

MONK SHERBORNE
VILLAGE HALL
(registered charity 1175663)



NEW HALL PROJECT



UPDATE JUNE 2020



NEW HALL PROJECT

Review of progress to date

Open Meeting with residents	Sep 17
Establishment of Charitable Incorporated Organisation (CIO)	Nov 17
Planning Permission granted	Mar 18
Royal Wedding event to launch village fundraising	May 18
Door to Door information drop/survey launched	Oct 18
Complete new lease for Village Hall plot	Mar 19
Launch Village Facebook Group	Mar 19
Launch website (monksherbornevillagehall.org.uk)	Sep 19
National Lottery Community fund grant	Oct 19
Bernard Sunley Foundation grant	Nov 19
Garfield Weston Foundation grant	Jan 20
Building sub committee established	Feb 20
Basingstoke and Deane LIF grant	Mar 20



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Fundraising

Source of Funds	£'000
Basingstoke and Deane Local Infrastructure Fund	180
National Lottery Community Fund	100
Garfield Weston Foundation	20
Bernard Sunley Charitable Trust	10
Other grants	12
Local donations (inc gift aid)	60
Lottery/Events/Other	15
Total (as at 12/5/20)	397

- Although the total above exceeds the initial target of £366,500, fundraising efforts will continue.
- Further funding will be required to offset the impact of inflation in the construction sector since the budget was set, cope with any surprises during the tender/build phases and equip the hall to a standard of which we can all feel proud.
- Details of how to donate or play the monthly 50/50 lottery can be found at:
<https://www.monksherbornevillagehall.org.uk/new-hall-project>



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Building Sub Committee

- The sub-committee has been established, with its own terms of reference, to oversee the build phase.
- The membership of the sub-committee is:
 - Mike Wilson (Trustee/Chair)
 - Ben Du Boulay
 - Martyn Fleming
 - Helen Perkins
 - Cheryl McSoley (Trustee)
 - Paul Cave
 - Andrew Marshall
- The sub-committee can be contacted at msvhproject@gmail.com
- Other residents are welcome to put their name forward to join the sub-committee. In the later stages of the project, there will be a need for marketing expertise as we engage with a wider pool of potential hirers.
- Martyn Fleming, who has spent his career running major building projects, has kindly agreed to act as Project Manager. He will be the key point of contact with the architect (Oliver Perceval) and the contractors.
- The sub committee has already carried out a number of key tasks in preparation for going to tender including finalising the architect's contract, reviewing the building specification, appointing structural engineers, carrying out an asbestos survey on the current hall, establishing a separate project bank account and drawing up a timetable for the remainder of the project.



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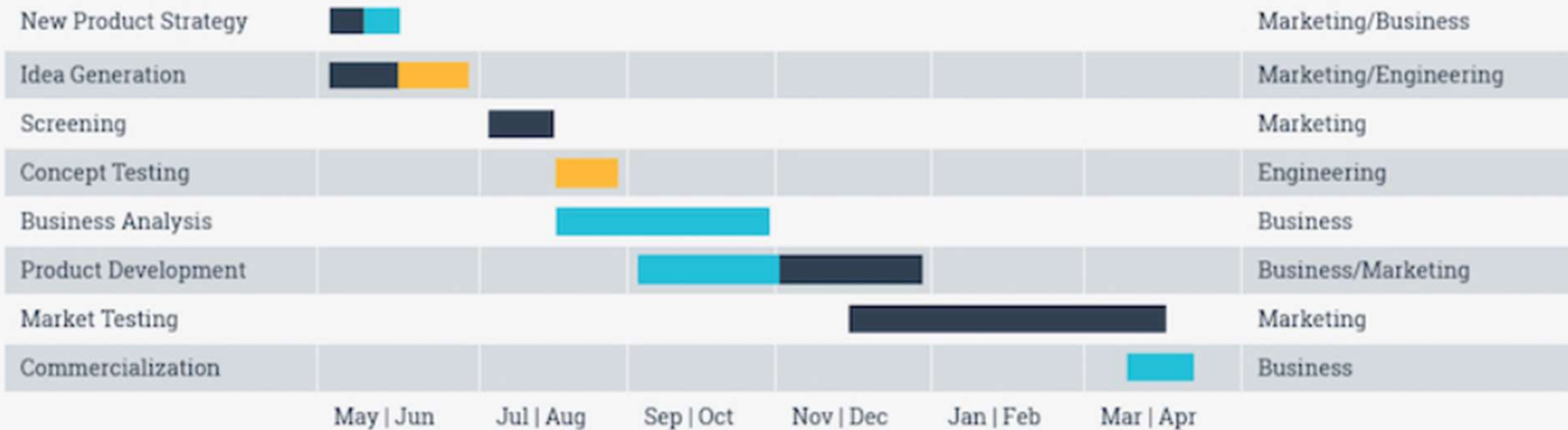
Project Plan

Placeholder

Blitz Delivery A local delivery service app

2023-2024

Marketing
Business
Engineering





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Q&A – Tender Phase

- Q1.1 When does the current planning permission expire?
A1.1 *The initial three year window expires on 27/03/21. Construction is planned to start well before this date. Even if this were not the case, the Trustees have no reason to believe a second approval would not be granted.*
- Q1.2 Can I see detailed plans of the new hall?
A1.2 *These are currently being drawn up by the Architect for the tender. Once they are finalised, they will be posted on the Village Hall website. There is not expected to be any material change from the outline drawings approved in March 2018, which can be found by clicking the link to planning reference [17/03515/FUL](#).*
- Q1.3 How will the tender process be conducted?
A1.3 *It will be run as a traditional tender where detailed specifications are produced for the contractors to bid against. The sub-committee believe that this is the most transparent approach, will generate truly comparable bids and ensure that the final product is built to our desired quality standards. A 'design and build' approach places far more control in the hands of the contractor. Having said this, due consideration will be given to any suggestions made by the contractors during the tender phase.*
- Q1.4 Has the selection of suitable contractors been considered?
A1.4 *The Trustees decided at an early stage that they wish to appoint a single prime contractor with responsibility for appointing their own sub-contractors. This makes project management, allocation of contractual risk and administration of VAT exemption simpler. A number of criteria, in addition to price, have been set for the final selection including references from similar projects, financial viability and demonstration that the contractor has understood our needs. A number of local firms have been approached to assess their interest.*
- Q1.5 How will local residents be kept up to date with progress?
A1.5 *The intent is to hold open meetings in the Village Hall. If social distancing rules preclude this, updates will be posted to the hall website and the link circulated via email and Facebook. The sub-committee can be contacted on the email address mentioned earlier. The Chairman's contact details are available on the website. Hopefully soon, progress can be judged by seeing the new hall rise from the ground!*

NEW HALL PROJECT



Q&A – Build Phase

- Q2.1 When will the current hall close?
A1.1 *As the new hall is being built on a different part of the plot, away from the road, it is intended that the old hall will continue to operate and be demolished after the new hall is available. There may be a short period when no facility is available.*
- Q2.2 When do you anticipate the work starting on the new hall?
A2.2 *The [project plan](#) shows this starting later this year.*
- Q2.3 What times will the contractors to be working?
A2.3 *The [Application Decision Notice](#) issued by B&DC prohibits site work or deliveries happening at unsociable times.*
- Q2.4 How will construction traffic through the village be controlled?
A2.4 *This will need to be discussed with the contractor once selected. However, the building is single storey and relatively simple in design terms so does not require significant volumes of complex materials to be brought onto site.*
- Q2.5 How will access to the site be managed when building starts?
A2.5 *The Trustees will be appointing a CDM consultant who will be responsible for documenting a safe working plan for the contractors and monitoring that this is adhered to. As the existing hall is located next to the road, it should be possible to access the building safely, It is not clear how much of the car park will be required for the construction. The option of using the Mole car park has been rejected by the owner. Other options are being investigated, including the use of a portion of the playing field to maximise the remaining parking spaces.*
- Q2.6 Will there still be access to the playground?
A2.6 *Yes – safe access will be part of the CDM plan, although this may be via the top of the plot rather than through the current gate. The field will be secure for children playing at all times.*
- Q2.7 Who decides any minor additions/alterations to the approved build plan?
A2.7 *A change control process is being developed. Essentially the Project Manager will recommend changes to the Sub-Committee who will either approve or reject up to a financial limit. Above this limit changes will have to go to the Trustees of the Hall for sign off.*
- Q2.8 Will we get a rebate on our council tax for putting up with this nuisance? **I don't propose to include this one**



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Q&A – New Hall

- Q3.1 What will the name of the new hall be?
A3.1 *No firm decision has been taken. Whilst the model pictured on page 1 shows ‘Monk Sherborne Community Hall’ over the door, the Trustees currently favour retaining ‘Monk Sherborne Village Hall’.*
- Q3.2 When is the new hall expected to open?
A3.2 *The project plan shows the opening taking place around XXXXX. This is subject to no unforeseen delays and construction being able to proceed under any government-imposed social distancing rules.*
- Q3.3 Is the new hall larger than the current building?
A3.3 *Yes – net internal space increases by around 85%, although some of the increase is taken up by internal storage and disabled toilet facilities.*
- Q3.4 Will hire rates for the hall increase?
A3.4 *Yes – as the new hall will cost considerably more to run than the existing building. Pricing will be set nearer to the opening date but the Trustees’ approach will be to keep rates highly competitive compared to local competition. Members of the CIO will continue to benefit from discounted rates.*
- Q3.5 How have environmental considerations been factored into the design?
A3.5 *The hall will conform to all environmental requirements. Specifically, the following design concepts have been incorporated ??? {CAN’T USE ORIGINAL DESIGN STATEMENT AS IT HAS SEDUM ROOF}. The hall will be heated by ??? providing the most efficient and sustainable solution for the hall’s needs.*
- Q3.6 What facilities will the new hall provide?
A3.6 *There will still be a single hireable space with a kitchen. As stated above there will be increased internal storage (important for certain groups of hirers) and disabled toilets. As the new hall is oriented to look out over the playing field, sliding doors and an external paved area will be available. The new hall will benefit from a modern security system, background heating and wifi. Specific parking for pedal cycles will be available to encourage this mode of transport. Other facilities that can be provided, subject to funding availability, are large screen, pop up stage and keypad access.*