

Notes of the meeting of the Village Hall Working Group

held on Thursday 10 June 2010 at 8.00 p.m.

Present: Peter Newell, Martin Shann, Robert Crocker, Bill Pinkerton, Colin Smith, Rowland Butt, Ray Tollady, Brian Leach, Mary Ann Canning;

1. Introductions

Brian Leach, CDM Co-ordinator was introduced to everyone.

2. Notes from meeting on 30th April 2010

The minutes were agreed.

3. CDM Regulations

Brian Leach outlined his role, which is to ensure compliance with the Government CDM (Construction Design and Management) regulations.

He will verify that contractors on tender list are competent in terms of Health and Safety issues. RB confirmed that the contractors' pre-tender questionnaire asks for information on Health and Safety, and if BL wished to add further items, this could be done.

An intrusive survey for asbestos will be required before old hall is demolished. BL will do this and report. PN gave BL a copy of the Village Hall bookings sheet to assist finding a suitable time for the survey.

4. Site Compound

There was discussion on the extent of the site compound and the issue of parking for the pub. The whole site, including existing car park to be Heras fenced. However, it was agreed that, if possible, a footpath 1.2 m wide would be maintained to the side of the compound for pedestrian access to playing field. Rob to seek alternative site for temporary parking, MAC to liaise with pub.

Issue of facilities for sports during contract discussed – cost of hiring portaloos too high – contractor to be approached on possibility of sharing his site toilets with sports clubs.

The play area must be removed before work starts for health and safety reasons.

5. Tender Process

11 expressions of interest received so far – closing date 11th June. RB and RT to review and make shortlist recommendation to next working group meeting (1st July).

Demolition will be included within main contract, including tree removal.

Village to be made aware of likely start date and PN to notify Village Hall Management Committee to cease bookings after 15th September. MAC to add advance warning to Grapevine entry.

6. Sustainability Sub Group

Colin outlined notes from sustainability sub group meeting (see these for detail)

The following decisions were made by working group:

Windows – to be casement, not tilt and turn.

Velux windows in roof for passive ventilation – to be electrically operated from wall switch.

Insulation – there was much discussion on levels of insulation – It was agreed to meet anticipated 2010 carbon reduction regs.

Lighting – up and down lighters at eaves level. RT waiting for Lux levels from Martin Merrett.

Heating – to be gas boiler with underfloor heating rather than radiators, as more carbon efficient.

PhotoVoltaic and Ground Source Heat Pumps (GSHP) have high initial capital costs but there are paybacks as CS explained to the meeting. Unfortunately, the Low Carbon Building Programme (LCBP) grants had been withdrawn as part of the Governments austerity measures making GSHP and PV non-viable without finding other (as yet unknown) funding sources. Both PV and ground source could be retro fitted.

Ground Investigations and Site Drainage

GIS Site investigation showed no insurmountable problems for foundations, although they will need to be deeper than anticipated and take account of potential heave resulting from tree removal.

Water table was found to be high – therefore design of drainage needs addressing since it is one of planning conditions. Percolation tests are needed for this – cost £2,000 including excavations – although this would be reduced if Village members were able to help carry out excavations.

7. Structural Engineer

Detailed quote for three Glulam Beams was received. There would probably be an increase in cost over steel beams – but it was decided to go to tender with Glulam beams.

8. Kitchen Sub Group

Meeting held on 8th June to progress plans with designer from Nelson Kitchens – see separate notes.

Considerations – heat/ extraction, access for caterers, level of facility we wish to offer.

Availability of grant will determine some of these decisions.

Provisional sum to go in contract - budget in region of £20-£25,000?

9. Parking and Landscape Design – Planning Conditions

MAC to progress asap and submit to planning whilst contract out to tender.

10. Open Gardens

Proceeds being donated to Village Hall and we have been invited to a Social evening to receive a cheque for the money raised on Monday 5th July. Unfortunately this clashes with the Parish Council Meeting that day, so RC and MAC will represent working group.

11. Date of Next Meeting

The next meeting is scheduled for Thursday 1st July at 8pm