

**Minutes of the meeting of the
Papworth Everard Parish Council Village Hall Committee
held on Monday 10th June 2013 at 18.00
in the Parish Council meeting room, Upper Pendrill Court**

Present: Chris Meakin, Chairman (CM), Chris Howlett (CH), Barry Hume (BH)
Paul Phillips

In Attendance: Tess Rogers

1 Apologies for absence

Bob Baker,

2 Declaration of pecuniary interests

None.

3 To confirm and approve the minutes of the meeting held on the 29th May 2013

There were two amendments to be made. Under those present initials had been omitted following the names of Barry Humes and Paul Phillips, these were inserted. At item 7 the word 'ensuring' was displayed as 'insuring', this was amended. Following the amendments it was resolved to accept the minutes as a true record of the meeting.

4 To discuss any recommendations made by the professional team at the meeting held on the 5th June with a view to making any necessary recommendations to the full Parish Council at its next meeting to be held on the 12th June.

CM took the committee through the updated document Stage C Cost Estimate v1 dated the 6th June (attached to these minutes) as received from the Bremner Partnership and now totalling £36,100.00. There have been eight additions to the original estimate.

The cost of the proposed extension to the north side of the hall (78 sqm) was considered reasonable at £44,700.00.

A discussion was held regarding materials to be used on the car parking area and it was decided that for the time being a geotextile and gravel surface would suffice for budgeting purposes, should there be any monies left in the budget once all the necessary other work is complete this may be upgraded.

In light of the additions necessary and the fact that no work to the car park was estimated into the original design, CM proposed that a recommendation be made to the Parish Council that a further £100,000.00 be added to the original budget figure of £1000, 000.00, this was agreed by all and will be put to the next full council meeting on the 12th June.

5 To agree the committee's responses for the client feedback/KPI bench marking form supplied by Purcell.

This is for the architects' clients to feedback comments regarding their work to date. CM will complete this as fully as is possible at such an early stage of the project.

6 Matters for future consideration.

Once the final design has been completed and accepted it will need to be presented to the Varrier Jones Foundation for their approval.

7 Date of next meeting.

To be advised.

Close of meeting

The meeting closed at 18.50.

Signed:
Chairman

Date: