



NEW PARISH HALL PROJECT – NEWSLETTER NO. 4

June 2025

This month's Newsletter is short on progress due to a number of key milestones being delayed for various reasons beyond the Parish Council Control. Even with these delays the goal remains to have the new hall open in April 2026. The total estimated project cost remains at £976,460.

May/ June Progress

1. Citizen Housing's solicitor delays caused a four-week slip in reviewing Land Transfer and Licence documents, expected to be finalized this month, early next.
2. The Public Works loan submission took longer due to HALC's rigorous review before sending it to DLUHC for final approval. This should shorten the overall approval time.
3. Temporary site access approvals are on track, and the Biodiversity Net Gain assessment has been commissioned in order to support the planning application.
4. The Parish Hall contractor and price are agreed within budget, but the contract depends on land transfer and PWL approval.

Next Steps

1. Finalise and sign the land transfer and licence documents.
2. Sign a Letter of Intent with the contractor and lock in the design and build cost.
3. Completion of items 1 and 2 above will allow the Marden Village Trust to had back the current Community Centre Leases and start the "clawback" process.
4. The Parish Council is seeking materials for the Parish Hall car park from Tarmac which if successful will reduce the build cost.
5. The Parish Council will pursue additional funding for the remaining nice to have items not in the contract.
6. Submit the site construction plan for temporary access approval in July, prepared by the contractor and therefore timing dependant on signing the letter of intent.
7. Finalise the operating lease for the new hall with the Marden Village Trust / Marden Parish Trust and their solicitors.
8. Meetings with Marden Parish Trust to develop a plan that will ensure a seamless transition and opening of the new facility.



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Summary of costs to date. (net of VAT)

The cost budget has not changed in the last month. A revision will be made following the engagement of a contractor.

	2025/26 Budget	Revised Budget	Actual Cost to date
Spent to date (Stage 1 to 4)	116914	116914	116914
Land survey fees	4870	5270	5270
Solicitors fees	2000	2400	
Architect – fees negotiation with Citizen	3130	3130	2950
Architect – retender fees		8900	8900
Additional entrance & dropped Kerb / planning application		12231	10031
Design & Build contract	750000	750000	
Architect fees (Stage 5 to 7)	35906	35950	
Contingency	63640	47,595	
Citizen one off payment towards added entrance		-5930	
Total	976460	976460	144065

The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.