

MOVING PAVILION

LOCATION AND DESIGN GROUP MEETING NO. 11

10th June 2008

ACTION NOTE

Present Jack Peeters (chairman), Kit Couper, Stuart Taylor, Paul Waldron, Frank Bennet

Apologies Elaine Conway, Philip Shuffill, Julian Bamford

ACTION

Minutes of previous meeting These were agreed

Feedback from Parish Meeting Jack thanked everyone in the Group for their efforts in the presentation at the recent Annual Parish Meeting. The general consensus was that the presentations were well received and that there had been positive feedback from a number of people present.

There was a good turnout with some 56 people present and everyone had been given an equal opportunity to voice their opinions, whether positive or negative.

The Chairman of the Parish Council advised at the meeting that “3 sites would be costed”. Jack was asked to clarify what this meant at the next PC Meeting.

JACK

Funding Jack had spoken to Roger Ball – there was no feedback yet from the prospective WREN Fund.

Following the Parish Meeting, Frank had produced a more detailed estimate for Option 7A. This was circa £337,300 + 10% contingencies giving a revised sum of £371,000.

Moving Forward Discussion centred on whether we should now be looking to move the project forward using an Architect or whether we should approach a Design & Build company. It was felt that a D&B company would be less flexible in their approach once a contract had been fixed and that we may not be able to make adjustments (should we so wish) to the project once it was underway. It was also agreed that as there were a number of members of the Group that had building/contract experience, it was probably unnecessary to go to the expense of employing an Architect “full time” but that we would probably be better going to an Architect/Architectural Technician to:

- i) Produce the requisite drawings – Plans / Sections / Elevations, etc for Planning Consent and Building Regs;
- ii) Produce a Bill of Quantities;
- iii) Produce a Form of Contract;
- iv) Produce the Invitation to Tender Documents
- v) Give an estimate of the lapsed time it would take to produce the documentation and whether they had the resource available to commit to a timetable.

ACTION

In the first instance it was agreed that an approach should be made to a number of professionals who we had worked with in the recent past to:

- i) provide us with an estimate of the cost for preparing the drawings and tender documents; and
- ii) confirm their availability to undertake the work.

It was agreed that initial approaches be made to Ian Mills, Gavin Hinton-Cook, Paul Lambert and The Banks Design Partnership plus others as recommended. Jack agreed to write to each of them.

JACK

The meeting closed at 9:25pm with thanks to Frank for his hospitality.

Next meeting 8 pm, Monday 14th July at Jack's House