



## WILLAND PARISH COUNCIL

Clerk to Parish Council Mrs T Leaman, 11 Lower Town,  
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### THE MINUTES OF THE COMMUNITY SUB COMMITTEE HELD ON THURSDAY 1<sup>ST</sup> MAY 2014 AT 19:00 MEETING IN WILLAND VILLAGE HALL

*PLEASE NOTE: All Council Meetings are electronically recorded in the interests of accuracy.*

#### MINUTES

**Present:** Cllrs Wilcox, Ursell, Warren, Phare, Parish Clerk Tracy Leaman

1. **Apologies:** Cllr Firkins tendered his apologies following a telephone conversation with the Clerk on Tuesday 29<sup>th</sup> April to discuss the Members obligations in the Parish Council's Code of Conduct.
2. **Chairman's announcements:** Meeting recorded.
3. **Minutes of meeting held:** Thursday 20<sup>th</sup> March 2014 Community Sub Committee, Proposed Cllr Phare, Seconded Cllr Ursell, that they be signed as a true and correct record, unanimously agreed.
4. **Gables** – update on project to date

Update on transfer – The money and documents are with the solicitor and the documents are signed ready for completion. The s106 agreement has been signed.

Insurance – The insurance needs to be in place before the sale is complete.

Refurbishment vs demolition – Cllr Ursell ran through the outline costing's, it was agreed that both sets of figures need to be more much more concise to enable a decision to be made. It is also necessary to find out exactly what the doctors would require if they were to set up a practice in the building.

Update on architect – The architect has been briefed by Cllr Firkins, those details now need to be confirmed with all committee members.

Towards planning consent – what can/should be done? An architect is needed to draw up plans to submit a planning application. If the internal walls are removed it will be necessary to confirm that the external walls are structurally strong enough to support RSJ's. MDDC will be asked if an outline planning permission

application can be submitted rather than a full application, this will assist the 6 month deadline.

Pre planning actions – volunteer vs contractors – Limited tasks will be undertaken by volunteers, grass cutting tidying, painting etc. Structural work to be done by contractors as if these works were undertaken by volunteers would cause implications with the insurance and Health and Safety.

Update on charity formation – Cllr Ursell spoke with a solicitor regarding the setting up of a charity. The solicitor may be able to suggest a suitable contact to assist with the legal/financial challenges. The committee will also ask other groups that have been in a similar position for advice in setting up a charity. Fundraising can continue while the charity is being set up. Alternatively the Parish Council could apply for grants and remain in control with a management board undertaking the day to day running.

Fund raising – A public meeting is needed to raise the profile of the project, recruit committee members and volunteers. The fundraising campaign could be launched at a public meeting this could be a ‘Friend of the Gables’ group. Honours boards could be erected in the building listing all sponsors, companies and individual purchasing bricks etc.

#### **Action**

More realistic refurbishment/rebuilding figures, distributed to all committee members with sufficient time to allow for queries to be discussed, a decision can then be made.

Insurance quotes to be obtained and one ready to be activated upon completion.

To consider using an outline planning application rather than a full planning application in the first instance advice to be sought from Thea.

Cllr Ursell will continue to drive the project forward. More people need to be involved in the project and clear working practice guidelines will be put in place and implemented.

The Willand Matters web site back room will be set up to enable speedy communication.

**Meeting closed: 20: 44**

**Cllr Frances Wilcox**

**Chair Willand Community Subcommittee**