



NEW PARISH HALL PROJECT – NEWSLETTER NO. 8

October 2025

After a project, so far spanning around 10 years, we finally began construction. The site was cleared and levelled beginning the week commencing 6th October. The following photograph officially marks the commencement of construction.



The first major construction activity will be the laying of the base for the steel frame and is anticipated to commence the week of the 17th of November.

The total estimated project cost remains at £976,460, which includes a slightly reduced contingency of £42,828.

September / October Progress

1. The JCT contract has been signed.
2. The application covering the proposals for the external wall and roof colours (planning condition 2 no: P252346/XA2) was due for determination on the 10th of October.



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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 and is currently out for consultation with determination by late October. Planning no: P251091
4. Marden Village Trust has submitted the request to terminate the current Community Centre Leases and start the “clawback” process. The MVT still await a response. The Ward Member is discussing the possibility of Herefordshire Council paying the clawback early which would help avoid the need for a bridging loan.
5. The project cashflow has been updated to reflect the latest costs. And has been incorporated in the draft budget for 2026/27.
6. An online booking and invoicing system, although not operational has been added to the Marden Links website. Further configuration and testing will take place over the coming months.
7. A Fire Management Plan / Policy has been drafted at the request of SJR. This will be discussed with the Management Trust prior to finalisation.

Next Steps

1. The first monthly site meeting, to include our architect and quantity surveyor, will take place on 11th November. The progress will then determine the first payment under the contract.
2. It is hoped, for the next newsletter, that key milestone dates will be available to share.
3. 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.
4. The Parish Council will pursue additional funding for the remaining “nice to have” items not currently included in the contract.
5. Finalise the operating lease for the new hall with the Marden Village Trust / Marden Parish Trust and their solicitors.
6. Meetings will continue with Marden Parish Trust to develop a plan that will ensure a seamless transition and opening of the new facility.



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Summary of costs to date. (net of VAT)

	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	4484	4483
Architect – fees negotiation with Citizen	3130	9388	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	42828	
Citizen Housing one off payment towards the cost of added temporary entrance		-5930	-5930
Total	976460	976460	159819

Additional notes

1. Actual costs are those incurred to the 30th of September 2025
2. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.