

Southborough Hub Working Group

Minutes of meeting held on 7 June 2016 at Southborough Town Council Offices

Present:

Cllr Peter Oakford (PO) – KCC
 Cllr Glenn Lester (GL) – STC
 David Candlin (DC) - TWBC
 Brenda Wickens (BJW) - STC
 James Pearson (JP) – KCC
 Phil Downing (PD) - KCC
 Jonathan White (JW) – KCC
 Keven Hetherington (KH) - TWBC

| 1. Welcome and introductions | Action By |
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| Apologies - Joe Reidy (JR) – KCC | |
| 2. Minutes of last meeting and actions arising | |
| The minutes of the last meeting were agreed, all actions completed | |
| 3. Project update and timeline | |
| JW offered JR apologies on Lloyd's announcement JR will update in due course. | JR |
| JW to liaise with PD to arrange an information board for the public in Southborough library. | JW & PD |
| JW reported that Alan Legg has produced a draft of the southerly facing block of flats which has been tweaked to meet planners requirements. Next step is to get designs from Pick Everard which will take 2 weeks maximum. | |
| Group discussed the planning exhibition and the format it should take. Only one event is required but group felt that more needed to be done although a repeat of the previous consultation was not cost effective or possible. Ideally should be 2 or 3 slots of a few hours held in Southborough library – these are most cost effective. JW, JR, JP & BW to meet on Friday 10 th June to draw up a proposal JW to circulate timeline. | JW |
| JW & JR meeting with Football Club next week & have already had positive meetings with GP's & CCG. | |
| Tesco are very keen for us to purchase their land JW hoping to be in a position to report on progress after meeting on Thursday 9 th June. | |
| 4. Designs | |
| JW reported that Pick Everard have been asked to enlarge the drum, this will increase space but will also increase the cost. | |
| JP requested that Square meterage is included on the new designs. | |
| 5. Legal Update | |
| JW reported that the collaboration document is still outstanding. | |

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| 6. Communications | |
| <p>JW reported that most FOI requests have originated from a handful of individuals and that otherwise the overwhelming response has been positive.</p> <p>GL enquired whether we have developed the idea of a trust to deliver the theatre/hall.</p> <p>JW discussed the idea of a supplier day to bring groups interested in running the space together to discuss the best way forward. This would need to be handled carefully not to break procurement rules and KCC procurement would be contacted to help with this.</p> <p>JW added that it would be a good idea to invite someone not involved in the hub to host this event.</p> <p>JP added that procurement could provide a neutral chair for the event.</p> <p>JW reported that he is remaining on the Southborough forum but will not be commenting /responding to comments given that it is a political forum and officers must remain neutral.</p> | |
| 7. Operations Update | |
| <p>JW continuing to meet with Theatre Groups to further understand what they want and need.</p> <p>PO suggested also meeting with the Oast.</p> | |
| 8. Budget Update | |
| <p>JW has secured an additional 20k from KCC & JR has confirmed to him that we are on schedule to meet all financial targets.</p> | |
| 10. Risk register update | |
| <p>Discussed and register to be updated</p> | JW |
| 11. AOB | |
| <p>PO reported that Bill LeGrys (Southborough Councillor) has received threats from a certain local individual & has had his business & staff targeted in relation to the project. GL has also had his business threatened in the past. Events and names of individuals involved in these events will be passed to the Police and a register will be kept of any future incidence.</p> <p>PO to take up the matter with the Police.</p> <p>JW advised investigating a restraining order as this has proved helpful in similar circumstances. Prior to that the Police tend to initiate conversations with the wider family to ensure the individual is aware of the consequences of their future actions on not only themselves, but of their family as well.</p> | PO |
| 12. Date of next Hub Working Group meeting | |
| <p>JW will send next meeting invites in due course.</p> | JW |