

**DC Architectural Services Limited**  
**Architectural and Planning Services**

DB/STB/dc 756P

28 February 2023 V2

**HUNDLEBY PARISH COUNCIL,  
PARISH ROOMS,  
OLD SCHOOL HOUSE,  
CHURCH LANE,  
HUNDLEBY,  
LINCOLNSHIRE,  
PE23 5NB**

**FEASIBILITY REPORT**

## CONTENT

- 1) Introduction
- 2) Objectives
- 3) The existing building
- 4) Use of the building
- 5) General condition report
- 6) Rectification of issues
- 7) New hall elsewhere
- 8) Costs for options
- 9) Conclusion discussion

## FEASABILITY STUDY

### 1) Introduction

DC Architectural Service Ltd have been commissioned to investigate the options and possibilities available to secure the future of the parish rooms and availability to the local community. A survey has been carried out by the Parish Council and the local population asked to provide their thoughts and opinions. A copy of the survey and the results are available for inspection.

### 2) Objectives

The objective of the report is to consider the options available with the existing building and potential new building.

### 3) The existing building

The existing building is a typical red brick and pantile roof building built in 1842 as a school house. It became the Parish Rooms in 1925 including the adjoining house which was sold off during the 1960's. The building is within the Hundleby conservation area and 'affects the setting of a listed building' being close to St Marys Church.

It has a maximum occupancy of 60 persons for events and no parking.

### 4) Use of Facilities

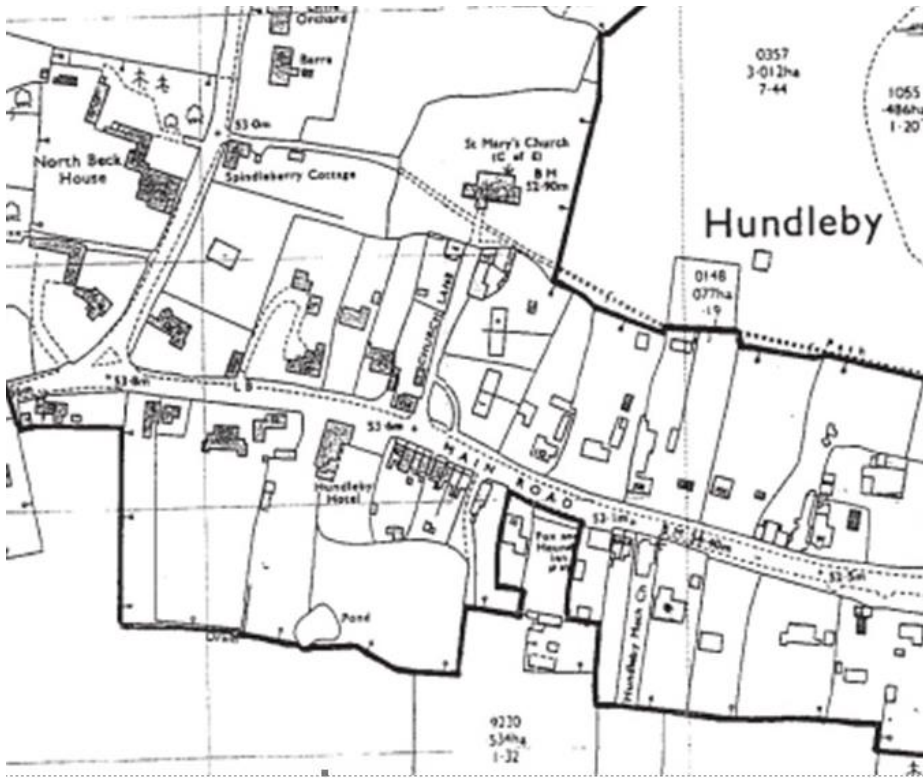
The existing hall is utilised as follows:-

- Yoga
- W.I.
- Elections
- Hop4e
- Tai Chi
- Parish Meetings
- Community Cafe
- Public Hire
- Book Swap

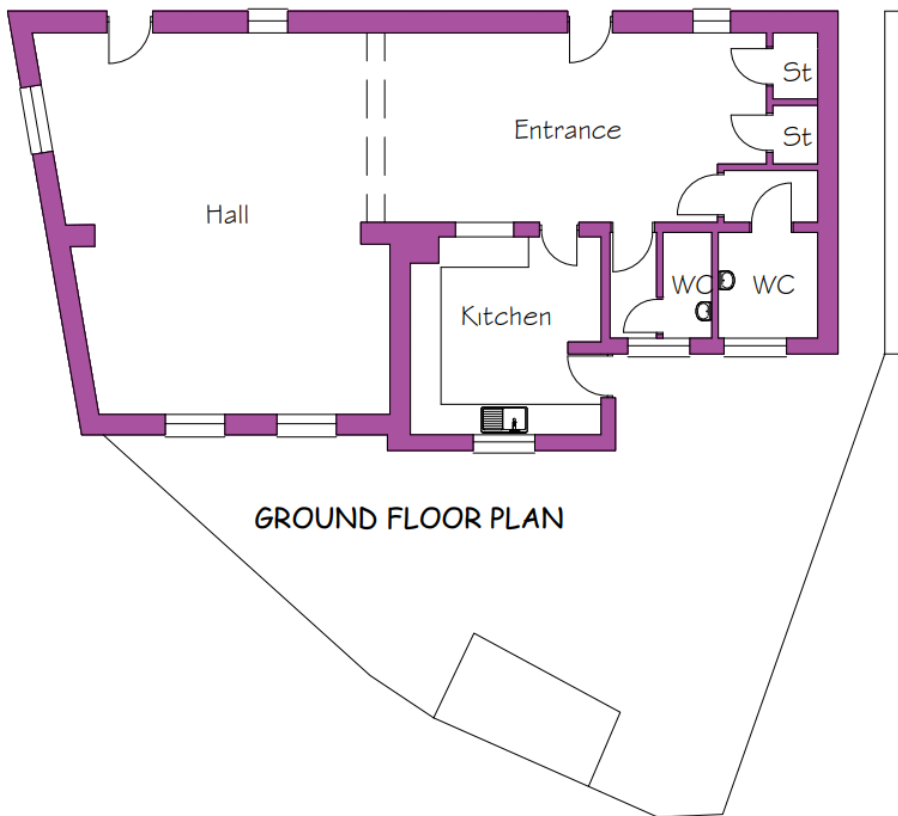
The general populus survey indicates greater opportunities for use would be welcomed as below:-

- Family functions
- Childrens parties
- Wedding reception
- Fund raising
- New user groups, families and toddlers
- Table tennis

Further details of the suggestions which are highlighted in the survey analysis item 8



Conservation area



Existing floor plan



Existing elevation



Ordnance Survey, (c) Crown Copyright 2022.

All rights reserved. Licence number 100022432

Existing hall location plan

## 5) General condition report on existing building

The purpose of this section is to determine the general condition of the existing building. A visual inspection was carried out from ground level, no inspection was made of services, roof spaces and no invasive works were undertaken.

The building is red brick and pantile roof with a felted section to the side/rear.

The condition of the major elements;-

### External walls

The walls are red brick mainly from the original building with some alterations and a relatively recent kitchen extension to the rear, the general condition is good to fair.

### Roof

The roof is antique clay pantiles and flat felt roof, the condition is poor, the pantiles are original or reclaimed and they are cement pointed, the tiles and pointing is deteriorating and breaking up from age and frost attack, some tiles are mis-placed and leaking, manifesting in brown stains on the ceiling particularly over the kitchen.

### Internal Walls

Walls have been lined with plasterboard; it is unclear if there is insulation included.

### Internal fittings

Internal fittings and decorations are generally in good condition with the exception of some damp in the kitchen.

### Windows

The windows to the front elevation are double glazed upvc. There are some timber windows to the rear that need replacing.

### Smell

There is an over bearing smell which seems to be dominant in the front entrance this could not be traced directly but is likely a result of damp ingress in the wall/floor.

### Issues

- Roof tile deteriorating and leaking.
- Felt roof needs replacement.
- Hall floor is 60mm out of level, potentially due to rotting subfloor joists.
- Inclusive access not available.
- Inadequate heating.
- Thermally inefficient.
- No parking available
- Hall size and shape restricts use and numbers. Currently 60 persons.
- Access door direct to outside allowing cold air to enter.
- Uneven access
- Narrow uneven threshold to fire exit
- Timber windows to rear need replacing.

### Accessibility explained.

There are some obstacles in respect of inclusive access including.

- Drainage channel across the front door.
- Narrow door widths.
- Threshold and narrow door forming fire exit – not level
- High counter.
- Disabled toilet is provided but access to it is restricted.



Uneven main entrance



Roof issues



Deteriorating timber windows to rear



Inaccessible fire exit



## 6) Rectification of issues.

Roof - needs stripping back to rafters and felting battens and retiling with new tiles, lead flashing and insulation to current standards. The flat roof needs recovering and insulation adding together with soffit fascias and gutters

Walls – the most important wall issue in the damp and smell this will involve stripping back some of the internal lining to ascertain the extent of the problem.

Floor – the damp issue could be water within the floor void, invasive investigation is required, as the hall floor is not level boards should be lifted and void inspected the possible solution to the damp smell and uneven floor could be to replace the floor entirely and insulate at the same time, there will still be some level issue as the entrance and fire exit are on the same elevation and the ground outside is on a slope towards the church.

Kitchen – the high counter could be removed and lowered to an accessible level, some of the units will need replacing where damaged by damp.

Hall – the size and shape of the hall is restrictive for use and numbers it is possible to remove the kitchen and internal walls to square up the hall, this will involve insertion of new steel beams to support the roof and building a replacement kitchen on the rear.

At this point a draught lobby could be incorporated.

Heating - the hall is difficult due to a combination of inadequate heating system and poor insulation. A new heating system would improve the situation but would really need to prevent heat loss, the insulation of the walls/roof/floor has to be efficient.

Window – most of the windows are double glazed upvc there are some timber windows to the rear which are ready for replacement.

### Fire Exit

The inaccessible fire exit and entrance is restrictive for wheelchair users and those with mobility issues, wider level access doors would be required.

Occupancy numbers are restricted by four things

- Floor area
- Width of exits
- Number of exits
- Direction of door swings
- 

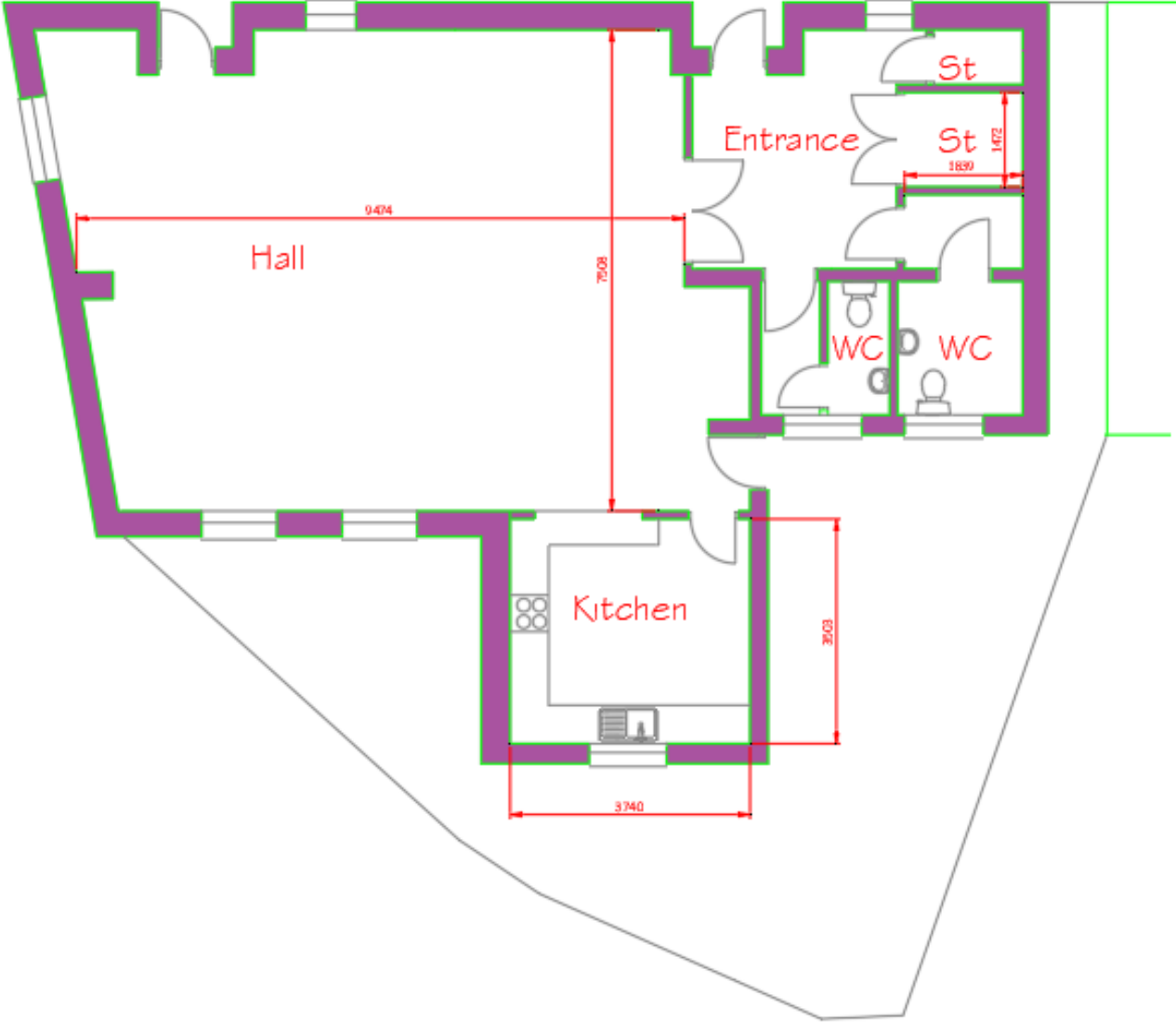
The existing hall is restricted to 60 as a result of this

The major refurbishment could increase the occupancy by increasing all the elements

- New floor area 73m<sup>2</sup> max occupancy  $73 \times 0.5 = 146$  people
- The width of exits is 2 to acquire the minimum width required discount 1 in case it is blocked and minimum width would be as table 2.3 BR part B volume 2 - 1.05m
- Door swings would need to open outwards

The major refurbished hall would have occupancy of 146 people. However this would increase the wc provision requirement to accommodate the additional numbers as the area is limited, this is likely to be 1 additional female wc. We would need to consult Local Authority Licensing to ascertain exact numbers, we believe this will result in 110 persons.

An additional wc will result in loss of storage space or building additional provision outside.



Major refurbishment

## 7) New Hall Elsewhere

A new hall is to be considered on site elsewhere in the village there are currently two possibilities.

- The allotments
- The tennis club

The allotment site has narrow unmade access and the site would take out some allotment space not just for building but for parking as well.

The tennis club site is ready made in that there is some car parking, a made up drive and a clear level site is available.

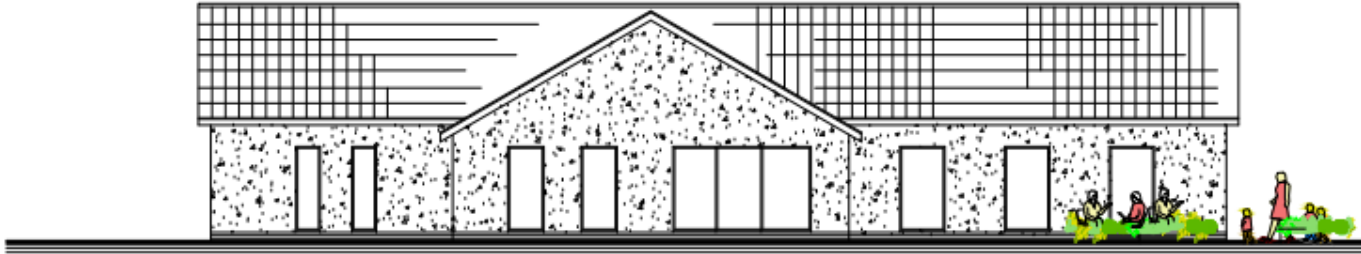
The tennis club location would be on a spare piece of land to the western side of the existing access road and would operate as a joint venture with the tennis club for funding and future management.

Any new hall would need to perform all the current functions and add increased opportunities for community events for example wedding receptions and similar.

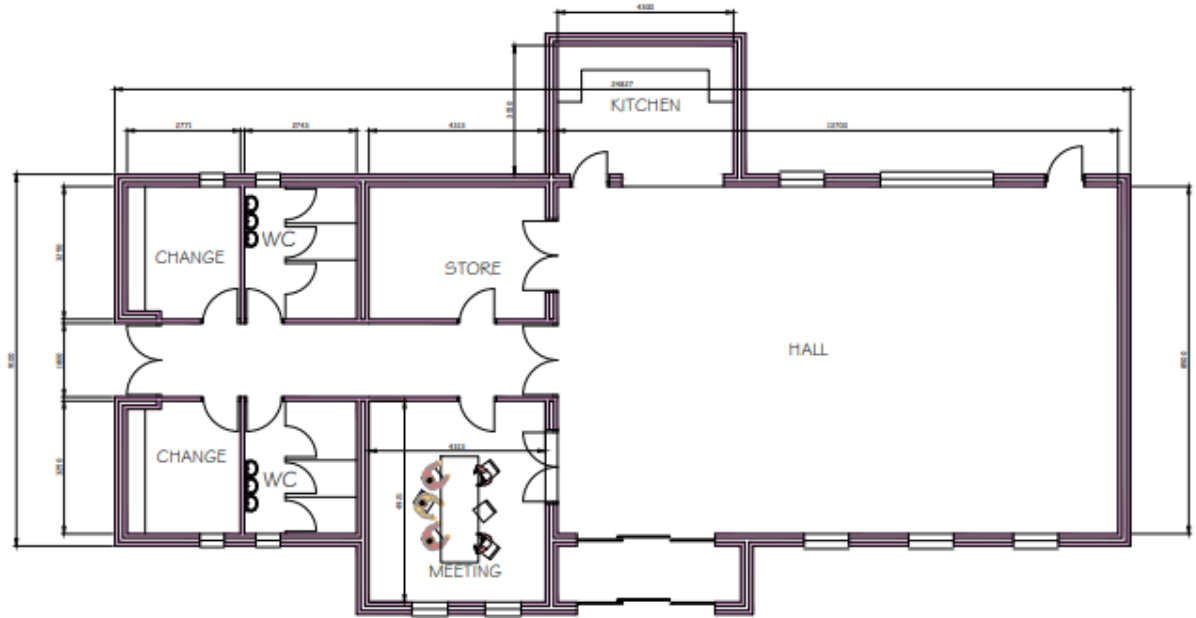
### New hall ambitions

- Kitchen
- Hall
- Meeting room
- Changing rooms
- Toilets
- Storage

We have considered the possibilities and provide below a possible sketch of what could be achieved it should be noted that this is not by any means a firm proposal but an example for discussion purposes.

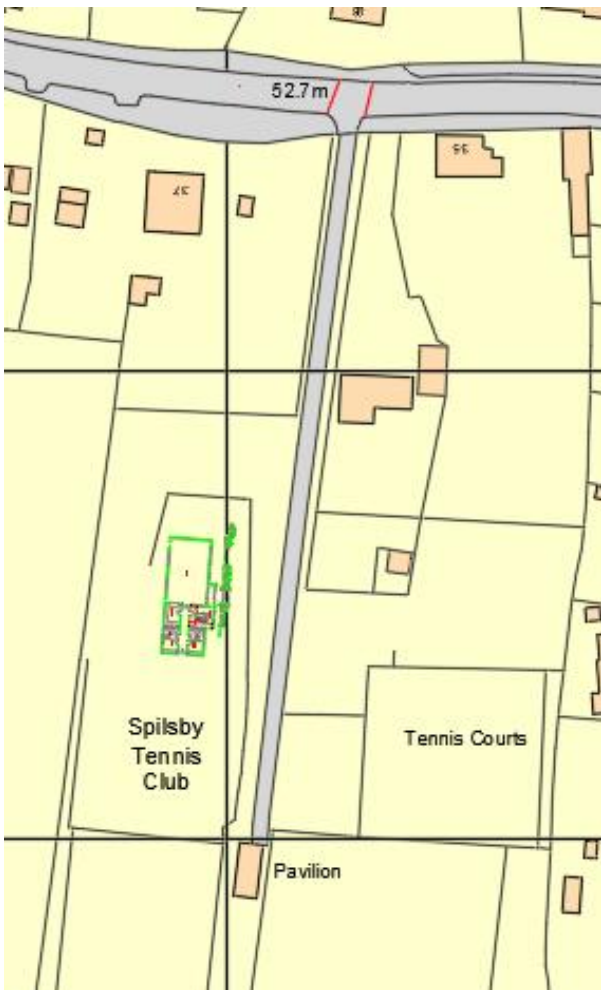


ELEVATION



GROUND FLOOR PLAN

Example new hall



Possible location on tennis club land



Tennis club land

## 8) Costs for options

### Existing hall

#### Do nothing

- option is cost free but is only delaying remedial works that will need carrying out at some point

#### Light refurbishment

Works to include:-

- Improve kitchen worktop height.
- Replace roof covering.
- Add wifi
- Replace timber windows.
- Replace heating system.

Estimated cost for budget purposes £50,000-00

#### Major refurbishment

Works to include:-

- Replace roof covering.
- Add wifi
- Replace timber windows.
- Replace heating system.
- Remedy damp/ smell.
- Improve entrance and exit widths and thresholds.
- Build new kitchen to rear
- Open up internally provide new beams to support the roof.
- New insulated floor raising level up to outside ground.
- Redecorate throughout.

Estimated cost for budget purposes £250,000-00

#### New hall on new site

- Hall
- Meeting room
- Store
- Kitchen
- Changing
- Toilets
- Outside space
- Parking

Estimated cost for budget purposes £550,000-00

9) Conclusion discussion

We have looked at the possible options and attempted to assess the benefits and downsides of each scheme our findings are summarised below.

Option	Negative	Positive
Do nothing	No improvement in any area, continued decline in fabric and usability.	No cost
Light refurbishment	Only some issues resolved. Some of the major problems not addressed.	Low capital cost. Some issues resolved. Hall could stay open for most of the time.
Major refurbishment	No parking provision Limited size options Limited capacity Hall would be closed during works	Most issues resolved.
New build off site		Shared cost Greater scope for grant aid Old hall remains in use during the works

It can be seen that there are pro and cons of any option, In our view the hall being closed during the works can be the end of small clubs as they can fold or go elsewhere during the off period. The new hall off-site would get over that plus the capital costs would be shared. From a financial point of view the new off-site hall would be the most gain for least cost.

Obviously there would need to be consultation with the parish to give everyone the chance to air their views.