



## **NEW PARISH HALL PROJECT – NEWSLETTER NO. 6**

### **August 2025**

Through a lot of hard work by a number of individuals, progress has moved at pace over the last month. The total estimated project cost remains at £976,460. Construction work on site is planned to start mid-September and will be completed within 36 weeks. This means completion has slipped from April to June 2026.

#### **July / August Progress**

1. The Land Transfer and Licence to use documents have been reviewed and approved by the Parish Council. Completion should take place by the end of August.
2. We have held our first monthly design meeting with S J Roberts. This meeting was largely to understand the team, point of contact and establish communication channels. A detailed timeline was presented by S J Roberts confirming the plan for start on site on the 15<sup>th</sup> September 2025 and a target completion / handover on 5<sup>th</sup> June 2026.  
In addition, a number of design items were discussed. The proposed roof colour will be Kingspan “New Anthracite”, external walls Kingspan “Goosewing Grey” and external doors and windows will be anthracite grey with ironmongery in a brushed chrome provided it is cost neutral. The external finishes will be passed to Herefordshire Council for approval.
3. Temporary site access approvals remain on track, Approval for the access during the construction phase will be included in the CEMP submission made to Herefordshire Council by S J Roberts prior to commencing onsite. The planning application for the entrance to remain until the full site has been completed is progressing but we still await the commissioned Bio Net Gain report.
4. VAT is now being recovered on a monthly basis to minimise the impact on overall cashflow.
5. The Public Works loan of £500k (£175 fee) is now in the Parish Council Reserve account earning interest.
6. Development of a detailed cash flow forecast for the duration of the project has been updated based on current information and will be incorporated in the 2026-27 budget process to be reviewed in September.

#### **Next Steps**

1. It is anticipated that the JCT contract will be issued to S J Roberts in the near future for signature.



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2. Further design review meeting with S J Roberts in early September prior to work commencing on site.
3. Marden Village Trust submitted the request to terminate the current Community Centre Leases and start the “clawback” process.
4. The Parish Council is seeking materials for the Parish Hall car park from Tarmac which, if successful, will reduce the build cost.
5. The Parish Council will pursue additional funding for the remaining nice to have items not currently included in the contract.
6. Finalise the operating lease for the new hall with the Marden Village Trust / Marden Parish Trust and their solicitors.
7. Begin the process of establishing a bridging loan to cover the period between the PWL ending and receipt of the monies from the MPC for the long term operating lease. In parallel, other potential short term funding will be looked at.
8. Meetings will continue with Marden Parish Trust to develop a plan that will ensure a seamless transition and opening of the new facility.

### Summary of costs to date. (net of VAT)

The cost budget has not changed following the engagement of a contractor as we wish to hold a healthy contingency at the stage.

	2025/26 Budget	Revised Budget	Actual Cost to date
Spent to date (Stage 1 to 4)	116914	116914	116914
Land survey fees	4870	5270	5270
Solicitors fees	2000	2435	
Architect – fees negotiation with Citizen	3130	6147	5968
Architect – retender fees		8900	8900
Additional entrance & dropped Kerb / planning application		12231	12231
Design & Build contract	750000	746425	
Architect fees (Stage 5 to 7)	35906	35950	11983
Contingency	63640	48128	
Citizen Housing one off payment towards the cost of added temporary entrance		-5930	
Total	976460	976460	161266

### Additional notes



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1. Committed costs not included in actual costs to date, £30,000 to S J Roberts.
2. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.