



NO. 15

# NEW PARISH HALL PROJECT – NEWSLETTER

May 2026



## Project Progress and Financials

- **Construction Progress:** It may not appear it, but significant progress has been made in the last month. The windows and doors have all been installed. This means the hall is now fully watertight and therefore the majority of future construction work will not be subject to the vagaries of the weather. The internal blockwork has also been completed with 1<sup>st</sup> fix mechanical and electrical well underway. Externally, the initial groundwork has been completed for the car park. The initial subbase has been completed and now awaits the tarmacadam from Tarmac who have agreed to gift 200 tons of material.
- **Council Approvals:** There remains a need to submit a further planning application associated with minor changes to the original approved application. The new application will cover the final requirements for outside lighting. While initial work has been done on the preparation of this application, the Parish Council awaits the outcome of the external solar lighting study (LUX) before it can be completed and submitted.
- **Payments:** The (6<sup>th</sup>) payment to SJR at the end of April brings the total paid under the design and build contract to £388,360, (£408,800 less retention of £20,440), 55% complete. All payments quoted exclude VAT.
- **Project Meetings:** An SJR site meeting and a Transition group meeting was held on 12<sup>th</sup> May with discussion continuing around key internal design decisions :



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- **The Site meeting concentrated on the following:**
    - Progress to date and confirmation that completion and handover to the Parish Council will be on 20<sup>th</sup> August 2026.
    - Development and approval of project variations – main items this month being the finalisation of the kitchen design and the entrance canopy.
  - **The Transition Group discussed the following main items:**
    - Finalisation of wall and floor coverings throughout.
    - Requirement and funding associated with additional tables and chairs
    - Requirement and funding associated with audio / visual equipment as well as mobile bar options.
    - Further detailed planning of the Opening Day community celebration on the 30<sup>th</sup> August 2026.
  - **Parish Hall Management Lease:**
    - Solicitors acting for the Marden Parish Trust and Parish Council have issued the initial draft of the management lease. The draft is now going through an independent review process by both the Marden Parish Trust and the Parish Council.
  - **Funding:**

We have now been successful in the following areas:

    - Tarmac have agreed to provide the materials for the car park area. This is expected to reduce the contract build by £23,000 to £28,000
    - The National Lottery Grant application for external solar lighting was approved in the sum of £17780
    - The parishioner loan appeal has been very successful, and a number of people have come forward, and we now have enough to cover the shortfall in funds.
  - **Online Systems:** A dedicated website and Facebook page is being developed and will be made available once we have internal pictures of the Parish Hall. 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. Currently, hire rates and terms and conditions are being finalised and will be added to the booking system in the coming months.
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## Current Project Milestones

Task	Completed By
Foundations incl. holding bolt for frame	19 Nov – complete
Steel frame erected	19 Dec - complete
Install roof cladding	16 Jan - complete
Install wall cladding and blockwork	12 April – complete
Fix windows and doors	21 April – complete
1st fix mechanical and electrical	12 May – in progress
Drylining and plaster to walls	27 May – in progress
Install suspended ceiling grid	03 June
2 <sup>nd</sup> fix mechanical and electrical	17 June
Hard Landscaping	26 June – in progress
Floor Finishes	01 July
Fit out toilets and kitchen	15 July
Decoration	29 July
Fixtures and fittings	05 August
Soft Landscaping	13 August
Handover	20 August

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## Next Steps and Funding

- **Car Park Materials:** Tarmac Southwest and Wales Director sign-off has been received and SJR and Tarmac are arranging an appropriate delivery date.
  - **Additional Funding:** having received a National Lottery grant for external solar lighting and confirmation from Tarmac of the provision of materials for the car park no further grant funds are anticipated prior to completion of construction. The Parish Council and Marden Parish Trust will continue to look for appropriate grant funding.
  - **Transition Planning:** Ongoing meetings will continue and ensure the seamless transition and opening of the new facility. While most of the key build decisions have been made the focus is moving to the requirements necessary in order to make the building fully operational by the beginning of September and that the Marden Parish Trust is in a position to manage and operate the new hall.
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## Budget Status

Summary of costs to 30<sup>st</sup> April 2026. (net of VAT)

<b>PROJECT COSTS</b> (All costs exclude VAT)	<b>2025/26 Budget</b>	<b>Revised Budget</b>	<b>Actual Cost to date</b>
Architect Fees RIBA stages 1 to 4 - Analysis design	116914	116914	116914
RIBA stages 5 to 7 - Tender & Project management	35906	35950	35950
Fees for retendering contract		12100	12100
Fees for negotiation with Citizen	3130	9388	9388
Fees associated with planning re temp entrance		16551	16551
Design & Build Contract – S J Roberts	750000	746425	408,800
Land survey fee	4870	5270	5270
Solicitors Fees Land transfer and Licence for S J Roberts to occupy	2000	4484	4483
Citizen Housing contribution		-5930	-5930
National Lottery Grant		-17870	-17870
Contingency	63640	53178	
<b>TOTAL</b>	<b>976460</b>	<b>976460</b>	<b>585656</b>

<b>Contingency Rundown</b>		
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	
- Lottery Grant for external solar lighting	17870	
Total rundown to date		-10462
<b>Contingency Remaining</b>		<b>53178</b>

### Additional notes

1. Retention on design and build contract (5%), to date £20,440
2. Actual costs are those incurred to the 30th April 2026
3. The above excludes solicitor costs associated with the development of the operational (management) lease with the Marden Parish Trust.



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