

**Minutes of the meeting of the 'Working Group' for the New Village Hall**  
**held in Hadlow Down Village Hall at**  
**7pm on Thursday 19<sup>th</sup> August 2010**

Present: Colin James (Village Hall), Gwen and Don Smith (Bowls Club), Jonathan Venn (Bowls Club), Joan Wiltshire (Variety Club), Barbara Ball (Horticultural Society), Rachel Lewis, Richard Boswell, Janet Tourell (Chair), Vicky Richards, Paul James (Parish Council), Bob Lake (Variety Club), Graham Terry (Parish Council) and Helen Simpson-Wells (minutes)

The Chair welcomed everyone and explained the purpose of the meeting – to be able to provide RB with information for a design brief.

**1. Site of a new hall** – the Chair asked PJ to update the meeting on his comments made at the Parish Council (PC) meeting on 3<sup>rd</sup> August 2010. He had informed the PC that funding is not so readily available, however lottery funding is trying to be diverted to projects such as village halls. Funding is not available from local and central government as cuts are being made. It was asked at the PC meeting as to whether the project for a new village hall should continue and also whether the present site should be relooked at. CJ has subsequently written to the owner of the field to the north of the hall.

It was raised that by looking at the old site people were going backwards. PJ confirmed that the PC have committed to a new site however he would like the old village hall to be considered for a final time.

It was questioned what was driving the type of hall the village was going to get, whether it would fit on the playing field site without impacting on the playing of sports. It was confirmed that there wouldn't be an impact on the cricket and football field.

A multi-functional building is wanted.

The Chair advised that against the present site, is the access from Main Road.

Extending the building may be a problem for planning, they would look at what the building was planned to be used for. GT confirmed that ESCC Highways' view is that they favour the new site.

If there was a larger building it could be used by more groups.

It was raised that with other potential planning applications in the area, planning department would need to address the access etc.

There would need to be village support for the project.

It was questioned whether the two options of a new hall or improving the old one have been fully considered and explored. It would be easier, in some ways, to obtain funding for the old hall rather than a new one.

GT confirmed that the old hall has been fully explored. Two village plans and a survey have been undertaken and they all agree that a new hall is needed. He also confirmed that a formal consultation was sent to all villagers 18 months ago.

It was suggested that if a new hall couldn't be built then the old hall could be refurbished. The present hall committee could cost out what is required to be done. It was raised that if RB is given a design brief he could produce 3 designs, it would then be an opportunity for villagers to give their comments on the designs.

## **2. What will be in it?**

**a. How big?** - VR advised that all the answers are in the completed questionnaires. A possible site for the new hall is where the present pavilion stands. GT felt that funding can't come from the PC although they would initially assist with payment for the designs.

GT confirmed what land the PC own and what they lease at the playing field.

David Walker (PC) arrived 7:30pm

GT confirmed that the church trustees have agreed to an extended lease for 60 years, the lease is yet to be signed.

There would be design considerations due to the ridge at the playing field.

GT advised that there are 2 possible sites for the new hall – where the pavilion presently stands or where the zip wire starts. The option nearer the road would be the cheaper option. The car park would be between the play area and the ditch. The cricket and football clubs have advised that they would only consider the pavilion site.

It was suggested having 2 storeys. RB recommended that this be avoided, if possible, as it would increase costs, require disabled access at both levels etc. If there was an issue with planning saying the site was too big then a 2 storey could be considered. It was suggested that due to the layout of the site the 2<sup>nd</sup> level could go into the bank.

It was raised that for the cricket and football teams they wouldn't be able to be seen from a single storey building on the option nearer the road and they wouldn't be able to read the scores.

It was raised whether the footprint would be big enough with the 2 options that are being considered.

RL advised that at her meeting with AiRS she was informed that there is a large demand for buildings for playgroups.

The land the present village hall stands on is owned by the PC, the village would have to agree to the sale of this.

A new community hall needs to be flexible for different groups to be able to use it at the same time.

The Horticultural Society advised that they need to be able to seat 80-100 people with tables. At present the Variety Club can seat 120 people for a performance.

**b. What used for?** - It was suggested having a kitchenette for 1 area with a kitchen for the other area. Alternatively having 1 kitchen with access from both areas. It was also

suggested having separate kitchen and bar areas. There is a website giving details of the new Burwash Common village hall which gives pictures of the work they have undertaken. It was agreed that it would be good to look at other village facilities. At Seddlescombe village hall it cost them £130.00 per square foot.

RB advised that the present main hall is 8m wide and 17m long, he has looked at other halls which are all of a similar size however our hall includes the stage area which others don't. They all also had bigger separate rooms. It was felt that the 2<sup>nd</sup> room needs to be double the size of the present committee room.

Toilets need to be reached easily by all rooms. The feasibility of dividers was discussed, although RB said that these weren't good for sound proofing. Use of the hall for badminton was discussed and whether it was worth having a vaulted ceiling.

The Chair asked whether people wanted a big room and possibly a smaller room that could be divided. PJ advised that the PC would like a dedicated committee room with IT facilities and access to toilet and refreshment provisions, this room could also be used to be hired by local businesses.

**c. Facilities?** - It was asked whether under 16s would need separate changing facilities. The Chair confirmed that ideally we would want a badminton court size room, another room and a separate committee room. There would need to be 2 separate changing areas and possibly a partition for more changing areas. It was suggested having a separate changing unit for each person.

BL advised that if funding is sourced from i.e. Sport England we would need to use their specifications for i.e. changing rooms. Also the Big Lottery would be using the same specifications as Sport England.

**d & e. Storage** – It was suggested that the storage areas are outside the main building. The Bowls Club however would need their storage to be in the main building. The cricket and football teams need to store rollers etc. If there was a playgroup they would need a large amount of storage space. It was raised that the Village Hall Committee need to consider how much they will allow people to store at the hall. It was suggested that the storage area needs to be at least double the size of the present committee room. Chairs and tables could be stored in the main hall. There would need to be storage space within the hall and outside the building.

JW confirmed that it would be good if the stage was the size of the present one with the extension. RB advised that you would be able to have storage under the stage.

DS advised that the Bowls Club would like about a 12m width on the building.

It was suggested that the Variety Club take into consideration whether they need a room behind the stage. The option of having a stage going lengthways rather than widthways was suggested.

RB advised PJ that they will need to do a level survey of the site.

**3. Parking and access** – It was agreed that it needs to be possible to drive up to the building. RB advised that building regulations will dictate access, emergency vehicles need to be able to drive up and turn around.

At Scaynes Hill where they have a capacity of 150 people there are 33 parking spaces and at High Hurstwood where they have a capacity of 200 there are 30 parking spaces.

**4. Design** – PJ advised that 4 walls and a roof is a cheap option, if you move outside of that the cost goes up. RB advised that a steel frame building is the cheapest option – he was requested to do 1 budget option design.

BL advised that energy efficiency options need looking at as there are grants for these. The Chair advised that the group need to tap into the area of the village that are not presently involved in the project.

RB advised that the layout of the building would probably be the same for each of the designs. Need to however look at different type of materials, entranceway and roof. Flooring does not need to be looked into at this stage.

It was suggested that the designs be shown together with the school film at the village hall, possibly in October.

It was agreed that PJ and RB would do a site survey.

**PJ/RB**

It was felt that enthusiasm for the project needs to be built up in the village and that information needs to be shared with villagers to show that it is a feasible project. RL to speak with Barbara Beaton at AiRS for ideas.

**RL**

Concern was expressed as to whether Hadlow Down can afford a new village hall in the present economic climate.

A lot of matched funding can be obtained and there is a lot of skill within the village that could be used on the project. The message can come across that the hall can be built by the village for the village.

DS asked if any funds were presently earmarked for the project. The PC have allowed for the drawings to be done, also there will be the sale of the village hall land which could be used for housing development. DS suggested that the funds raised from next years Village Fayre should be given to the project.

VR will put an article in the Parish Magazine regarding the viewing of the film and the designs.

**VR**

It was suggested that a sub committee of 3 look at other village halls. RB advised that he was happy to do this on his own however it would be useful to have designs of fire escapes etc. of other buildings if people were able to obtain these.

**5. Date of next meeting** – RB to contact JT to confirm the date of the next meeting where the designs will be able to be viewed prior to the display for the public. **RB**

RB asked PJ what the PC want from him. PJ confirmed that they will need a floor plan with measurements + an artistic plan.

The Chair asked that PJ and RB look at the site, she and GT would also like to be there for the visit.

The meeting closed at 8:40pm