



Newmarket

T O W N C O U N C I L

**Minutes of a Meeting of the Memorial Hall Regeneration Committee
held on Tuesday, 13th May 2008 at 6.30 pm at the Memorial Hall, Newmarket**

Attendance :

Councillor C Turner
Councillor K Bovill
Councillor W Burch
Councillor W Hirst
Councillor Jefferys

Also Present: Isabelle Barrett - Town Clerk, Rosemary Foreman – Minute Assistant, Mr Henry Martin.

Minute	Action by
M/08/05/1 <u>APOLOGIES</u> Apologies were received from Councillor G Jaggard.	
M/08/05/2 <u>DECLARATION OF MEMBERS INTERESTS & CONSIDER UPDATE OF REGISTER OF INTEREST</u> None noted.	
M/08/05/3 <u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY, 15th APRIL 2008</u> Councillor Turner signed the minutes of the Memorial Hall Regeneration Committee meeting held on Tuesday, 15 th April 2008, as a correct record.	
M/08/05/4 <u>MATTERS ARISING</u> None noted.	
M/08/05/5 <u>AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION RELATING TO ITEMS LISTED IN THE PUBLIC PART OF THE AGENDA ONLY</u> No members of the public were present.	
M/08/05/6 <u>TO DISCUSS QUOTE FROM ARCHITECT ON REFURBISHMENT OF THE MEMORIAL HALL</u> Councillors noted the letter from the Bury St Edmunds based Architect setting out their fees based on an estimated project value of £500,000 for construction costs and works connected with the existing building. They also noted that provision needed to be made for Local Authority and other Consultant fees as required, advising that the entire project costs would be in the region of 15% of the constructions costs plus VAT.	

Mr Martin believed that the costs were reasonable but suggested that project costs should be estimated at 18% of construction costs plus VAT. It should be made clear to the architect appointed that the amount available for constructions costs would be £500,000 less project costs and VAT.

Councillor Hirst advised that the Newmarket based Architects had suggested putting in a planning application for the £1.5m scheme, carrying out the proposed scheme in stages as and when funds became available, but they would also provide a proposal based on the current brief. Mr Martin pointed out that they would charge fees according to the value of the project proposed.

Councillor Turner advised that foundations could be laid for a 2-storey extension and the second storey built at a later date when funds were available. The various works needed were interdependent – creating new offices downstairs meant building the side extension to relocate the toilets and new kitchen and bar area and allowing for future expansion of staff.

The cost of replacing and relocating the boiler had been estimated at £100,000 but this was subject to inspection by an engineer.

Mr Martin advised that the first task was to appoint an architect, get costings for the various works required and set priorities. The budget needed to be determined and a time-frame set to secure the funding. A planning application should only be made for this part of the project and Councillors must be aware that funds had to be spent before the project could start.

M/08/05/6.01 Recommendation

That NTC commit to spend £20,000 for the first phase costs of the project.

M/08/05/7

UPDATE ON GRANT SUPPORT AND FUNDRAISING

Councillor Hirst advised that the application for a grant of £250,000 from FHDC should be determined by September.

Town Clerk reported that she had written to Suffolk ACRE but had not yet received a reply. She was also arranging a meeting with Simon Phelan of FHDC to discuss the possible £250,000 grant.

Councillor Turner advised that no application could be made for a Public Works Loan until planning permission had been granted but he hoped the project would commence before the end of the year. He would contact Mr Cyril Brown as previously agreed.

Cllr Turner

Following suggestions from Councillors Bovill and Turner, Town Clerk agreed to investigate further funding from the Lottery.

Town Clerk

M/08/05/8 **UPDATE ON CARBON TRUST**
Councillor Bovill advised he had nothing further to report.

M/08/05/9 **UPDATE ON SCHEDULE OF REPAIRS**
The Committee agreed that only urgent repairs should be carried out until plans for refurbishment were clearer.

Town Clerk requested the purchase of a further trolley for stacking tables and the following recommendation was agreed:

M/08/05/9.01 Recommendation

That Town Clerk purchase a further trolley for stacking tables.

Town Clerk

M/08/05/10 **DATE OF NEXT MEETING**
Tuesday, 10th June 2008 at 6.30 pm.

The meeting closed at 7.10 pm.

Signed: _____ Date: _____