

## **Full Council Minutes – Extracts: Boxing Club Project**

**08.01.19      85/2 (g)      Boxing Club**

It was **NOTED** that meetings between representatives of the YOSC Project Steering Group and Yate Amateur Boxing Club took place on 7 November 2018 (*Appendix 5*) and 12 December 2018 (*Appendix 6*) and the next meeting is scheduled to take place on 30 January 2019 at 6pm at Poole Court.

It was further **NOTED** that a meeting between South Gloucestershire Council Property Services and the YOSC Project Steering Group will take place at 2pm on 14 January 2019 at Poole Court.

It was **RESOLVED** that:

- (a) delegated powers be granted to the Town Clerk in consultation with the YOSC Project Steering Group to receive relevant project information and decide next steps;
- (b) A Member Awarded Funding application be made to Councillor Ian Blair for the Boxing Club Relocation Building Project.

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**26.02.19      102 (i)      Boxing Club**

It was **NOTED** that:

- A meeting between representatives of the YOSC Project Steering Group and Yate Amateur Boxing Club took place on 30th January 2018 (*Appendix 5*);
- The next meeting between representatives of the YOSC Project Steering Group and Yate Amateur Boxing Club is planned for 6<sup>th</sup> March 2019 at 6.00pm at Poole Court, Yate;
- South Gloucestershire Council has indicated its future intentions regarding the existing boxing club building.

The following was received and considered:

- Business case and draft building specification (version 1) (*Appendices 6a and 6b*);
- Formal request that consideration be given for Yate Town Council to make a commitment to match fund any funds raised for the project from other sources;
- Formal request for Yate ABC being granted permission to use the YMCA building as a temporary home should the need arise.

A discussion took place and the following was **NOTED**:

- Following an AGM, Yate Amateur Boxing Club now have governing documents in place including a constitution;
- Yate Town Council is currently holding Yate ABC funds at their request whilst they update their banking arrangements;
- Initial estimates indicate that a new facility will cost in the region of £60,000.

## **RESOLVED:**

- The specification be approved as shown in *appendix 6b*;
- A planning application be submitted for the new building, including one extra bay to allow for future expansion in the future;
- Yate Town Council agrees to match fund towards the cost of the new facility, up to £30,000 to be met from Earmarked Reserves, 2018/2019 budget underspend and the Major Projects Sinking Fund, or similar as deemed most appropriate by the Responsible Finance Officer. A further discussion regarding funding take place within the confidential session at the end of the meeting;
- The new premises to be under Yate Town Council ownership;
- Delegated powers be granted to the Clerk in consultation with the YOSC Project Steering Group to progress with the project to the appointment of the architect and going out to tender;
- Yate ABC be given permission to use one of the Yate Town Council buildings located on Station Road as a temporary home should the need arise;
- Yate ABC to pay the standard community group rate for use of a Town Council venue on Station Road and funding be allocated in the grants budget to cover this (with the expectation that Yate ABC pays Yate Town Council the current usage rate they pay to YOSC (they pay for the electric usage);
- If Yate United require storage because the existing boxing club facility becomes unavailable, Yate Town Council to purchase a small shed to be located at YOSC for their storage use.

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**14.05.19          32/2(c)          Boxing Club**

It was **NOTED** that:

- Meetings have taken place on 6<sup>th</sup> March 2019 and 10<sup>th</sup> April 2019 (*Appendix 3 and 4*);
- Further to the granting of delegated powers at the Full Council meeting held on 26<sup>th</sup> February 2019 (Minute No. 102i) and Minute No. 12b of the Finance and Governance Committee meeting of 9th April 2019, a consultant has been appointed (Cavanna) using a RIBA Concise Professional Services Contract to oversee the project up to tender stage and to submit a planning application following the at home event, which will take place from 6.30pm-7.30pm on 9<sup>th</sup> May 2019 at the Boxing Club;
- Yate ABC met with the consultant on Wednesday 24 April 2019 as an informal meeting to discuss skills of Yate ABC members with regards the project build, skills they could bring and their basic requirements;
- Work is actively underway to look at funding of the project, working in partnership with Yate ABC;
- The YMCA building will be used, if the need for a temporary home for Yate ABC arises;
- A structural engineer is in the process of being appointed;

- Avon Wildlife Trust County Officers have offered to do a field walk survey of trees on the site to assist with the planning application of the new facility and in recognition of this, it is recommended that authority be given for £500 to be spent on associated environmental and ecological enhancements at the YOSC site;
- The next meeting of the Project Steering Group will be at 6pm on 22 May 2019 at YOSC to agree scope of works for tender.

It was **NOTED** that delegated powers were granted at Full Council on 26 February 2019 for the Clerk, in consultation with the YOSC Project Steering Group, to progress with the project to the appointment of the architect and tender stage.

It was **RESOLVED** that:

- Further delegated powers be granted for the Project Steering Group to take the project to its end, within the agreed budget;
- A funding bid be made to the MAF fund held by South Gloucestershire Councillors John Davis, Mike Drew and Ben Nutland, to cover the cost of environmental and ecological enhancements as outlined in the field walk survey undertaken by Avon Wildlife Trust.

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#### **25.06.19      55/2(c)      Boxing Club**

It was **NOTED** that:

- A meeting took place on 22<sup>nd</sup> May 2019 (*Appendix 11*);
  - The Community Projects Officer was drafting funding applications and requesting letters of support. Letters of support have been received to date from The Police and England Boxing;
  - Contact has been made with England Boxing who support the project and wish to meet as soon as possible to discuss and assist with funding;
  - Yate Amateur Boxing Club members attended a workshop, supported by England Boxing, on 1<sup>st</sup> June 2019 on funding.
- A planning application has been submitted, following the at home event held on 9<sup>th</sup> May 2019;
- Contact was made with South Gloucestershire Council challenging the requirement for Yate Town Council to make a CIL payment. South Gloucestershire Council responded to advise that:
 

*“I have been informed that the development is still classed as being CIL liable, however South Gloucestershire Council has chosen to allocate a zero rating on their charging schedule to Council-owned infrastructure projects. If the planning application is approved, we will issue a Nil CIL liability notice so you will not have to pay anything.”*
- Due Diligence information for tender has been reviewed and tender documentation will be posted on Contract Finder week commencing 24<sup>th</sup> June 2019;
- The next meeting of the Project Steering Group will be booked once tender evaluation is complete (awaiting confirmation from Consultant);
- Work continues between Yate Town Council Community Project team and Yate Amateur Boxing Club regarding information for funding applications;

- Delegated powers were granted at Full Council on 26<sup>th</sup> February 2019 for the Clerk, in consultation with the YOSC Project Steering Group, to progress with the project to the appointment of the architect and tender stage and at Full Council on 14<sup>th</sup> May 2019, further delegated powers were granted for the Project Steering Group to take the project to its end, within the agreed budget.
- A meeting has been arranged for 12<sup>th</sup> July 2019 with England Boxing to look at fundraising for the club and other ways they can assist;
- Councillor Chris Willmore asked Councillors Mike Drew and John Davis if they could discuss, with Officers at South Gloucestershire Council, the possibility of an early notification of planning rather than the 3 week notification following agreement.

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### **30.07.19          64/1      YOSC Project Steering Group – Boxing Club Project**

A confidential report regarding the Boxing Club project was received (*confidential appendix 1*).

A further update was received at the meeting in line with *confidential appendix 2*.

#### **RESOLVED:**

- The meeting return to open session
- Resolutions as contained in *confidential appendix 3* (confidential due to contract negotiations)
- additional funding up to a maximum of £232,000 be made from 2019/2020 Town Council budget and reserves (to be determined by the Responsible Finance Officer) to fund the boxing club relocation project if funding to offset the increased cost cannot be secured elsewhere, with the caveat that Members be aware that major projects will not be able to be funded by Yate Town Council over the next couple of years until reserves have built up;
- the preferred contractor be appointed in the sum of £170,493.49 subject to confirmation of the project sum following trial pits being dug to allow for remeasuring, satisfactory references, due diligence and financial checks being received and satisfactory interview being undertaken
- Councillor John Ford be added as a Yate Town Council representative to the YOSC Project Steering Club Boxing Project Committee;
- delegated powers be granted to the YOSC Project Steering group to decide if a performance bond is to be put in place for this project based upon financial checks.

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### **03.09.19          75/1      Loan Consideration – Boxing Club Relocation Project**

A loan report to fund the community building to include the housing of the boxing club was received. (*Appendix 3*)

It was **RESOLVED** to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a Public Works Loan Board loan of up to a maximum of £198,000 over the borrowing term of 10 years for the purpose of improving Yate Outdoor Sports Complex to provide a community building to extend the indoor facilities and rehouse the boxing club from its current location (owned by South Gloucestershire Council) which has been deemed uninhabitable. The annual loan repayments will be circa £20,288.68 per annum. It is not intended to increase the council tax precept for the purpose of loan repayments.

It was **NOTED** that interest rates change twice daily, and the actual amount of annual repayment will not be known until the day the loan is fixed.

Thanks were extended to the Deputy Town Clerk/Responsible Finance Officer for her work in connection with this project.

*(Councillors Mike Drew, Penny Thoyts and Chris Willmore left the meeting)*

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### **03.09.19      77/2(c)      Boxing Club**

#### **(i) Contract**

The confidential minutes of the YOSC Boxing Club Project Steering Group meeting held on 25 July 2019 were received under Confidential Session; refer to minute no 82/2.

It was **NOTED** that;

- Delegated powers were granted at Full Council on 26<sup>th</sup> February 2019 for the Clerk, in consultation with the YOSC Project Steering Group, to progress with the project to the appointment of the architect and tender stage and at Full Council on 14<sup>th</sup> May 2019, further delegated powers were granted for the Project Steering Group to take the project to its end, within the agreed budget;
- further to the Extraordinary Council meeting held on 30 July 2019, a pre-contract meeting took place with the selected contractor on 16<sup>th</sup> August 2019;
- planning permission has been granted with standard conditions;
- financial checks and due diligence for the preferred contractor are in place and satisfactory references have been received;
- the Estates Officer is currently arranging for trial pits to be dug to enable the contractor to provide a fixed price, due to be undertaken on 5 September 2019;
- the project consultant is in the process of organising the contract ready for signing once he has the final answers to questions asked at the interview, primarily about cost-saving and when the final fixed price has been received (see above bullet point);
- Council agreed that no bond be put in place for this project and the consultant has been advised accordingly;
- the contract will be to the point of ensuring electricals and water are available to the building; the remaining build/fit out will be down to the boxing club to complete. In consultation with the Project Steering Group, it was **NOTED** that the Town Council will proceed to sign the building contract once ready to sign, with further discussion re fit-out to follow with the boxing club at a later date;
- there is a 4-week lead-in time which is anticipated to start beginning of September, with a 15 – 19 week build, which would end mid-February at the latest;

- following sign-off, the building is to be handed over to the boxers to complete the project.

**(ii) Funding**

It was **NOTED** that an informal meeting took place on Thursday 15<sup>th</sup> August 2019 with the England Boxing representative, Yate Amateur Boxing Club coaches, Reverend Hywell Snook and the Community Projects Team. The following was **NOTED**:

- The club have now joined “Sported” and will be supported by a Development Officer;
- England Boxing outlined to the club that they needed to become financial sustainable going forward;
- funding applications needed to look at a community facility and reflect multi-use;
- the club to look at requesting volunteers to assist them going forward, in particular with the roles of Secretary and Treasurer.

It was further **NOTED**:

- Enover is oversubscribed for the current round and due to the Town Council having already received funding for the YOSC site (track and athletics project), the boxing club project will not be considered. It has been advised however that if an application can be submitted for the December round, for a specific part of the project, then they may be in a position to consider more favourably;
- further funding applications are being submitted by the Community Projects Team to the National Lottery and Sport England;
- continued working in partnership with the Boxing Club is ongoing.