

Almonry Development Working Group

Notes from meeting on 31 Oct 2019 to report back from Council

Present:

John D Clarke Architects - Mark Anderson and Ciaran Andrews

Blade Consulting – Darren Dangerfield

Carnell Warren Associates – Will Harrington (joined later to discuss Mechanical & Electrical issues)

Battle Town Council - Cllrs Brown, Favell and M Kiloh

Appointments

The archaeologist needs to be appointed as soon as possible. Three quotes have been received and BTC needs to inform the architect of their preferred choice on 6th November.

A CCTV drainage survey at a cost of £750 is required.

Recommendations from Council

Proposals regarding the building

Recommended screens in current Council Chamber are not appropriate. It was agreed that they should be :

- a. heritage style
- b. acoustic
- c. switchable

The architects will explore possible solutions from ionglass.co.uk

The detritus will be removed at a point when the archaeologist will have oversight of the project. It looks like dust and debris that has dropped between the floorboards.

It was agreed that the most efficient and cost effective roof insulation is wool.

DBR Southern will be approached to survey the stonework.

It was confirmed that the flooring in the current Council Chamber, public area and beyond (where the walls will be removed) should be as indicated on the plans per the architect's recommendation.

It was reported that Council had agreed the microscreeed floor finish in the community area etc.

It was reported that Council had agreed that the revised drawing should include an additional lettable office space and a glazed screen in the Town Clerk's office.

It was reported that Council had agreed that the opening into Western Avenue is filled in.

It was agreed that a tea point was not required in Reception because staff had reported that they would use the kitchens.

Audio Visual

The architects recommend that projector as well as a retractable screen is installed in the community area for use in meetings etc.

It was reported that a projector and screen are not needed in the current Council Chamber.

It was reported that an audio system is not required for weddings etc.

It was reported that a guest WiFi is required for public spaces and BTC areas, but not for commercially rented offices.

It was reported that Council recommended that data cabling should be designed to be sufficient for future-proofing public areas and BTC offices. (There are two screens in the Reception area on the plan that could be interactive – options to be discussed at a later date.)

It was reported that Council recommended that a door entry system is as straight forward as possible, but should allow for entry to be linked to a security alert and CCTV monitoring. Fobs were suggested. Lone working, personal safety and security was discussed and a panic alarm was recommended. (The issue of tenants' safety regarding fire alarms was also discussed.)

It was confirmed that a hearing loop was required.

Proposals from architect regarding access

It was reported that Council felt that the front access design is over-engineered and that it recommended that the window on the south side of the porch is removed, a doorway made and a portable ramp supplied and automatic glass doors are fitted to the two doors on the porch to keep the heat in. This will be researched, but it was felt that the height difference would not allow this.

It was reported that Council recommended a preference for the access from Western Avenue, across the back of the building as far as the museum, to be used. It was agreed that the additional cost to install the proposed slope down to the lower garden is also costed as a separate item.

Proposals from Carnell Warren

It was reported that Council accepted minimum requirements 1 to 10, but 11 (for a lift) is no longer applicable. These included: relocating the gas meter; replacing boilers; plate heat exchanger; modification to services to allow new layouts; emergency fittings for means of escape; mains isolation; flushing and pressure testing of pipework; new services to new layouts; testing of electrical services for open ends; appropriate junction boxes.

It was reported that Council accepted the recommendation to install new heating pipework (to give a balanced system with better heating control) and new electrical services (for better cabling, low smoke & fire, LED lighting and RCBO circuits) throughout. It was pointed out that this would require the tenants to agree to be temporarily relocated during some of the works as there would be no water and electricity. This would incur extra costs.

Question of additional space

The working group sought clarification regarding the additional space that will be made available with the new plan (27.5 m²). This space is in addition to current space is being put back into use.

Timetable

John D Clarke Architects will provide an updated timetable.

Blade consulting will provide a cost forecast on 1st November if at all possible.