

## Community, Leisure & Recreation Committee

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<b>Date:</b>	<b>26 July 2016</b>
<b>Title:</b>	<b>Open Spaces Working Group / Elms Park Consultation</b>
<b>Contact Officer:</b>	<b>Graham Hunt, Town Clerk Janine Howells, Asset Manager</b>

### Purpose of this Report

1. To provide a verbal / written update on the Elms Park Consultation being undertaken by the Open Spaces Working Group (OSWG).

### Update

2. A meeting of the full OSWG took place on 20 April with TEP to discuss the Interim Stage 3 report that had been produced. Feedback was provided by the OSWG to TEP regarding the design and material palette presented in the report and enable the preparation of the planning application documents. A computer generated 3D model of the more detailed design was also presented and was extremely useful to visually understand the design during the discussions.
3. A meeting was held on 10 May with the Town Clerk, Cllr. Champken-Woods (Chair of OSWG), Asset Manager and TEP to discuss the cost schedules, further design refinements and proposed materials of the scheme. TEP utilised this information to prepare the draft planning documents.
4. Draft planning documents were issued by TEP on 18 May. These documents were circulated to Councillors and the OSWG.
5. An additional meeting of the Council took place on 24 May to which all members of the OSWG were also invited. Discussions took place on the information contained within the proposed planning permission pack and detailed costing from which four comments were forwarded to TEP.
6. TEP were advised of the comments from the meeting of the Council and subsequently revised the planning application pack to enable a planning application to be made in line with the timescales in accordance with the s106 agreement.
7. TEP delivered display boards detailing the amended proposals from the Council meeting on 26 May and these are now on display in the Information Centre.
8. TEP submitted the planning application to SODC and this was registered on 2 June. SODC advise that a decision on the application should be made by 1 September. A site meeting has been set with the Planning Officer on 19 July.
9. A meeting was held on 14 June with the Town Clerk, Cllr. Champken-Woods, Asset Manager and Rectory Homes to discuss the final plans, cost estimates, timings for funding and the responsibilities and timings for the execution of works in line with the s106 agreement. Rectory Homes do not support either the planning application or the Town Council's hoped timescale for implementation.
10. The following orders has been issued by the Council in relation to the project:
  - 7 June: TEP – Provision of A1 presentation boards.
  - 7 June: TEP – Planning Application Fee.

11. Officers continue to manage the project in line with the timescales and financial contribution as detailed in the s106 Agreement. The Council has to date committed funds of £26,969.40 towards the project.

**Action Required**

To note the report.