

Marden Parish Council

Community Facilities Working Group (CFWG) Meeting
on Wednesday 4 November 2020 by Zoom

Notes of the Meeting

Present: David Bennett (Chairman and PC), Dave Tidball (Marden Church), Jess Tidball and Chris Wathen (Parishioners), Dave Lloyd (Marden Church), and Kate Ryan (PC).

In attendance: Alison Sutton, Parish Clerk.

1. **Apologies** – Angela Sasso (Parishioner), Robin Brook (MVT).

2. **Tendering process for new architect**

- PC had agreed to Architype undertaking study on costs going forward
- However Architype realised that company now so large that unable to find economies needed by project, therefore not good for parish for Architype to continue
- Therefore Architype asked to draft tender document for architectural services for rest of project
- Tender document considered and some amendments made – **Update: further amendments made on suggestion of Architype and to meet local government tendering requirements**
- Process for tendering: must be advertised on Contract Finder website as over £25k; Architype can approach suggested companies on PC's behalf; all tenders have to be submitted to Clerk as sealed tender, opened by Clerk in presence of at least 1 councillor
- To ensure enough time for interested parties to obtain tender document and numbered envelope for tender submission from the Clerk, will be advertised on 16 November and close on 31 December.

3. **Funding options for overall project**

At present, aim for: £500k loan (if parish supports); £40k reserves for build, £10k reserves for village green; £6k from fund raising; £13k from precept 2021-22; total £569k

But would expect to reduce loan required when more substantive figures received from tendering process and if grants available – but reducing number and amount of grants currently

Need to talk to local firms – for sponsorship, if not a donation, possible labour and equipment

Need to increase local fundraising – look at in 2021, need much larger scale fundraising.

4. **Next steps** –

- MVT agenda for AGM – item 5d not possible and should be withdrawn at start of meeting; PC cannot commit to future payments, MVT would need to ask for grant when required
- Herefordshire Council now formally stated legal basis of leases and agreements held by MVT
 - If main lease for community rooms was given up, both supplemental clawback agreement and shared-use agreement would also have to be given up, as supplemental to main lease – therefore situation of either all interest in current facilities given up or nothing given up
 - Also clarified that Herefordshire would pay clawback put would claim back from the academy
- Target to go to parish with business case for increased loan at end of January.

5. **Next meeting** – Wednesday 6 January 2021 at 7.00 pm by Zoom. Tender opening 4 January 2021 (Clerk and 1-2 councillors).

Alison Sutton – Parish Clerk

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