

Meeting 6 of the New Village Hall Working Group
Held on Monday 20th June 2022 at 7.30pm at Hailey Village Hall

Present: Ann Gibson, Martin Crow, Andy Smith, Michael Drew, Graham Knaggs (Chair), Karl Madden, Caryl Lansley, Judith Knaggs

Apologies: Phil Sullivan

This meeting was held in camera to discuss the responses to the invitation to tender issued to six architect companies. Bids have been received from three companies which contain information that is commercially sensitive. The information in these documents should not be made publicly available.

Architect Company A (based in Oxford)

A requested sketch design was not submitted.

The checklist of documents required for outline planning permission was limited and, in comparison with other submissions, was thin.

Declaration that there was insufficient information in the Architects Brief to provide an estimated cost of either a Quantity Surveyor or an Energy Assessor.

There were very limited examples of projects highlighting relevant experience.

NOTE: This prompted a discussion on whether members of the Group should try to visit some of the example building identified by all of the architects and/or simply other village halls and community buildings.

Fees to outline planning permission were identified as £12,000 plus VAT for a Feasibility study with a further £18,000 plus VAT to secure outline planning permission. **A total of £30,000**

Construction costs were calculated by estimating the area required (616m²) and multiplying by £2750/ m² Resulting in **£1,694,000.**

Indicative **Consultant Fees** at 12% of Construction costs **£202,280**

Sundry costs £10,500

VAT £381,800 *

TOTAL Project Cost £2,289,336

PLUS a 10% Contingency £228,933

TOTAL Project Budget £2518,269

*VAT on construction cost should be recoverable (£338,800)

Architect Company B (also based in Oxford)

This was the only bidder to include a sketch drawing which, at the very least demonstrated that he had read the brief. There was a free use of space – some wasted(?). A major concern was the use of a second storey and a lift. The Group has been advised against this by both the head of WODC planning and the original Common Leys architect who provided the 2018 feasibility study.

The bid highlighted that consideration had been given on the effect of the proposed building on neighbouring properties, the overall aesthetic, the visual impact on visitors as they arrive on site and how the building would work when in use.

The checklist of documents required for outline planning permission very comprehensive. They identified the 'reserved matters' mechanism that enables outline planning permission subject to subsequent submission of some documents (i.e. the reserved matters).

They included some examples of recent projects that had similarities with our requirements.

Their cost estimates include the provision of both a Quantity Surveyor and an Energy advisor.

Fees to outline planning permission were identified as **£31,950**

Reference was made to the 2018 cost estimate of £784,000, highlighting that construction costs have risen disproportionately to inflation.

Fees to Handover were estimated at **£58,300**

They estimate that **build cost at today's market rate would cost nearer £2m but used £1.5m in the fees estimates.**

An offer to include the services of a Principal Designer was also made along with details of hourly and daily fees.

Architect Company C (based in Eynsham)

A substantial 55-page document was submitted. A significant portion of it contained examples of previous work.

There was no sketch drawing.

Their document recognises our requirements but identifies that following further discussion, clarification and consultations the design would inevitably develop. It then critiques our Architect's Brief and identifies a variety of elements that could be reviewed, based on their experience with other similar projects. Many of these elements include a reduction in the size of many of the spaces – potentially reducing the overall cost.

Indicative total overall area is identified as 650 m²

Their cost estimates include the provision of both a Quantity Surveyor and an Energy advisor.

Of all of the bids, this one is the most detailed and comprehensive.

Fees to outline planning permission were identified as **£12,750** plus VAT

Construction costs were estimated at **£1,050,000**

Architect's Fees at 6% of Construction costs **£60,000**

Other consultancy fees at 4% of Construction costs **£40,000**

VAT **£230,000** *

TOTAL Project Cost **£1,380,000**

*VAT on construction cost should be recoverable (£210,000)

This architect has had experience in the area of developing feasibility plans in conjunction with local consultation. This was a key element in persuading the Group decided to recommend selection of Architect Company C to the Parish Council subject to a successful meeting with the architect scheduled for Monday 4th July.

Subsequently there was a wide-ranging discussion touching on a variety of aspects:

One member was concerned that the North Witney site (which is within Hailey parish boundary) would be subsumed into Witney Town Council's area of responsibility. Therefore, we should not rely on any future precept income and should not concern ourselves with becoming involved in the needs of these future residents. This concern was not generally accepted. It was recognised that the PC has a duty to anticipate the needs of future residents – as they have done to date.

It was recognised that the original 2017 construction cost of £784K would be substantially higher. The above construction cost estimates varied between £1.05m and 1.7m. An updated cost will emerge as the architect develops the plans. A suggestion that these costs would triple in the next five years was not accepted.

Financing the build is heavily dependent on the timing of North Witney which is already running two to three years late. Although one member suggested that no finance would be forthcoming following WODC's decision not to implement CIL, we have already tabled S106 requests totalling over £600K through the normal funding route and are being encouraged by WODC to push forward on the project - developers have a duty to provide community infrastructure. There are also many grant-awarding bodies such as the National Lottery, Sports England and WODC who are likely to contribute to the cost. We are in touch with ACRE and Community First who provide an advice service on securing funding from grant-awarding bodies.

The PC resolved, in April 2018, to rebuild the village hall and sports pavilion. This decision has been the driver of all of the Village Hall project work carried out by the IDP and this Working Group. As there has been a long delay (Covid and N Witney running late) since consultations were carried out around that decision, most of the Group felt that the original decision should be revisited and further consultation carried out.

Recommendation to the Parish Council

The Working Group reviewed the bids from three architects and, after lengthy discussions, recommends that the PC select Architect C (subject to a successful meeting with him on 4th July). The Group also recommends that the Village Hall development project is expanded to prepare a feasibility study which considers three options:

1. Do nothing
2. Refurbish the existing hall
3. Construct a new replacement hall

Once completed, this study should provide sufficient information to enable a full consultation with residents.

GALK

23rd June 2022