

**Meeting 9 of the New Village Hall Working Group**  
**Held on Monday 25<sup>th</sup> July 2022 at 7.30pm at Hailey Village Hall**

**Present:** Ann Gibson, Michael Drew, Graham Knaggs (Chair), Judith Knaggs, Phil Sullivan, Martin Crow  
**Apologies:** Karl Madden, Caryl Lansley

**This meeting was held in camera to facilitate a discussion with one of the 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)**

**From 20<sup>th</sup> June note:**

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 (616m<sup>2</sup>) and multiplying by £2750/ m<sup>2</sup> 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)

Mathew (the architect) has been at Company A for only three months. He described the company as well established. They carry out a hugely diverse range of community led projects based on their broad depth of knowledge. They believe in collaborative design – i.e. purpose designed individual buildings. The company is based in Oxford and Bristol and has about 40 employees of which 14 are based in Oxford.

He described out architects brief as remarkably well developed (his life would be much easier if everyone delivered a brief of this quality). He indicated that it would be challenging to deliver – his broad-brush estimate is that the building would be about 600m<sup>2</sup>. Applying an estimated cost of £2,750/m<sup>2</sup> equals a construction cost (only) of £1.7m. Health warning, the £2,750/m<sup>2</sup> is 18 months old – inevitably it will be higher. Design fees will add 12%, contingency 10% and ability to reclaim VAT will need to be clarified.

They did not submit any sketch drawings because they regard that as their ‘valuable’ intellectual property which they are not prepared to give away.

We asked for a Quantity surveyor – his costs would depend on the degree of costings he was asked to provide.

**Consultation**

As an example, they consulted children during the design of a school-based project. They are very used to undertake community consultations. A meaningful consultation is not just about the design. It is more about getting everyone on board.

Successful engagement sessions with various user groups should:

- Pin up the building designs so everyone can view them
- Discuss them at open sessions – most important!
- Everyone will all have an opinion – these opinions will coalesce
- You can't please everyone

**Feasibility Study** - Sketch plans will emerge at this stage – estimated cost £12K – identifying materials and form of the building. This will provide a basis for further consultations on the path to final design. They are prepared to provide support on this subsequent consultation process on a time charge basis. They are also prepared to enter into a Feasibility Study contract only.

The site will need planning and designing. The access is tight. Ideally the new building should be 'presented boldly' as you enter the site. The existing trees and the extent of their root spread is a constraint on locations. We'll probably need an expert to determine the tree roots spread.

Life expectancy of a new building is long – depending on proper maintenance.

**Passive Home methodology** was mentioned – i.e. the building is designed to be extremely energy-efficient so that it doesn't take a lot of power to heat or cool. In our case this would provide a good performance for what is a lumpy demand.

**Quantity Surveyor** - they use several companies, so not a problem.

### **Planning permission**

Outline Planning permission is used primarily by Housing Developers and is probably not needed here. This would save about £20K. He recommended that we enter into discussions with West Oxfordshire Planning Dept to secure pre-planning advice. Once we have finance secured, we should seek Full Planning permission. Planning permissions have a 'life' of five years.

### **Refurbishment**

In his view, the cost of bringing the existing building up to today's standards is probably not worth it. This could be investigated via a separate Feasibility Study. We will struggle to get a refurbished building as energy efficient as a new build. The pay-back will be very long. Life expectancy of a refurbishment – could be the same as a new build but would have to throw a lot of maintenance money at it.

### **Refurbishment and extension**

Could be done potentially but not the ideal spot – i.e. right on the entrance. Presumably changing facilities and a studio are to be added along with whatever changes are made during the above refurbishment. Another Feasibility study!

### **Which architect would we get?**

We would get him as lead architect (he's a partner) plus another architect.

### **Next Steps**

A meeting (not an interview) where they would put forward a design team and reams of drawings. They would provide a site master plan with three or four options plus a Work book – rough and crude (this works for him), it's FAST, FUN AND FURIOUS! Based on his previous experience in colleges and schools – similar to village halls.

### **Why did he join this architect company?**

Some of the employees of this company have been working for them for 20-25 years. They have been established for about 60 years and are well run. They have refreshed themselves with new recruits, including Part 1 students, and that's one of the reasons why he has been brought in. They look like they are enjoying themselves and have a well-deserved reputation.

He used to work as a small cog for Purcell (a large architect company) and has been recruited into a partnership position.

### **Changing Places**

Offering recreational facilities for the less-abled has been identified as a possible unique selling point for the new hall, with a changing places facility being a necessary element of this objective. Hence everything has to be very accessible and, ideally, attainable within 5-10 years.

**Final comment**

We are probably over-egging what Hailey needs – we'll need to identify our priorities.

**Next Meeting**

Monday 15<sup>th</sup> August at 7.30pm in the Village Hall.

GALK

10<sup>th</sup> August 2022