

Notes of the meeting of the Village Hall Working Group

held on Monday on 5th April 2010 at 8.00 p.m.

Present: Peter Newell, Martin Shann, Robert Crocker, Bill Pinkerton, Colin Smith.

Apologies: Mary Ann Canning; Ray Tolley

1. Notes from meeting on 15th February 2010

The minutes were discussed – there were no matters arising.

2. PWLB Loan

It was noted that the application for a loan had been successful and £350,000 had now been received by the Parish Council from the Public Works Loan Board.

3. Questions from the Architect

In response to the questions from Ray Tolley, it was agreed that:

1. The scope of the work for the Tender documentation should include both the Hall and the Sports Facility as a combined project.
2. There was a need for the appointment of further specialist consultants (e.g. Mechanical and Structural Engineers and experts in sustainable heating systems). The question of their professional indemnity cover was discussed. The Architect should be asked to fully identify such needed specialists (and his own co-ordinating role with them) as well as providing a list of the drawings and further tasks he needed to do to complete the tendering process.
3. The tendering arrangements were those required by Parish Council regulations (namely: advertisement in local newspapers allowing three weeks for responses).
4. The Programme for the remaining work needed to be updated and Colin was asked to amend his Project Plan.
5. No major amendments to the approved planning scheme were envisaged although minor changes might be needed to accommodate ground source heating and roof ventilation systems.

4. The tree at the front of the Hall

Because of space requirements between the existing two trees on the building site, the erection of the new Village Hall necessitated felling the oak tree in front of the existing hall (the less good of the two) and the planning authority

had agreed this. It was proposed that the work would be best done before the tree came into leaf. Bill would ask the PC Clerk to obtain a quotation and the matter would be brought to the next Parish Council meeting on 12 April.

5. Further Grant applications

It was noted that a grant proposal had been submitted to WREN and further applications were being prepared to VEOLIA, the Low Carbon Building Programme (LCBP) and the Community Sustainability Energy Programme (CSEP).

6. Date of next meeting:

Thursday 8 April at 8.00 p.m. with the Architect and Quantity Surveyor.