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## 1. Executive Summary

In 2006, the Kingsclere Youth Club was destroyed by fire. This changed the options for the Village Plan working party which had been examining ways of replacing it with a new building. The adopted Village Plan [July 2006] contained an action point to create a centre of excellence for young people at the combined Holding Field [old Cricket Ground] and the now cleared Youth Club Site which shared a common boundary.

After several public consultations a parish council working party decided that the most urgent needs were:

A 'drop in' young people's club which would be for the exclusive use of members and which would be designed to meet their needs with members having a large influence on the running of the club.

A new combined pre-school and nursery to be managed by the Busy Bees Pre-school who were out-growing their present facility.

Changing and other facilities for children's and young people's sport.

These could be accommodated under one roof in a specially designed building built partly on the Holding Field and partly on the youth club site. In April 2008 outline planning approval was obtained for the building which now requires detailed planning and building rules approval. The building will make maximum use of best environmental practices and will be highly efficient in ecological terms

Funding for the new building is in place with Early Years Funding and a grant from the SEEDA Market Towns Fund providing about two thirds of the costs. The balance has been found locally.

The strategy for developing the centre is closely aligned to the Vision and Objectives in the Hampshire Children's and Young Person's plan [the Hampshire Children's Trust].

On completion the building will provide for:

Over 250 twelve to nineteen year olds living in Kingsclere and the surrounding area.

52 under 5s in nursery and early years education

Between 150 and 200 six to sixteen year olds enjoying youth sport

All drawn from Kingsclere and its immediate hinterland.

It is proposed to form a company limited by guarantee with charitable objectives to manage the construction and on-going running of the facility. The user groups will have representation on the board of directors for which the Memorandum and Articles have yet to be determined. The company will be empowered to lease the land on which the building stands on a long lease and at a low ground rent.

This is a flagship project which will provide Kingsclere with an outstanding facility for its new generation.

## **2. The Hampshire Children's Trust\***

### **2.1 The Vision**

Making Hampshire a better place for children and young people, where all of them, including those who are vulnerable or disadvantaged, have the best possible start in life and are supported by the whole community to reach their potential.

### **2.2 Making it Happen [the commitment to children and young people in Hampshire]**

We will work with your local community to:

- support the important role of volunteer and community organisations like sports and youth clubs;
- protect vulnerable people and tackle crime and anti-social behaviour;
- make communities safe and welcoming to people of all ages and backgrounds;
- promote healthy lifestyles and improve people's quality of life;
- work with rural communities to ensure everyone can get the services they need; and make Hampshire a good place to live by helping people enjoy being part of their local community.

\* Taken from the Children's and Young Person's section of the Hampshire Children and Young Person's Plan

### **3. Project Summary**

The project aims to build a new children's and young person's centre on land in the centre of Kingsclere. It will be mainly located on the Holding Field [formerly known as the Old Cricket Ground] which is currently used for junior sport but which also houses the Kingsclere Tennis and Bowls Clubs. A small part will be located on the former Youth Club site which will also house parking and other services. The capital costs have been fully funded but some legal issues relating to the occupation of the two sites remain to be resolved.

It is intended to form a new company limited by guarantee to manage the construction of the building and to undertake its ongoing management on behalf of the community of Kingsclere. This company will lease the land required for the building and other facilities from the current freeholders and sublet or licence to users as appropriate. Ideally the leases should be for 99 years and discussions are being held with Basingstoke and Deane Borough Council with a view to their transferring the Youth Club Site to Kingsclere Parish Council creating a single freeholder for the whole site.

The principal users of the new facility will be:

Kingsclere Youth Club [Registered Charity 301863]

The Busy Bees Pre-school, Kingsclere [registered Charity 1035074]

The Kingsclere Youth Football Club

## **4. Introduction/background Information**

### **4.1 Background**

The Holding Field was originally made available to the village in the early years of the 20th century when Michael Holding of the owning family was a member of the Kingsclere Cricket Club. In the 1930s part of the field was allocated to the newly formed Tennis and Bowls Club. In 1946 a trust was formed to take over management of the land with trustees drawn from the three clubs with a fifty year lease on the land.

In 1996 at the expiry of the lease the land was purchased by Kingsclere Parish Council to retain it for the benefit of the people of Kingsclere. The Tennis and Bowls Clubs currently lease their part of the land on 25 year leases. Both have invested in their facilities.

The Kingsclere Village Plan was adopted by the Parish Council in 2006. It provided for the possible relocation of the Tennis Club to the Fieldgate Sports and Community Centre at the west end of the village and the establishment of a centre of excellence for recreation and leisure for children and young people on the Holding Field. An all weather cricket wicket has been installed in the field and the tennis courts have been resurfaced with an astro-turf surface capable of use for a five a side football court. There is little prospect of the Tennis Club relocating in the foreseeable future.

### **4.2 The Youth Club**

Kingsclere is fairly unique among Hampshire communities in having had a dedicated youth club building for over half a century. The original was built in 1964 on a backlands plot on the Heatheralls site of the first post war council house estate built in the village. The plot has a footpath access from Coppice Rd.

In 1964 public spirited local residents acquired the plot for a peppercorn rent from the Kingsclere and Whitchurch RDC. They acquired two Army surplus wooden dormitory huts and erected them on the plot. Full services were installed and the buildings subdivided to create the necessary facilities. A Youth Club was started meeting three nights a week and in accordance with the charitable objectives other local youth organisations were also permitted to use the building.

The Youth Club was very successful for many years but as the original trustees fell away their successors saw their role as maintaining a building rather than in concentrating on the successful running of a Youth Club. The net result was that the Club stopped and restarted and eventually closed completely. The building continued in use for other youth organisations but was becoming increasingly dilapidated and with precarious finances. It was completely destroyed by fire in 2006 and the site cleared. The Trustees of Kingsclere Youth Club retain the lease of the land until 2011.

It could be argued that there is no requirement for a Youth Club. However since 2006 considerable research has been undertaken within the community and with the target age group in particular revealing a high level of support for a new Young Person's Club with its own dedicated facilities and with young people having a considerable influence in the design and operation.

### **4.3 The Busy Bees Pre-School**

This began life as a self-help playgroup meeting daily in the youth club building in 1976. They developed their services into providing pre-school education services and this activity expanded rapidly with the availability of government funding for early years education and the establishment of OFSTED. [nb: they are an independent charity and have no connection with the national charity of the same name]

Following an OFSTED inspection the youth club building was deemed to be inadequate for a modern pre-school and the Busy Bees moved initially to the Fieldgate Sports and Community Centre, which was unsuitable for their activities, and then to the Kingsclere Scout Hut which also presents problems.

The Scout Hut was rebuilt following a fire in the original building in 2000. It was built down to a price on land leased from Basingstoke and Deane BC. When the Busy Bees moved in it was in a basic state and many of the improvements required by Property Services had not been undertaken. Many of these have now been done, especially the installation of vinyl floors on bare concrete, at the expense of the Busy Bees. They have now spent about £30k in capital improvements to the building and grounds in addition to their annual rent.

In 2006 the Busy Bees carried out a market survey of the community which revealed that there was a high demand for their services which would not be met whilst they continued in the Scout Hut both because of the lack of usable space and because of the tight time constraints in which they operate mainly because of the demands of other user groups. In 2007 they produced a business plan which highlighted the need for new accommodation. This plan proposes that they expand their services to provide nursery and other early years services and that they also provide defined extended schools services especially for pupils attending Clere School. Because of the distances travelled by pupils, the school has problems in providing before and after school extended services. They also propose to offer increased holiday services.

The Busy Bees Pre-school currently has an OFSTED rating of Outstanding in all fourteen categories. They offer a number of special education needs services which cannot be provided by other pre-schools and are frequently consulted by other centres.

#### **4.4 Kingsclere Youth Football Club**

Despite its title, this club has a membership of boys and girls aged from 6 to 16. The club offers mixed under 8s mini-soccer on the Holding Field and tries to field teams in local leagues in all year groups. Mixed sex teams are only permitted up to the age of eleven. From that age onwards separate girls teams are fielded.

The club has been very successful with a formula which tries to give every member at least some competitive football every season. Although they pride themselves on their regular winning of fair play awards they also have some very credible league successes to their name.

League matches are played on a number of local pitches as well as the Holding Field which also has an important training role. The club has its own football development plan.

League registration fees absorb most of the club's income. Where necessary the parish council provides bursary funding to augment the contribution of poorer families towards registration fees.

#### **4.5 Tennis and Bowls**

Mention should also be made of these two club which share the Holding Field. Both actively recruit junior members and provided tuition in their sports. These both provide facilities for and welcome young people

## **5. Project objectives and benefits**

### **5.1 Objectives**

**Objective 1** To build a combined children's and young person's centre which will meet the objectives of the Hampshire Children's Trust and which will serve all children and young people in Kingsclere and its surrounding communities.

**Objective 2** To provide the young people in the 12 to 19 age group with a 'drop in' facility which they will be deeply involved in and which they value highly.

**Objective 3** To build a 52 place facility to provide full Early Years services to all children in the under 5 age group who need the facilities.

**Objective 4** To build facilities for youth sport in our community providing changing rooms and a 'home'.

**Objective 5** To provide facilities for other children' and young people's groups for meetings and other activities.

**Objective 6** To provide extended school, holiday activities and to meet any other currently unmet needs for our target population.

**Objective 7** To develop additional facilities on the Holding Field which are appropriate to children and young people.

### **5.2 Benefits**

Nearly a whole decade has passed in which the young people of Kingsclere have had no place to call their own; somewhere which meets their needs and over which they have considerable influence. This is about to change and not only will large numbers of young people gain from the new youth building, but the community will benefit from young adults who have experienced responsibility in managing a community building and activity.

The Busy Bees pre-school will have the capacity to meet the many Early Years needs which were identified in their marketing research. All young children in our community will gain the benefit of a firm grounding which current research has revealed is important in their ultimate educational success.

Many parents are forced into a dual salary income because of the high cost of housing in our community. Much of the second salary can be absorbed by the high cost of child care and this will be reduced by the availability of affordable child care especially in association with extended school services.

There will be a financial benefit to our community in the creation of additional full and part-time jobs.

Our youth football club will have a permanent base.

## **6. Marketing**

### **6.1 The Current Market**

Kingsclere is a nucleated settlement on the edge of the North Wessex Downs Area of Outstanding Natural Beauty and located about ten miles from the two major towns of Newbury and Basingstoke. It is classed as a Small Market Town [population between 2000 and 20000] although most residents regard it as a village. The population of the Kingsclere Parish is just under 3500 and the population of the hinterland which draws support from Kingsclere is about the same making a total population of about 7000. It provides educational, shopping, sporting, leisure and medical services to this hinterland.

The community completed a Small Market Towns Health Check in 2006 which led to the development of the Village Plan in the same year. A health check requires the community to be aware of facilities in the hinterland and in moving the plan forward, not to undermine them.

Although patently a pleasant place to live and grow up in Kingsclere does feature in the statistics of multiple deprivation being in the lowest 11% for access to housing and the lowest 14% for access to services.

### **6.2 Market Trends**

The government policy towards Early Years services is to expand these across the country with a growth in both capital and revenue grants being made to early years facilities. As with many other services, the Rural Proofing Policy is designed to ensure that rural communities are not disadvantaged compared with their urban counterparts.

There has been an upward trend in the birthrate in Kingsclere in the last three years.

There is an unfulfilled demand for social housing for families with Kingsclere connections. The Parish Council is working actively with the local housing providers to make more housing available for families, many of which have children in the target age groups.

Public transport in Kingsclere is limited to day times only until 8 pm. There is no public transport on Sundays. The A339 between Newbury and Basingstoke via Kingsclere is a heavily used and frequently used road. Many drivers are reluctant to use it after dark. This limits access for young people to the leisure and recreation facilities in the two big towns whilst they are dependant upon parental transport. This is manifesting itself in the growth of local leisure activities within Kingsclere.

The Hampshire Children's Trust commits the Hampshire Compact members to make Hampshire a better place for children and young people.

### **6.3 Competition**

There has been some emphasis on the danger of the new building taking business from other centres in the village. This is very unlikely as measures are being put in place to prevent that. In general the users do not wish to make their facilities available for fund-raising or similar purposes as they need exclusive use for their own purposes.

**6.4 Facilities in Other Communities** There are a number of activities such as the Hannington Playgroup and the Jiminy Crickets Pre-school at Ashford Hill. There is no question of competing with these groups which serve their own communities and are an important asset. There may be occasions when support can be provided where needed.

**6.5 The Churches** Both St Mary's and the Kingsclere Methodist Churches have meeting rooms but they are not appropriate to the facility proposed for the Holding Field. The very young members of the Urban Saints were unwilling to meet in the Kingsmill

Room [St Mary's] although they happily meet in the Methodist schoolroom. This latter room is constrained by other uses.

**6.6 The Scout Hall.** The Scout Group are keen for the Busy Bees to leave and have repeatedly made it clear that whilst they are happy to accommodate them until alternative facilities are available, they hope this will be sooner rather than later as they would like exclusive use of their own space for scouting and guiding purposes.

**6.7 The Village Club** This building is now in intensive use by leisure and recreational groups and has little spare capacity especially with its well developed adult educational programme. It is currently fund-raising to finance a much needed extension to its main hall both to house larger adult courses and to provide capacity for larger fund-raising sales run by many village organisations.

The Youth Club has been meeting in the Village Club when space is available but, due to other commitments availability is random and not conducive to a young persons club

**6.8 The Fieldgate Centre** This has been covered in some detail following a prolonged campaign by individuals to move all facilities to this centre because of its financial situation.

The Fieldgate Centre is a Sports and Community Centre which was built on farmland donated as planning gain and stands on the extreme western edge of the settlement policy boundary of the village of Kingsclere. It comprises a sports ground providing soccer, rugby and cricket pitches, an all-weather ball court, petanque rink, cricket nets, changing rooms and the community centre building itself.

The project to build the facilities was a partnership between Basingstoke and Deane Borough Council and the Kingsclere Community Association who were keen to see a new community hall to replace the old Albert Hall which served the village as a meeting hall from the 1880s until its sale to become an RC Church. The KCA raised part of the funding and it was completed in 1990. The borough council became the owner and as landlord let the buildings and sports grounds to the KCA to manage on behalf of the community.

The community centre has one large hall which accommodates 200 people. The hall has a stage and is equipped to be a theatre with a stage managers box high up on the inner wall and stage lighting bars on the walls and across the room. This gives the building a very high pitched roof and the huge volume of the room makes it very expensive to heat. The other rooms are a large circulating area with a bar and kitchen servery, a small committee room and a slightly larger meeting room. There are associated storerooms and the changing facilities.

One major problem of the building is its binary heating system. There are many occasions when the hall is not in use but in order to heat the smaller rooms it is also necessary to heat the hall - an expensive process.

The KCA manage the building but have recently handed the sports pitches and changing rooms back to the Borough who now runs them as part of its portfolio of sports facilities across the borough. They have a public house licence.

The building is therefore a very complex one which is expensive to run. The main hall is very large, cannot easily be sub-divided and is really only suitable for large functions. The sheer height of the room detracts from the atmosphere of many activities.

In short the building is admirably suited to its intended purposes of housing large events and providing social facilities to sports teams using the playing facilities. In general a sports oriented bar tends to be noisy and to detract from the other peaceful uses of the building.

It is also located outside the village envelope and therefore difficult to access from much of the village. This was borne out when it was decided to split the electoral roll and to have polling stations at the Fieldgate Centre and at the Village Club, nearer the village centre: at the following election the latter had a much bigger turnout.

The present building will soon need expensive restoration work which will have to be negotiated through the Borough. The Borough standard practice of excluding the landlord' responsibilities for the maintenance of gas, water and other services places an additional very heavy burden on the managing committee which has struggled financially.

The Busy Bees pre-school was forced to move to the Fieldgate Centre when the old wooden youth club building was condemned as unsuitable in their first OFSTED inspection. They found the centre very difficult to operate in and as soon as possible moved to the Scout Hut which itself is too small for them to meet the need for early years places.

Their view on the Fieldgate Centre is:

Location - The Fieldgate centre is on the edge of the village and has inadequate pathways to access it safely. Use of motor vehicles will only increase the volume of traffic through the village and parking at the school is already a problem.

The hall is used by other users during the day preventing sole use for Busy Bees. A shared facility with no dedicated space for the pre-school is not an option. We need sole use in order to provide the new and extended facilities. When voting, blood donating and other events take place the pre-school is forced to close

From past experiences parents have found getting to pre-school from the primary school in time unmanageable.

Any delay in the start times will make it impossible for us to operate within times that coincide with the school day. In addition we would not be able to extend our times as the hall is used from 3.30pm for dance classes and other events.

The Fieldgate Centre was designed in the 1980's as a social club and entertainments venue which also included sporting facilities. The building would have to be extended and completely refurbished to meet our needs. An approximate costing of £250,000 has been indicated to change the building. These alterations would include removing the bar, additional toilets and services, dividing rooms, removing the stage, improving security, extending the building, designing an outside secure play area etc. The Fieldgate's new committee voted for keeping the bar and making the facility an going concern as a sports and social club.

Maintenance - The Fieldgate Centre has been poorly maintained and their running costs have escalated to such an extent they faced sever financial problems as demonstrated at a recent public meeting. The new building has been designed taking into consideration environmental guidelines making it highly cost effective for the multiple user groups' budgets.

Security is inadequate with many more opportunities for children to wander, there are at least seven outside doors

The hall is used by other users during the day preventing sole use for Busy Bees. A shared facility with no dedicated space for the pre-school is not an option. We need sole use in order to provide the new and extended facilities.

The Fieldgate did not and could not meet stringent OFSTED requirements without significant investment.

The financial stability of the Fieldgate remains uncertain.

These views also apply broadly to the proposed New Youth Club to be co-located on the Holding Field.

Young people in general find the drinking culture of the Fieldgate bar unpleasant and unattractive.

They feel unwelcome in the building which is heavily used by older generations with prejudices against young people.

Without major expenditure there is no way that the Fieldgate centre could provide them with their own 'drop in' centre which they have all expressed a wish to see. They wish to be free to enjoy themselves in their own way.

Many are reluctant to walk to the Fieldgate on badly lit ways after dark. There is a genuine feeling of risk and in order to use the centre they would be dependant upon parental car driving.

Moving the Youth Club to the Fieldgate Centre would provide little or no additional income to the centre

Finally, it was the Kingsclere Community Association which made a proposal to the Village Plan Review Team that the Holding Field should be made a centre of activity for young people and that the tennis courts should be moved to the Fieldgate. To this end they were granted funds for a feasibility study the outcome of which was very voluble calls for the Youth Club and Busy Bees to be relocated to the Fieldgate ostensibly in order to obtain their capital funding

## **7. SWOT Analysis**

### **7.1 Strengths**

We have a strong development team bringing a broad range of skills and experiences to the project

All capital has been raised

Outline planning permission has been obtained

We have a viable target population for all parts of the project

There are currently 100% capital grants from the government for the installation of ground heat recovery and rainwater capture systems.

We have a realistic and achievable plan for revenue costs and running costs will be low.

Our plan for revenue and costs and running costs has been evaluated by two departments of Hampshire County Council and found to be sustainable

The Busy Bees pre-school is one of the top 2% in the UK

Full access to people with disabilities

The Busy Bees will receive the first three years running costs from the HCC Early Years Unit.

HCC has offered a three year contribution towards the costs of a youth leader.

Our plans are strongly supported by the Clere School

Headley Trust will be supporting the Youth Club for five years

Government Early Years funding is set to increase and widen

We have a strong capacity for on-going fund-raising

This project aligns closely with the Hampshire Children's Trust Vision and Objectives.

### **7.2 Weaknesses**

There is as yet no decision on the Youth Club Site lease/transfer

Kingsclere Primary School is luke warm in its support

We have not yet recruited a youth leader

Funding is still needed to complete the sports facilities

Possible site problems increasing our costs.

Survivability of the Scout Hut when the Busy Bees move out.

### **7.3 Opportunities**

Additional facilities at the Holding Field such as a fitness trail or outdoor gym.

New additional youth organisations for the village.

The ability to offer extended school facilities such as Breakfast Club and After School Club to children attending school outside Kingsclere.

The ability to offer expanded holiday facilities over the half week currently offered.

#### **7.4 Threats**

The loss of key personnel before the building is fully viable.

Optimum numbers are not achieved.

Strong and voluble public opposition from a very small minority in the village impinges on our work with other authorities

The possibility of withdrawal of public funds after the next election

## 8. Economic Assessment

### 8.1 Construction Costs

Professional fees	46,230
Preliminaries [building fixed costs ]	56,540
Construction costs	459,071
Contingency provision	28,159
Total	590,000

These costs have been validated by a professional quantity surveyor and represent the cost of constructing the whole building and the full completion of the Youth Club and the Busy Bees Pre-school with all common facilities. Completion of the sports facilities within the overall structure will require an additional £54k.

### 8.2 Capital Funding

PVI funding [grant for Early Years]	275,000
SEEDA Market Towns funding	100,000
Kingsclere Parish Council	35,000
Kingsclere Youth Club	138,000
Busy Bees Pre-school	12,000
Private Individuals	30,000
Total	590,000

All funding is guaranteed

### 8.3 Revenue Costs

Item	Amount
Water [see note 1]	400
Gas [See note 2]	1,050
Electricity	1,200
Telephone	400
Red Care Security	500
Waste bins [see note 3]	0
TV and Broadband	350
Repairs and maintenance [see note 4]	1,500
Insurance	2,000
Rent	450
Caretaker	900
Gardening	600
Total [see note 5]	9,350

Note 1. It is proposed to install a rainwater capture system to be used for flushing the toilets. This will reduce both water supply and drainage costs.

Note 2. It is proposed to install a heat exchanger system powered by photo voltaic cells on the roof and providing all space heating and the domestic hot water supply

Note 3 It is assumed that, as with other community buildings in the Borough, it will be eligible for free waste collection.

Note 4 This is for routine small repairs and maintenance. Major maintenance will be covered by fund raising activities.

Note 5 This is an absolute maximum as the accounting principle of prudence has been applied and the heat exchanger and rainwater capture system will eliminate the gas bill and reduce the water and electricity bills.

#### **9.4 Revenue Income**

<b>Item</b>	<b>Amount</b>
Busy Bees [see note 1]	6,000
Youth Club [see note 2]	1,000
Youth Sport	500
Group fundraising [see note 3]	3,000
Total	10,500

Note 1. They currently pay £5k to the Scouts in annual rental and have been paying up to an additional £1k a year in capital expenditure on the building.

Note 2. Target 100 members out of the cohort of 250 paying £5 a year membership. Fifty attend each week at an evening fee of £1. Total club income £3k.

Note 3. The 2008 Medieval Fete raised £10.5k of which about half was sponsorship. It is proposed to hold a large fete every other year with the next in 2010, working alternate years to the Hannington Country Fair. Raising £6k would yield an annual income of £3k

## **9. Project Phasing and Management**

### **9.1 Preparation**

The following activities will be undertaken in parallel and are not dependent upon each other.

- Obtain full planning permission

- Apply for building regulations permission

- Appoint project manager

- Site soil report

- Confirm availability of lease on Youth Club site

- Establish company limited by guarantee to manage the project and the completed building

- Issue draft lease to Busy Bees to validate external funding

- Call for tenders

### **9.2 Building Phase**

- Week -4 Issue contracts

- Week 1 Prepare site

- Week 2 Begin building

- Week 25 Order furniture

- Week 31 Complete work and clear site

### **9.3 Completion and opening**

The aim was to complete the building by May 2010 to enable the pre-school to open in its new premises at the start of the summer term. This would entail a start in the first week of October 2009 which is unrealistic and even a half term changeover will be challenging.

A quality opening ceremony will be important to celebrate a great community activity and to thank the many contributors.

### **9.4 Project Management**

The project is currently being managed by the Holding Field Working Party which is a Parish Council working party with three councillors as members. The remaining members are representatives of the user organisations or other volunteers. This working party will be replaced as soon as possible by a new company limited by guarantee with directors drawn from the user groups. This company will have power to lease land for the building and will be responsible for the on-going management. This will eliminate one of the problems of the original youth club where the trustees of the original club saw their role as managing a building rather than operating a youth club for the young people of Kingsclere. Each user group will operate independently of the managing company.

## 9.5 Sensitivity Analysis

- **Inadequate funding** The building costs have been very carefully produced and professionally checked. Sufficient funding has been obtained with an additional margin of 5%
- **Funding withdrawn** There are likely to be constraints on public funding after the next general election. It is important therefore to progress as soon as possible.
- **Youth Club Site withheld** This would require an alternative realignment of the main sewer and a major redesign of the building imposing further delays.
- **Loss of key personnel** We have a strong team with a broad range of skills. The project is now sufficiently advanced to absorb the loss of one team member.

## 9.6 Key Personnel

Reg Dixon	Chartered engineer. Full career as construction manager
Peter Goff	Chairman of working party. Company secretary
Maria Meredith	Manager Busy Bees. Experienced fund raiser
Peter Woodman	Experienced fund raiser. Legal issues