



**WELCOME TO THE CONSULTATION EVENT
FOR THE COMMUNITY BUILDING
& VILLAGE GREEN
INTEGRATED WITH CURRENT FACILITIES
DECEMBER 2021**

Where are we now?

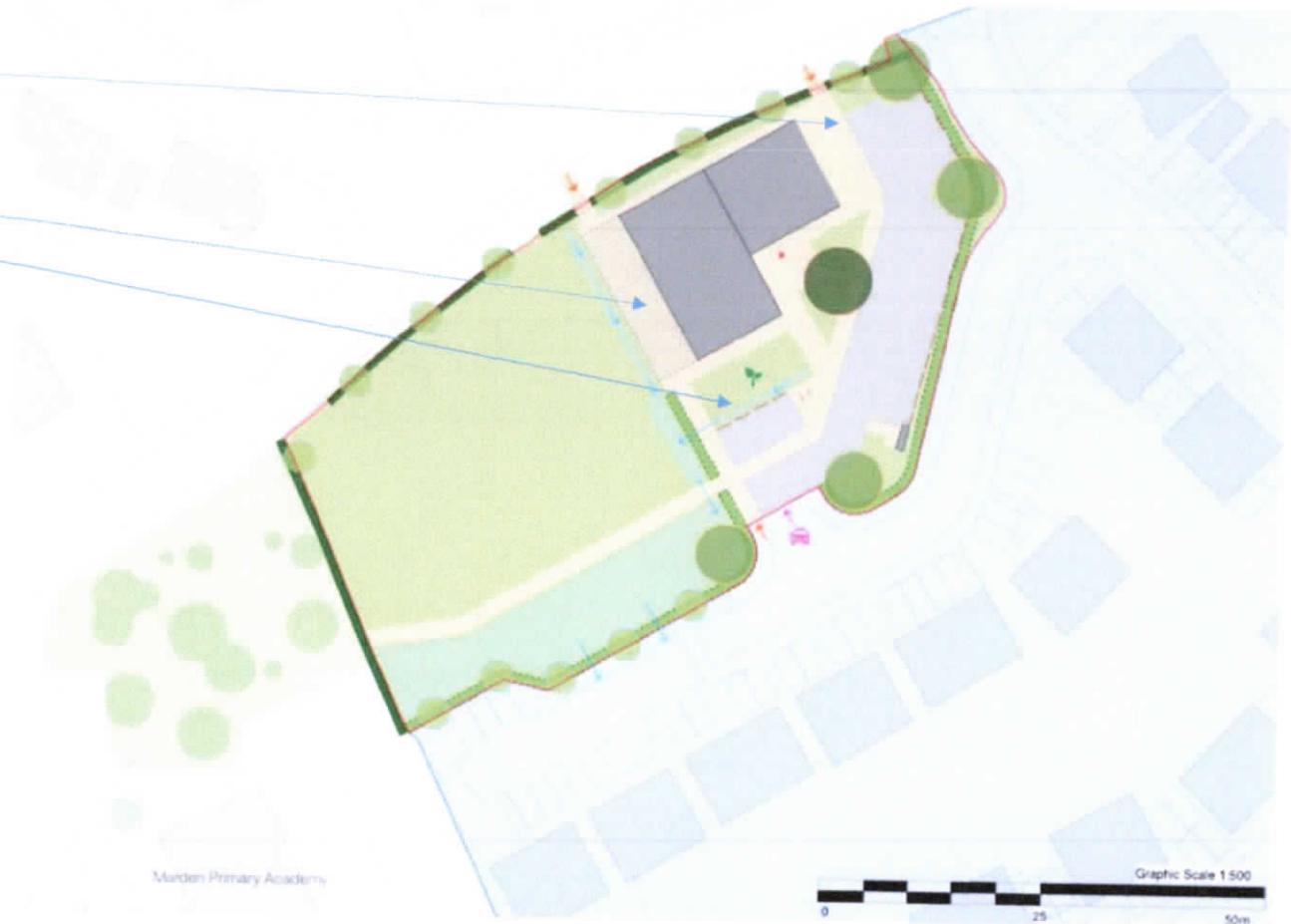
- Planning application submitted but not decided (due to phosphate issue)
- New architects appointed in March 2021 – CBW Architectural Services
- CBW studies to identify the size of building within budget, develop a detailed cost estimate and environment and sustainability options
- Amended plan (Option 3b, supported by the parish) identified as within budget – provided that volunteer support and material is donated, as shown later

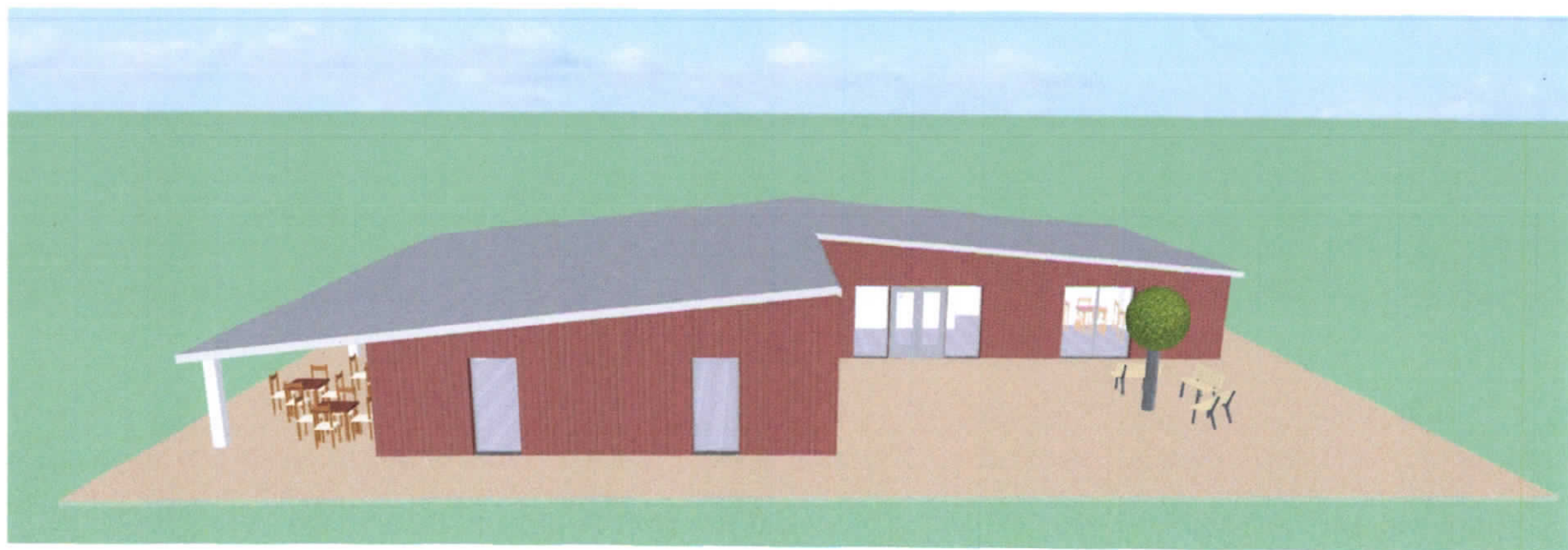
This Consultation

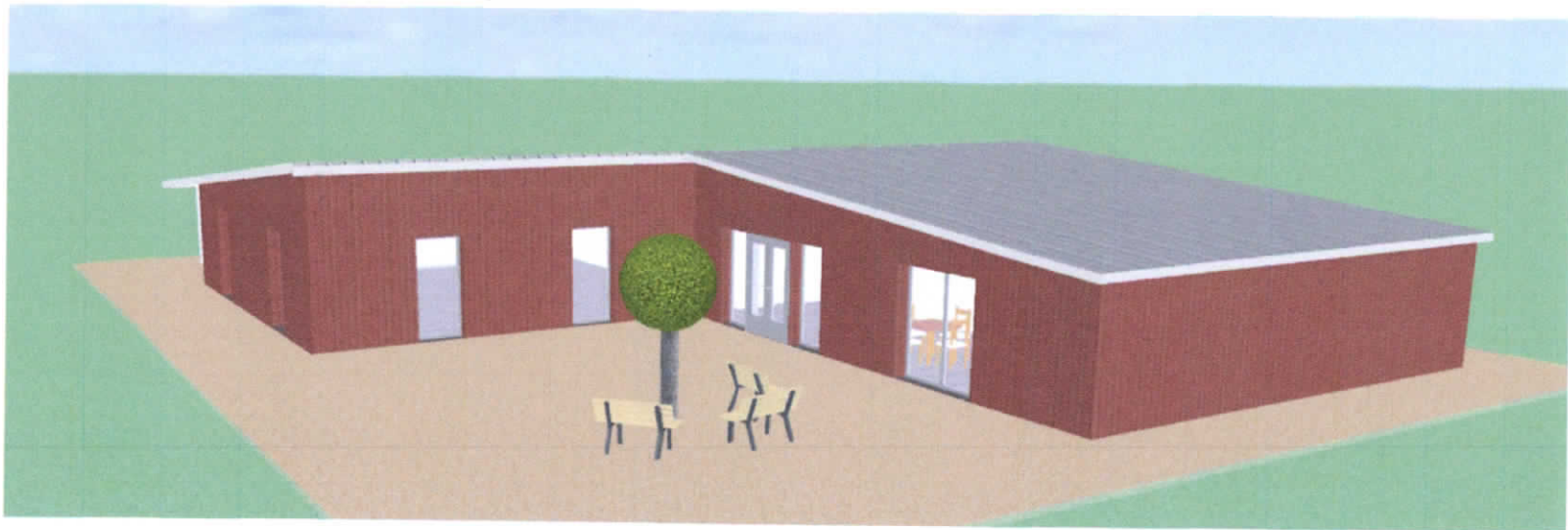
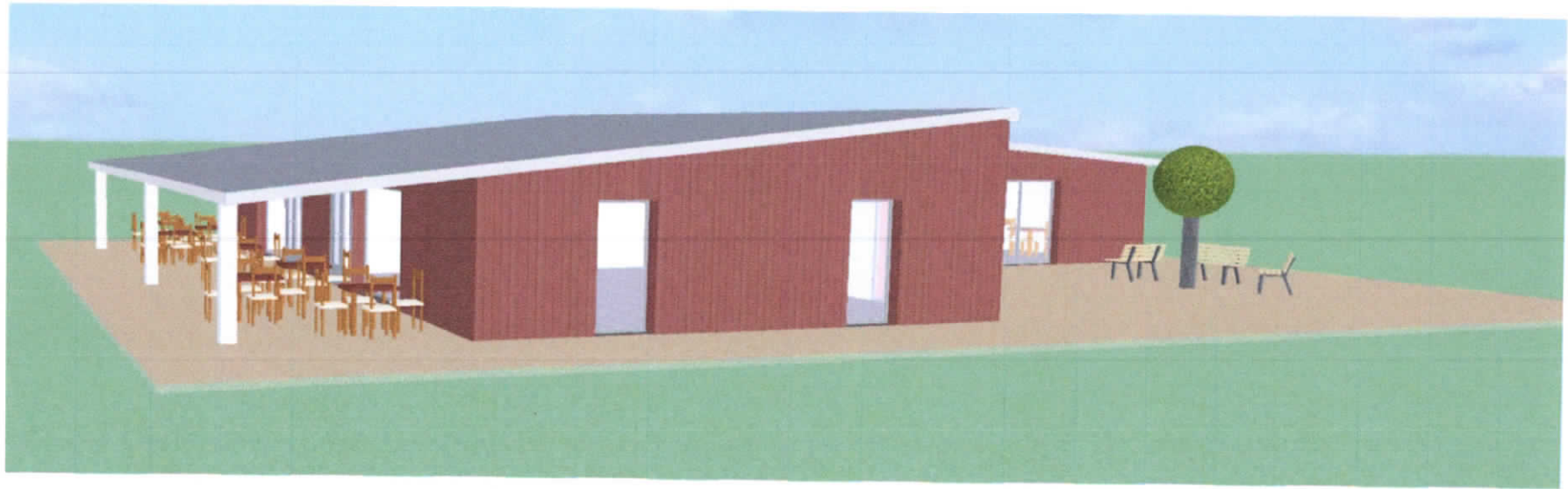
- **Support to continue the project – a once in a generation opportunity**
- **Support the Parish Council's proposed funding plan**
- **Show the proposed plans for the building and village green site in relation to the Academy and the current shared facility and community building**
- **Provide the opportunity for parishioners to comment on the proposal**
- **There will be a parish Opinion Poll in February 2022**
- **The precept will not increase until the 2023-2024 financial year**

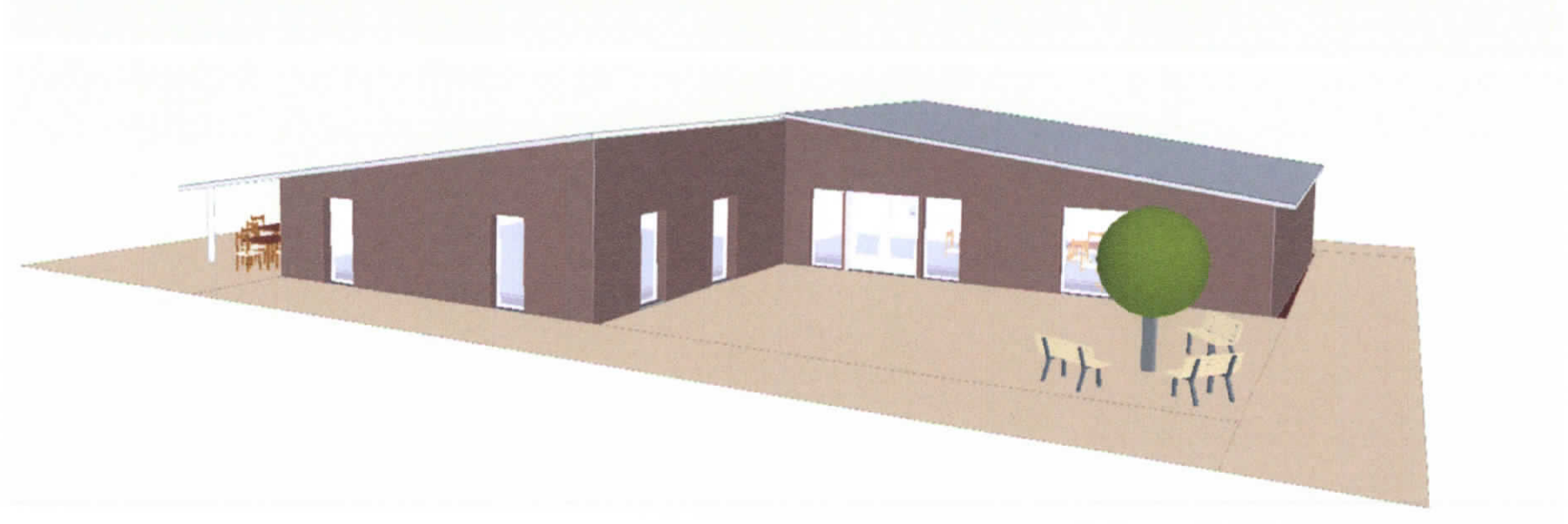
The following plans are representations of the proposal and minor updates are possible (most of the plans produced in-house)

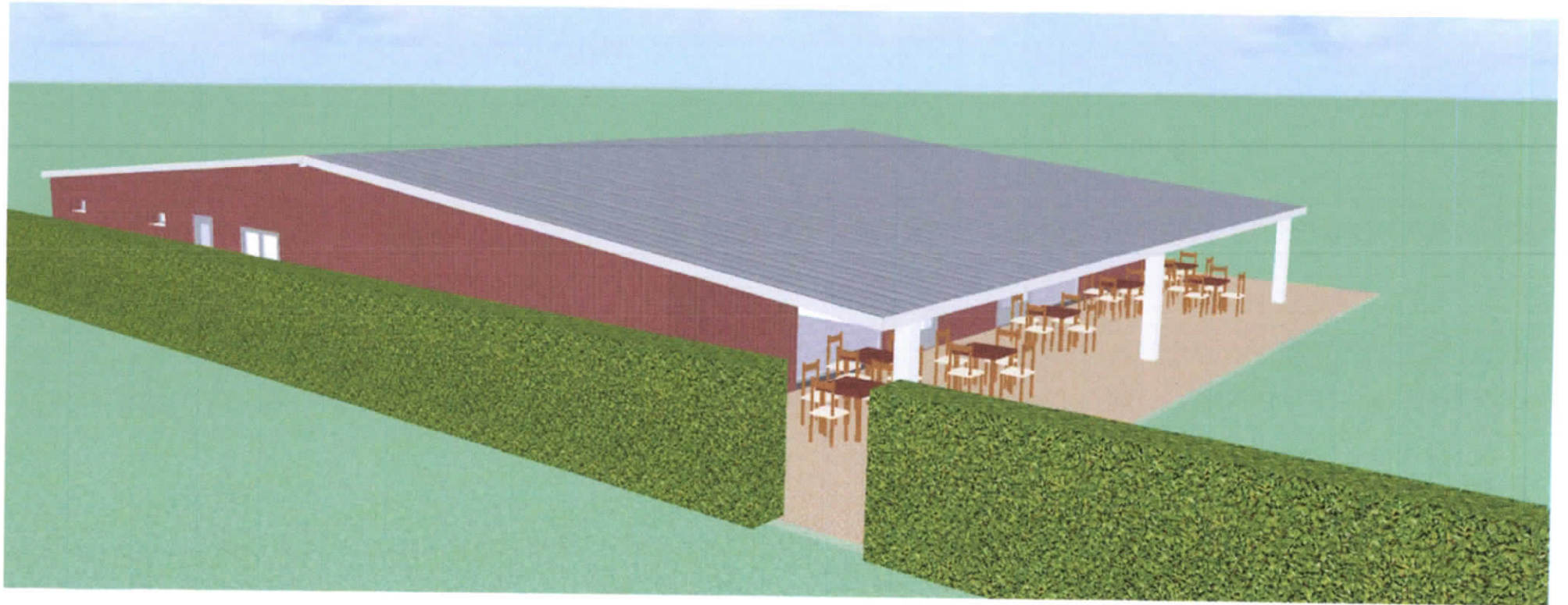
Possible areas for expansion in future

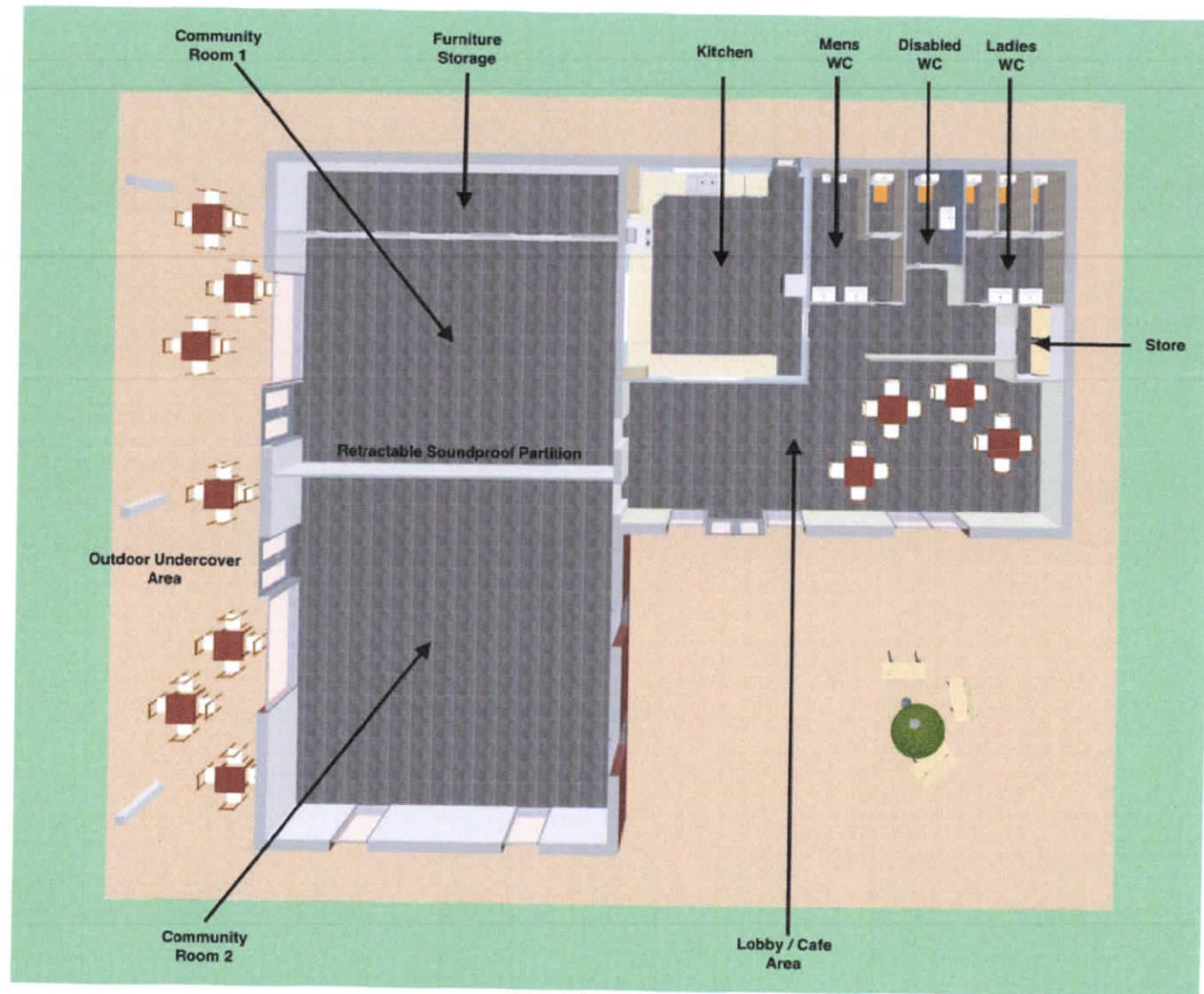












A GUIDE TO INTERNAL ROOM DIMENSIONS

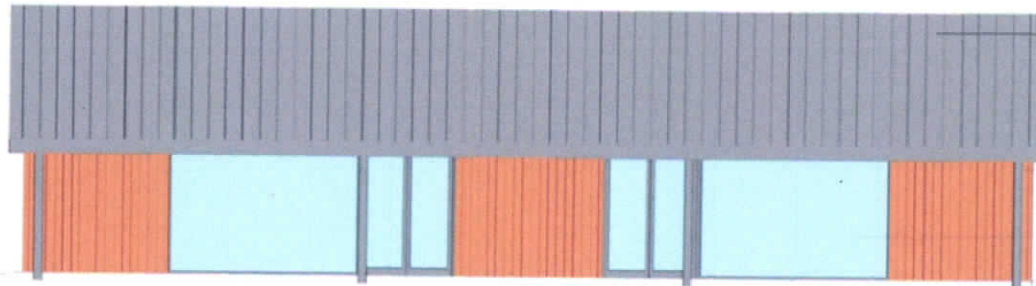
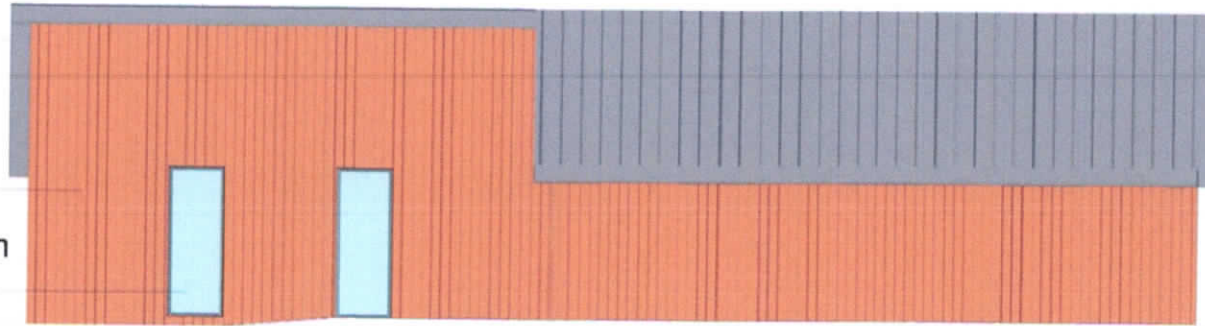


	<u>Approx. Floor Area</u>	<u>Approx. Metric Dimensions</u>
Community Room 1	57m²	9 x 6.2
Community Room 2	87 m²	9 x 9.5
Furniture Store	16 m²	9 x 1.8
Kitchen	27 m²	4.8 x 5.6
Lobby / Café Area	55 m²	mixed
Store Room	2.4 m²	2 x 1.2
Mens WC	8.4 m²	3.5 x 2.4
Disabled WC	3.8 m²	2.5 x 1.5
Ladies WC	8.8 m²	3.5 x 2.5
Total Internal Floor Area	<u>265.4 m²</u>	

Kingspan composite
roof panels

Kingspan or similar -
Profiled metal cladding
panel

Double glazed aluminum
windows and doors



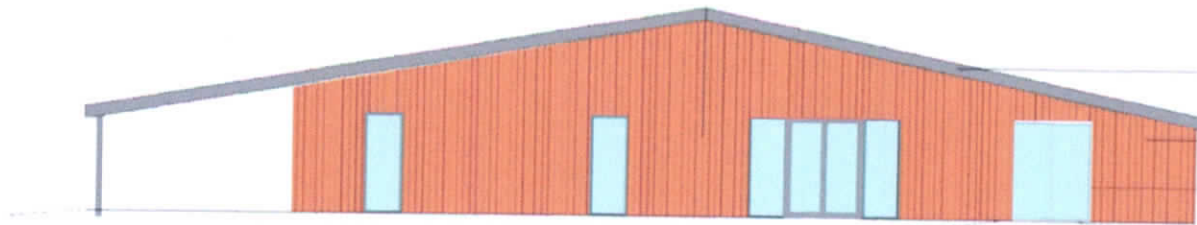
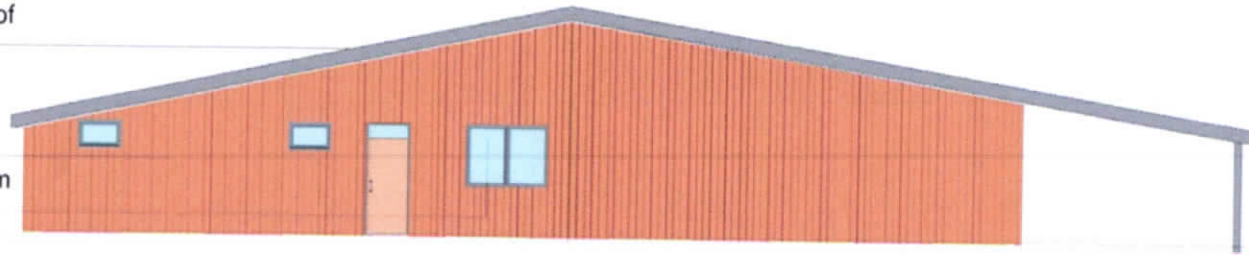
Kingspan composite roof
panels

Kingspan or similar - Profiled
metal cladding panel
Double glazed aluminum
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8. Community green - for events, sports etc



6. Wildflower meadow verges

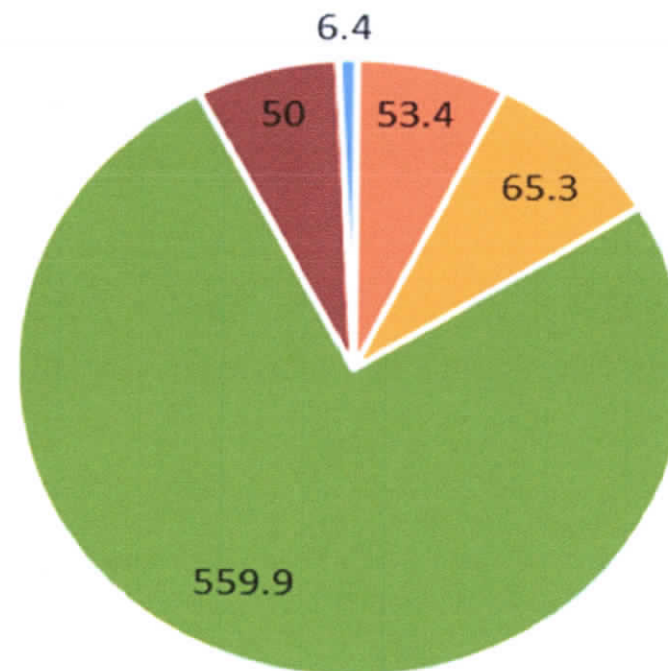


Project Costs and Funding

<u>Project Phase</u>		<u>Capital Cost</u> <u>£000</u>
<i>Spent to date (completion of outline design and planning application)</i>		53.4
Professional fees to complete (RIBA 4-7)		
- Architect & Principal Designer	26.5	
- Quantity Surveyor	12.5	
- Structural & Civil Engineer	9.5	
- Mechanical & Electrical Engineer	14.5	
- Landscape Architect	8.3	
Sub-total of Professional Fees		65.3
Construction – Design & Build (to be tendered)		
- Construction Team		
- Internal fit out		
- Soft Landscaping of total site		
- Hard Landscaping		
Sub-total of Design & Build		559.9
Contingency / inflation (10% of design and build excluding landscaping)		50.0
Own Costs to complete (Legal Costs, community events, Clerks Costs)		6.4
<u>Total Projected Project Costs for both building and village green</u>		<u>735.0</u>

Project costs in £k

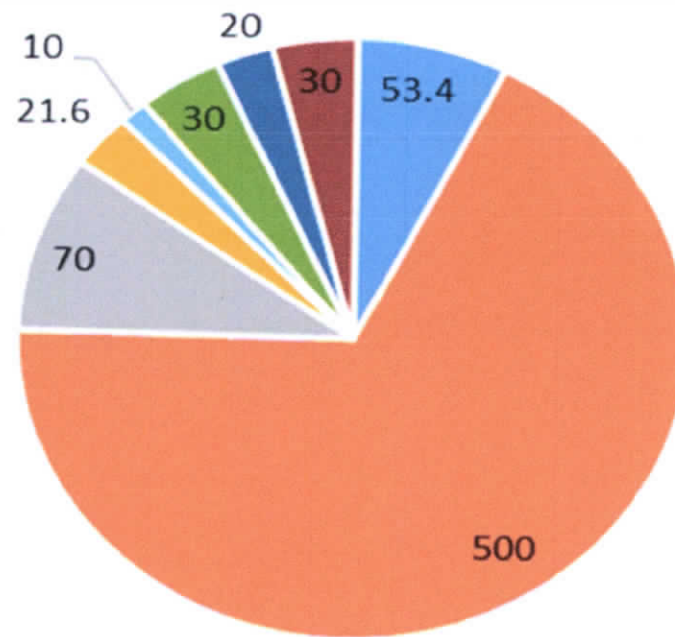
- Spent to date
- Professional fees
- Construction
- Contingency
- Own costs



To be funded by:		
Costs to date ALREADY funded from reserves and precept		53.4
Public Works Loan (from precept with parishioner support)		500.0
Current reserves (includes estimate for current financial year)		70.0
Community Fundraising		21.6
Community business support		10.0
Community Volunteers (painting, tiling, plastering, planting, fencing etc.)		30.0
MVT Grant funded items (Kitchen fitout, tables & chairs, storage cabinets)		20.0
Other grant support		30.0
<u>Total projected funds raised</u>		<u>735.0</u>

Funding in £k

- Already Spent
- Public Works Loan
- Current reserves
- Community fundraising
- Community Business Support
- Volunteer Work
- MVT Grant Funding
- Other Grant Support



Precept

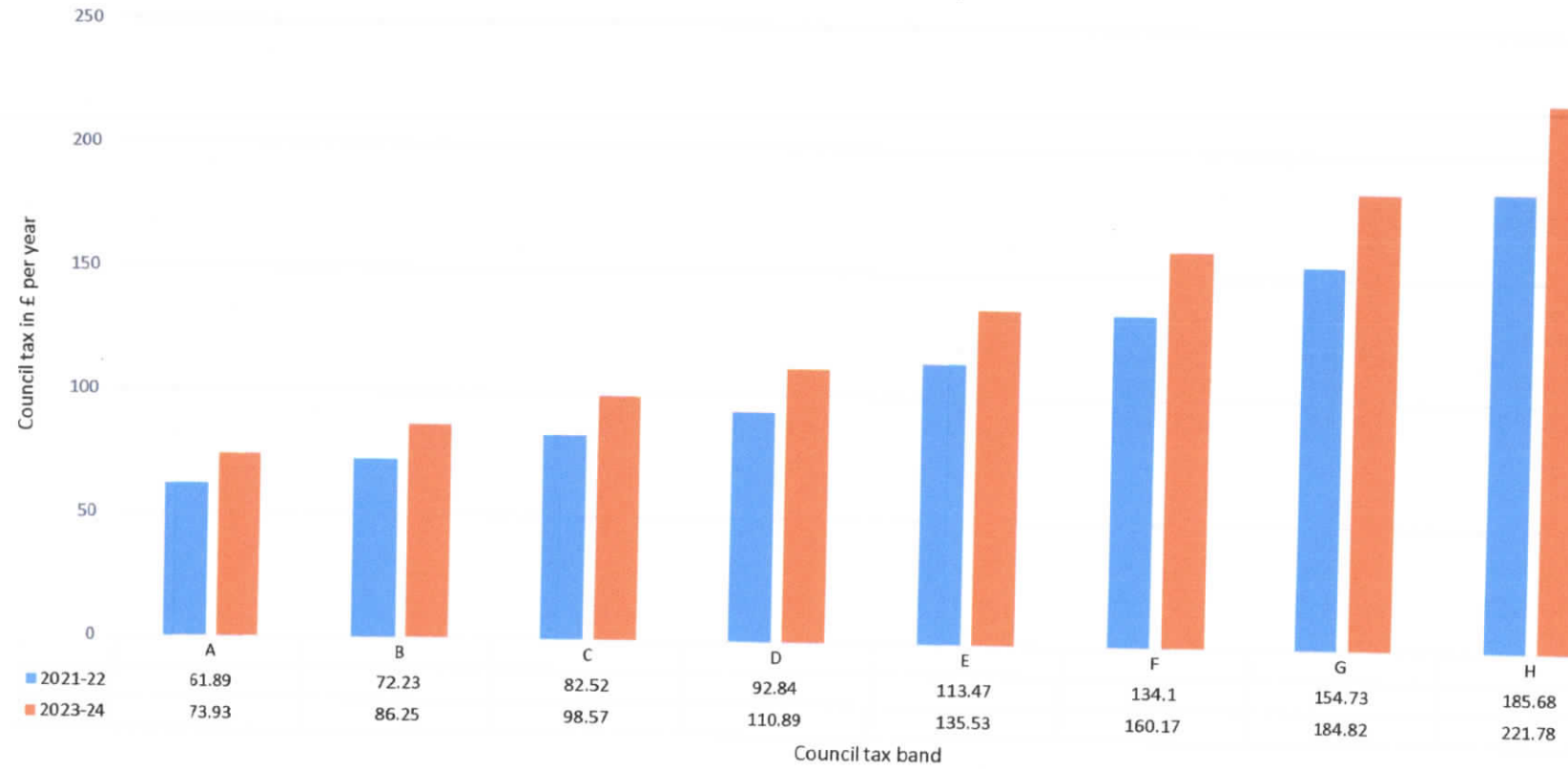
Amount each household pays will reduce as more houses are built

BAND for Council Tax	A	B	C	D	E	F	G	H
2021-2022 precept charge of £51,500	£61.89	£72.21	£82.52	£92.84	£113.47	£134.10	£154.73	£185.68
Of which £38,000 is general precept and £13,500 is to repay a Public Works Loan of £300,000								
Rates at 10/10/21, £14,105 now required to pay off £300,000 loan over 30 yrs								
2023-2024 precept charge of £61,508	£73.93	£86.25	£98.57	£110.89	£135.53	£160.17	£184.82	£221.78
Of which £38,000 is general precept and £23,508 is to repay a Public Works Loan of £500,000, rates at 10/10/21, loan over 30 yrs								
Increase per YEAR on current precept	£12.04	£14.04	£16.05	£18.05	£22.06	£26.07	£30.09	£36.10
Increase per WEEK on current precept	£0.23	£0.27	£0.31	£0.35	£0.42	£0.50	£0.58	£0.69

The Public Works Loan is a fixed rate over 30 years – fixed on the day the Loan is taken out.

On 8 December 2021 the rate is 1.87% for a £500,000 loan over 30 years.

Parish Council Precept



BENEFITS OF A CHARITABLE INCORPORATED ORGANISATION (CIO)

- THE MEMBERS AND TRUSTEES ARE USUALLY PERSONALLY PROTECTED FROM THE FINANCIAL AND CONTRACTUAL LIABILITIES INCURRED BY THE CHARITY – THIS IS NOT THE CASE FOR A CHARITABLE TRUST.
- THE CHARITY HAS A LEGAL PERSONALITY OF ITS OWN, ENABLING IT TO CONDUCT BUSINESS IN ITS OWN NAME, INSTEAD OF THE NAME OF THE TRUSTEES.
- THERE IS ONLY ONE REGISTRY TO DEAL WITH – THE CHARITY COMMISSION
- GREATER RECOGNITION WHEN IT COMES TO OBTAINING GRANTS SOME COMPANIES WILL ONLY RECOGNISE CIO NOW AND WILL NOT CONSIDER APPLICATIONS FROM AN UNINCORPORATED CHARITY.

POTENTIAL DISADVANTAGES

- CONVERTING TO A CIO WILL COST MORE THAN JUST REMAINING WITH A TRUST DEED. IN THE LONGER TERM, THE BENEFITS OF CORPORATE STATUS, THE SIMPLICITY OF ANY FUTURE CHANGES, AND THE BENEFITS OF NOT HAVING TO HAVE SEPARATE HOLDING TRUSTEES OUTWEIGH THE SHORT-TERM COSTS.
- ANY PROCESS WHICH INVOLVES REGISTERING A NEW CHARITY COULD INVOLVE QUERIES OR EVEN OUTRIGHT REFUSAL BY THE CHARITY COMMISSION. NO ORGANISATION CAN BE REGISTERED AS A CHARITY UNLESS IT IS ESTABLISHED FOR CHARITABLE PURPOSES FOR PUBLIC BENEFIT.

Timing of conversion

- 12MONTHS

OPERATING FORECAST BY YEAR

BASED ON 2018/19 ACCOUNTS - Last complete year before Covid

	Current Facilities	ANNUAL FORECAST FROM STARTUP				
		Estimates Year 1	Estimates Year 2	Estimates Year 3	Estimates Year 4	Estimates Year 5
Base Income						
Current income from community room hire	2525	2525	2778	2778	3055	3055
Current income from hall hire	3215	3215	3537	3537	3891	3891
Current Income from Pre School	4700	4700	5000	5000	5500	5500
Additional revenue due to expanded facilities		1000	1600	2200	2400	2400
Ability to hold wedding type events		600	600	1200	1200	1200
Total Revenue (From Facility. Hire)	10440	12040	13514	14715	16046	16046
Community Facilities fundraising income		800	1000	1500	1500	2000
TOTAL INCOME	10440	12840	14514	16215	17546	18046
<u>Expenditure</u>						
Employee costs (booking secretary / Cleaner)	1320	1808	2012	2222	2439	2661
Utilities (Gas Water Electricity)	1805	3955	4014	4074	4136	4199
Insurance (Building, Contents and 3rd Party)	923	1673	1706	1741	1775	1811
Licences (performing rights and general licence)	337	437	465	482	495	500
Maintenance and security	1941	2141	2200	2200	2232	2257
Waste disposal (Trade waste and sewerage collections)	348	600	630	665	700	740
Other costs (Telephone / broadband / cleaning materials / sundry)	1130	2080	2126	2160	2196	2231
TOTAL EXPENDITURE	7804	12694	13153	13544	13973	14400
PROFIT / (LOSS)	2636	146	1361	2670	3573	3646
<u>Sensitivities</u>						
1. If caretaker / manager included 8hrs/week @ £12/hr (£4992)		(4846)	(3631)	(2322)	(1419)	(1346)
2. Pre School leaves current facilities		(4554)	(3639)	(2330)	(1927)	(1854)

OPERATING COST ASSUMPTIONS FOR THE COMBINED FACILITIES INCOME – CONSERVATIVE APPROACH

- HIRE CHARGES INCREASED BY 10% IN YEARS 2 AND 4
- GRADUAL INCREASE IN NEW HIRE OVER THE FIVE-YEAR PERIOD
- INITIALLY ONE LARGE EVENT EACH YEAR INCREASING TO TWO YEAR THREE ONWARDS
- CURRENT FUNDRAISING GROUP WILL CONTINUE RAISING FUNDS FOR THE COMMUNITY – NO LONGER PART OF THE PARISH COUNCIL

EXPENDITURE – TAKES ACCOUNT OF CURRENT ABNORMAL POSITION

- EMPLOYEE COSTS (CLEANER / BOOKING SECRETARY) TO INCREASE IN LINE WITH ANTICIPATED ACTIVITIES AND USAGE
- UTILITY COSTS GREATLY INCREASED OVER PERIOD TO REFLECT ANTICIPATED MARKET TRENDS
- LICENSES INCREASE IN LINE WITH ANTICIPATED INCREASE IN INCOME
- MAINTENANCE COSTS ASSOCIATED WITH THE NEW BUILDING NOT EXPECTED TO BE SIGNIFICANT, BUT SOME ALLOWANCE MADE FOR THE EXISTING BUILDING
- INSURANCE, WASTE DISPOSAL AND OTHER COSTS REFLECT THE ADDITIONAL BUILDING REQUIREMENTS WITH ANNUAL INFLATION APPLIED

SENSITIVITIES

- REQUIREMENT FOR A PART TIME MANAGER
 - THE POTENTIAL FOR SOMEONE PART TIME IN FOLLOWING STARTUP WOULD LARGELY BE DEPENDENT ON THE ABILITY TO OBTAIN A SUITABLE START-UP GRANT.
 - THE INITIAL PLAN IS TO BEGIN AS NOW AND SEE HOW ACTIVITY PROGRESSES

- THE IMPORTANCE OF THE PRE-SCHOOL TO THE COMMUNITY AND THE COMMUNITY CENTRE
 - THE TRUSTEES HAVE AGREED THAT THE CONTINUING USE OF THE EXISTING FACILITY BY THE PRE-SCHOOL IS ESSENTIAL TO THE PARISH IN GENERAL AND TO THE FINANCIAL STABILITY OF BOTH THE CURRENT AND FUTURE FACILITIES.
 - IN A NORMAL YEAR THE PRE-SCHOOL TRUST PROVIDES CIRCA 45% OF THE CURRENT TOTAL INCOME. THIS EFFECTIVELY COVERS ALL THE SHARED FACILITY COSTS CHARGED BY THE ACADEMY.
 - WITHOUT THEIR INCOME THE MVT TRUSTEES WOULD NEED TO EITHER INCREASE HIRE RATES BY 250% OR ATTRACT 100% MORE HIRE HOURS (PHYSICALLY IMPOSSIBLE) OR A COMBINATION OF THE TWO (POSSIBLE).
 - THE REALITY IS THAT IT WOULD NOT BE POSSIBLE TO REPLACE THE INCOME LOST IN THE CURRENT FACILITY WHICH WOULD HAVE SEVERAL POTENTIAL CONSEQUENCES:
 - THE MVT COULD ASK THE PARISH COUNCIL FOR GRANT ANNUALLY. IF APPROVED THE PRECEPT WOULD NEED TO LIKELY BE INCREASED AND THEREFORE ADDING COST TO PARISHIONERS
 - THE MVT, MAKING A LOSS EACH YEAR, COULD MEAN THE TRUST UNABLE TO OPERATE, RELINQUISHING THE CURRENT LEASES, THE CHARITY COMMISSION INVOKING THE CLAW BACK CLAUSE (CURRENTLY VALUED AT ABOUT £230K) WHICH ULTIMATELY WOULD BE BORN BY THE ACADEMY WHICH MIGHT THEN HAVE TO CLOSE, LEAVING HEREFORDSHIRE COUNCIL LAND IT WOULD POSSIBLY SELL FOR HOUSING DEVELOPMENT.

Risk Assessment – Project Fulfilment

<u>Risk</u>	<u>Probability</u>	<u>Impact</u>	<u>Response</u>
1. Delay in planning application approval	H	Delay in project	No impact on project cost as next phase will not start
2. Delay in gifting of land	L	Delay in construction phase	
3. Increase in costs	H	Higher overall project cost	Contingency and inflation allowed for in estimates
4. Delay in construction completion	H	New facilities not available	No real impact as will still have the use of current building
5. Funders fail to materialise	M	Biggest impact would be if PWL was not approved	Project would be put on hold indefinitely until other funding available
6. Volunteers not available	L	Will delay project and increase cost	Clear plan and timing of work agreed prior to project start
7. Conversion to CIO blocked by Charity Commission	L	No impact on project build as MVT could run as is	Planned conversion agreed with Charity Commission at earliest opportunity
8. Issues with VAT recovery	L	Increase project costs	Identify areas of concern prior to start of build

Risk Assessment – Operating Post Completion

<u>Risk</u>	<u>Probability</u>	<u>Impact</u>	<u>Response</u>
1. Increase in projected operating costs	H	Would reduce profit/increase loss	Inflation currently very low so increases unlikely to be of significant impact
2. Delay in establishing new CIO	H	Little project impact as could be run by MVT	Planned conversion agreement sort with Charity Commission at earliest opportunity
3. Pre-School leaves	L	Income drops by up to a third	Would need to look for further daytime hire potential. Worst case CIO would require grant support from Parish
4. Unable to attract parish-based organisations	L	Reduction in anticipated rental income	Increase hire charges or increase PC grant or run facilities by volunteers
5. Unable to attract third party hirers	L	Reduction in anticipated rental income	Increase hire charges or increase PC grant or run facilities by volunteers

Ecological and Sustainability Features

Currently included:

- **Wildflower area, trees, retained and new hedge, timber wheel stops on parking places, resin-bound gravel paths instead of tarmac, cycle hoops**
- **Electric panel heating throughout**
- **Extraction ventilation to toilets and kitchen, natural ventilation elsewhere**
- **Electric immersion heater and storage cylinder for hot water**
- **40 m2 of Photovoltaic solar panels (PV).**

Although the measures help towards a sustainable building in line with Herefordshire's climate change priorities, both Parish Council and Community Facilities Group would like more features.

Zero Carbon Study identified various options:

- To achieve Zero Carbon using heating, ventilation and hot water system above, with 160 m² PV – extra cost £25k.
- To achieve Zero carbon using as below – extra cost £23k + ground works
 - a. Direct Exchange Ground Source heat pump for heating halls and lobby with underfloor heating and electric panel heaters elsewhere
 - b. Heat recovery ventilation to halls and lobby and extraction ventilation to toilets and kitchen
 - c. 110 m² of PV.
- To use Air Source heat pump with underfloor heating and electric panels as above – extra cost £15k.

Other items being considered are:

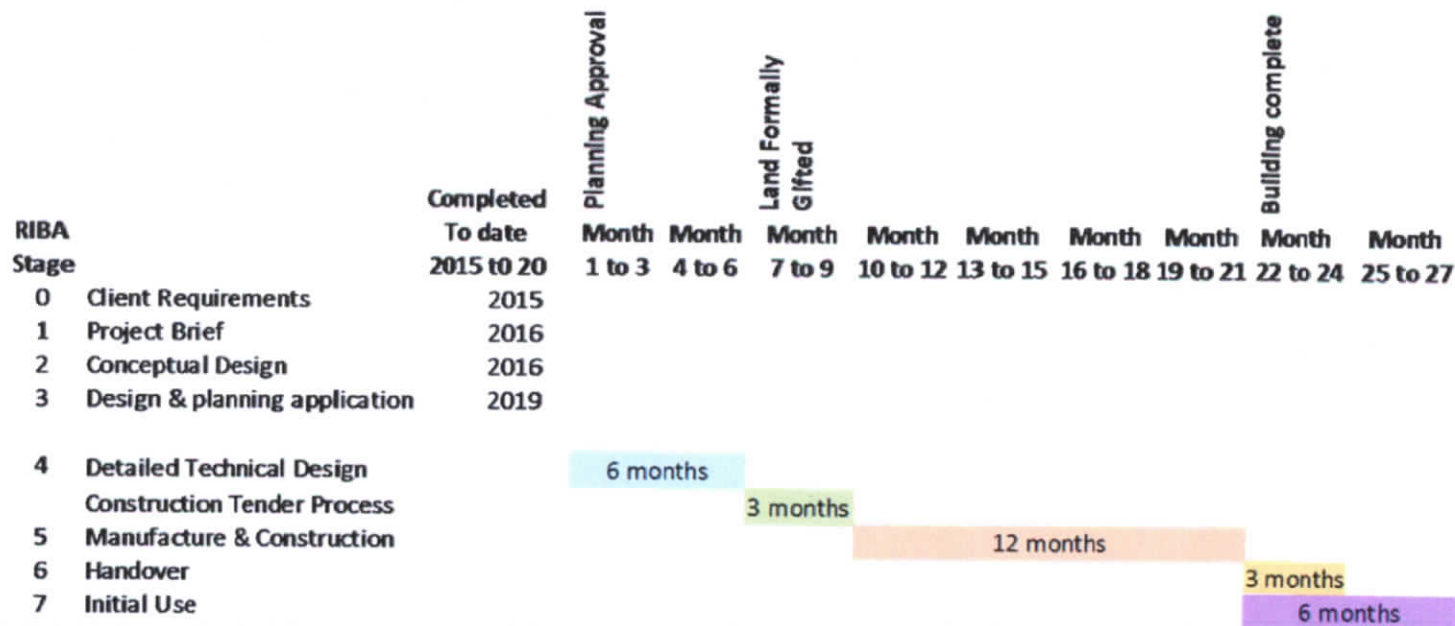
1. Rainwater harvesting system for toilets x4, with mains back up in the event of no rainwater – extra cost £3.5-4k.
2. Electric Vehicle charging points. The cost is reducing all the time and are likely to be a mandatory requirement in the future.

As things change in this area, the project/design team will consider the best approach to provide maximum benefit to the Parish, while meeting the parish and Parish Council's climate response objectives.

Project Timeline and Major Milestones

Major constraints to producing a specific project timeline:

- Next phase of the project cannot begin until the planning application has been approved and the associated conditions known – now of greater importance due to the potential requirements to address phosphate issue.
- Once the planning application approved, detailed design and construction tender work can begin.
- Second critical constraint is gifting of land – groundwork cannot commence until transfer has taken place.



Promises to support the build

To keep the build within the budget shown, we need:

- **Community Business Support** – donations of funding or sponsorship of specific items within the project
- **Community Volunteers** giving time, skills and materials – eg. tiling, plastering, painting, fencing, planting
- **Promises of Parishioner donations now** – so we know how much more needs to be raised
- **All donors and sponsors will be named** (unless they wish to remain anonymous) – a mural with names is being considered or a wall of named bricks
- **The parish Fundraising Group is planning an enhanced programme of activities for 2022 and onwards**

PLEASE WILL YOU HELP?

Items that you might promise to sponsor or donate towards – over and above the base funding amount (£735,000)

- For £25k – the build could be Zero Carbon using heating, ventilation and hot water system above, with 160 m² PV
- For £23k – the build could be Zero carbon using ground source heat pump, underfloor heating and 110 m² PV
- For £15k – use of an air source heat pump and underfloor heating
- For £14k – the soundproofed partition wall
- For £3.5-4k – use of rainwater harvesting system for toilets
- Donation to pay for a tree, a table, chair or other equipment
- Donation of your time and the materials to tile the toilets or the kitchen
- Donation of your time and the materials to paint part/all of the centre
- Donation of your time and the materials to prepare the village green

PLEASE WILL YOU PROMISE A DONATION?

If you are willing to promise your time or a donation, please contact the Parish Clerk. The PC will keep a list of all the promises made and contact you once the build starts.

Thank you very much

***Together we can build a new facility
owned by the community for the
community, to work alongside
the current facility***