

STOKE HOLY CROSS PARISH COUNCIL

Minutes of the Extraordinary Parish Council meeting held at The Pavilion on Tuesday 18th July 2023 at 7.30pm.

Present: Cllr S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull, S Hull,
G Jinkerson, D Thomas, R Mouncer and D Mouncer.
Parish Clerk/RFO: D Wickham.
District Councillor: J Webber.
G Davies, C Bussey and F Bhaskar (New Pavilion Working Group).
No members of the public.

- | | Minute
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No: |
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| 1. To consider approving any apologies for absence.
Apologies were received from Cllr K Nobbs and duly approved. | 23/076 |
| 2. To receive any declarations of interest, and requests for dispensation,
on any items to be discussed.
There were none. | 23/077 |
| 3. To suspend the meeting for questions from members of the public in
relation to items on this agenda.
There were none. | 23/078 |
| 4. To approve and sign the minutes of the Parish Council meeting held on
22nd June 2023.
Having been circulated to the council prior to the meeting, it was AGREED
unanimously that the minutes were approved as a correct record. | 23/079 |
| 5. To discuss matters relating to the new pavilion.
G Davies reported that the contract relating to the Co-Investment Grant of
£465,543 from South Norfolk Council needed to be reviewed by the Parish
Council's solicitors, and approved by the Council, as soon as possible. The
total budget for the new pavilion now stood at £831,624.37. | 23/080 |

Amended plans were circulated to the Council. These reflected the changes requested by the Council and resulted in the need for the building to be moved forward by two metres to accommodate the sewer.

Fees of £909.65 and a refundable bond of £14,881.14 would need to be paid to Anglian Water, and the Council's solicitors' details provided, before the works to divert the sewer could be confirmed. Cllr SJ Hull proposed approving the payment of these costs. This was seconded by Cllr Jinkerson and **AGREED** unanimously.

The Letter of Intent needed to be agreed and issued to the builders to allow work to commence prior to the contract being signed. The build-cost of £787,138.21 was believed to be a worst-case scenario – the actual cost should be approximately £30,000 less. It was hoped the site work would commence on 11th September 2023, and finish in April 2024, subject to the sewer diversion being completed on time. Cllr SJ Hull proposed approving the issue of the Letter of Intent. This was seconded by Cllr Thomas and **AGREED** unanimously.

Signed:



Date: 26.7.23

Once the contract with the builder was signed the CIL and Section 106 funds designated for the new pavilion project were considered spent.

All of the new car park at the Pavilion would need to be reserved for the contractors during the build period and part of the old car park would also need to be set aside in March and April to facilitate the demolition of the existing Pavilion. Cllr Collins would contact the school to make them aware of this.

6. **To consider the timeframe for instructing Elysian Associates to register the Council for VAT.** 23/081
The Council unanimously **AGREED** to instruct Elysian Associates to register the Council for VAT and to subscribe to their VAT Support Helpline for the first year.
7. **To formulate the terms of reference of the New Pavilion Working Group.** 23/082
Cllr Collins would liaise with G Davies and make suggestions in relation to the terms of reference now the project is entering a new phase.
8. **To consider the need to seek legal advice in relation to the Co-Investment Grant Agreement.** 23/083
The Council unanimously **AGREED** to seek legal advice in relation to the agreement. Due to the urgency involved, the Council unanimously **AGREED** to delegate the appointment of solicitors to Cllr Collins. This appointment would also include the review of the Anglian Water agreement and the contract with the builder.
9. **To confirm the date of the next Parish Council Meeting as Wednesday 26th July 2023 at 7.30pm in St George's Hall.** 23/084
This was unanimously **AGREED** by the Council.

Cllr S Hull volunteered to act as the Publicity Officer for the new pavilion project – G Davies will liaise with her in this regard.

Cllr SJ Hull noted that G Davies and C Bussey had driven the project to reach this important stage and the Council thanked them for their dedication.

The meeting ended at 8.50pm

Signed:



Date: 26/7/23