

Our application to the Big Lottery Fund for a grant under the Community Buildings programme in spring 2007

The application – our first and only bid – was unsuccessful.
The Community Buildings programme was not available in 2007 - 2008
or for some years thereafter.

When it resumed, priority was given to deprived areas; Repton does not qualify.

Qualification

Repton has changed since 2007, and section 2.8 below needs qualifying.

1. Repton School has made a considerable effort to strengthen relations with the village.
2. Major housing developments have significantly increased the population and moved the centre of the village further to the east
3. Anti-social behaviour is no longer the problem it was.

The following sections have been cut or abridged:

Section 1: Organisation details

- 1.1 Organisation name
- 1.2 Organisation address
- 1.3 Related organisation
- 1.4 Main contact details for the project
- 1.5 Organisation type
Voluntary and community sector
- 1.6 Reference or registration numbers
Charity number 520500
- 1.7 Your organisation's bank account
- 1.8 Your organisation's accounts

Section 4 – Finishing your application form

Checklist

Information on Data Protection Act and Freedom of Information Act

Declaration

Signatories

Section 5 – Beneficiary monitoring

1. Ethnic background of direct beneficiaries
2. Gender
3. Age
4. Disability
5. Faith
6. Sexual orientation
7. Numbers of staff and volunteers

Section 2: About your project

2.1 Project name (in no more than 10 words)

Repton Village Hall Redevelopment

2.2 Project summary

Briefly describe your project and what you plan to do (in no more than 300 words).

To demolish Repton village hall and replace it on its current site with a slightly larger, more flexible building designed to modern standards. The adjacent car park will be relaid.

2.3 Project location

In the table below tell us where your project will be delivered (that is, where the project activities will take place) and what its postcode(s) is/are.

Location	Location Postcode	Percentage per location*
Repton Village Hall, Askew Grove, Repton	DE65 6GR	100%

2.4 Site ownership

Tick the boxes to confirm that:

you hold a freehold or leasehold in the land and/or buildings

or

you will use part of the grant to buy a freehold or leasehold interest in the land and/or buildings

or

you are a church based faith organisation and another member of the family of organisations that make up your faith holds the title to the land and/or buildings

2.5 Planning information

Please tick the appropriate box:

Planning Permission is not required

or

Planning permission is required but has not been applied for yet

or

Planning Permission is required and has been approved

and/or

The works will involve Church of England consecrated ground

2.6 Project beneficiaries

Tell us about the people and organisations that will mostly benefit from your project.

The population of Repton and surrounding area.	
How many people do you expect to benefit directly from your project?	2,000 +
How many organisations do you expect to benefit directly from your project?	40 +

2.7 Project need

What is the need for your project?

The village hall is a major focus of village activity, and essential in helping to create a sense of community. It supports local societies and interest groups, health and fitness, sport and culture, community development, social events and entertainment, as well as private parties. For younger children there are regular bookings for the Toddler and Baby Club, Karate, Ballet and Musikidz. Other regular bookings include the Village and History Societies, the Evergreens, WI, sport, fitness, movement and dance groups, and the Parish Council. As the only hall locally that can affordably accommodate large gatherings it is indispensable and usually packed for events such as: the Village Show; Open Gardens teas; concerts, plays and shows; suppers; art, flower and history displays; dances; quizzes; talks; sales. Not only are many of these important fund-raisers, but they involve a wide section of the local population.

In 2006 (which is typical) it was used on 505 occasions by 38 organisations, and on 79 occasions by private users. (See appendices D1 and D2 for a list of users in 2006.) Allowing four sessions a day, 28 sessions a week, the average occupancy was 12.4 sessions a week. Term-time use was heavier; the average occupancy over 31 weeks was 14.8 sessions. At present we cannot accommodate all potential users, and there is an unmet demand for small rooms.

The hall is particularly important for the elderly and those without their own transport. (Public transport to neighbouring towns is poor - an hourly service during the day and 2 journeys in the evening.)

The hall is classed as a 'Strategic Hall' by South Derbyshire District council. It is the nominated place of safety in Repton Primary School's emergency plan. It is also the local polling station. Monthly Parish Council meetings are often attended by more than 50 parishioners.

Loss of the village hall would leave most users without a local home, leading to the demise of many and severe restrictions on the rest. Some groups may transfer to other villages and towns, with an atrophy of activity locally.

How have you identified that need?

The village hall opened in October 1971. It is a 'Vic Hallam' type of building with a timber frame relying on infill panels to provide lateral stability. In the early 1970's the structural uprights at the north end were cut through to make a stage. The resulting weakness caused the stage lintel to drop and the roof to sag. Apart from that, it has been carefully maintained, and has survived at least a decade past its 25 year design life, but now a survey has found rot in the wooden structure which will cause its failure.

Disabled access is poor, and there are no disabled toilets.

The kitchen is not suitable for food preparation and does not meet current good practice.

The hall is very inflexible. About a quarter of the total area is given over to a kitchen, toilets and storage, and a fifth to a stage which is rarely used. The rest is one hall, which cannot be subdivided.

Further, the building is poorly insulated and very wasteful of energy. It may not be possible to improve this.

In September 2005 we sought professional advice with a view to extending the village hall to include disabled access and toilet, and a small meeting room, and generally to improve the internal use of space. Also to upgrade the kitchens and improve energy conservation and efficiency. A dimensional survey of the building and land by Miles Thornton Associates was then used for the preparation of a condition survey by Richard Clarke & Associates, received in February 2006, and a structural report by D Bayliss Consulting, received in March 2006. To help us make sense of these reports, we took advice from Darryn Buttrill (Architectural Technologist) of BiDesign, received in August 2006.

See appendix C for the dimensional analysis (C1), condition survey (C2), structural report (C3) and letter from Darryn Buttrill (C4).

Darryn Buttrill's conclusion is

"that whilst the building is not in imminent risk, previous alterations had been carried out to form the stage which had weakened the structure. The building is a Vic Hallam (or similar) pre-fabricated structure that relies on the large window panels and roof as diaphragms for longitudinal stability. The removal of panels to extend on the sides is therefore not recommended. The condition report noted that the external timber frames / panels are affected by wet rot and ongoing maintenance would be a significant liability. My concern is that these panels are key to the structural integrity of the hall and subsequent repairs or replacements may not be cost effective.

"With these recommendations in mind the hall has very little scope to be extended in a cost effective way A short term fix ... is likely to cost between £30k to £40k ... not including the cost of necessary repairs / maintenance. The hall is also poorly insulated ... and improving insulation is recommended but may not be possible.

“Considering the reports’ findings and the future needs of the village hall committee to provide a sustainable, energy efficient, disabled-friendly hall to meet the more diverse needs of the community it is my recommendation that a replacement village hall be considered.”

On the design of a new hall, we have canvassed the community at this preliminary stage through publicity and by writing and speaking to the main users. We have also conducted a small but very helpful survey of 20 teenagers. We will canvass again before designs are finalised, in order to respond - as far as is practicable and economic - to their needs.

Who are the main partners and stakeholders and in what ways do you work with them?

Currently, Repton Village Hall Management Committee has eleven members. Nine are drawn from the main users of the hall, and two are co-opted for their professional experience of building and buildings.

Current members of the management committee represent the Parish Council, Baby and Toddler Group, Handbell Ringers, Repton Enabling Fund, Repton Sports Club, Scottish Dancing, the Joint Organisation of Guides and Scouts, the Parish Magazine, St Wystan’s Church and the Village Show Committee.

We have written and spoken to representatives of the other main users, inviting their views.

We have the strong support of Repton Parish Council, which contributed £2182 towards the surveys mentioned above.

We have discussed the project with the Chief Executive of South Derbyshire District Council and are confident of its support.

2.8 Project outcomes

Briefly describe what difference your project will make by listing up to six proposed outcomes.

1.	To replace an essential village facility with one that is fully accessible.
2.	To make it more flexible, allowing new services.
3.	To attract better educational opportunities.
4.	To improve community participation in decisions that affect their lives.

5.	To ensure the survival of a facility that is essential to community relations and networks.
6.	To create a building that meets high environmental standards.

How will your proposed project outcomes help achieve the outcomes of our Community Buildings programme?

Broader access to and greater use of existing facilities.

Unlike the present village hall, its replacement will be fully accessible to the disabled.

Greater number and wider range of new services.

Flexibility in sub-dividing the main hall and the provision of small rooms would allow a greater number and wider range of services, some of them new. We have already had many suggestions, and in stage 2 we will particularly explore further:

1. Rooms for smaller meetings, and to enable simultaneous use by different groups.
2. A room for the police to use whilst in the area, and to meet villagers and councillors.
3. A room for Parish Councillors and the Parish Clerk to use as an office and to meet parishioners, where local information can be displayed and tourist information provided.
4. An educational resource room linked to the web.
5. A wider range of sporting facilities.
6. Drop-in facilities.

These will overlap.

Repton has very little to offer most teenagers. A new hall will not of itself produce the leadership that is needed, but the hall must be designed in a way to accommodate them. However, designing the hall for simultaneous use (games / computers / drop-in and hang-out), and with adequate storage, should help.

A hall with kitchen facilities to modern standards will be more attractive for private functions.

Better educational and training opportunities.

The current building is unable to cater for more than one activity at a time. The number of adult education classes is currently limited by the lack of evening slots.

Increased participation by the community in the decisions that affect their lives.

The Parish Office is located in an old people's home, where casual visitors generally feel lost and uncomfortable. It is little visited. Relocating to the village hall would improve access to the clerk, to individual councillors, and to plans and information.

Improved community relations and networks.

There are many people in Repton who work very hard to encourage a sense of community, and the village hall plays an essential role. It supports the organisations, clubs and activities which underpin the public social life of the village and help to hold the community together.

To most outsiders Repton is a very pleasant place to live, and for the comfortable middle-class, particularly those who have the means to look after themselves and those with connections to Repton School, it is. In recent years, however, the strong bond between the school and local people has largely disappeared. Most villagers have no dealings with the school and can feel excluded.

This feeling is reinforced by the physical division of the village; the two private schools and most of the more expensive housing are in the north and west, the primary school, sheltered accommodation, and the cheaper and council and ex-council housing in the south and east.

Repton Primary School plays some part in village activities, but 11-18 year olds are bussed to schools elsewhere which play no part in village life. This is particularly problematic in teenage years, when apart from scouts / guides and football there is very little organised or social activity. Local teenagers cannot be unaware of the extreme disparity between facilities available to them and the pupils of Repton School. There is a continuing problem with antisocial activity, partly from village teenagers, although youngsters are also drawn in from nearby towns and villages.

By 2021 the district population aged 65+ is set to increase to 20.6% (draft South Derbyshire Scoping Report, 2006). We have no figures for 85+, but neighbouring Staffordshire is expecting an increase of 78%. At 15.7% (2001 census), Repton already has an above average proportion of people aged 65+, and social isolation is increasingly important.

Premises that use less energy, cause less pollution & waste, and contribute less to climate change.

The present hall was built with no regard to conservation of energy and resources. It has very large single-glazed windows and very little thermal insulation. It wastes energy and is correspondingly very expensive to heat. In designing and building the new hall, we will aim at a high BREEAM rating.

A new building constructed more robustly should reduce maintenance and running costs significantly. It should also limit the opportunities for low-level vandalism.

The central location means that most users will continue to access the hall on foot. A secure cycle store would encourage more bicycle use. (The hall is quite close to bus stops; if, in the future, public transport were to improve, that might become significant.)

Section 3: Achieving your outcomes and delivering your project

3.1 Options appraisal

a) Describe the options for delivering your project and the reason you chose this option to meet your need and bring about your proposed outcomes.

We considered six options:

1. Do nothing.
2. Refurbish and partly rebuild the existing hall.
3. Refurbish the existing hall.
4. Rebuild on an alternative site.
5. Rebuild on the present site.
6. Relocate facilities currently provided to alternative venues.

Option 1: Do nothing.

As stated in section 2.7b and Darryn Buttrill's letter (appendix C4), we have been advised that the life of the hall is limited, with extension uneconomic, and maintenance becoming unaffordable. The main problems with the existing hall are:

1. Poor disabled access.
2. Inadequate (and no disabled) toilets.
3. An inadequate kitchen does not comply with current good practice, and limits the type of booking.
4. Gross energy inefficiency.
5. Too hot in summer.
6. Lack of smaller rooms and flexible space.
7. Inadequate storage.

The worst case is that if the cost of repairs exceeds surplus income and we cannot afford to maintain the building, we shall eventually be forced to sell the site.

Capital and revenue costs nil.

Option 2: Refurbish and partly rebuild the existing hall, & Option 3: Refurbish the existing hall.

The remaining life of the village hall does not warrant significant expenditure. See §2.7b.

Capital and revenue costs nil.

Option 4: Rebuild on an alternative site.

The current site is probably ideal, both as to centrality and to size. However, it was thought that relocating might have two advantages:

1. Continuity of use.
2. The site might be sold for housing, generating funds to help rebuild on cheaper land already in community or public ownership.

We considered all publicly owned and one privately owned sites, but none is suitable. (See appendix E for a list of sites.)

There is no financial advantage in selling the existing site to buy land in private ownership; we have had informal advice from a professional estate agent who does a lot of work locally that we would get no more for the site than we would have to pay for a similarly sized new one, and would be forced to a less convenient location. No suitable site is now on - or has in recent years come onto - the market.

This is not a viable proposal. Capital and revenue costs nil.

Option 5: Rebuild on the present site.

The disadvantages are:

1. Loss of income for up to 9 months.
2. Possible loss of some users.

The advantages are:

1. We own the land
2. It is centrally located. See §2.8b.
3. It is big enough.
4. It is fully serviced
5. It is in a position where the necessary height is not obtrusive.
6. The neighbours are happy (enough); surrounding housing was built at the same time as the hall.
7. We are confident that planning permission will be obtained.

The estimated cost is £595,222

Option 6: Relocate facilities currently provided to alternative venues.

We considered all other venues in Repton. (See appendix F for a list of alternative venues, detailing their size, availability and relevant factors.) No affordable hall can cope with the larger events. The Den and Fisher Close Community Room are acceptable for smaller bookings, but could not begin to meet the demand.

This is not a viable proposal. Capital and revenue costs nil.

b) Explain what methods you will use to measure and track whether the outcomes are being achieved.

Many of the objectives are completed when the new hall is completed. These include: the replacement of an essential village facility which will allow community participation in decisions that affect their lives, and improve community relations and networks; disability access and provision; greater flexibility of space; reduced environmental impact; reduced maintenance costs.

However, the bid process has made us more conscious of way the building is used, and to consider how we could be more responsive to users' needs. In addition to monitoring the level of bookings, we need to extend our active monitoring to:

1. Occupancy by different social groups, considering the needs of all sections of society, but particularly teenagers and social groups that are currently inert.
2. The way flexible space is used.
3. Environmental impact.

We will contact all users, initially six months after the hall has been opened and then annually, in order to sound opinion and to explore ideas for improvement and additional involvement.

3.2 Project management

How will you ensure that this project is delivered effectively and is well managed?

We will employ a professional design team to manage the building work, and will monitor the designer / builder via our own project management team (see attached chart in appendix A).

3.3 Project Timetable

Tell us about the timetable for your building project. Tell us the timetable for your building project including the principal feasibility, design, planning and construction activities and when you think the project will start and complete. Your project must be able to start within six months of our offer.

See attached programme in appendix B, where we have listed the main activities and anticipated time scale.

3.4 Equal opportunities

Tell us how the people or organisations that you are targeting will know that the project exists, will have access to your project and can use the facilities and services provided.

Repton Village Hall Committee exists to provide facilities to support the development of the recreational, social, cultural, sporting and educational needs of the village and immediate vicinity.

Equal opportunities are written into our trust deed of September 1940.

“The property hereby conveyed (herein called the Trust Premises) shall be held upon trust for the purposes of physical and mental recreation and social moral and intellectual development through the medium of reading and recreation rooms library, lectures, classes, recreation and entertainment or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Repton in the County of Derby and its immediate vicinity without distinction of sex or of political religious or other opinions subject to the provision of these presents.”

We are committed to uphold all forms of equal opportunity. As explained in section 2.7b, the need for this project was identified as a result of that commitment.

We will publicise the opening of the new hall, as well as access and booking arrangements, through local radio and press in Burton-upon-Trent and Derby, and through The Parish Magazine. We will contact all possible potential users.

We will be proactive in trying to identify unmet need, and in trying to build groups to address it, particularly for young people.

We will promote the hall for private functions.

3.5 **Project Budget** Complete the following table to show us how much the project will cost and what you will spend the grant on.

3.6 Project budget	Total project costs – include VAT where applicable				Funding from other sources C	Grant requested from BIG (A-B-C)
	Year 1	Year 2	Total A	VAT recoverable from total B		
Direct Capital costs						
Construction costs	£354,943	£59,157	£414,100		£30,000	£394,100
Land or building purchase	£0	£0	£0			£0
Furniture and equipment	£0	£23,850	£23,850			£23,850
Professional fees	£55,683	£9,280	£64,963		£10,000	£54,963
Inflation	£33,803	£5,634	£39,437			£39,437
Contingency	£29,145	£4,858	£34,003			£34,003
Non-recoverable VAT	£9,774	£1,624	£11,369	£0		£11,369
Total direct capital costs	£503,761	£83,960	£587,722	£0	£40,000	£557,722
Direct revenue costs						
Portakabin hire	£6,429	£1,071	£7,500			£7,500
Total direct revenue costs	£6,429	£1,071	£7,500	£0		£7,500
Overheads						
Total overheads	£0	£0	£0			£0
Total project costs	£510,190	£85,032	£595,222	£0	£40,000	£555,222

If you are asking us to fund overheads, what percentage of your organisation's total overheads does this represent?

n.a.

Tell us how you have worked out your costs.

Budget costs for the construction works are based on information from the Building Cost Information Service of the Royal Institution of Chartered Surveyors, and the practical knowledge and experience of a Chartered Quantity Surveyor and an architect.

Budget costs for professional fees have been obtained from competitive quotations from two architectural practices for architectural services together with allowances for Local Authority fees and other professional services. The fee element covers: architect; quantity surveyor; structural engineer; planning applications; building regulations; site investigation; construction, design and management regulations; asbestos survey; site decontamination; archaeological survey.

For more detailed costings, see appendix G.

3.6 Project funding

If some of the money for your project will come from other sources, tell us where it will come from. Tell us how much it is and whether you have secured it yet.

Source of funding	Amount	(Tick if applicable)		
		Secured	Yet to be secured	In kind contribution
Village Hall Funds	£20,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Repton Parish Council	£10,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
South Derbyshire District Council		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Derbyshire County Council		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fund Raising and Appeals			<input checked="" type="checkbox"/>	
Local Professional Advice and Assistance	£10,000			<input checked="" type="checkbox"/>

3.7 Value Added Tax (VAT)

Is your organisation registered for VAT?

Yes No

If 'Yes' please give the VAT number

Have you got in touch with either your local VAT office or a VAT expert to find out how much VAT you can recover on the cost of your scheme, and do your budget costs reflect this?

Yes No

If you have answered 'No' to the above question, describe below what you have done to make sure that you will incur no extra costs as the result of irrecoverable VAT. Can you meet any extra costs that may occur? This is important, as we cannot increase our grant at a later date.

3.8 Development grant

If you are invited to submit a stage two application will you want a development grant?

Yes No

How much development funding would you like from us?

Budget heading	Amount requested
Architect	8,000
Structural Engineer	£1,000
M&E Engineer	£1,000
Quantity Surveyor	£4,000
BREEAM Advisor	£2,000
Planning	£,1590
Site Investigation	£1,000
CDM	£750
Type 3 Asbestos Survey	£3,500
Solicitor's advice	£1,000
VAT on above	£4,172
Total development grant request	(£28,012) £25,000

Tell us how you will use the development grant and explain how you have worked out your costs.