



NO. 12

NEW PARISH HALL PROJECT – NEWSLETTER

February 2026



Project Progress and Financials

- **Groundwork and Construction:** Unfortunately, slow progress has been made during January and into February due to very inclement weather. The overall project is about 3 weeks behind schedule, but it is believed that this can be made up during the spring months to follow. The last month has seen progress on the ground floor masonry drainage and slab . The eagle eyed will have noticed the 24 solar panels have been installed on the roof.
- **Council Approvals:** The planning application for the temporary entrance (required while the main site construction continues) has been submitted to Herefordshire Council for approval and should gain approval shortly. A further planning application is being developed for minor changes to the original approved application covering the site entrance and outside lighting.
- **Payments and Meetings:** The third payment was made to SJR bringing the total paid under the design and build contract to £218,217 (£229,702 less retention of £11485). The final invoice, to our Architect, covering RIBA Stage 5 to 7 has been paid, bringing the total to £35,950. All payments are quoted exclude VAT which the Parish Council claims back on a monthly basis.



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A fourth site meeting has been held, principally reviewing progress and a revised mechanical and electrical design following the Transition Groups review.

- **Online Systems:** A dedicated website is under construction and Facebook page will be developed when the Parish Hall build is further advanced and pictures can be shared. Both will be owned and maintained the Marden Parish Trust. The online booking and invoicing system can be viewed on the Marden-Links website now but will also be available on the Parish Hall website once complete.
- **Transition Group:** The Parish Hall Transition Group met in February. The main focus of the meeting being to look at the interior flooring & wall finishes , lighting requirements, storage needs and a first review of furniture and equipment requirements.

Upcoming Milestones

Task	Completed By
Foundations incl. holding bolt for frame	19 Nov – complete, see picture above
Steel frame erected	19 Dec - complete
Christmas Break	
Install roof cladding	16 Jan - complete
Install wall cladding (external/internal)	28 Feb
Fix windows and doors	28 Feb
Services and connections	23 Feb
1st fix mechanical and electrical	10 Mar
Drylining and plaster to walls	10 Mar

A number of milestones above have slipped by 3 to 4 weeks due to the wet weather. The above will be updated and added to following the March site meeting. The target completion and handover date remains 3 July 2026.

Next Steps and Funding

- **Parishioner loans:** There is a short term gap in funding while the MVT/MPT await the clawback funds from Herefordshire Council. These will be received in mid-September. To bridge this gap the Parish Council is seeking parishioner loans.
- **Car Park Materials:** The Parish Council has requested materials from Tarmac for the car park top dressing, potentially reducing costs by up to £22,000. The initial response is positive, and it is hoped that final decision will be made in the near future.



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- **Additional Funding:** National Lottery grant applications have been made by the Parish Council for an entrance canopy, additional solar panels and solar lighting. The MVT will be looking for others as appropriate.
- **Legal Review:** The MPT solicitor is working on a draft management lease for review and agreement by both the Marden Parish Trust and Parish Council. It is anticipated that this will be completed by mid-March at the latest.
- **Transition Planning:** Ongoing meetings aim to ensure a seamless transition and opening of the new facility, there is much to discuss and plan.

Budget Status

Summary of costs to date. (net of VAT)

PROJECT COSTS	2025/26 Budget	Revised Budget	Actual Cost to date
RIBA stages 1 to 4 - architect fees design	116914	116914	116914
RIBA stages 5 to 7 – architect fees project management	35906	35950	35950
Design & Build Contract – S J Roberts	750000	746425	218217
Land survey fee	4870	5270	5270
Solicitors fee for land transfer and licence for S J Roberts to occupy prior to main site completion	2000	4484	4483
Negotiation with Citizen – architect fees	3130	9388	9388
Retender cost – architect fees		12100	12100
Temporary entrance required until main site finish – drawings and two planning applications		16551	16551
Citizen Housing contribution		-5930	-5930
Contingency	63640	35308	
TOTAL	976460	976460	412943

Contingency Rundown		
Approved budget contingency		63640
- Additional land survey cost prior to tender	-400	
- Re-tender costs	-12100	
- Improved final tender value	3575	
- Minor increase in RIBA stage 5 to 7 fees	-44	
- Increased solicitor fees for licence to use	-2484	
- Additional fees for Citizen liaison	-6258	
- Temporary entrance fees and 2 x planning applications (first application rejected)	-16551	
- Citizen contribution to temporary entrance	5930	
Total rundown to date		-28332
Contingency Remaining		35308



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Additional notes

1. Retention on design and build contract (5%) to date £11485
2. Actual costs are those incurred to the 31st of January 2026
3. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.

