



Minutes of the Extra-Ordinary Meeting Held
 Wednesday 4th August 2021, 7.30pm,
 Church Room, Wivelsfield Parish Church

Agenda Item	Description	Resolved
Present:	Councillors Dawson (Chair), Dutt, Haffenden, R Morris and S Morris, Liz Gander (Clerk) and Peter Burton from Wivelsfield Village Hall Management Committee.	
Open Forum:	None required.	
1	Apologies for Absence Apologies had been received from Councillors Martin and Pascoe who were both away.	Apologies accepted.
2	Declarations of Members' Interests a To receive declarations of interest from Councillors on items on the agenda b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests	None noted. None noted.
3	Village Hall Improvement Project a <u>To review, discuss and make decisions regarding matters arising from the second Hall cost report, and in light of any further information received since the last meeting.</u> The Chair explained that the recent Cost Report (Cost Report 2) showed an overspend against the contract of approx. £32k owing to a number of factors. Given the need to keep costs as close to the original contract figure as possible, RLF and Sunninghill have been looking at things which could be pared back, to offset additional essential costs, and have revised the report (Cost Report 2.2) so that it now suggests a more modest overspend of £8k. This however works on the principle of: <ul style="list-style-type: none"> • not doing the ventilation works in the Hall roof or upgrading the insulation (saving £15,645) • going back to panel heaters rather than storage heaters (saving approx. £12k) • Removing the allowance for submeters (saving £1200) Which offset additional allowances for the unexpected removal of steel from the old entrance, soil testing and external lighting. <u>The following items were discussed and agreed:</u> i The removal of sub-meters. ii To revert to panel heaters, rather than storage heaters. iii Plastering of key areas (particularly in the Main Hall, where the asbestos removal has damaged the surface edge of the block work), to ensure a good finish. This will be at a cost of approx. £2k more than allowed for in cost report.	No sub-meters. Panel heaters. Key areas to be plastered at additional cost of c£2k.

	<ul style="list-style-type: none"> iv To upgrade the insulation from Rockwall (which would be replacing like for like with what was there), to Celotex sheets, so that the areas behind the rafters can be insulated. Approx. additional cost £2.7k compared with Cost Report 2.2. v To leave the roof ventilation works until a later date, either to be done at the end of the project (if funds allow) or as a standalone project in due course. vi To keep in mind an allowance of £3k for painting, as the plastering option selected does not also include painting. vii To move £5k from the CIL fund to the earmarked reserve for the Hall Improvement Project (HIP), to cover the additional items approved under 3aiii and 3aiv (the existing budget will cover the £8k overspend already identified in Cost Report 2.2). <p>The Clerk will notify RLF of the decisions above.</p>	<p>Insulation to be upgraded at cost of £2.7k</p> <p>To leave roof ventilation works.</p> <p>Allowance for painting.</p> <p>To move £5k from the CIL reserve to the HIP reserve.</p>
4	<p>Items for Noting or Inclusion on Next Agenda</p> <p>To ratify the decision made to fell and remove the roots of two diseased horse chestnut trees at the recreation ground which a recent tree inspection had recommended for removal asap.</p>	
5	<p>Date of Next Meeting</p> <p>Wednesday 25th August 2021 – Parish Council Meeting</p>	

The meeting closed at 8.13pm.