

## **Notes on a meeting of the Infrastructure Development Planning (IDP) Team held at Hayesfield, Hailey on Thursday 8<sup>th</sup> February 2018**

**Present:** Graham Knaggs (chair), Calvert McGibbon, Sue Ayres, Ann Evans, Monica Hester, Caryl Lansley, Judith Knaggs.

**Apologies:** Martyn Clark, Dawn Franklin, Giles Doland

### **Village Hall**

The Parish Council were invited to a meeting at Common Leys Farm to discuss their planning application for an expansion. Following this meeting their architect was approached to determine whether he would be prepared to carry out some pro-bono work on the Village Hall. He agreed and a subsequent tour of the Village Hall was arranged. He set out the charges that would prevail if his company secured the contract to design the hall (would be around 10% of the final build cost). It was explained that the Parish Council could not commit to awarding his company the business as we would have to seek tenders from at least three firms. However we did agree that his company would be invited to tender, following their pro bono work. The initial brief is to provide costed plans for:

- A. Refurbishment of the existing Village Hall
- B. New build of the Village Hall with similar facilities to the existing hall
- C. As B with the addition of changing rooms integrated into the new hall

Sketch drawings of these three options were circulated during the meeting.

Option A (refurbishment) converted the existing bar and storage room into a kitchen with serving access to both the large and small halls. This 'kitchen' would operate as either a bar or a kitchen (this is what Freeland do). In order to provide independent access to both of the halls the corridor from the side door would be extended through the existing kitchen. The remaining part of the kitchen would become a store room. A list of the refurbishment specification is attached.

Issues raised during the meeting:

It was unclear whether there would be additional insulation in the ceilings.

Could the post in the middle of the small hall be removed?

Action: GK to put these questions to the architect.

Option B (new build of Village Hall)

It is suggested that the new building is NOT located on the footprint of the existing building as this would remove this facility from the community for around 18 months. The plans therefore show the new building located in the current children's play area with the old site given over to additional parking. This option does NOT include the changing rooms, so they would have to be provided in a separate location.

Issues raised:

It was felt that locating the new Village Hall in the children's play area would not be supported by the community. A lot of effort has gone into developing this area and the inevitable rearrangement and disruption would prove problematical. It was therefore suggested that a better location would be on the recreation ground at the edge of the car park to the north west of the existing hall. A sensitivity here may be the proximity of the hall to existing houses – i.e. nuisance and noise. It was pointed out that the main issue is not usually noise from the hall (and the new one should be sound insulated) but loud conversations and slamming of car doors in the car park.

Action: GK to forward this decision on location to the architect.

Option C (new build of Village Hall, including integration of changing rooms)

Same issues as for Option B

## **Funding**

The Parish council have set aside £5,000 in the 2018/19 budget for Village Hall replacement/refurbishment with the intention of setting aside a similar amount in subsequent years. There is also potential for further funds to be made available from, for example, the Allotments and/or Joan Smith charities – no approach has been made yet.

**Project Hailey** has donated its funds (ca. £2,200 ) to this committee. We will use Project Hailey as the fund raising vehicle to finance infrastructure projects like the Village Hall and Changing Rooms.

**Action: Signatories on the Project Hailey bank account** to be Graham Knaggs (Treasurer), Caryl Lansley and Martyn Clark (cheques to require two signatures). GK to facilitate.

Although we have not started fund raising we have been promised £4,000 towards the Village Hall by a resident. Also, it is understood that a landowner will donate a substantial sum once the sale of a piece of land is completed. We will have to begin fundraising shortly as, when applying for grants, we will have to demonstrate financial support from the local community.

WODC offer Community Facilities Grants fund which offers grants of up to £50,000 for Village Halls etc. Grants are also potentially available from WREN, National Lottery, Tesco etc. etc.

When the North Witney development of 1,400 houses begins, substantial infrastructure funds (Community Infrastructure Levy or CIL) become available. The estimated CIL levy is £8.4 million, of which 25% or £2.1 million will flow through the Parish Council if they have a Neighbourhood Plan (should be installed this year). These funds have to be spent on infrastructure – mainly related to North Witney.

## **Other Village Halls**

Judith has been in touch with Freeland Village Hall (Robert Crocker) who has agreed to talk to use when we are a bit further down the line.

We will also make contact with South Leigh Village Hall

## **WODC**

Colin Dingwall – WODC cabinet member and chair of Crawley Parish Council - has advised on several new village hall projects. He has offered to come and talk to us when we are ready.

## **Other IDP plans**

Oxfordshire County Council have advised that the **spot roundabout** requested for the junction of the B4022 Charlbury Road with Priest hill Lane will not be supported as there is insufficient traffic flowing along PH Lane. They suggested a Vehicle Activated Sign flashing 30mph as an alternative.

Also the request for a traffic light controlled crossing outside the primary school will not be supported as there is insufficient evidence that the crossing is dangerous.

**Date of next meeting: 7.30 pm, Thursday 8<sup>th</sup> March 2018 at Hayesfield**

Hailey Village Hall –

## Refurbishment Specification–

*Please read in conjunction with drawing 3565-010*

### **General**

#### Ceiling

Combination of new MF plasterboard ceiling and new 600x600mm module Lay in grid ceiling system, Armstrong Dune Supreme or similar approved. Moisture resistant tile used within Kitchen. Allowance for acoustic treatment within hall spaces either with ceiling tiles specification upgrade or independent quilt above ceiling.

#### Partitions

Metal studwork partitions (British Gypsum system) comprised of 72mm metal stud and 2 layers of 12.5mm SoundBloc to either side, skimmed. Partitions to extend full height to soffit to acoustic and fire separation. 25mm deflection head to new partitions. Partitions to achieve 30 minute fire rating.

#### Doors

New doors to be solid core laminate face with hardwood lippings inclusive of 300mm vision panel full height and aluminium kick plates to both sides

#### Lighting:

Integrated modular lighting within new lay in grid ceiling, 600x600mm.

#### Decoration:

Localised patching and repair. Existing walls and new partitions to receive 2 no. coats of Dulux Trade Diamond Matt (Pure Brilliant White TBC). Woodwork to received 2 no. coats Dulux Trade Eggshell.

#### Skirting:

New partitions to receive 80mm bullnose softwood timber skirting to match existing.

#### Flooring:

Existing floor finish removed and substrate to remain (assumed good condition). New flooring to be reduced slip vinyl – Forbo Surestep or similar.

#### Kitchen:

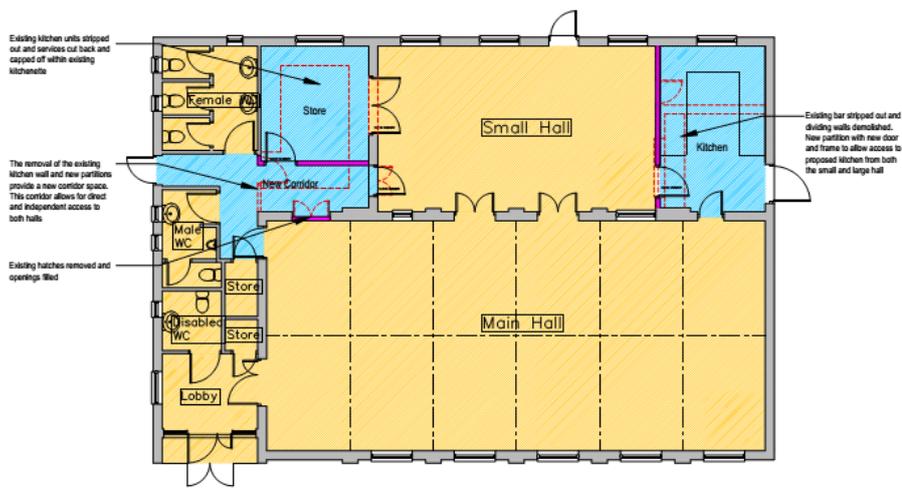
New kitchen units and worktops with integrated white goods (assumed dishwasher, fridge/freezer), double bowl sink and drainer. Instant hot water tap with water heater in units below (assume Quooker or similar). Walls tiled to 500mm above worktop level.

#### Heating:

Existing heating system removed and new gas/ oil fired central heating system install throughout/

#### Power/ Data:

New power installation throughout. New data cabling as necessary and WiFi access to internet provided throughout. Allowance for AV installation within each hall with power and data as necessary.



- Key**
- Existing walls.
  - Existing removed.
  - New walls
  - Area of works
  - Existing areas retained
- Drawing to be read in conjunction with Refurbishment Specification

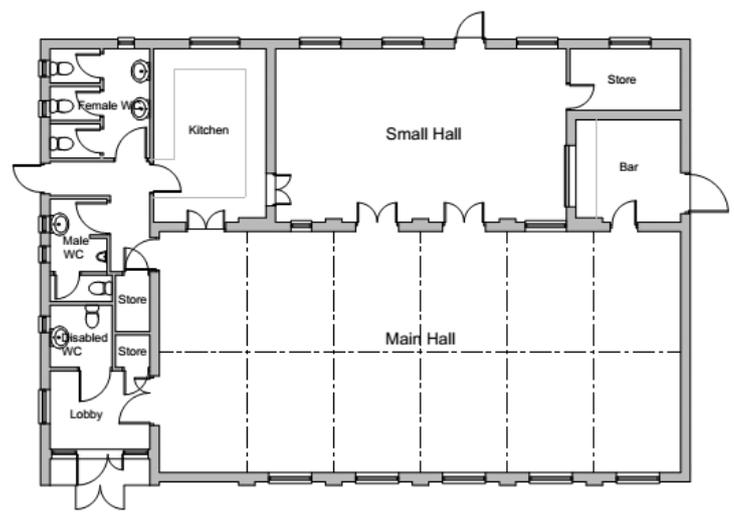
Robothams Architects  
The Old Library  
12 Church Street  
Warwick, CV34 4AB  
T 01827 442843  
F 01827 442814  
architects@robthams.co.uk  
www.robthams.co.uk



**PROJECT TITLE**  
HAILEY VILLAGE HALL  
HAILEY  
OXFORDSHIRE

**DRAWING TITLE**  
PROPOSED FLOOR PLAN  
OPTION A

<b>STATUS PRELIMINARY</b>			
SCALE	1:100	SHEET SEC	A3 DRAWN th
DATE	01.2018	CHECKED	af
DWG NO.	3565-010	REVISION	



A	Drawing updated in response to client feedback.	2001/18	TH	af
REV	DESCRIPTION	DATE	DRAWN	

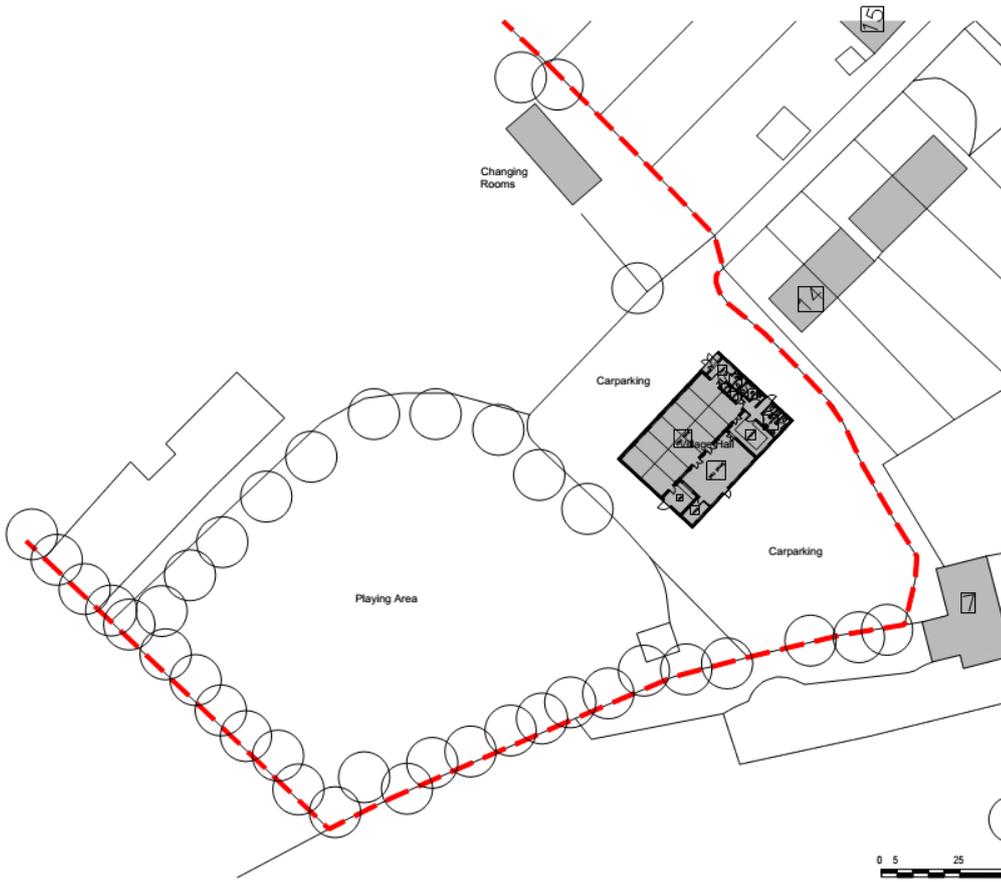
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HAILEY  
OXFORDSHIRE

**DRAWING TITLE**  
EXISTING FLOOR PLAN

<b>STATUS PRELIMINARY</b>			
SCALE	1:100	SHEET SEC	A3 DRAWN th
DATE	01.2018	CHECKED	af
DWG NO.	3565-001	REVISION	A

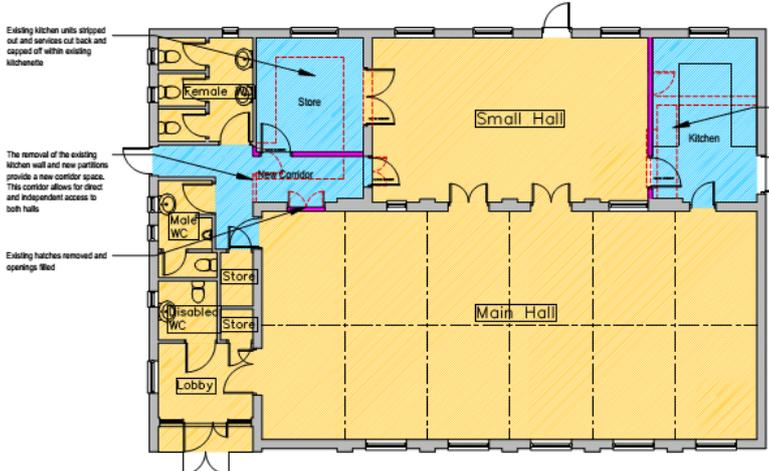
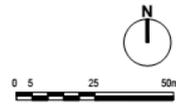


1	Existing walls to be retained	01/18	af
2	Existing walls to be removed	01/18	af
3	New walls	01/18	af

Robinson Architects  
 15 Church Street  
 Warwick, CV34 4AG  
 T 01926 493610  
 F 01926 493614  
 ar@roba.co.uk  
 www.robinsonarchitects.co.uk

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 HAILEY  
 OXFORDSHIRE

**DRAWING TITLE**  
 EXISTING SITE PLAN



Existing kitchen units stripped out and services cut back and capped off within existing niches  
 The removal of the existing kitchen wall and new partitions provides a new corridor space. This corridor allows for direct and independent access to both halls  
 Existing hatches removed and openings filled

Existing bar stripped out and dividing walls demolished. New partition with new door and frame to allow access to proposed kitchen from both the small and large hall

**Key**

	Existing walls
	Existing removed
	New walls
	Area of works
	Existing area retained

Drawing to be read in conjunction with Refurbishment Specification

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**PROJECT TITLE**  
 HAILEY VILLAGE HALL  
 HAILEY  
 OXFORDSHIRE

**DRAWING TITLE**  
 PROPOSED FLOOR PLAN  
 OPTION A

**STATUS** PRELIMINARY

SCALE	1:100	SHEET SIZE	A3	DRAWN	th
DATE	01.2018	CHECKED	af		
DWG NO.	3565-010	REVISION			

