

## Notes on meeting with Pavilion Working Group – 22 September 2025

- Present: xxx,xxx,xxx,xxx,xxx,xxx,

### **1. Discussion points:**

#### **1.1. Update re RIBA schedule**

- 1.1.1. It was agreed that we had reached RIBA schedule stage zero.

#### **1.2. Specification review**

- 1.2.1. It was agreed that the main focus of the project at this stage should be on the replacement of the existing 147M2 building by a structure of 263.5M2 that provided the spaces requested by the key users.
- 1.2.2. There was discussion around whether this would provide adequate space for community users other than the main Sports Clubs (Cricket, Football & Scouts). It was felt that the 96M2 space of the main hall would achieve that, which is important when meeting the S106 funding conditions.
- 1.2.3. Project Manager – xxx– advised that his research had identified that in our region the likely build cost (excluding professional services) was likely to be £3300 per M2. Professional services could add c.8% of build cost. So approximate costs for a 263.5M2 structure could be:
  - Build cost: £870,000
  - Professional Fees: £70,000
  - Total: £940,000

#### **1.3. Design Progress**

- 1.3.1. Architect – xxxx– showed a number of floorplan layout options for comment. Of those presented Option 2, with changing rooms at the rear and main hall & meeting room at the front, was felt most suitable. [See action points below for next stage]
- 1.3.2. The options shown so far did not provide for external storage.
- 1.3.3. He also showed via a site plan that the total space of a new structure could fit in the current position without extending into the Playground space. However, he did suggest that following the current position and orientation was sub-optimal. [See action points below for suggested options].
- 1.3.4. It was noted that moving the location of the pavilion on the site could incur additional costs for laying services of up to £40,000 (approx.) and would be subject to Planning approval and avoidance of impact on sports playing space.

#### **1.4. Action points**

- 1.4.1. xxx to develop 2 options for floorplan and add individual space dimensions onto visuals to help people understand the design. (Action: xx)
- 1.4.2. xxx to suggest 2 alternative locations for the new building, in addition to the current site. (Action: xx)
- 1.4.3. xxx to prepare a list of Community users who could potentially use the new pavilion. (Action: xx)
- 1.4.4. xxx to draft project steps in advance of a Planning application and likely professional inputs required at which stages. (Action: xx)
- 1.4.5. Working Group members to be shown the above options for comment at the next meeting. (Action: xx)
- 1.4.6. Parish Councillors to be consulted on the floorplan and location options at the November meeting. (Action: xx)
- 1.4.7. Village user groups who use meeting spaces to be consulted on options approved by the Parish Council at the November meeting. (Action: TBC)
- 1.4.8. Following comments on floorplan options xxx to prepare elevation design options. (Action: xx)
- 1.4.9. xxx & xxx to write to NHC planning about the approach we should take to preparing pre-application materials (and what they would be) and clarifying aspects of the planning application including NHC charges. (Action: xx / xx)

1.4.10. Subject to 1.4.9. a potential pre application to be prepared by xxx & xxx for submission pre Xmas subject to decision by the Parish Council.

**1.5. Date of next meeting: Monday 13<sup>th</sup> October 8pm @ The 3 Tuns (ACTION: ALL)**