the event that large events may be held (wedding receptions etc) then it is likely that external caterers would bring in food from off site.
- Business Hub offices – Suggestions made about these being open plan?
  - o The Town Clerk explained that following a visit to the Business Centre in Heathfield, it was very clear this would not work for a number of reasons including: confidentiality, data protection, security and conflicting use issues.

### **Feedback and response on sustainability**

A number of queries were raised regarding sustainability of the building, including photovoltaic panels, rainwater harvesting, solar thermal (hot water) panels and ground source heat pumps etc.

Paul explained that sustainability is a factor which has been considered from the outset. The architects approach is not to add visible microgeneration and renewables to offset energy use, but instead concentrate efforts on passive means to minimise energy usage (improved thermal performance and airtightness, low energy lighting, low energy heating and ventilation systems, low energy and water use appliances). Therefore, with limited budgets, the finance is better focussed on the building fabric which is hard to retrospectively improve.

### **Feedback on materials and building form**

From the public exhibition comments, the appearance of the building created the biggest divide in opinion. The main issues relating to the appearance are:

- Too industrial looking/too modern
- Not enough glazing to the front of the building
- Don't like the use of brick, particularly the red brick

The form of the building has been developed to suit both the street scape, context and the internal arrangement and flexibility.

Perry & Paul presented an overview of the positives and negatives of the material choices and their recommendation as to why the materials proposed have been chosen.

Paul then presented 6 alternative plan options of revised elevations for consideration.

Following lengthy discussions, the Steering Group shortlisted options 4, 5 and 6 as their preferred options which will now be presented to the Planning committee for further consideration by Councillors.

#### **4. Agenda items for next meeting**

Erica highlighted the need to consider interim operating premises for the Information Centre whilst development takes place. It was agreed to further consider this in more detail at a future meeting.

#### **5. AOB**

Cllr Tony Allen suggested that an item is discussed by Council to consider a competition for the naming of the centre.

Perry explained that 3 meetings were held on site this morning with prospective Quantity Surveyors. The 3 quotations received for the preliminary cost estimates are:

- £1,788.00 + vat
- £1,850.00 +vat
- £330.00 + vat

The Steering Group agreed to appoint the quotation of £330.00 and instructed the architect to proceed with this work.

The Town Clerk and architects will be meeting the Planning and Conservation Officer on 11<sup>th</sup> September 2017 for a follow-up meeting.

#### **6. Date of next meeting**

TBC