



NEW PARISH HALL PROJECT – NEWSLETTER

NO. 13

March 2026



Project Progress and Financials

- **Groundwork and Construction:** The weather has been kinder over the last few weeks, allowing the completion of the slab & drainage piping, internal blockwork and external walls are well under way. The overall project remains about 3 weeks behind schedule.
- **Council Approvals:** The planning application for the temporary entrance (required while the main site construction continues) has completed its consultation period and now awaits a decision from Herefordshire Council. A further planning application, not submitted yet, is being developed for minor changes to the original approved application covering the site entrance and outside lighting.
- **Payments:** The latest (4th) payment was made to SJR bringing the total paid under the design and build contract to £257,969, 36% complete (£271,546 less retention of £13,577). All payments quoted exclude VAT, which the Parish Council claims back on a monthly basis.
- **Project Meetings:** A transition group meeting was held on 10th March with discussion around key internal design decisions required by the contractor, mainly associated with wall and floor coverings throughout. Additionally, the group continued developing a list of potential furniture and equipment requirements. Final requirements will be determined



NEW PARISH HALL PROJECT – NEWSLETTER

NO. 13

March 2026

once an inventory of the current Community Centre and the Marden links Hub have been completed. Potential grant applications will be completed to help fund additional requirements.

The latest site meeting took place on the 12th March. Good progress is being made and while still behind schedule the contractor remains confident that the early July handover target will still be met.

- **Online Systems:** A dedicated website is near completion, and a Facebook page will be developed when the Parish Hall build is further advanced and pictures can be shared. The online booking and invoicing system can be viewed on the Marden-Links website now but will also be available on the Parish Hall website once complete. Initial training of trustees has now been completed.

Current Project Milestones

Task	Completed By
Foundations incl. holding bolt for frame	19 Nov – complete
Steel frame erected	19 Dec - complete
Christmas Break	
Install roof cladding	16 Jan - complete
Install wall cladding and blockwork	20 Mar – in progress
Fix windows and doors	21 April – on order
1st fix mechanical and electrical	21 April – in progress
Drylining and plaster to walls	28 April
Install suspended ceiling grid	06 May
Hard Landscaping	14 May
2 nd fix mechanical and electrical	20 May
Fit out toilets and kitchen	11 June
Decoration	18 June
Floor Finishes	25 June
Fixtures and fittings	29 June
Soft Landscaping	02 July
Handover	03 July



NEW PARISH HALL PROJECT – NEWSLETTER

NO. 13

March 2026

Next Steps and Funding

- **Parishioner loans:** There is a short term gap in funding while the MVT/MPT await the clawback funds from Herefordshire Council. These funds will be received in mid-September. To bridge this gap the Parish Council is progressing parishioner loans.
- **Car Park Materials:** The Parish Council has requested materials from Tarmac for the car park top dressing, potentially reducing costs by up to £22,135. The initial response has been positive, and it is hoped that final decision will be made in the near future.
- **Additional Funding:** National Lottery grant applications have been made by the Parish Council. The application to cover an entrance canopy has been rejected and we await a decision on the second application to help fund external solar lighting. The MVT will be looking for other grant funding as appropriate.
- **Fundraising to date:** Since 2016, the generosity of parishioners through direct gift or donation at Parish Council events has raised over £12,000. This has enabled the project to include items that might otherwise have had to wait. While it is impossible to be specific with regard to what has been acquired with these funds it is certain that without them the enhanced kitchen design and additional solar panels would not have been possible. Many thanks to all those who have contributed.
- **Legal Review:** The MPT solicitor is working on a draft management lease for review and agreement by both the Marden Parish Trust and Parish Council. The Parish Council has now engaged a solicitor, and it is anticipated that this lease arrangement will be finalised by the end of March.
- **Transition Planning:** Ongoing meetings aim to ensure a seamless transition and opening of the new facility, there is much to discuss and plan.

Budget Status

Summary of costs to date. (net of VAT)

PROJECT COSTS	2025/26 Budget	Revised Budget	Actual Cost to date
RIBA stages 1 to 4 - architect fees design	116914	116914	116914
RIBA stages 5 to 7 – architect fees project management	35906	35950	35950
Design & Build Contract – S J Roberts	750000	746425	257969
Land survey fee	4870	5270	5270
Solicitors fee for land transfer and licence for S J Roberts to occupy prior to main site completion	2000	4484	4483
Negotiation with Citizen – architect fees	3130	9388	9388
Retender cost – architect fees		12100	12100
Temporary entrance required until main site finish – drawings and two planning applications		16551	16551
Citizen Housing contribution		-5930	-5930
Contingency	63640	35308	
TOTAL	976460	976460	452695



NEW PARISH HALL PROJECT – NEWSLETTER

NO. 13

March 2026

Contingency Rundown		
Approved budget contingency		63640
- Additional land survey cost prior to tender	-400	
- Re-tender costs	-12100	
- Improved final tender value	3575	
- Minor increase in RIBA stage 5 to 7 fees	-44	
- Increased solicitor fees for licence to use	-2484	
- Additional fees for Citizen liaison	-6258	
- Temporary entrance fees and 2 x planning applications (first application rejected)	-16551	
- Citizen contribution to temporary entrance	5930	
Total rundown to date		-28332
Contingency Remaining		35308

Additional notes

1. Retention on design and build contract (5%) to date £13577
2. Actual costs are those incurred to the 28th February 2026
3. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.





NEW PARISH HALL PROJECT – NEWSLETTER

NO. 13

March 2026

