

**BOVEY TRACEY COMMUNITY CENTRE STEERING GROUP MEETING
HELD IN THE COUNCIL CHAMBER ON FRIDAY 26TH OCTOBER 2018 AT 10.00AM**

Present:

Cllr Ms Jan Blair (Town Mayor)
Cllr Tony Allen
Cllr Robert 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 Peter Hall
Mr Paul Cooper – Peregrine Mears Architects

Cllr Eoghan Kelly chaired the meeting.

1. Apologies for absence:

None

2. Minutes of Previous Meeting

Mark circulated copies of the meeting minutes of 23rd May 2018. The group agreed they were an accurate record of discussion.

Actions from previous meeting:

IT Provision for DCC Library – No response from Scott – Jackie to chase a response on behalf of Paul.

Flood Warning & Evacuation Procedure Plan – Mark explained that a meeting between Erica/Jackie/Mark had taken place and a draft plan has been prepared.

Garage/Workshop Brief – Paul has prepared a drawing and is in discussion with the District Council in relation to securing part of the car park to site the workshop.

Party Wall – No records available to confirm ownership. Likely that it belongs to the Town Council as the site was present prior to the residential development surrounding the site.

3. Planning Condition Tracker

Paul confirmed that relevant parties within the Design Team were working in discharging the pre commencement conditions. Paul explained that the Archaeological Investigations will take between 2-3 weeks on-site and will be finished on site within 4 weeks from instruction. The previous investigations undertaken included 5 trenches dug in various locations. Additional investigations are now required as one trench needs particular attention due to various finds (clay pipes and finds from the pottery industry) from the results of the previous survey.

Materials (e.g. samples) are to be prepared with Devon Contractors prior to the submission of a full application to discharge pre-commencement planning conditions in one go.

4. Archaeological Investigation Quotes

Mark explained that this is agendered for the Finance Committee to consider on 29/10/18. Paul summarised that each quotation varied slightly, although was based on the same specification. It was noted that Quotation C has a wide variance, although mid line price is on par with others. Following discussion, it was proposed that Quotation A was progressed based on the fact that it was a fixed price sum. The steering group will make recommendation to the Finance committee accordingly.

5. Car Park Transfer

The Town Clerk provided an update on the car park transfer. Following discussions, it was agreed that a meeting should be arranged with District Members to highlight the current situation and share the benefits that the development will provide, in addition to highlighting the importance of transferring this piece of land. **The Town Clerk to arrange a meeting and see which Steering Group members can attend.**

6. Stage 2 Tender Report

Paul presented the Stage 2 Initial Tender Report and discussed the value engineering carried out to date. Further value engineering is required and presented to members the following options:

- Artificial slate to potentially be used instead of natural slate.
- Refining external works to include more soft landscaping. 20% saved on attenuation drainage, can now omit one of 5 attenuation tanks proposed.
- Proposals to remove the terrace to the North (station Road) – remove and replace with soft landscaping. Retrospectively this could be added in the future. Door could be kept for future addition of a terrace or replace with window of door size.
- reduce size of main hall
- Further reduce the building (tighten up circulation space)
- Lose southern courtyard and consolidate the plan (reduce amount of external walls)
- Pull the building away from boundary wall (to avoid affecting existing boundary wall)
- Reduce the amount of glazing (high level glazing to hall)
- Raise the height of the externally accessed w/c changing place (eliminates costly details)
- Further increase the areas of soft landscaping (to reduce the amount of attenuation capacity required)
- Other landscape amendments to simplify the design (omit low level walls)
- Lose one of the business enterprise offices (cost of provision exceeds original estimates)
- Omit elaborate timber display screen to entrance lobby (more cost-effective solutions are available)
- Omit the sliding folding doors (but retain the structure to receive them)
- Further simplify the roof (monopitch?)

Peter raised concern about the need to use alternative materials for the construction. Cllr Ashby questioned the revised estimate for the use of stone and the additional labour time involved with this. Peter questioned the use of slate for the roof. It was agreed that this would be discussed as a separate item at the next meeting.

Cllr Kelly & Cllr Ms Blair requested price estimates for the proposed changes before further considering amendments to the approved planning permission.

Cllr Allen and Cllr Kelly were concerned about considering reducing the building footprint.

Paul presented revised roof designs and it was agreed to obtain costings for these to discuss at the next meeting.

Paul explained that the Planning Officer is willing to provide initial feedback on any changes prior to any revised application being submitted.

8. AOB

None raised.

Meeting closed at 11.50am.