MINUTES OF A MEETING OF THE VICTORIA PARK SUB COMMITTEE HELD in the Chamber, Town Hall, Newbury

**On Thursday 1st July 2021 at 7.30PM**

# PRESENT

Councillors; Roger Hunneman, Jon Gage; Nigel Foot; David Marsh, Sarah Slack, Martin Colston

**In Attendance**

David Ingram, Community Services Manager

Hugh Peacocke, Chief Executive Officer

## Apologies: Cllr Jeff Beck

## DECLARATIONS OF INTEREST AND DISPENSATIONS

The Community Services Manager declared that Councillors David Marsh is also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

In respect of Part 2, no Members declared any personal interest in the Applicants being discussed.

**Minutes (Appendix 1)**

Chair

**3.1 To approve the minutes of a meeting of Victoria Park sub-Committee held on 11th February 2021 (Appendix 1).**

Recommended: Cllr Martin Colston

Seconded: Cllr Jon Gage

Unanimously approved.

##  Questions and Petitions from members of the Public. None submitted.

## Members Questions & petitions None received.

 **Café Planning Update**

Chair

The Chair was able to confirm that the Council’s application 20/02294/COMIND Community Cafe in Victoria Park had been approved at West Berkshire Council Western Area Planning Committee on 30th June 2021 and Conditions attached.

The formal Approval with the Conditions had been sent to the Council & the Lead Architect.

The first sate of Café Operator / Lessee selection had been completed and this evening meeting would discuss the submissions and make recommendations for the short list of Applicants.

## Part 2 – Exclusion of the Press & Public Under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 exclude the press and public from the meeting for the following items of business because publicity would be prejudicial to the public interest because of the confidential financial nature of the business to be transacted.

Proposed: Cllr Roger Hunneman

Seconded: Cllr Martin Colston

Unanimously agreed.

##

##  COMMUNITY SERVICES MANAGERS REPORT

The Community Services Manager’s Report, Appendix 3 was noted.

Members discussed in detail each of the individual bid submission, the Members score matrix and outcome which is noted below. The financial data available is personal to each of the Candidates and would be prejudicial if made available to others.

1. **Selection of an Operator / Tenant**

*Chair*

Discission took place by Members on the score matrix and the point at which prospective Operators would be invited to the next round. Discussion took place on the interview process, to eb face to face and the questions to be asked.

The Members agreed to accept the Scores matric & agreed that the cut-off point would be 200 points scored.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant NUMBER  | Member 1 |   | Member 2 |   | Member 3 |   |   |
| 1 | 61 |   | 82 |   | 78 |   | 221 |
| 2 | 63 |   | 82 |   | 68 |   | 213 |
| 3 | 67 |   | 68 |   | 73 |   | 208 |
| 4 | 60 |   | 80 |   | 67 |   | 207 |
| 5 | 68 |   | 66 |   | 68 |   | 202 |
| 6 | 74 |   | 60 |   | 61 |   | 195 |
| 7 | 59 |   | 40 |   | 47 |   | 146 |
| 8 | 66 |   | 0 |   | 38 |   | 104 |
| 9 | 33 |   | 0 |   | 0 |   | 33 |

**Resolved**:

9.1.1 **To approve** the selectin of chosen Operators to attend interview / selection Panel for taking a Tenancy on the Café once constructed.

Proposed Cllr Marion Colston

Seconded: Cllr Jon Gage

Unanimously approved

9.1.2 **To select** a panel of Members to form the Operator interview / selection Panel for taking a Tenancy on the Café once constructed.

It was agreed the Panel should be made up of

Cllr Sarah Slack, Davd Marsh & Martin Colston.

Proposed: Cllr Roger Hunneman

Seconded: Cllr Nigel Foot

9.2 **Building Regulations submission & Tender stage.**

Chair

9.2.1 **To confirm approval** the instruction to go to seek Discharge of Planning Conditions & Building Regulations approval for the build project.

Proposed Cllr Marion Colston

Seconded: Cllr Jon Gage

Unanimously approved

9.2.2 **To request** the Principal Designer to produce a Project Plan & timetable for circulation to this sub-Committee

Unanimously agreed

9.2.3 **To confirm approval** for the build-up of a Tender specification to suit a traditional build based on a JCT Form of Building Contract (without Quantities) as set out in the RIBA Scope of Works Stages 3-5 and Report Tender return to this Committee

Proposed Cllr Roger Hunneman

Seconded: Cllr Jon Gage

Unanimously approved

**THERE BEING NO OTHER BUSINESS THE CHAIRPERSON THANKED ALL THOSE IN ATTENDANCE AND DECLARED THE MEETING CLOSED AT 9 pm.**

**CHAIRPERSON**