

# Notes on a meeting of the Infrastructure Development Planning (IDP) Team held at Hayesfield, Hailey on Thursday 31st May 2018

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

**Apologies:** Dawn Franklin, Giles Doland

## IDP Working Party Terms of Reference

The terms of reference of this subcommittee were agreed by the April meeting of the Parish Council.

## Village Hall

The April meeting of the Parish Council also accepted the recommendation of this meeting and resolved to rebuild the village hall and sports pavilion (and not refurbish). It is anticipated that this will take 3-5 years.

Note that the architects costings exclude VAT. It is not payable on new build (but will be levied on architect's fees etc.). These costings exclude furniture, fittings, furniture, kitchen equipment and toilets.

The architect did not provide a standalone costing for replacement of the Sports Pavilion but Sports England have a set of typical new build costings and a replacement building is estimated to cost ~£250,000.

Option A: Refurbishment	£427,000	+	£250,000	=	£677,000
Option B: Rebuild Hall only	£564,000	+	£250,000	=	£814,000
Option C: Rebuild Hall with integrated Sports Pavilion				=	£784,000

There is an obvious cost benefit in combining the rebuild of the Village Hall and Sports Pavilion, however consultation with the Football Club and residents of nearby properties should occur prior to final selection.

## Section 106 (S106) / Community Infrastructure Levy (CIL)

The above are mechanisms enabling Local Councils (including Parish Councils) to secure funding for community infrastructure. Our 'wish list' of projects is, of course, detailed in our Infrastructure Development Plan (IDP). WODC has offered training Parish Councillors on how to apply for S106 / CIL funding.

**Action: GK to enquire if this training is available to, for example, Village Hall cttee members.**

## Other Village Halls

### Finstock

Caryl, Judith and Graham visited Finstock Village Hall during their music festival. There is a good document describing the hall and all of its facilities

**Action: Judith to copy and circulate**

The Main Hall is not very large, substantially narrower than Hailey Village Hall. There is limited storage – they are building an extension solely dedicated to storage. The hall is too small for badminton but it is used for pickleball. They are very advanced technologically speaking with wi-fi, overhead projector, smart TVs etc. They had a village event showing the recent royal wedding on the big screen!

The smaller room is separated from the main hall by concertina doors. It contains a bar/kitchen, TV screen and permanent bar furniture. There is underfloor heating throughout, the hall has no parking, and there is an outside patio with BBQ. Other facilities include toilets, equipment for toddlers group, short mat bowls equipment (on a movable carpet roll stand) and table tennis tables. They have a small kitchen – not geared up for functions.

## **Lessons learned**

We must carefully assess the need for STORAGE. Everyone we have visited seems not to have enough!

A DISMOUNTABLE STAGE makes a lot of sense (needs storage space, of course)

TECHNICAL STUFF – WI-FI, PROJECTOR, TV etc. are now essential

Upholstered chairs – 2 types – with arms in bar area + hall chairs.

We need to understand the bar licence that Finstock has.

Need to have somewhere to hang coats.

## **Sport England document on Village Halls.**

Following a discussion of the size of the main hall it was concluded that a **Badminton sized hall** – 18 X 10m was preferred. Plus an equipment, table and chair storage annex at the short end of the hall - possibly a mezzanine (incl staircase) + even more storage for clubs.

**Business Meeting room** – with conference room chairs, carpeted, screen, size - about 4 X 8m w coffee making facility (including a small sink?)

**Fitness Studio** – to be used for keep fit, yoga, pilates, small private functions, show films etc. etc. (P9)- 10 X 8m  
If above two are adjacent then they should be the same width?

Secure space for archive files for Parish Council, Village Hall etc – an office? (probably not)

Cleaners cupboard with a bucket sink with space for cleaning equipment,

Space for boiler?

Combined kitchen/bar with hatches into main hall and others.

Toilets in foyer including disabled toilet

Changing rooms – talk to football club.

Kitchen / bar – professionally fitted out.

## **Future Village Hall visits**

Remaining possibilities:

South Leigh, North Leigh, Leafield, Charlbury, Chippy – Glime Hall?

**Action: Judith Knaggs to arrange**

## **Hailey Infrastructure Development Plan**

No update but retain as a standard agenda item.

At the next meeting we should begin translating the information we already have into a full architects brief prior to a wide consultation (we'll need to do lots of consultation).

## **North Witney**

West Oxfordshire's Local Plan 2031 (which includes the 1,400 houses of North Witney – actually in Hailey Parish) is in the last stages of approval. They expect it to be adopted mid year.

This should be a standard agenda item as any activity here could deliver some of the finance needed for construction.

**Date of next meeting: 7.00 pm, Thursday 26<sup>th</sup> July 2018 at Hayesfield**