**Design sub-committee meetings**

 Held: 14 March 2019 & 20th March 2019

Attendees: Chris Elliot, Richard Casey, Alan Peake(14th only) , Sarah Reeve (20th only), Krissy Blood

**Update on Architect’s & Planners’ positions**

* Agency planner has been assigned to our pre-app.
* Site visit : 20th March.
* Jo Rumble will attend next full committee meeting on 25th.
* DWP are doing minimal work - seeking various quotes for appraisals /inspections - until a response has been received. DWP confirmed that the latest orientation of the building was based purely on our request, and optimal thermal modelling has yet to be carried out.

**Check and update our Requirements & check against DWP’s latest design**

 (in green: updates to our requirements)

Main Hall

* Needs to connect directly to the MUR in addition to Hall entry and store entry

Kitchen

* Only requires one secure store
* Must have an external door
* Lengthen serving hatch as far as possible
* (Optional) door between hall and kitchen, but not at the expense of the serving hatch.

Entrance lobby & assembly area

* Combine the two, remove all ‘niceties’ - seating, display opportunities
* Airlock requirement to be removed
* Add coat hanging space
* Ask architect’s advice on installing an air curtain

Storage

* OK amount, but always nice to have more
* Single, but large & tall door for north side store area

Toilets & changing rooms

* Remove changing rooms requirements
* Add baby changing facilities to disabled loo. Relabel as Family & Accessible WC (FAWC)
* All but the FAWC must be secured for Hall use only, with the FAWC usable by MUR and Hall. For example, on current design, a lockable door between main lobby area and loo block, with the door of the FAWC turned round 90deg. would meet this requirement.
* DWP to be asked to model Male/Female loo blocks to assess space requirements.

Plant room

* Electrics meters separate, & in an outdoor cupboard for ease of reading.
* No outdoor access to plant room (appears to be on our requirement list, so remove)
* Single, but large door for internal access
* Large enough to hold:- oil boiler up to possibly 68kW with control panel,

 Thermal plant control panel,

 2 vertical storage cylinders of minimum 500 litre capacity each, with space to withdraw and maintain immersion heaters,

 Domestic hot water cylinder of 200 - 250 litres,

 Pump sets for thermal plant, underfloor system plants, mixing valves,

 large manifolds, piping for all of the above,

 Balanced flue for boiler

New

Push out the eastern ‘lean-to’ area a little so as to create more storage, and act as windbreak to hall’s immediate outside space.

**Construction Materials**

* Preferred option is NuDura technology for entire build for an insulated, airtight building.
* Discuss with DWP: - the current design with DWP’s NuDura expert.

 - combining NuDura with exposed timber beam construction

 (as seen at Meldon), or adding faux beams.

 - thermal loss/gain in the hall through the glassed wall.

 - possible gable end windows, but controlling unwanted light

* Windows: Double glazing is sufficient. UPVC preferred choice
* Floor: Concrete slab on insulation with radon membrane. Probably wood flooring

**Heating**

* Underfloor heating rather than radiators. Uses lower water temperature, avoids hot/cold spots, stops hall hirers interfering with the heating.
* PV solar panels and thermal stores.
* Heat pump, air or ground, and oil or wood boiler still undecided
* Need to discuss with a heating expert.
* mechanical ventilation heat recovery (MVHR) . Arrange to talk to Green Building Store

**Culvert and Bridging**

* DWP are aware of need to widen, but are awaiting the principle of bridging the stream being accepted by DNPA before drawing up full spec.
* Service ducts required above and below culvert.

**Sewage**

* Preference is mains sewage.
* Probably require pumps to connect to Widecombe sewage works

**Approach to Orientation**

* Priority to be given to discussing with DWP the thermal loss/gain of the current orientation of Hall. This should be resolved before anymore detailed internal modelling.

**External Finishes**

* Nothing additional to add - no wood cladding, some granite facing, and rendering.
* Roof - metal sheeting with standing seam

**Lighting**

* Top the list is natural lighting, but with ability to block out light in the Hall and MUR with mechanisms of minimum complexity
* Skylights or solar tubes in the corridors and kitchen. Possibly gable end windows in Hall.
* Automatic motion detector lights in all rooms and storage areas to facilitate finding the location of main light switches. Also over external doors to facilitate unlocking.
* Lights to turn off automatically, but with manual overrides
* Initial build to include ‘hooks’ for adding stage tracking and lighting at a later stage if funds are short.
* External: low level / down facing lighting in car parking area, at the pedestrian bridge and at each eternal door. Motion detected, but with manual overrides.

**Landscaping**

* Val Tame has been approached. The idea is for community involvement including growing our own plants.
* The hedging on the roadside will be allowed to thicken and grow higher to mask the building from the road.
* A patio area is required by the Hall
* A secure play area for the pre-school.
* General landscaping over the development site; the wildlife half of the field to be protected from wandering public.

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