**Hailey Facilities (village hall and pavilion) Working Group**

**Meeting notes**: from 18/10/23

**Present**: Graham Knaggs, Judith Knaggs, Ann Gibson, Phil Sullivan, Andy Smith, Caryl Lansley, Steve Wolstenholme (SWA Architects)

Progress recap

* A very high-level recap of progress was given
* It was agreed that the preferred option that will now be the group’s focus is for new build facilities to reflect the most recent consultation outcome (95% favoured this option)

Costs and funding

* It was noted that the whole project relies on funds being available to pay for it, especially around Section 106 opportunities arising from the North Witney development (no money = no project)
* We will soon need to set out a programme/timeline of potential funders, possible funding amounts from each, timings for funding being available, constraints, pre-requisites, etc.
* Steve reminded us that some cost items had not been included in the estimates provided to date, e.g. demolition costs, services provision
* **ACTION – Steve** to invoice for SWA’s outstanding costs incurred

Location

* Preferred location is still somewhere within the recreation ground footprint
* There has been an initial approach from the owners of the adjoining field regarding potential to work with them incorporating the larger area. Note that there has been nothing further discussed/agreed regarding this
* Agreed that the design is (and should remain) location-agnostic as far as possible

Village hall design

* General discussion regarding current (now c18 moths old) design following feedback received from the recent consultation events
  + Create a more useable, bigger/wider entrance area
  + Internet café-type area
  + Ensure optimal solar capture (through orientation as well as design – would also be positive to have view of sunset from indoor/outdoor sports access and viewing area
  + Badminton requirement for c6m height but this would help with potential Sports England funding
  + Other indoor options that were also discussed for ongoing consideration include: table tennis, wheelchair basketball, pickleball, tennis, football
  + Indoor bouncy castles cannot be accommodated in current village hall due to low ceiling and this would be good to address for any new village hall
  + Main hall should have a sprung floor
* **ACTION – Judith** to provide list of usage options, incorporating the above -and others already identified- for further discussions (Steve to be included in circulation)
* **ACTION – Steve** to incorporate these ideas into the design (and CAD drawings) moving forwards

Timescales

* **ACTION – Steve** to work around the following high-level indicative timescales
* **ACTION – Steve** to provide likely costs moving forwards aligned to this
* **By end/12/23 – CAD drawings**
  + Incorporate: above items covered, usage options (see above), heat pumps, utilities yard for bins etc, airflow considerations, ability to host large events e.g. weddings
* **By end/12/23 – Construction summary**
  + Likely 5-6 pages
  + Provides key input for Quantity Surveyor
  + Provides high-level cost update
* **By end/12/23 – Identify funding sources and strategy**
* **By end/1/24 – Iterative high-level design work**
  + Working Group and architect to tweak and improve the design as it develops
* **By end/1/24 – Identify approximate costs**
  + Based on the above
* **By end/3/24 – Application preparation**
  + Seek pre-application advice
  + Consider outline planning permission versus full planning permission
* **By end/6/24 – Planning permission**
  + Seek outcome from WODC Planning
  + This will help considerably towards the funding strategy

Next meeting

* To be held in Jan-24

**END OF MEETING**