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Wednesday 14 March 2018

To: **MEMBERS OF BURGESS HILL TOWN COUNCIL**

An **ORDINARY MEETING** of the Council will be held in the Council Chamber on **MONDAY 19 MARCH 2018** at **19.00 hours**, when your attendance is required.

Steve Cridland
Chief Executive Officer

****PLEASE NOTE THE START TIME OF THE MEETING****

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded.

If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

A G E N D A

1. **OPEN FORUM**

Members of the public are invited to put questions or to draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to fifteen minutes and shall be limited to three minutes per person.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

4. **CHAIRMAN'S ANNOUNCEMENTS**

5. **COUNCIL MINUTES**

To consider the Minutes of the Meeting of Council held on Monday 29 January 2018 (copy herewith).

6. **PLANNING COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning Committee held on Monday 12 February and Monday 5 March (minutes previously circulated).

We have considered 37 applications for planning permission under the Town and Country Planning Act 1990. Our decisions and recommendations within our terms of reference are set out in the Minutes.

Steve Hansford
Chairman

7. **STRATEGIC DEVELOPMENT KEY AREA GROUP: NOTES OF MEETING**

To consider the Notes of the meeting of the Strategic Development KAG held on Wednesday 7 February 2018 (copy previously circulated).

Our decisions and recommendations within our terms of reference are set out in the Notes.

Andrew Barrett-Miles
Chairman

8. **COMMUNITY ENGAGEMENT KEY AREA GROUP: NOTES OF MEETING**

To consider the Notes of the meeting of the Community Development KAG held on Monday 19 February 2018 (copy previously circulated).

Our decisions and recommendations within our terms of reference are set out in the Notes.

Kirsty Page
Chairman

9. **COMMUNITY BUILDING**

- 9.1 The Council appointed Colliers to develop plans and costings for a flexible community and performance space. Colliers have presented the Cultural Quarter Action group with a plan of a proposed building as well as a feasibility study.
- 9.2 Colliers presented their concept design and costings to the general public in November. Some 500 people attended and a show of hands followed by a questionnaire showed an overwhelming majority in favour of the proposed venue and in favour of paying for it.
- 9.3 The next step followed was to determine whether the residents of Burgess Hill approved of the concept and more importantly were willing to service a £5 million loan from the Public Works Loan Board (PWLB). A leaflet was distributed by Royal Mail and was available on the website for residents to complete and return. This was done to satisfy the requirements of the Ministry of Housing, Communities and Local Government.
- 9.4 2,286 responses were received of which 1,563 indicated that they were in favour of the facility. However, only 1,134 were in favour of paying for the proposed facility while 1,147 were not.

RECOMMENDED

That the Council consider the results and implications of the public response to the proposed community centre.

10. **CYPRUS HALL LEASE**

- 10.1 The Council resolved as follows in February 2016:

That the Lease on the Cyprus Hall be extended by 10 years and that the lease be reviewed after 5 years to consider any developments in the area of Cyprus Hall which may affect either party. Any changes to the lease will be by mutual agreement of both parties.

- 10.2 A lease based on the previous lease was rejected by the Cyprus Hall Association (CHA) on the grounds that it was written in English which could not be easily understood and CHA undertook to rewrite it. In addition CHA's solicitor described it as a very curious document and suggested that normal practice would be that the insurance should be the responsibility of the owner. This is the view of the Council's solicitor as CHA has no insurable interest in the property. The lease included a 5 year review clause which the CHA solicitor objected to.
- 10.3 After this the future of the Martlets Hall became known and it was decided that a ten year lease might not be in the interests of the community or the Council. Instead a two year licence was offered which was rejected.

- 10.4 In the meantime the Council commissioned a report to discover whether a community space was needed in the centre of the town and if so what it might look like, cost and whether it would be sustainable. The report was positive in all respects and as a result the Council commissioned Colliers to look at the site occupied by the RBL building and Cyprus Hall.
- 10.5 Before the results of the Colliers commission were known, CHA served a notice on the Council in terms of section 26 of the Landlords and Tenants act of 1954 to provide a further 10 year lease. A meeting was held with CHA at which they were asked to delay the process until the Council knew what the outcome was of the Colliers commission. This they refused to do and the Council was forced to take actions to oppose the notice.
- 10.6 Now that the outcome of the public consultation is known and if the Council decides that it will not pursue the proposals put forward by Colliers which incorporated the Cyprus Hall into a new development, there is no reason why a 10 year lease cannot be given to CHA.
- 10.7 If Council agrees to renew the lease with CHA then it is recommended that the insurance of the hall be the responsibility of the Council. The reason for this is that it is the Council's asset and secondly CHA had previously underinsured the building and have obtained a valuation which is £300,000 lower than the valuation which the Council obtained.
- 10.8 In addition it is suggested that a 5 year review clause be included whereby both the Council and CHA review the site and the lease.

RECOMMENDED

That a 10 year lease be given to Cyprus Hall Association with a 5 year review clause provided the hall is insured with the Council's insurers.

11. DIARY DATES

- (A) **MONDAY 26 MARCH 2018** – Planning meeting 19.00 hours in the Council Chamber.
- (B) **WEDNESDAY 11 APRIL 2018** – Annual Town Meeting 19.30 hours at St John's Church.
- (C) **MONDAY 16 APRIL 2018** – Planning meeting 19.00 hours in the Council Chamber.
- (D) **TUESDAY 1 MAY 2018** – Annual Meeting of Council 19.00 hours in the Council Chamber.
- (E) **TUESDAY 29 MAY 2018** – Planning meeting 19.00 hours in the Council Chamber.

- (F) **FESTIVAL 2018 DATES** – Saturday 2 June to Sunday 10 June inclusive.
- (G) **MONDAY 18 JUNE** – Planning meeting 19.00 hours in the Council Chamber.
- (H) **MONDAY 9 JULY** – Planning meeting 19.00 hours in the Council Chamber.
- (I) **MONDAY 16 JULY** – Council meeting 19.00 hours in the Council Chamber.
- (J) **SIDNEY WEST CENTRE CHARITY TRUSTEE BOARD MEETINGS:** 12 April 18.30 hours, 12 July 18.30 hours at Sidney West Centre.