

# Committee of The Parish Council of Ashburnham with Penhurst New Hall Steering Group

Clerk to the Council: Brian Holdstock Little Midge, Ashburnham, Battle, TN33 9PB  
Tel: 01323 832082 Email:clerk@ashburnham-penhurst.net

**You are invited to an ordinary meeting of the New Hall Steering Group to be held on Wednesday 15th January 2020 at 7.30 pm in the Ashburnham Sports Pavilion**

Signed *Brian Holdstock*

Date: 8 January 2020

Brian Holdstock, Clerk

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## A G E N D A

### 1) Apologies for absence

### 2) Disclosures of interest

To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct.

### 3) Additional agenda items

To consider such other items as the Chair decides are urgent and due notice of which has been given to the clerk by 12 noon on the day of the meeting.

### 4) Adoption of Minutes

To confirm the minutes of the ordinary meeting of the Committee held on 23<sup>rd</sup> October 2019 as a true and correct record.

### 5) Project Control

- a) Consideration of other co-optees to the committee.
- b) Cost Control Chart review (attached)
- c) Time Frame review (attached)

### 6) Finance

- a) Cash in hand (at Appeal Fund)  
Balance of funds held £9,760  
(£3,000 donated to parish council new hall reserve on 12 November 2019)  
Fund raising to date £21,450
- b) Short term liabilities (Parish Council)
  - i) Legal fees for new lease £3,000
  - ii) Remaining entrance widening works £2,000
  - iii) Building Control £1100
  - iv) Construction of partial foundations £1500
  - v) VAT on the above £1300
- c) Bids for funding  
To note PDLB 50 year loan rate (annuity method) is 3.23% on 3<sup>rd</sup> Jan '20

### 7) Planning & Design

- a) Planning authority
  - i) To note the discharge of Condition 4 (roof tiles, cladding, brickwork).
  - ii) To note that Condition 7 (exterior lighting) remains outstanding.

- b) Design and specification  
Updates

**8) Construction**

- a) Tenders
- b) Suppliers
  - i) To confirm Sackville Plant Hire Ltd (Jason Fieldwick) as contractor for construction of partial foundations.
  - ii) To review arrangements for construction of partial foundations including tree root protection area marking before the planning deadline of 17<sup>th</sup> February 2020.
  - iii) To review arrangements for completion of entrance widening.

**9) Commissioning and handover**

- a) Landlord
  - i) To note the progress with signing a new lease and permission for construction of partial foundations.
- b) Parish Council
  - i) To note that a management contract with the Ashburnham & Penhurst Community Trust will be needed before handover.

**10) Date of next meeting**