

Subject: Notes of 31/5/23 meeting

Dear Nick

Great to meet you both again yesterday. I'm excited by your project and will try to help as much as you need.

Here are some notes and action points (some overlap with Claire's note).

- You have received a £100K bequest that gets you off the fundraising starting blocks.
- While the parish has a population of around 3,500, it serves a wider area and includes a secondary school (next door), a middle school (opposite) and a nearby primary school.
- You have a strong project team that includes yourselves, the curate, a business person and a retired building contractor.
- We agreed that, in order to evidence demand for space and help shape detailed design, a dialogue needs to start with the Parish Council, the church congregation, leaders of existing and potential user group and their members, stakeholders (e.g. schools) and residents.
- You felt a good place to start with this is the upcoming review of the Parish Plan.
- I will help the communications plan by providing survey examples, using my Survey Monkey account and attending stakeholder meeting, where required (e.g. Parish Council).
- We concluded that you would ask your QI architect for advice, on the understanding that the likely project components do not need architectural input.
- We agreed that you should add into the overall project plan whatever is needed to meet the requirements arising from the consultation, then prioritise/ phase the work to suit the availability of funding.
- Each item will need to be clearly specified by specialists so that the whole package can be costed by a QS and each component put out for quotes on a like for like basis (e.g. heating & M&E).
- We agreed that keeping the pews does not fit into the long term vision of creating a flexible space for use by schools and the wider community for large events.
- You will seek advice sooner rather than later from Peter Bemrose, the Diocese Heating Adviser.
- The building is listed, so you can apply for a VAT refund from the Listed Places of Worship grant scheme.
- If project design fee expenditure is needed, you may be able to apply to National Churches Trust for 50% (you could also apply to the Diocese Church Improvement Fund, but this may preclude another application later for the main works).
- You would like to consider all renewable energy and insulation options and will discuss these with Peter Bemrose and are aware that DAC and planning consent will be needed for solar and/ or ground source heating.
- Grants for renewables are hard to come by because they are seen to be income generating/ cost saving. However, you may be eligible for a grant of up to £25K from the Diocese Net Zero fund.

- While it may help with grants for applications to be fronted by the Parish Hall Committee, which is a registered charity, we agreed that, as investment will be in the church building, the PCC will need to make grant applications.
- There is much local history and an appetite for a community history project that could unlock National Lottery Heritage funding for repairs and restoration (see attached my summary of the recently launched NLHF strategy).
- We will work on a 1-page vision statement to underpin the communications plan, which can evolve over time into a case for support.

I will review previous community surveys and tailor some questions to suit and have a go at a vision statement. This will not be until w/b 12/6/23.

Hope that covers it for now. Look forward to working with you.

Kind regards

Andy

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Usual working days: Tuesday, Wednesday, Thursday