



NO. 17

NEW PARISH HALL PROJECT – NEWSLETTER

July 2026



Project Progress and Financials

- **Construction Progress:** The project is now nearing completion with final handover anticipated for August 20th. The main work should be completed by 5th August with a two week snagging period. Significant progress has been made on both the interior and exterior. The interior walls have been skimmed and painted, second fix mechanical and electrical almost complete and the kitchen has been fitted. Externally the subbase and tarmac surface have been completed, the general landscaping is well under way and the entrance canopy has been installed.
- **Council Approvals:** The outstanding planning application associated with minor changes to the original approved application has been submitted. The new application will also cover the final requirements for external lighting.
- **Payments:** The (8th) payment to SJR at the end of June brings the total paid under the design and build contract to £521,768, (£549,230 less retention of £27,461), 71% complete. All payments quoted exclude VAT.



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- **Project Meetings:**
 - An SJR site meeting was held on 7th July with discussion around progress to date and planned project handover.
 - The Transition Group was also held on 7th July
 - Further detailed planning of the Opening Day community celebration on the 30th August 2026.
 - **Parish Hall Management Lease:**
 - The draft lease is with both parties, and solicitors are reviewing.
 - **Online Systems:** A dedicated website is in the final stages of development with a dedicated Facebook page available online. The online booking and invoicing system can be viewed on the Marden-Links website now and will also be available on the Parish Hall website.
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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 - complete
Drylining and plaster to walls	27 May - complete
Install suspended ceiling grid	03 June - complete
2 nd fix mechanical and electrical	17 June - in progress
Hard Landscaping	26 June - in progress
Floor Finishes	01 July - in progress
Fit out toilets and kitchen	15 July – in progress
Decoration	29 July – in progress
Fixtures and fittings	05 August – in progress
Soft Landscaping	13 August – in progress
Handover	20 August – on target



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Next Steps and Funding

- **Car Park Materials:** Tarmac Southwest and Wales Director were able to provide the equivalent of £2850 of material to the project.
 - **Management Lease review and approval:** Ongoing
 - **Transition Planning:** Ongoing meetings will continue to provide a memorable open day event on the 30th August and a seamless transition to operating the Hall from September 1st.
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Budget Status

Summary of costs to 30th June 2026. (net of VAT)

PROJECT COSTS (All costs exclude VAT)	2025/26 Budget	Revised Budget	Actual Cost to date
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
Fees associated with contract additions		6000	4422
Design & Build Contract – S J Roberts	750000	769918	521768
Land survey fee	4870	5270	5270
Solicitors Fees Land transfer and Licence for S J Roberts to occupy	2000	4484	4483
Solicitors fees associated with management lease		2000	
Estimated interest payments for parishioner loans		6375	
PC purchase of initial set of tables and chairs		12442	3732
Citizen Housing contribution		-5930	-5930
Marden Village Trust Donation towards Kitchen		-6000	-6000
National Lottery Grant for external solar lighting		-17870	-17870
Contingency	63640	8868	
TOTAL	976460	976460	700778



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Notes on payments due post completion but included above:

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|--|-------|
| 1. 2.5% retention payable 1 year from completion - August 2027 | 19330 |
| 2. Final tarmacadam finish to car park once NHF site completed | 1300 |

Contingency Rundown		
Approved budget contingency		63640
- Additional land survey cost prior to tender	-400	
- Re-tender costs	-12100	
- Net Design & Build Contract value changes	-19918	
- 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	
- Additional Architects fees on contract additions 12% estimate	-6000	
- Estimated Interest Payments on Parishioner loans	-6375	
- Solicitor review of draft lease	-2000	
- PC purchase of initial set of tables and chairs	-12442	-84572
- Citizen contribution to temporary entrance	5930	
- Marden Village Trust donation	6000	
- National Lottery Grant – solar lighting	17870	29800
Contingency Remaining		8868

Additional notes

1. Retention on design and build contract (5%), to date £27,461
2. Actual costs are those incurred to the 30th June 2026
3. The final design and build contract value has been revised upwards to £773,218 with the overrun largely due to a £25k shortfall in the assumed amount of material Tarmac would provide. A detailed analysis of contract changes is shown below.



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Contract Cost Variations		
Approved Contract		746425
- Omit hearing loop	-1969	
- Omit Service connections – provided to site by Citizen	-11619	
- Omit change in floor covering specification	-322	
- Omit unforeseen works in substructure	-5000	
- Omit substructure subbase thickness	-3500	
- Omit Tarmac provides surface material for car park	-2850	
- Omit corporate signage	-1000	
- Omit diverting existing services	-2000	
- Omit S278 entrance works- not as costly	-6000	
- Omit lower cost of entrance to mezzanine	-176	
- Omit entrance security gates – raise bollards instead	-1500	-35936
- Add additional cost of proposed kitchen	9731	
- Add additional solar panels and larger battery	8831	
- Add temporary access cost	5052	
- Add additional panel upgrade to toilet cubicles	781	
- Add Canopy + bases + OH&P	16917	
- Add external solar lighting	13517	*
- Add Canopy LED lighting	1300	*
- Add contribution to fire protection plan	2000	
- Add cost of final tarmac finish post total site completion	1300	59429
Revised Contract Value		769918

* Will be funded by National Lottery Grant



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