**HAILEY FACILITIES (VILLAGE HALL AND PAVILION) WORKING GROUP**

Update as at: 13/11/23

This update was drafted by Andy Smith who is a member of the “Hailey Facilities (Village Hall and Pavilion)” project (**project**) Working Group (**WG**) and is also a Parish Councillor sitting on Hailey Parish Council (**HPC**).

**INTRODUCTION**

This note provides some of the project’s history, progress made, and planned next steps.

It is important to note that information summarised here has been readily available in a transparent manner throughout the process. The need for full openness was agreed as fundamental from the very outset of this project.

**HISTORY & BACKGROUND**

As the civil local authority for Hailey, HPC represents the local community, delivering services to meet local needs and improving quality of life and community wellbeing within the parish.

In some instances, HPC often establishes a WG to undertake specific work on its behalf. Typically, a WG is made up from interested residents, parish councillors, etc. The WG reports back regularly to HPC with progress and to seek decisions when necessary.

In 2017 HPC set up a Neighbourhood Planning Team (**NPT**) WG that developed and submitted a Neighbourhood Plan before standing down later in the year.

Also in 2017 HPC set up an Infrastructure Development Planning (**IDP**) WG to identify potential infrastructure requirements in the parish. Installation of the new bus shelter in Middletown (in 2019) is an example of the good work delivered by the IDP.

In 2019 West Oxfordshire District Council (**WODC**) held a referendum within Hailey that formally agreed and accepted Hailey’s Neighbourhood Plan (as mentioned above) allowing Hailey to have a more direct say in shaping its own development and growth.

In 2021 HPC set up a WG to look at what is now known as the “Hailey Facilities – Village Hall and Pavilion” project, covering the scope of facilities currently provided by Hailey’s village hall and Hailey’s pavilion (**facilities**). The project set out to build upon the earlier NPT and IDP work and developed an Architect’s Brief[[1]](#footnote-1) setting out some potential high-level requirements for the future including likely facilities, capacity, etc. The WG is chaired by Graham Knaggs and consists of several other Parish Councillors, interested residents, etc. WG membership has changed and evolved since its inception with a small number of its members leaving and others joining. The WG has proactively sought and welcomed additional membership since its inception and will continue to do so.

In 2022 HPC invited architects to tender against the Architect’s Brief and one was selected to assist the project if/as required with their subject matter expertise. The WG and HPC agreed to take a closer look at all available options, and to undertake public consultation into 2023.

In 2023 the WG undertook significant consultation (see below) and communication.

**HAILEY’S CURRENT PAVILION**

Hailey’s pavilion is owned by HPC, sited on land owned by HPC. The building is managed by Hailey Football Club.

In 2023, the WG received a high-level condition report on the pavilion that essentially says that it is now in a state that is beyond economic repair.

**HAILEY’S CURRENT VILLAGE HALL (VH)**

Hailey’s village hall is sited on land owned by HPC. The building itself is owned and managed by the Village Hall Management Committee (**VHMC**).

The VH is a registered charity. It is arguably Hailey’s most valuable/valued asset with many emotional attachments and memories associated with it. However, there are several important factors listed below (provided by the VHMC) that need to be considered:

* Income vs costs – Income from lettings is the only source of funding for the VH and it has simply not kept pace with rising costs. As reported on the Charity Commission website the latest (FY21-22) VH income was £11,714 against VH expenditure of £26,399.
* Earnings potential – VH earnings potential is severely restricted by the inability to rent out both rooms at the same time.
* Recent improvements – Several improvements have been made to the VH over the past three years as part of ongoing business-as-usual activity that needs to continue regardless of how this project proceeds. These have been driven (and often facilitated) by external factors.
	+ New flat roof – The old flat roof was condemned after a compulsory inspection by the VH insurance company. This therefore had to be replaced.
	+ New heating system and lowered ceiling – These were installed to try to reduce energy consumption through a more efficient approach. A new lighting and speaker system were installed at the same time. These stop-gap-solution items were only made possible through business support grants applied for and received during Covid. Without these grants these improvements would not have been possible, as the income from hirings is not sufficient to allow for significant capital expenditure of this nature. Note that energy prices have since quadrupled.
* Ongoing maintenance costs – These are continuing to increase and will almost certainly outstrip income into the future, while VHMC’s business-as-usual upkeep requirements continue.
* Ongoing improvements – Any items to improve utility to keep up with that provided at other similar facilities would be expensive extras, e.g. adding a projector system as is widely available elsewhere.
* Safety standards – These are becoming more and more stringent and meeting them is not optional.

**PROCESS FOR THE PROJECT**

The following process steps have been agreed as a high-level approach to the project:

Define the problem statement 🡪 Set out the desired end state 🡪 Identify the options for consideration 🡪 Agree and develop a preferred solution from the options 🡪 Implementation.

Throughout the stages of the process many detailed tasks are required such as holding consultation events, undertaking the planning process, identifying likely costs, investigating potential funding opportunities, etc.

The following options have been identified and have now been consulted on:

* Do nothing (although this has been discounted)
* Refurbishment of the existing facilities
* Refurbishment of the existing facilities where possible and new build of facilities where necessary
* New build of facilities

**CONSULTATIONS AND COMMUNICATION**

The project has included significant public consultation to date. Multiple open events have been held at which the WG presented to, discussed with, and sought views from those who attended. These events have included presentation-style and exhibition-style opportunities for engagement.

All aspects of the project to date have been included at these events, including project scope, reasons for the project, the process being followed, options identified for consideration, indicative costs, pros & cons, potential funding opportunities, key stakeholders, preferred communication preferences, etc.

At each of the consultation events held this year[[2]](#footnote-2) we have taken attendees through the latest details and information regarding the project’s progress and asked them to tell us their preferred option.

* Public consultation meeting on 29/1/23 results: Refurb and new build where necessary (58%), New build (34%), Refurb only (8%).
* Public consultation meeting on 12/3/23 results: New build (63%), Refurb and new build where necessary (32%), Refurb only (5%).
* Public consultation meeting on 23/9/23 and public consultation meeting on 24/9/23 joint results: New build (95%), Refurb only (5%), Refurb and new build where necessary (0%).

There has been a clear evidenced shift in the consultees’ preferred option as the project has progressed, reflecting detailed discussions and fuller understanding of the options and -in particular- impact on likely costs and funding opportunities.

Communications made by the WG include the following, all of which are readily accessible by residents:

* Public consultation events – See above.
* Hailey Herald – All progress has been reported monthly (save for a couple of months with no updates to provide) since September 2021 in the Hailey Herald which is delivered to every household in the parish. This has included open invitations for readers to make contact to find out more or to join the WG (which has been successful on several occasions).
* Hailey Village Facebook - Each of the consultation events has been advertised on the village Facebook page.
* Hailey website – This includes all WG meeting minutes, details of the consultation events, presentations and posters that have been used at the consultation events.
* Leaflets – The WG has delivered leaflets through every door in the parish ahead of each the consultation events.
* A-boards – We have advertised each of the consultation events on A-boards in the village.
* HPC meetings – Project progress updates are included as a standing agenda item at the monthly HPC meetings.

**PLANNED NEXT STEPS**

Project planning – New build is the preferred option. This reflects the clear consultation feedback (as reported above) and the WG will now focus efforts on this option moving forward. We will continue to work with the architect to further define the activities required to move towards key milestones (such as an outline planning application) and hope to see an updated project plan by early 2024.

Detailed costs – Although high-level indicative costs have been provided (by architect and quantity surveyor) these need to be revisited. In the current financial climate, it is likely that costs will have increased; however, this would be the case across all options. The architect will now update these costs.

Funding opportunities – A substantial amount of the potential funding for a new build would need to come from a Section 106[[3]](#footnote-3) contribution from the North Witney development. We cannot wait any longer and need to act now so that this opportunity is not lost. This is by no means a done deal. Other funding opportunities will also need to be explored.

**IN CONCLUSION**

It is important to note that this will not be a quick project and its delivery is likely to take many years yet.

It is equally important to note that ongoing business-as-usual maintenance will need to continue, and even with this the building will naturally continue to deteriorate.

Current facilities will need to be used for many years yet, regardless of progress in this project.

The WG continues to meet regularly and would welcome new members. If you can help in any way, please contact andy@adbsmith.com or clerk@haileywestoxon.org.

1. *The Architect’s Brief exists as a non-binding, non-exhaustive framework that was created to allow the tender process to take place fairly and consistently.* [↑](#footnote-ref-1)
2. A previous public consultation event (in 2022) discussed some potential location options for if any new build was required (i.e. in the last two options as listed above). [↑](#footnote-ref-2)
3. Section 106 funding comes to a local council (WODC in this case) through the Town & Country Planning Act 1990. It is paid by developers to ensure that certain extra works related to their development are undertaken to mitigate the impact of the development on the local community and infrastructure, such as roads, schools, services, etc. There are always competing demands for this funding and early engagement with the local council is vital early in the development planning process. [↑](#footnote-ref-3)