

## New Pavilion Project Update Note for Parish Council Meeting 18/01/24

- The first project pre-commencement meeting was held with Draper & Nicholls on 7<sup>th</sup> December 2023 and attended by Charles Bussey, Stewart Hull, Carlo Iaccarino, and myself. Monthly update meetings will be held from now on throughout the project. The next meeting is scheduled for 30<sup>th</sup> January 2024.
- The Contract sum was confirmed as £796,514.50 with an anticipated project duration of 28 weeks. Construction started on 8<sup>th</sup> January but the first few weeks will involve site setting up and the demolition of the existing pavilion; this will take a bit longer than normal due to the need for careful removal of the roof tiles due to their asbestos content.
- Planning permission for the temporary building has been obtained and the temporary classroom and toilet installed on site with mains drainage and electrical connections, and a defibrillator. The pre-school has now taken over the building.
- The existing pavilion was emptied on 22<sup>nd</sup> December, with items transferred into the secure containers sited on the car park adjacent to the pre-school.
- D&N have erected portacabins for offices and welfare within their fenced compound, which is now out of bounds, unless by specific permission to enter is obtained from the builders.
- The existing pavilion car park has been substantially reduced in size for the duration of the construction of the new hall. There will be very little if any parking available during school drop off and pick up times, and the school and the community have been given prior notice of this. D&N have noted the peak school traffic times on Long Lane and will try and avoid construction traffic during these periods.
- It was agreed at the pre-comm. meeting that a signboard to inform the public, including an updated image should be prepared. This should be informative with pictures and plans, but it was advised that it should not be too detailed programme-wise in case of slippage due to unforeseen circumstances. SHX will be responsible for preparing this but CF are happy to assist with this.
- A 'spade in the ground' ceremony to mark the commencement of construction can be a useful way to let the local community and the wider area know the project is underway, and is a useful means of gaining publicity for the project (which South Norfolk as partial funders have said they would be pleased to see!) This will need to be arranged very soon given the anticipated start of works at the beginning of February, but can be undertaken after work has commenced, if not too far advanced!
- Time lapse photography is to be handled by SHC and will need early identification of viewpoints that will best illustrate progress from commencement to completion. Both GD and CB have taken photographs of the existing hall in the compound before works commenced, and intend retaking these as the project progresses. These will not be of professional standard, and further specialised help will be required, if a more formal record is wanted.
- Invoices will be issued monthly to the Parish Clerk, and the first has been sent out. D&N will provide a cashflow forecast.
- Air conditioning will be an 'extra' not included in the contract sum. D&N have been asked to provide a budget cost so SHC can decide whether to proceed with A/C and how to fund it. A final decision on this will be required by mid to late February. Stewart Hull has made progress with a further potential source of grant aid to cover air conditioning, and can update the PC meeting on this.
- No money is included in contract sum for solar panels, which hopefully will be funded by an EDF grant, who have promised money in this respect.

- Telecoms – SHX to provide confirmation of requirements and potential alternatives to BT Openreach.
- It was agreed that all communications and instructions concerning the project will be channelled through the Parish Clerk in the first instance.
- The next meeting of the NPWG is scheduled for 30<sup>th</sup> January, when the various topic subgroups will be discussing their plans to progress their specific areas of work.

Glyn Davies – Chair, New Pavilion Working Group