

SPECIAL FULL COUNCIL – 6 JULY 2021

COMMUNITY CAFÉ DESIGNS

1. PURPOSE

- 1.1 To agree the building designs for community consultation prior to submission of a formal planning application to Eastleigh Borough Council.

2. BACKGROUND

- 2.1 At its meeting on 4 May 2021 the Full Council approved the business plan for a community café to be placed on the site of the old scout hut which is due to be demolished following receipt of the Scout's lease.
- 2.2 The Café Task & Finish Group has continued to meet to discuss all elements of the project from building design, community engagement and involvement from local sponsors/businesses.

3. BUILDING DESIGN CONCEPT

- 3.1 Members of the Café Task & Finish Group have held several meetings with Trinity Rose Architects to develop a suitable design for the café building. Members will be reminded that Trinity Rose are providing their design and support services through Bargate Homes, who are covering the costs, so the services are free to the Council. Their support has been invaluable. And through several discussions and meetings on site a final design has been developed for members consideration.
- 3.2 The design is attached at Appendix 1. Officers would like members to approve this design for public consultation commencing 7 July – 21 July 2021. After which, if no material considerations or changes are needed following consultation, a formal planning application will be submitted.
- 3.3 Equality and environment principals intrinsic to the design are detail below in paragraphs 8 and 9. Other design considerations include: -
 - Sliding screens, concealed in a hidden void, will provide extra security for the verandah so that it can be shut up at night to prevent anti-social behaviour.
 - Further interest has been given by providing a pitched and flat roof which provide sustainable elements such as solar panels, green living room and rainwater harvesting.
 - Windows have been provided on the roof of the north elevation to maximize light and add to security.
 - Windows have been enlarged/clustered to provide external wall space for vertical planting.
 - The internal space has been reconfigured to provide for greater flexibility of space and also an additional toilet.
 - The external materials will provide a natural wooden appearance, albeit that composite product (using recycled plastic) will be considered for their robust nature and longevity.

4. DETAILED COSTINGS

- 4.1 Trinity Rose have fully costed the final design at **£TBC**. Full costings are attached at Appendix 2.
- 4.2 The Council's budget for this project as detailed in the approved business plan is a total of £199K made up of the Parish Council's Shorts Road ear marked reserve (£42k) and S106 funds (£157).
- 4.3 The shortfall will be made from community crowdfunding, specifically targeting the cost of the sustainable elements of the project such as solar panels. It is also hoped that other local business will join Bargate Homes and Trinity Rose in sponsoring this worthy community project.

5. TIMEFRAME

- 5.1 The estimated timescales for delivery of the project is set out below.

Stage	Start Date	End Date	Duration
Planning pack	22/06/2021	02/07/2021	2 weeks
Community consultation	07/06/2021	21/07/2021	2 weeks
Planning application	22/07/2021	Sept/Oct	10 weeks
Working drawings	22/07/2021	05/08/2021	2 weeks
Structural engineering design	16/07/2021	13/08/2021	4 weeks
Building regulations	13/08/2021	27/08/2021	2 weeks
Materials & trade procurement	22/07/2021	23/09/2021	8 weeks
Lead-in to start work	13/09/2021	24/09/2021	2 weeks
Services applications	07/07/2021	27/08/2021	8 weeks
Work on site	27/09/2021	17/12/2021	13 weeks

6. PROCUREMENT

- 6.1 The value of the contract is above the financial regulations threshold of £25,000 meaning the Council is under a legal obligation to undertake a formal tender process of the procurement/building of the café. A single tender exercise is to be undertaken and the contracts will be advertised as Lots. This will allow interested companies to bid for one or both Lots.
- 6.2 Due to timings of the project, officers recommend that an open procurement procedure is undertaken. An open tender is where any supplier who can meet the requirements can submit a bid. Open tenders' work best where the supply market is small. This procedure is quicker than a restricted procedure and would take approximately three months (as opposed to six plus) and would ensure the goal of opening to the public in early 2022 is met.

7. CONSULTATION AND COMMUNICATION

- 7.1 Members will be reminded of the overwhelming community support via the online survey undertaken in April this year. The Task & Finish Group was conscious that

more targeted community consultation needed to be undertaken and this has now been completed via: -

- a) A meeting with representatives of the Village Hall Management Committee to discuss parking issues and any concerns they might have regarding the proposals. Notes of this meeting can be made available upon request.
- b) The Clerk and the Fountain Café Manager undertook a face-to-face (socially distanced) street survey with the Shorts Road residents. A total of 36 residents were visited over 2 Saturdays on 15 May & 12 June.

7.2 It is clear from the discussions with the Village Hall and the residents that existing parking issues on the road/in the park, need to be addressed. And in response to requests from immediate residents, the Clerk has approached EBC for them to consider implementing parking restrictions on the park side of the road as well as traffic regulations orders at the entrance (both ends) of the road to prevent obstructive parking.

7.3 Further mitigation measures will be considered such as further consultation with the Village Hall and possibility of using the Brookfield Road hardstanding if necessary. Café users will be surveyed about the ways in which they have travelled and the possibility of a reward scheme for green methods of travel could be implemented.

8. ENVIRONMENTAL CONSIDERATIONS

8.1 A key priority of the Council (as stated in its Corporate Plan) is to consider the carbon impact of all decisions and to ensure that projects are as sustainable as possible. This project is no exception. Through thorough marketing and communication, the Council will make clear that this local facility should be accessed through green methods of travel, such as walking & cycling. In addition, the building work specification includes carbon reducing measures such as low energy lighting and low water consumption toilets.

8.2 In addition, plans will incorporate new and improved sustainability features that showcase the council's commitment to environmental preservation, including:

- Use of sustainable, recycled construction materials such as reclaimed timber.
- Use of renewables: Solar PV & rainwater harvesting or grey water harvesting
- Developing infrastructure that can encourage the café to step away from reliance on LPG gas, such as ground source heat pumps.
- Containment of the catering area promoting better control of waste, noise and general untidiness
- Increased planting such as vertical planting and raised beds and soft landscaping to the front of the site
- Delivering a building with greater level of efficiency due to use of modern construction methods

9. EQUALITY IMPACT ASSESSEMENT

9.1 The Council is required when exercising its functions to comply with the duty set out in section 149 of the Equality Act 2010, namely, to have due regard to the need to

eliminate unlawful discrimination, advance equality of opportunity between those who share a protected characteristic and those who do not and foster good relations between those who share a protected characteristic and those who do not.

- 9.2 The proposal set out in this report does include consideration of vulnerable people in accordance with the Equalities Act 2010, such as through the provision of an entrance suitable for a parent to move a pram and disabled person a wheelchair, and toilet facilities.

10. RECOMMENDATIONS

- 10.1 That the Council approve the designs attached at Appendix 1 for public consultation;
- 10.2 That the Clerk, in consultation with the Chairman, be delegated authorisation to submit a planning application following public consultation period;
- 10.3 That should any minor material considerations or matters be raised during the public consultation period, the Clerk be delegated authorization to amend the design before planning submission.

For further information:

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Background papers:

Business Plan 4 May 2021