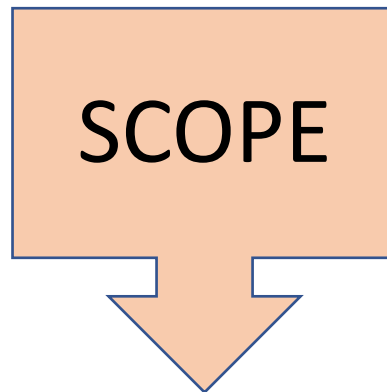


**TOWNSEND MEMORIAL
HALL**

**DEVELOPMENT
PLAN**

2022 – 2025



Following on from the Covid Pandemic we launched our Recovery Plan as our 'Vision for the Future' for the TMH so as to show how the TMH Management had coped with the pandemic and how that life in the community has changed especially with people's habits and how that has impacted on community venues having to change their methodology in how they now manage user expectations.

This gave us the opportunity to seriously look at how the TMH could cope with these expectations as typically all the processes currently in place were very symptomatic of typical village hall management.

Through our membership of Warwickshire CAVA, WRCC and HALLS TOGETHER we gained valuable insight as to what these new expectations should look like, especially if we were to keep the current types of offering we have.

This document sets out a series of fairly ambitious items for what we believe are the main stay criteria for achieving these expectations for the next 10- 20 years. Obviously, we cannot predict totally but we need to do this even to stay ahead of the curve.

It is also important to note that whilst the TMH is managed by a stand alone charitable organisation the actual TMH Structure is wholly owned by the Parish Council so any or all major developments that effect the building need their collaborative input especially when seeking grant applications.

The Development Plan is set into 4 Phased sets of projects

PHASE 1

- **New TMH Website, integrating all our user groups**
- **New electronic booking system**
- **Full Structural survey of the current building envelope to ascertain its condition and any major works required to maintain its structural integrity and compliance for the future**

PHASE 2

This the most ambitious and most that will require the appointment of an Architect to ensure design principles are met

- Removal of the existing external toilet block at the rear of the hall
- The design and development of a new 2 storey ECO structure to facilitate new toilets compliant with Part M of Building regulations to both ground and first floors (disability use) , storage facility on both floors and an area within the structure for a plant room for future heating requirements. See Appendix A
- Re- development of the upstairs Kitchen to bring it up to standard

PHASE 3

- **Replacement of the existing Stair Lift to a Wheel chair accessible Passenger lift to facilitate disabled access to the first floor, so as to comply with amendments of the DDA Act that care proposed to come in either late 2023 or 2024**

PHASE 4

Replacement of the existing old antiquated heating system on both floors by utilising either photovoltaic roof panels or Air Source heat pumps to a plant room in new external structure for distribution through out the building

TIME FRAMES

PHASE 1	PHASE 2	PHASE 3	PHASE 4
1.1 Late 2021	Design & Detail quarter 1 2022	Design & Detail Q1 2022	Design detail Q1 2022?
1.2 Late 2021	Planning Q1/2 – 2022 Tender Q1/ 2 2022	Planning Q1 / 2 2022	Planning Q1/2 2023
	Contract Q3 & 4 2022	Contract Q3 2023	Contract Q2/3 2024
1.3 Late 21 and into very early 2022			

BUDGET COST PANEL

PHASE 1	PHASE 2	PHASE 3	PHASE 4
1.1=£1000	£45000	£15000 to £20000	£10000 to £20000
1.2=£200pa	Based on 36m2	Depends on type and supplier	Depends on type and supplier and roof survey
1.3=£5000+	@£1500/m2		
Total £90000	Contingency £13500 (15%)	Predicated spend	£103500

FUNDING

The COST of these sorts of CAPITAL PROJECTS are always going to be dependent on the availability of available funds.

As has already been stated the TMH Charity does not own the actual TMH building, this is under the Custodianship of Clifton upon Dunsmore Parish Council, so to do any justice to carrying out these projects the TMH needs the Parish Council to work with them to help secure funding so as to be able to continue to facilitate the Community Asset so it is in 'fit and proper state' to deliver the facilities it's does for the next 10-20 years and beyond.

Working with Warwickshire CAVA, WRCC and HALLS TOGETHER we should be able to facilitate grant funding for Phases 2-4 albeit we will need to raise a minimum of 30% (£25500) ourselves, which the TMH already has a substantive amount towards, from Government Covid Grants. Therefore, in early 2022 we will need to start the fundraising process to look for the remaining 70% (£59500) so we will be having meetings with the above to advise us on what available funds are able to be applied for, based on project scoring criteria etc., so as to see which funding streams are available to us. Obviously it would be good if Clifton Parish Council as the buildings owners would contribute or even do grant applications on behalf the asset.

David Glover Chair

Townsend Memorial Hall Management Committee

OCTOBER 2021

