

Minutes of the meeting of Ackworth Parish Council's Low Ackworth Community Centre Working Group held at the Parish Council Community Centre, Bell Lane, on Tuesday 14 March 2023 at 6pm

Present: Cllr J Bell in the Chair
Cllrs S Balfour, T Hames, S Parker, M Roberts
Low Ackworth Community Association: T Cutler

1. Apologies

1.1. None to receive.

2. To receive any declaration of interest

2.1. Previously received from Cllr Bell and Cllr Hames.

3. To note the minutes of the meeting held on 15 December 2022

3.1. Noted.

4. To receive matters arising from the minutes

4.1. None to receive.

5. To receive and discuss estimates for a new build community centre

5.1. Estimates for building costs were circulated. The information had been sought from three community centre construction companies who provided a variety of specifications and structures with costs based on square meterage ranging from £2400 to £3000. This information was discussed and noted for future reference. It was recommended that this group needed to explore the building specification. The size of the existing building is approx. 20m x 8m.

6. To discuss the following on the public consultation

See Appendix 1

Proposals for consultation options were presented along with sample consultation forms. These were based on questions that must be asked of residents if a loan is required.

6.1 The estimate precept increase amount (maximum) was discussed and it was agreed this required further work on building costings to ascertain if a Precept increase is necessary.

6.2 Costing of the consultation options were discussed.

Voting took place

1 Councillor voted for option 1

4 Councillors voted for option 5

6.3 The timings of the consultation. It was recommended that the consultation would be looked at after the May 2023 elections.

Further discussions took place around possible architects and planning for the Community Centre. As these were not agendas items no recommendations could be made and they will be discussed at a future meeting.

The Chair thanked everyone for attending and closed the meeting at 7:25pm

APPENDIX 1

Low Ackworth Community Centre - Consultation options and quotes 2023

The quotes below are based on supplying all 3093 houses in Ackworth with a consultation, although multiple copies of the consultation form will be required to accommodate multiple adults living at one address. The consultation will be asking the two questions required by the Department for Levelling Up, Housing and Communities as well as providing information of the planned Community Centre build.

Question 1 - Are you in FAVOUR of the Parish Council going ahead with the (INSERT THE NAME OF THE PROJECT)? YES/NO

Question 2 - Are you in FAVOUR of the parish council going ahead with the (INSERT NAME OF PROJECT) if it includes a council tax precept increase of XX% (equivalent to £XX a year) for the purpose of the loan repayments? YES/NO

Option	Description	Breakdown	Details	Total
Option 1	In house printed and envelopes filled with pre paid postal envelope. Parish Councillors would be essential in preparation of the envelopes.	Outgoing envelopes £151.16, 2 x Printed Pages £89.82, 1 x prepaid postal envelope (£1,918), Stickers printed x 2 £52.78, Hand delivery £400	Printing supplies from Viking Direct, Prepaid postal service (licence £119.99 then each returned form will be 58p) If all consultation forms are returned the max total will be £1,918 including the annual licence.	£2,612
Option 2	DC Print - including return postage	6200 printed pages £380, 3100 x address lables £120, prepaid royal mail envelopes £1918, 3100 envelopes labled £180, 3100 envelopes printed £320, 3100 envelopes stuffed £480, Delivery £400	DC Print contracted to complete the whole process including printing and envelope stuffing. The postal costs will be as above.	£3,698
Option 3	DC Print - excluding postage	6200 printed pages £380, 3100 x address lables £120, 3100 envelopes labled £180, 3100 envelopes printed £320, 3100 envelopes stuffed £480, Delivery £400	DC Print contracted to complete the whole process including printing and envelope stuffing. Alternative to offering pre paid postal returns could be dropped off at Bell Lane (anytime) and specific drop-off times at The Pavillion and Low Ackworth (Parish Councillors could support these sessions)	£1,880

Option 4	Survey Monkey	Consultation - carried out using the online platform of Survey Monkey. Links could be circulated on social media, the Parish Council website.	This option will exclude those not on social media but could be included as an option alongside the postal option. Possible link on the consultation form?	Free
Option 5	Loose flyer hand delivered	Printed A5 flyers (£640) posted through all houses in Ackworth, delivery £400	Flyers could include consultation form and a Survey Monkey link.	£1,040

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