

Marden Parish Council

New Community Facilities Working Group (NCFWG) Meeting
for the New Community Centre
on Monday 21 March at 19.00 in the Community Centre

Notes of the Meeting

Present: David Bennett (Chairman), Arthur Fraser, Sandra Gladwyn, Robin Brook, Chris Wathen, Dave Lloyd and Stefka Glavcheva

In attendance: Alison Sutton, Parish Clerk; Paul Neep from Architype; and 5 public

1. **Apologies** – Jess Tidball, Geoff Nash, and Paula Barratt; Mark Barry from Architype

2. **Open Forum** – None.

3. **Discussion with Architype**

Options – lot of options have been considered to keep project to £850k budget in total. 3 options discussed with quantity surveyor.

1. Reduce 500 m² down to 420 m² – reduce hall down to 16 x 9 m, reduce meeting rooms size and possibly reduce office and kitchen; simplify building form, simpler wooden frame.
2. Reduce 500 m² down to 390 m² – leave hall same size – reduce meeting room 1, combine meeting room 2 with lounge space, share office and bar, take storage outside with reduced insulation, aim for Passivhaus
3. Up from 390 m² – possibly 2-storey with a lift, still fit in with site, reduce footprint so could increase parking, single roof over whole building and keep height in hall, Passivhaus.

Passivhaus will bring heating cost right down.

10% allowance for plant room, doesn't need to be an actual room, could be above another area.

Include hard and soft landscaping around the building.

Services – allowance included to bring services onto plot, treating as stand-alone build so not a problem if developer starts the other end of the site.

Fees

David stated that he needs to be able to go to every PC meeting and say what the current liability is at that time.

RIBA 0-2 stages – up to concept design for lottery stage 2 application submission; would include speaking to planners/highways to get in principle agreement; costed. Fees £27k based on £800k project, wouldn't increase with £850k.

If Passivhaus route may be able to use data that already have for project.

Agreed pay fees monthly, appoint by RIBA stage, liability known at each RIBA stage.

Agreed that appoint to RIBA stage 1, with liability of £13.5k. Review when get result of lottery stage 1 application.

Intellectual property

Paul will double-check exact position.

Workshop

Date for workshop agreed – Wednesday 11 May at 7.00 pm – Architype will facilitate. NCF group and 1 representative from each user group. Aim of workshop is to get requirements, so Architype can put together a couple of ideas for consultation. Workshop so not a public meeting.

Alison – send previous questionnaire results and RRA papers to Paul.

Alison – contact all user groups by end of next week and ask for details of nominated person, then send copy of questionnaire to nominated people so they know what was said.

4. **Latest draft of Stage 1 lottery application document**

Latest changes following feedback from Richard Timney – considered and further amendments made, including advice on costs section from Paul.

Alison – make final changes and circulate to group. Any other comments back by Friday 25 March, so Alison can submit application next week.

5. Next N&V copy –

Dave will draft and send to Alison to check and put in template.

6. Next steps –

Alison – chase Richard Timney to see other halls.

Alison – check with SLCC re separate account.

Chris – start looking at structure for new charity.

Sandra – start looking at fund-raising ideas.

7. Next meetings – Tuesday 26 April at 7.00 pm to look at structure of workshop with Paul/Mark.

Alison Sutton – Parish Clerk

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