

Almonry Development Working Group

Notes from meeting with John D Clarke Architects on 05 Sep 2019

Present:

John D Clarke Architects - Mark Anderson and Ciaran Andrews
Battle Town Council - Town Clerk; Cllrs B Brown, G Favell and M Kiloh
Architectural Advisor to W/G – Stephen Gray

Discussion took place regarding the timetable of actions required for BTC to be in a position to apply for CIL monies in December that had been suggested by the W/G.

It was established that in order to produce a specification and schedule of works:

As the plans are no longer for the Heritage funding application, there needs to be agreement regarding which works and fittings etc are required and which are no longer required, taking into account the need to future-proof the building;

Accessibility is an absolute requirement eg entrance(s) and toilet facilities;

John D Clarke Architects noted that they will need to appoint a Mechanical & Electrical consultant to advise on heating etc;

John D Clarke Architects will continue to use the Conservation Architect appointed by BTC to produce drawings for approval by RDC and for the tender;

John D Clarke Architects will continue to use the Quantity Surveyor appointed by BTC

Regarding the timetable for tendering;

On review of the RDC CIL documentation, the December round starts with consultation with infrastructure delivery partners and the criteria will not be published until January. Bidding will open for eight weeks at the end of January;

The timetable originally suggested by the Almonry Development Working Group can therefore be moved so that the tender process, including contractor pre-contract interviews, is completed by mid March 2020;

The application can be prepared in advance of the tender completion date, but it should be noted that the criteria may be different to those in the last round;

The preparation of all the documentation required for tender must be completed in December, ready to invite tenders at the beginning of January 2020 after the two-week building industry break;

John D Clarke Architects will supply a revised timetable early in the w/c 9th Sep 2019;

Once agreed, it is imperative that all parties keep to the timetable.

The tender process is required, whether or not Council decides to apply for RDC CIL funding, as BTC can only make further decisions regarding funding the development of the Almonry when the potential costs are known.