

Whitchurch on Thames

Replacement Village Green Pavilion

Update Report for the Parish Council Meeting on 13th November 2018

Introduction

- It is recognised that the existing buildings on the Village Green are not fit for purpose and beyond economical repair. Therefore the proposal is to replace the existing pavilion, the tea room and toilets with a new attractive purpose built timber facility. Please note that the existing tool shed is to remain.
- The pavilion is to be relocated into the south east corner of the Village Green to avoid potential damage to the roots of a number of major trees in the vicinity of the existing buildings.
- It has been designed as a multi purpose facility, for uses such as cricket, youth sports teams, village and school events. It will provide a general purpose room, changing rooms, toilets and showers and a small kitchen. It will also meet the current DDA requirements.
- The PC and the cricket club have previously approved the planning application plans.
- The target is to obtain detailed planning approval by the end of November 2018.
- The Parish Council (PC) has previously approved a budget of £1,631 (excluding VAT) for the planning application. This included the architect's fee of £900 to update the plans and reports, a contingency of £500 to cover any additional planning information and the £231 planning application fee.

Approval Sought

- SODC have asked for additional survey work to be provided to show that the pavilion will not affect the adjoining trees with TPO status. The architect is seeking quotes for the exercise, but it is suggested that it would be prudent for the PC to increase the pre-planning contingency from £500 to £1,000 in order to avoid potential delays to planning timetable set. Therefore it is recommended that the preplanning budget is increased to £2,131 (previously £1,631).
- Approval is also now sought for an additional budget of £6,720 (ex VAT) in order to progress the proposals through the pre-demolition and construction phases. The architects suggested budgets are set out in the attached letter (Owens Galliver Architects 8th October 2018).
- The budget will allow the PC to instruct the architect to prepare a scope of works (to be agreed with the PC and relevant users) and a tender pack for design and build contractors.
- The budget will also include fees to allow the architect to arrange the required surveys, which could include drainage, asbestos, demolition requirements etc. It would also cover fees to allow the architect to assess suitable companies and prepare a health and safety file.
- The headline budgeted sums are as follows;

Preparation of scope	£900
Tender package	£1,500
Collate site information	£550
Research companies	£450
Analysis of tender returns	£750
Health & safety file	£750

Investigate site records	£500
Ground condition surveys	£1,000
Contingency 5%	£320
Total budget	£6,720 (+VAT)

Programme

- The suggested '**Target**' programme is as follows;
- 1. Planning consent granted (Planning portal target) - 27th November 2018
- 2. Agree scope with PC and main users - 11th January 2019
- 3. Tender Pack available – 1st February 2019
- 4. Tender Returns, including quoted costs (2 months) - 31st March 2019
- 5. PC to prepare and approve budgets/business plan - 30th April 2019
- 6. PC to raise funds - 1st January to 31st December 2019
- 7. Target works to commence during the first 6 months of 2020
- 8. Estimated construction period 4 to 6 months

Projected Pavilion Costs

- The brief is to provide an economical, attractive multi-purpose building, which will require minimal annual maintenance.
- The target is to confirm the costs of the project during the first 6 months of 2019 allowing the PC to raise the required funds within 2019/2020.
- The current cost of the building is anticipated to be between £150,000 to £175,000 (exc VAT).
- Demolition costs are likely to be between £5,000 to £7,500.
- Previously approved sum for the preparation and submission of the planning application - £1,631, but increased to £2,131 with the additional contingency allowance.
- Pre construction phase budget as outlined in this paper - £6,720.
- Additional fees will be required to help agree the building contract and to administer the contract through the construction period – say £3,000.
- Therefore the total project cost is estimated to be in the region of £200,000 (ex VAT).

Recommendation

- PC to increase the approved preplanning budget to £2,631.
- PC to approve a further budget of £6,720 (ex VAT) to allow the designs and scope to be progressed.
- The approved expenditure will be monitored carefully and the PC will be provided with regular updates.
- PC to confirm whether VAT would be payable on the project costs.