

**Meeting 13 of the New Village Hall Working Group  
Held on Wednesday 19<sup>th</sup> October 2022 at 7.30pm at Hayesfield**

**Present:** Andy Smith, Graham Knaggs (Chair), Judith Knaggs, Caryl Lansley, Martin Crow, Michael Drew, Steve Wolstenholme (SWA Architects)

**Apologies:** Karl Madden, Phil Sullivan, Ann Gibson

Steve Wolstenholme was welcomed to the meeting. This is his first attendance since he was selected from the invitation to tender.

The chair explained that the brief has changed and SWA Architects is now being asked to develop a Feasibility Study to consider the following three options prior to a consultation exercise:

1. Build a new village hall & pavilion
2. Refurbishment of existing village hall & pavilion
3. Reuse and refurbishment where practicable & new build where required.

On consultation, Steve mentioned that Long Hanborough had a very good set of responses about ten years ago and that he understood there was another one quite recently.

### **Feasibility Studies deliverables**

Steve would create detailed drawings and sections of sufficient detail for submission for 'planning advice' from WODC Planning. These drawings would also be allowed to be used for outline planning permission.

Obviously there would be a series of to and fro discussions with this Group as these studies were developed.

On our Architects Brief (for new build) we need to have a future discussion on the shape and size of rooms leading to sketch plans and sensible layouts avoiding existing 'traps' with the current Village Hall layout.

Costings would include the cost of a Quantity Surveyor and should give a fairly accurate build cost.

### **Consultation Process**

A wide-ranging discussion!

A process suggested by Steve involved a general meeting where participants are split into 6-8 tables of (initially) random users followed by focussed tables on individual issues. This is a big process. The architect would come with hints for layouts – indicative signs, toilets, small rooms etc.

Steve promised to request copies of the Long Hanborough Questionnaire. We will need to start thinking of the development of our questionnaire.

He will carry out a 'Condition Survey' of the existing Hall and he recommended an Asbestos survey (probable cost £1 – 2,000) from Amity (?). The latter was deferred until we know which option is selected after the completion of the consultation exercises.

It was generally agreed that the changing rooms will need to be demolished and replaced in all of the options – to be confirmed after Steve's Conditions Survey.

The suggestion is that we hold three (?) Consultation meetings on the last Sunday in January, February and March:

The first to be held on Sunday 29<sup>th</sup> January at 2.30pm in the village Hall. This meeting should be an introduction to the elements of the process.

The second should discuss the results of the Questionnaire

The third should be a discussion of the Facility design and costings

Steve was asked to provide a costing for his services for completion of the Feasibility Studies (including involvement in the Consultation process).

GALK

3<sup>rd</sup> November 2022