



Village Hall Modernisation Project

Brief for Parish Council Meeting

on 18 March 2024

Village Hall Modernisation Steering Group (MSG) has amalgamated and merged to form a Joint Modernisation Steering Group (JMSG) with members from Village Hall CIO Trustees and Parish Council.

ESC Sam Kenward Communities Officer for Communities covering Framlingham, Wickham Market, Kelsale and Yoxford and surrounding Villages has been facilitating meetings providing advice and guidance with his leadership skills.

ESC Councillor for Wickham Market Ward, Sally Noble, has also attended some meetings in support of the Village Hall Modernisation Project.

The JMSG has currently 10 members. An architect has been selected on a competitive tendering basis ensuring that they had sound experience and good references for Village Hall Modernisation projects. Subsequently a purchase order was placed by the Parish Council with OWL Architects of Bungay.

The JMSG formulated the Architects outline specification and outline Clients general vision of objectives along with a brief enabling the Architect to provide two or three initial Concept Design Schemes for review by 20th March 2024.

OWL Architects will present the initial Concept Design Schemes at our next meeting scheduled for Tuesday 26th March 2024.

Once these schemes have been reviewed, together with their supporting detailed reports, we then should be in a position to move forward and obtain costed options from specialised main contractors for the modification works.

District Community Infrastructure Levy (CIL) Grant Application Form is being prepared. A meeting with ESC is being arranged to discuss our submission to enable us to have best possible chance of receiving a substantial grant towards funding the Village Hall modernisation project.

A considerable amount of work is needed to raise the funds needed to carry out modernisation of the Village Hall as the CIL grant is unlikely to cover the full cost.

Discussions are ongoing regarding formation of Joint Modernisation Steering Committee (JMSC) with members from the Village Hall CIO Trustees and Parish Council. The first draft of the terms of reference (TOR) is complete and when agreed by the JMSG TOR will be presented to the PC for approval.

It is appreciated that the existing Village Hall must be able to continue to operate until the work starts. Consequently, some essential work is being planned. The Village Show 2023 has donated funds towards cost to carry out a specialised Kitchen Deep Clean and hopefully this much needed work will be completed soon.

Cllr John Horsnell and Cllr Dick Jenkinson

14th March 2024