

Marden Parish Council

Community Facilities Working Group (CFWG) Meeting
on Tuesday 2 March 2021 by Zoom

Notes of the Meeting

Present: David Bennett (Chairman and PC), Dave Tidball and Dave Lloyd (Marden Church), Angela Sasso (Parishioner) and Kate Ryan (PC).

In attendance: Alison Sutton, Parish Clerk.

1. **Apologies** – Paula Barrett (MVT).

2. **Consideration of interviews with CSH and CBW**

- Comparison below considered.

3. **Recommendations to PC re tenders**

- CBW should be appointed on basis that Group has confidence that company can bring the project to finished build within budget and on time, when the build is finally able to start
- Noted both companies said a redesign would be needed to achieve the budget – therefore CFG requests PC to fund a fixed cost design study fairly soon to consider what changes in design are needed to get build within budget and start process of CFG and CBW working together
- Noted CBW based fees on assumption that redesign would be needed so whatever is paid now would come off overall fee bill for architect – **Update: Approx. cost of study £3k**

4. **Business Plan**

- Recommendation allows Group to work with architects slowly to ensure have proper case for Business Plan to put to community
- Also allows work with MVT to ensure building is viable and will make money, hire fees and running costs will be part of Business Plan.

5. **Next steps** –

- Need CFG meeting to agree red line requirements and then meeting with CBW if PC proceed to appoint company as recommended.

6. **Next meeting** – TBA.

Alison Sutton – Parish Clerk

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ZOOM INTERVIEWS FOR NEW ARCHITECT

Two of the three architects that tendered for the project were interviewed by Zoom (Zebra dropped).

The two Zoom meetings were attended by the following members of the Community Facilities Group: David Bennett, Kate Ryan, Dave Tidball, Dave Lloyd, Angela Sasso and Alison Sutton. All members of the Community Facilities Group and Parish Councillors were invited.

The two architects interviewed were as follows:

1. CSH Architectural Services interviewed on 18th February 2021. Firm based in Bath, Somerset and represented by Craig Harding as owner. Telephone 01761 437 327 Their website is www.csharchitecturalservices.co.uk
2. CBW Architectural Design Ltd interviewed on 21st February 2021. Firm based south of Birmingham and represented by Jackie Walton as managing director. Telephone 01564 432 440 Their website is www.cbwdesign.co.uk

The following is an analysis of both firms following the Zoom meetings.

<u>CSH</u>	<u>CBW</u>
+ Some good ideas	+ Medium size firm with experience
	+ Clearly understood the brief
	+ Gave the feeling that would work with client – very flexible
- Small firm with limited experience	+ Would fix fees at start and would not change
- Felt the need to revisit consultations already undertaken	+ Appropriate travel not an issue and not chargeable i.e. included in fees
- Confused as to whether project could be completed on budget	+ No nonsense approach
- Gave very little confidence at all	+ Overall, very believable and clear with no downside
- 2 referees provided (out of 3 requested) and related to 2 projects provided	+ 3 referees provided, including 1 from different project not provided

Important points to note from discussions:

1. Both firms felt that the project was achievable within the budget of £630k but design changes needed to be made.
2. Both felt that “design and build” was the way to go. Cost more secure.
3. Reducing the ground footprint by having a second floor would save money. 30% of building cost in the ground. Might save 20% by having two floors but need to consider the implications e.g. would need a lift suitable for a wheelchair – Architype looked at this but felt cost of lift would be too much.
4. Consider type of frame, wood expensive, traditional brick and steel frame. Steel cheapest but maybe a combination of steel and traditional.
5. Kitchen most important room as this is the money earner.
6. Assume 10% contingency.
7. Inflation use RPI per year unless in recession post Covid/Brexit in which case would not need to take account of inflation and build may actually be cheaper.
8. Could look for local labour / volunteer labour for externals and internal fit out.

9. Look for a builder where this project would be at the top of portfolio rather than the bottom.

Conclusion

Of the two firms interviewed only CBW gave the overall level of confidence required to ensure that the project could be completed on time and on budget. It is clear from talking with both firms that the current design would require tweaking with the likelihood that a two-storey building would be the best option.

Should this be approved it would then be appropriate to consider a fixed time and cost study being carried out to redesign the building. The current understanding is that this would not add to the overall fees agreed with CBW.