

## **Full Parish Council Meeting**

**19<sup>th</sup> January 2026**

### **Village Hall Modernisation Project**

#### **Report for Councillors**

During December 2025 working with Kingspan Insulated Panels Technical area representative who provided specification for new Hall Pitched Roof System. Roof replacement selection is required to comply with Environmental Energy Saving and Building Regulation Standards for Planning application

We issued enquiries to FOUR nominated Roofing Contractors recommended by Kingspan Insulated Panels and have received 2 BUDGET costings from contractors with TWO further contractors awaiting site visits to review Roof replacement works site visits expected when weather conditions allow

Budget cost is required as Full Hall Modernisation Designs are to be completed once we have received Planning Permission from East Suffolk Planning Officer or Condition our Application

Budget Costings will assist with overall Project Cost Evaluation

Village Hall Modernisation Planning application was submitted to East Suffolk Planning Portal on 12<sup>th</sup> December 2025 by OWL Architects on behalf of Wickham Market Parish Council and applicable Fee was paid on 13<sup>th</sup> December 2025

OWL Architect received correspondence from East Suffolk Planning Officer on 08<sup>th</sup> January 2026 noting **Invalid Planning Application requesting description change**

1.

#### **Description From**

Renovation and modernisation of Wickham Market Village Hall including the demolition of existing east extension

#### **Description to**

Renovation and modernisation of Hall including the demolition of existing east extension, provision of ASHP plant and installation of Solar Panels on Roof

#### **OWL Architect endorsed description change on 08<sup>th</sup> January 2026**

2.

Provide manufactures details of specifications/look/size/etc of the proposed Solar Panels a brochure should suffice

3.

For ASHP supply brochure details from manufacture to illustrate the width, height, materials, colours, finishes and appearance of the equipment and any acoustic bousing

## **OWL Architect responded to Planning Officer on 08<sup>th</sup> January**

The detail M&E design is not yet done (and loading is pertinent to the size of the PV). The make and model of ASHP is similarly subject to detail design and your request (the detail of which we have not needed to provide even for recent listed building applications) broadly means a non-material change application would likely need to be made at a later date. Accordingly, may we request this detail is conditioned as it is the principle that is material. Acoustic enclosure is not anticipated.

We hope to receive further correspondence from East Suffolk Planning Officer regarding progress of our planning application next week and hope village hall planning application is made available for public review after conditioning application

We updated Sizewell C Community Fund Grants Officers James Brewer and Sarah Mortimer on village hall modernisation project progress on 18<sup>th</sup> December 2025 and James Brewer acknowledged receipt

We look forward to further discussions with Sizewell C Community Foundation Grants Officers late January 2026 with regard to our grant application terms and conditions with targets to be achieved

Village Hall Modernisation Committee meeting was cancelled on 06<sup>th</sup> January 2026 as there was no decisions or proposals to be discussed

Further village Hall Working Group meeting is planned late January 2026

Cllr John Horsnell  
09<sup>th</sup> January 2026