



## **NEW PARISH HALL PROJECT – NEWSLETTER NO. 7**

### **September 2025**

The last four weeks has seen major progress towards being able to see physical activity taking place. The total estimated project cost continues to remain at £976,460 but with a slightly reduced contingency . Construction work is planned to start on site on 6<sup>th</sup> October and will be completed within 38 weeks which includes a 2 week break over Christmas.

#### **August / September Progress**

1. The Land Transfer and Licence to use documents exchange and completion took place on the 4<sup>th</sup> September. The Parish is now the proud owner of the site where the Parish Hall will be constructed.
2. The second design meeting with S J Roberts is planned for early October following the signing of the JCT contract, a draft contract has already been agreed.
3. S J Roberts has submitted the proposals for the external wall and roof colours (planning condition 2) and can be viewed on the HC planning portal under no: P252346/XA2
4. 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 and is currently out for consultation with determination by late October. Planning no: P251091
5. Marden Village Trust has submitted the request to terminate the current Community Centre Leases and start the “clawback” process.
6. The project cashflow has been updated to reflect the latest costs. This has been used to support a request for bridging finance through the Parish Council bank.
7. A second meeting of the Marden Links Working Group and the Marden Parish Trust made significant progress in identifying the transition requirements associated with moving to the new hall. Examples being, implementing an online booking and invoicing system, agreeing a Logo for the new parish hall and developing a plan for the new kitchen.

#### **Next Steps**

1. As indicated above, the onsite construction is planned to start on the 6<sup>th</sup> October 2025 and has a target completion (handover) on 3<sup>rd</sup> July 2026.
2. The Parish Council is seeking materials for the Parish Hall car park from Tarmac which, if successful, will reduce the build cost by up to £20,000.



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3. The Parish Council will pursue additional funding for the remaining “nice to have” items not currently included in the contract.
4. Finalise the operating lease for the new hall with the Marden Village Trust / Marden Parish Trust and their solicitors.
5. 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.

	<b>2025/26 Budget</b>	<b>Revised Budget</b>	<b>Actual Cost to date</b>
Spent to date (Stage 1 to 4)	116914	116914	116914
Land survey fees	4870	5270	5270
Solicitors fees	2000	4350	4483
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	46203	
Citizen Housing one off payment towards the cost of added temporary entrance		-5930	-5930
Total	976460	976460	159819

#### Additional notes

1. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.