

SEVENOAKS DISTRICT COUNCIL: COMMUNITY INFRASTRUCTURE LEVY (CIL) SPENDING BOARD

**BID FOR FUNDING PRO-FORMA (INFRASTRUCTURE ONLY)**

Scheme name:	FORDCOMBE NEW VILLAGE HALL/SPORTS PAVILION PROJECT
Description of Scheme:	<p>The current 98 yr old hall is literally falling down (the foundations were poor and there is subsidence), the single skin walls are of poor quality with no insulation, there are single glazed windows and the whole of the premises is of poor quality, worn and shabby, with a configuration which does not meet the needs of the community. We looked at refurbishment but it would literally mean rebuilding it and more costly than a new hall. There are no changing rooms and just one shower room. The use of the hall by village groups and individuals plus other users has dwindled due to the dire facilities and poor access for the less mobile/disabled. We cannot see this slide continue on our watch (e.g. the pre-school closed in August) so we will be organising for this to be demolished in Spring 2019.</p> <p><b>We then need to provide a fit for purpose community and sports facility. There is no other community facility in the village.</b></p> <p><b>The recent planning permission is for:</b> Demolition of existing Village Hall and Sports Pavilion. Construction of replacement Village Hall and Sports Pavilion with disabled parking and ramp.</p>

<b>1</b>	Is this scheme promoted by your organisation in partnership with another organisation(s)?	<b>We are in serious dialogue with a pre-school wrap around day care provider who has proposed use of the main hall 5 days a week until 5pm.</b>	
		Organisation Name(s):	
		Responsible individuals(s):	
		Signature(s) on behalf of other supporting organisations(s):	
		Please provide details of the Agreements you have in place with your partners. Including the % of money guaranteed for the scheme from each organisation.	

<b>SE</b>	Is planning permission required for the scheme?	<b>Yes</b>	
		If yes, has it been applied for?	Yes
		If no, please explain why?	N/A
	Details of any other consent required (if appropriate (e.g. conservation, Listed Buildings, other Government bodies):	Consent required	No. We have approved detailed planning permission.
Date applied for / granted		Apcn. No. 18/01943/FUL approved 24.8.18	

### Need for the Scheme

<b>3</b>	List of projects or development that result in the need for this scheme:	<p>A new community &amp; sports hall will be used by a large number of social, educational, and recreational groups, some weekly, some monthly and some regularly throughout the year.</p> <p>Examples of current use of the old hall are: Women's Institute, Over 60's, Luncheon Club, Footsteps Dance, Line Dancing, Table Tennis Club, Parish Council meetings, Yoga sessions, Stool ball Club, Cricket Club, Junior Cricket training and Village Events, e.g. Fete &amp; Flower Shows, Pop up Cafes, Music Nights &amp; Quiz Nights, plus private social events including children's parties.</p> <p>A pre-school was running in the hall until August 2018 which was constrained by the facilities and has sadly now closed, however we are in an exciting dialogue about another one opening in a new hall with pre-school</p>
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		wrap around care. We also have enquiries for new and additional use of a new hall, for Jo Jingles music classes, Gardening for the Mind courses and Wellbeing / Body Mind Spirit events.
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4	How is the scheme related to these developments (additional information, such as usage forecasts and existing and alternative capacity assessments, can be attached as an appendix):	The impact of not having a village community centre will have very detrimental effects including social isolation for the vulnerable elderly, no centre for sports and other activities, and no facility for pre-school children and those without transport. Current users have confirmed they will use the new hall and a new pre-school for longer hours will support mothers returning to work and increase the hall's income.
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**Please provide an explanation of the 'public benefit' of the scheme proposed for residents in Sevenoaks District:**

5	Economic	<p><b>Value for Money:</b> Initially it was thought we might be able to build alongside the old hall and then take it down but it was decided that this was just not achievable from available funding sources so, with a concrete plan in place we will be demolishing the old hall in April 2019 and building a new centre on the footprint during the summer months.</p> <p>The District Council was consulted over the plans and environmental impact and recently approved detailed planning permission for the new building and increased (from the current) 3 off road spaces to 7 car parking spaces which includes a disabled parking bay very close to the entrance. There is further informal parking in local roads and on the grassed space around the recreation area.</p> <p>The loss of this important community building would have a direct negative impact on the village sports and groups. They would be unable to meet elsewhere in the village. There would be an impact on the health, mental well being and social cohesion of many residents, so spending will increase in other areas like health care.</p> <p>We are working hard to ensure the new facility provides the best possible value for money.</p> <p><b>This is a once in a lifetime opportunity for the village which we believe is an ideal infrastructure project for CIL funding and publicity.</b></p>
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6	Social	<p><b>A community building (and the surrounding recreational area attached to that building) for the use of the village is vital to the social fabric and infrastructure of the local community.</b></p> <p>The new community and sports hall will encourage and nurture social, physical, recreational, and sporting activities for all, from the very young to the elderly and lessen social isolation for those without transport.</p> <p>We are in a rural location with limited access to public transport. Between Monday to Friday, there are just 6 buses a day to and from Tunbridge Wells and other villages – the last one leaving Tunbridge Wells at 5.08pm, and only 4 buses on Saturday, the last one leaving Tunbridge Wells at 5.45pm. There is only one bus a day to and from Tonbridge which is for school children.</p> <p>Taken from census statistics for 2011, a third of the village population is aged 65+. With the increased growth in the already aging population, the need for suitable types of social events for this age group will also rise. Within the village Age UK has a block of flats, Reeves Court, for the elderly to rent. There is also The Hedge Barton park home, a site of 74 dwellings, for those aged over 50 years. It has no social amenities so there is a degree of social isolation for all those without transport.</p> <p>The exciting prospect of <b>a pre-school with wrap around care</b> will benefit Fordcombe and many others from surrounding villages where there is no such facility. The proposers of the pre-school have consulted the local school and the local community and have had such a good response they feel confident in setting this up in our new hall.</p> <p>We don't want to lose our village cricket club, stoolball club, table tennis club and cricket youth development evening as these will all close without a facility.</p> <p>We'd like to further build on these sporting activities to encourage new ones for the older residents and other physical activities that the new facilities would attract.</p> <p>We hope to attract participants from surrounding villages as well as Fordcombe as helping to encourage a healthy lifestyle is increasingly more important to fitness and positive mental wellbeing for all age groups.</p>
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7	Environmental	The environmental impact of the existing hall falling into disrepair and the grounds being neglected would
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		<p>be considerable for the village including the potential neglect of the children’s dedicated play area within the grounds.</p> <p>The new hall and sports centre, which is visually in keeping with the local area, will enable the upkeep of the recreational areas and encourage more local pedestrian use, and will not have a detrimental impact on the environment.</p> <p>The new hall will meet modern environmental standards for heating, insulation, energy consumption, etc. The current hall has no insulation leading to both heat and noise leakage.</p> <p>The local school, Fordcombe Primary, is keen to forge a partnership with the prospective pre-school and learn from their Forest School approach. The school numbers are dipping slightly so would be boosted by a feeder pre-school – we need to keep all our local facilities thriving. We cannot rule out future housing development in Fordcombe increasing our numbers.</p>
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8	<p>Is the need for the scheme identified in any adopted strategy/plan? E.g. Neighbourhood Plan, Work programme of a Statutory Body, Infrastructure Plan (Regulation 123 list). If so, which?</p>	<p>No, Fordcombe’s need for community facilities has not been a priority to anyone other than Fordcombe. Our village is located roughly twelve miles from Sevenoaks and is a completely separate village from the wealthier and larger Penshurst village nearly 3 miles away, although we are within the Parish of Penshurst.</p> <p>Many years ago, the village bid for lottery funds and was turned down, partly because our postcode (shared with Penshurst and Chiddingstone) indicated we were a ‘wealthy’ area. However we are a small village with a large park home community and several areas of social housing, and our local school has nearly 1 in 10 children eligible for free school meals.</p> <p>Sevenoaks D.C. kindly paid for a kitchen re-fit to the existing hall many years ago.</p> <p>When we approached Head of Communities and Business, Lesley Bowles, much earlier this year, she</p>
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	<p>indicated that Sevenoaks had such a tight budget that probably £10,000 towards the nearly £600,000 needed, would be a contribution from SDC.</p> <p><b>CIL funding is an ideal way to enable Sevenoaks D.C. to help us fund a part of this project to secure its success.</b></p>
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## Funding

9	Total Project Cost	<p>£564,370 excluding contingency which might include removal of areas of low grade asbestos in the roof. VAT is not applicable to the construction of new village halls.</p> <p>A 5% contingency added to the total is <b>£592,588.</b></p>
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10	Funding required from CIL:	<b>£185,000</b>	<b>£</b>
	Please identify other funding sources for this project, what contribution they are making and why these cannot be used to fund the scheme in its entirety	1) KCC Village Hall Scheme - bid for £50,000 (max £50k)	50,000
		2) Penshurst & Fordcombe Parish Council - £20,000 (£5,000 over the past 4 years)	20,000
		3) Sevenoaks D.C. £10,000 - max available for this project	10,000
		4) Village fundraising events including the Annual Fete & Flower Show - £46,000 - anticipating £55,000 by Spring 2019	55,000
		5) Sport England - max £50k so will hope for £35,000. Have consulted Kent Sport & a rep visited the hall and thought this was realistic	35,000
		6) Kent Sport - £10,000 if Kent wide significance so bidding for £4,000	4,000
		7) Lottery Fund - partnerships with village organisations & pre-school £25,000	25,000
		8) Small bids to charities concerned with community support projects as follows: Garfield Weston Foundation £5,000 Gatwick Foundation Fund £5,000 Henry Smith Charity £5,000 Rank Foundation £5,000 Stuart Halbert Foundation £8,000	32,000

	Morrisons £5,000	
	KCC Combined Members Grant (for equipment)	2,000
	Village donors who will match fund up to £175,000 including gift aid once the project starts, making village funding account for more than a third of the total funding which demonstrates the village's commitment to this project.	175,000
	<b>TOTAL:</b>	<b>£593,000</b>

<b>11</b>	Is this bid for staged payments?	<b>No</b> - however there will be stage payments made as the works progress so this can be possible.
	Will staged payments be accepted?	<b>Yes - as above</b>
	Details of anticipated funding requirements and timetable	Please see section 21 for timetable for works. We would prefer to have the total sum but as stage payments will be made during the few months of building works, it's possible to make a schedule of stage payments from this grant.

<b>12</b>	Has a bid(s) for CIL funding been made to relevant town and parish councils?	Bid made (please delete as appropriate):	<b>No</b> - we were unaware that such a scheme existed until a few days ago but we have had support from the Parish council of £5,000 a year for the past 4 years towards our building fund.
		Details of bid	
		Decision made (please delete as appropriate):	
		Details of decision:	

<b>13</b>	Would the scheme be fully funded if the CIL contribution is agreed?	<b>Yes - provided all grants are obtained but we are prepared to bridge any shortfall with a loan for social enterprise as this scheme is a once in a lifetime for the village and has to be actioned.</b>
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<b>14</b>	Has this scheme benefited from CIL funding previously?	<b>No</b>

**Deliverability**

15	Does your organisation have the legal right to carry out the proposed scheme?	Yes
16	Anticipated start date for delivery of the scheme:	April 2019
17	Anticipated finish date for the delivery of the scheme:	November 2019
18	Anticipated date when CIL funding will need to be made available:	From Apr/May 2019
19	Does land need to be purchased to facilitate the scheme?	No
20	Please provide a consultation plan to let SDC know when they can expect progress reports on the project.	We are happy to provide monthly progress reports from April 2019 until completion of the project or as you advise. We have two members of the Action Group within the Village Hall committee who have extensive experience of buildings project management. We have made use of the skills and knowledge of our Action Group members and will continue to do so until completion of the project including a post project evaluation.
21	Please provide details of the management and timescales of the project.	<p><b>The scope and timing of works:</b></p> <p>The cost will include Project planning and Management including the requirements of the Construction, Design and management Regulations, including undertaking Principal Designer and contractors roles.</p> <ol style="list-style-type: none"> <li>1. February 2019 – Preparation of detailed architectural, structural, civil, mechanical and electrical design work for Construction and Building Regulation purposes.</li> <li>2. March 2019 - Preparation of the site ready for construction including construction of temporary sites access. This will involve fencing the site in its</li> </ol>

		<p>entirety and providing warning signs in accordance with Health and Safety Executive requirements.</p> <p>3. April 2019 - Demolition of the existing building.</p> <p>4. May to September 2019 - Construction of the new building.</p> <p>5. October 2019 - Construction of the new car park.</p> <p>6. October/November 2019 - Construction of external works and landscaping in accordance with the planning permission for the site.</p>
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22	Has consultation been carried out on the scheme or is any planned?	<p><b>Carried out.</b></p> <p>Please provide details</p> <p>Engagement with the local community was sought as to whether they would support the project at a village meeting on 17<sup>th</sup> March 2014. All attendees, with one exception, agreed support.</p> <p>Consultation was then undertaken regarding the requirements for current and future users of the hall for a new, energy efficient building, more suited to current and future needs.</p> <p>Questionnaires were completed by all the main users to seek information on their requirements and individuals were also encouraged to do this at village meetings. This provided a key input to establish the broad principles of the project.</p> <p>The main points raised were that there was frustration over only group being able to use it at a time so there should be two halls (one large hall for village or social events and one small hall for smaller groups) and they should both have well</p>
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			<p>equipped modern kitchens, access to toilets and be able to be concurrently used without disturbing each other. Storage areas needed to be more accessible. Improved access was needed for those less mobile, or with buggies, including the ability for the disabled to park close to the entrance. Finally, for sports groups there should be showers and changing facilities – currently there are no dedicated changing areas and just one shower.</p> <p>Community inputs continued to be promoted, through consultation, publicity and public meetings, as the final design of the building was gradually formulated.</p> <p>Full information as to progress being made as the building is constructed will also be provided using various methods, including social media (a Facebook Page &amp; website for the project).</p>
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23	Is a relevant SDC ward member(s) supportive of the scheme?	<b>Yes</b>	
		Signature of at least one SDC ward member (Note: An e-mail from them to <a href="mailto:cil@sevenoaks.gov.uk">cil@sevenoaks.gov.uk</a> would also be sufficient).	Provided.

24	Is the relevant town/parish council supportive of the scheme?	<b>Yes</b>	
		Signature of at town/parish council chairman, clerk or chief executive (Note: An e-mail from them to <a href="mailto:cil@sevenoaks.gov.uk">cil@sevenoaks.gov.uk</a> would also be sufficient).	Provided.

**Maintenance**

25	Which organisation will be responsible for ongoing maintenance?	<p>Fordcombe Village Hall Committee &amp; Trustees (as with the current hall)</p> <p>The hall and surrounding land was gifted to the ownership of the Official Custodian of Charities so that the land and building will be safe from other development in perpetuity.</p> <p>The Fordcombe Village Hall is a registered charity (Number 235361), and is managed through a Village Hall Committee of 10 persons, with 3 Trustees (Tom Rimmer, Brent Gebbie, and Fraser Greenshields) who monitor the work of the Committee. The Committee and Trustees are all unpaid volunteers.</p> <p>The Village Hall is a charitable organisation, held in Trust for the use of the inhabitants of the village of Fordcombe and the surrounding neighbourhood. It actively recognises and values equality and diversity – welcoming individuals and groups without distinction of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability.</p>
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26	Are funding arrangements in place for maintenance?	<p><b>Yes</b></p>	
		Please provide details	<p>Income until last year exceeded expenditure (including maintenance). Last year, with falling bookings, we used approx. £1,000 from our contingency fund towards running costs and we have now lost the pre-school income. However, the original hall was built just after the 1<sup>st</sup> World War as a Memorial Hall and our <b>Annual Fordcombe Fete</b> was first started in 1946 by the British Legion after World War II had ended, to raise money to financially support the hall.</p> <p>Around £5,000 has been raised each year in the past few years from the Fete but this has gone into the new hall fund and once this is built it will revert to helping with running costs, improvements etc. for the new hall and keeping hiring costs for local groups low. This cushion will ensure we are financially viable even if we only have current users to start with.</p> <p>However, with the new pre-school and other anticipated income we will be able</p>

			to set aside a larger contingency fund and make further improvements to the grounds around the hall.
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27	Please provide any further comments here	<p>We hope we have clearly demonstrated the pressing and essential need for this capital project.</p> <p>We are a small village but this why we need help and our needs are no less pressing than for larger communities in Sevenoaks.</p> <p>We have demonstrated that this gives <b>strong economic, social and environmental benefits</b> to the entire Fordcombe community &amp; undoubtedly others within Sevenoaks area will also be users.</p> <p>We have demonstrated partnership working with other organisations for use of the new hall, particularly a new wrap around pre-school facility which will work closely with the local school and will enable mothers to return to work, thus having a wider beneficial effect on the economy.</p> <p>The majority of the project cost is and will be actively secured through different match-funding sources including village fundraising.</p> <p>We may appear to some to be in an affluent area but Fordcombe School currently has almost 1 in 10 (9.2%) children eligible for free school meals.</p>
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**Declaration**

I am authorised to submit this bid for funding on behalf of the organisation that I represent. At the time of writing, the information contained in this submission (including appendices) is correct and true to the best of my knowledge. If CIL funding is committed and circumstances change prior to the completion of the scheme, the organisation that I represent will notify Sevenoaks District Council. The Council will reserve the right to reconsider the allocation of funding. If CIL funding is committed to the above project then the organisation that I represent commits to providing Sevenoaks District Council with sufficient information to enable it to undertake its reporting requirements under the CIL Regulations 2010 (as amended), or any subsequent relevant regulations.

**Signature**

*Elaine Barnett*

**Name**

Elaine Barnett

**Position**

Chair, New Village Hall Action Group (sub division of the Fordcombe Village Hall Committee)

Name, role and contact details of the person that will be attending SDC's CIL Spending Board to support this bid:

Elaine Barnett – Chair, New Village Hall Action Group (sub division of the Fordcombe Village Hall Committee)  
Email [elainepbarnett@gmail.com](mailto:elainepbarnett@gmail.com)  
Phone 01892 740512 (ansafone if not available)

Sevenoaks District Council,  
Community Infrastructure Levy (CIL) Spending Board

29<sup>th</sup> October 2018

Dear Board Members,

**CIL APPLICATION - FORDCOMBE VILLAGE'S NEW HALL PROJECT**

I am acting on behalf of the Village Hall Committee (as Chair of our Action for a new Hall Group) because I am responsible for grant applications to achieve funding for a new Hall & Sports Pavilion within the village.

I attach an application, the recent letter granting detailed planning permission and a copy of the plans, plus our Business and Development Plan.

You will see from the attached Business and Development Plan that this project has been ongoing for several years, with the full support of villagers. However in the past 8 weeks, since obtaining planning permission for a smaller scale project than originally intended, we were finally able to obtain quotes for the works and look in detail at grants/funding sources.

Two major factors in the decision to demolish the existing hall and build on the footprint, rather than try and build alongside then demolish the old hall, was the expense attached to this because the National Lottery had suddenly ceased to fund capital projects including village halls and the fact that the use of the hall was starting to dwindle due to the poor access, layout and facilities.

I had drawn up a list of possible sources of funding, and earlier this year had already approached Sports Kent, Sevenoaks D.C. and the Parish Council (who have been supporting us for the past 4 years in this project). Despite an amazing amount of general fundraising and support from so many villagers with funding, we were now faced with a shortfall. I was then informed a few days ago about CIL and the opportunity to bid for funds.

If this bid for funds is granted it will build on our already firm funding foundation, help us to obtain the remainder of match funding and will ensure the project's success. The prospect of not having a community centre and sports facility was the reason why 17 of us volunteered over 4 years ago to form an Action Group to make this happen. We have utilised our own skills to keep costs down, only paying for professional help when it was necessary. We have two within our group who have buildings project management experience so we will be able to monitor this project from start to finish and provide monthly progress reports.

Penshurst Parish Council and Cllr Coleman have emailed/written to you in full support of our project.

For many years we have been a member of ACRE and received advice and support from them with regard to the changes needed to our constitution before we could proceed with the project, which we actioned 2 years ago.

Very kind regards,

Elaine Barnett (Mrs)

## Simon Taylor

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**From:** penshurst.pc@gmail.com  
**Sent:** 29 October 2018 10:50  
**To:** CIL Mailbox  
**Cc:** 'Elaine Barnett'  
**Subject:** Fordcombe Community & Sports Hall

**Categories:** Blue category

Dear Sirs

Please accept this email as confirmation of full support for the above project in the ward of Fordcombe which is part of Penshurst Parish.

The Parish Council has been allocating funds towards this project during recent years and I can confirm will have £20,000 in the accounts earmarked specifically for the new facility.

It is hoped that the Parish Council will also be in a position to add to this sum during the 2019-2020 financial year.

Taking the above statement into account we trust this shows the level of support that the Parish Council has for this important and worthwhile project.

For and on behalf of Penshurst Parish Council

*E M DÍVALL (Mrs)*

Parish Clerk/  
Administrative Officer

## Simon Taylor

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**From:** Cllr Coleman, Susan  
**Sent:** 28 October 2018 23:06  
**To:** CIL Mailbox  
**Subject:** New village hall in Fordcombe

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Blue category

To whom it may concern,

I am delighted to support an application for funding for a new village hall in Fordcombe. It is an essential part of the community serving all ages from young children to the elderly. The young rely on it for a pre school [ which has temporarily had to close until the re-build is complete] and the elderly for community lunches and also a venue for Age UK who provide support to combat loneliness and teach exercises to maintain stamina, fitness and fall prevention.

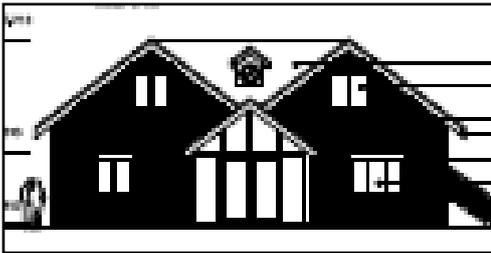
Yours faithfully  
Sue Coleman  
district Councillor.

FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

1921 MEMORIAL VILLAGE HALL BUILT



2019 NEW COMMUNITY HALL & SPORTS PAVILION



**Fordcombe Community Hall/Sports Pavilion  
Business and Development Plan**



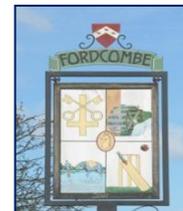
**TRUSTEES, VILLAGE HALL COMMITTEE & ACTION GROUP - October 2018**

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## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION



### INTRODUCTION - A NEW COMMUNITY HALL/SPORTS PAVILION FOR FORDCOMBE VILLAGE

The hall and surrounding land was gifted to the ownership of the Official Custodian of Charities so that the land and building will be safe from other development in perpetuity. The Fordcombe Village Hall is a registered charity (Number 235361), and is managed through a Village Hall Committee of 10 persons, with 3 Trustees (Tom Rimmer, Brent Gebbie and Fraser Greenshields) who monitor the work of the Committee. The Committee and Trustees are all unpaid volunteers.

The Village Hall is a charitable organisation, held in Trust for the use of the inhabitants of the village of Fordcombe and the surrounding neighbourhood. It actively recognises and values equality and diversity – welcoming individuals and groups without distinction of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability.

Its use is for meetings, education, recreation and leisure occupations with the object of improving the conditions of life in the above area of benefit - promoting and facilitating community spirit to those individuals and organisations linked to the village. In the 2001 Census the population was 521, in the 2011 Census it had risen to 559. There are approximately 370 households.

The hall has served the community well but the condition of the building, reaching its centenary, its poor foundations and construction, and the facilities it provides are totally inadequate for meeting current needs or those of the future population. There has been a gradual decline in the use of the current hall due to the outdated facilities and difficulty in access.

**Consultation:** After talking to user groups and local people, the Trustees and Village Hall Committee held a village meeting to seek a mandate to provide a new hall and supporting facilities, rather than spend increasing sums of money on expensive repairs to maintain a building which would still be totally inadequate for current and future requirements. The vote was overwhelmingly positive and efforts to fundraise have been ongoing and will continue until the new community hall is erected.

**AIM:** We need to provide a fit for purpose community centre which enables more activities and encourages more users, not just now but well into the future. The new community and sports hall will encourage and nurture social, physical and sporting activities for all, from the very young to the elderly and lessen social isolation for those without transport.

**Trustees:** Tom Rimmer, Brent Gebbie, Fraser Greenshields

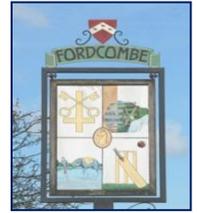
**Chair, Village Hall Committee:** John Morrison

**Chair, Action Group (Committee Sub Division):** Elaine Barnett

## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

### WHY A COMMUNITY & SPORTS HALL IS VITAL TO OUR VILLAGE COMMUNITY

Fordcombe is a village within the parish of Penshurst in the Sevenoaks District of Kent, England. The village is located five miles (8 km) west of the outskirts of Tunbridge Wells, nearly twelve miles from Sevenoaks and is a completely separate village from Penshurst nearly 3 miles away.



The existing hall has served the community well but the condition of the building, reaching its centenary, its poor foundations and construction, and the facilities it provides are totally inadequate for meeting current needs or those of the future population. **We will demolish this hall in April 2019.**

**A building (and surrounding external area attached to that building) for the use of the village is vital to the social fabric of the local community.**

A community and sports hall is a vital local meeting point and aids social cohesion to village life. It provides premises for locals and others of all ages and backgrounds to meet, be entertained, keep fit and form friendships. There is no longer a village shop but having a village hall is as important as having a pub, a church, and a school at the heart of the community. Fordcombe has the benefit of enjoying all these other facilities.

A new community & sports hall will be used by a large number of social, educational, and recreational groups, some weekly, some monthly and some not quite so regularly. Examples of current use of the old hall are: Women's Institute, Over 60's, Luncheon Club, Footsteps Dance, Line Dancing, Table Tennis Club, Parish Council meetings, Yoga sessions, Private social events including children's parties, Stool ball Club, Cricket Club, Junior Cricket training and Village Events e.g. Fete & Flower Shows, Pop up Cafes, Music Nights & Quiz Nights. A pre-school was running in the hall until August 2018 and we are in an exciting dialogue about another one opening in a new hall. We also have enquiries for additional use of the hall, for Jo Jingles music classes, Gardening for the Mind courses and Wellbeing / Body Mind Spirit events.

**Impact on Key Local Need:** The impact of not having a village community centre will have very detrimental effects including social isolation for the vulnerable elderly, no centre for sports and other activities, and no facility for pre-school children and those without transport.

However, the huge amount of work that has gone into this current scheme, from the community generally and the Action Group, has meant we believe this aspiration will become a reality within the next year with your help and support.



## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

### EVOLVING THE PROPOSALS TO MEET THE NEEDS OF CURRENT & FUTURE USERS WITH COMMUNITY INVOLVEMENT



**Community Support:** Further engagement with the local community was sought as to the requirements for current and future users of the hall for a new, energy efficient building, more suited to current and future needs.

Questionnaires were completed by all the main users to seek information on their requirements and individuals were also encouraged to do this at village meetings. This provided a key input to establish the broad principles of the project. The main points were that there was frustration over only group being able to use it at a time so there should be two halls (one large hall for village or social events and one small hall for smaller groups) and they should both have well equipped modern kitchens, access to toilets and be able to be concurrently used without disturbing each other. Storage areas needed to be more accessible. Improved access was needed for those less mobile or with buggies including the ability for the disabled to park close to the entrance. Finally, for sports groups there should be showers and changing facilities – currently no dedicated changing areas and just one shower.

**Community Involvement:** Community inputs have continued to be promoted, through consultation, publicity and public meetings, as the final design of the building was gradually formulated. Full information as to progress being made as the building is constructed will also be provided using various methods, including social media. Facebook Page <https://www.facebook.com/fordcombevillagehallproject/>

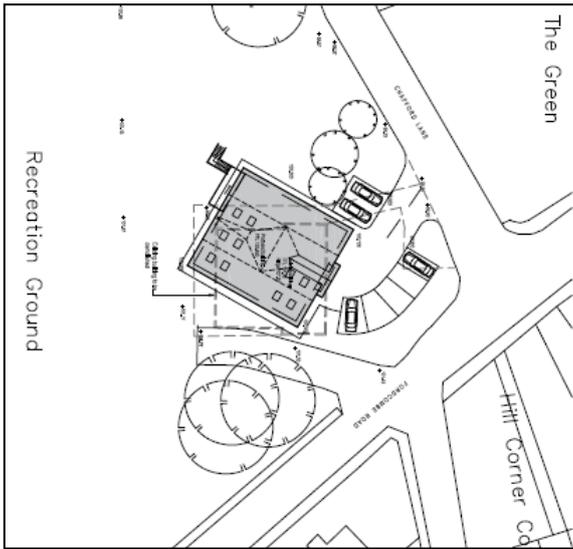
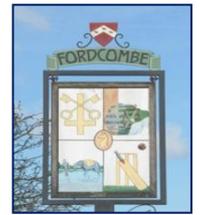
**Evaluation of the project will involve all user groups.** A post investment evaluation will not only consider the benefits to the users through their experience but also the financial indicators such as the running cost and rental return.

**An enhanced new facility will not only attract new users but also retain existing ones to ensure a sustainable future for the building and improve the overall quality of life within the village.**

In light of an increasing population and pressures for new homes in the south east of England, we also cannot assume that there will be no future residential development in Fordcombe.

# FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

## PLANNING PERMISSION



**Value for Money:** Initially it was thought we might be able to build alongside the old hall and then take it down but it was decided that this was just unaffordable so, with a concrete plan in place we will be demolishing the old hall in April 2019 and building a new centre on the footprint during the summer months.

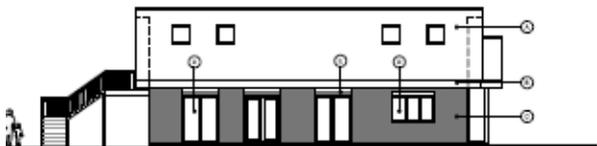
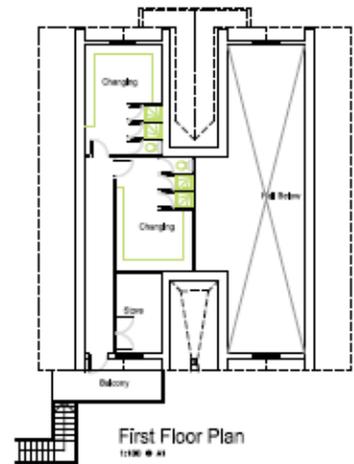
The District Council was consulted over the plans and environmental impact and has now approved detailed planning permission for the new building and increasing from the current 3 off road spaces to 7 car parking spaces which includes a disabled parking bay very close to the entrance.

There is further informal parking in local roads and on the area around the recreation area.

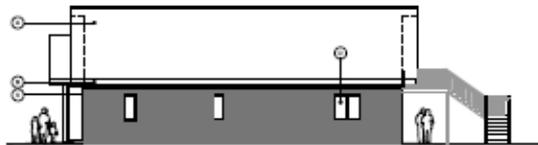
The footprint of the new building is slightly larger than the old building in order to meet the needs of the users and this building will comprise:

**Ground Floor:** A communal Reception area with access to toilets, a disabled toilet and a shower, self contained large and small halls with their own kitchen and a communal storage area.

**First Floor:** There are stairs from the outside to the upstairs area which comprises changing rooms and showers and a balcony plus further storage area.



West Elevation  
1:100 @ A1



East Elevation  
1:100 @ A1



North Elevation  
1:100 @ A1

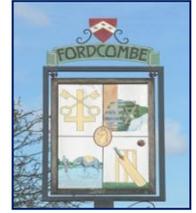


South Elevation  
1:100 @ A1

## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

### NEW HALL – USES AND LIKELY EFFECTIVENESS

**Feasibility:** From the outset of this project careful consideration has been given to the need to ensure that once the new hall has been constructed, it can 'pay its way', with income received for the use of the facilities exceeding operating and maintenance costs.



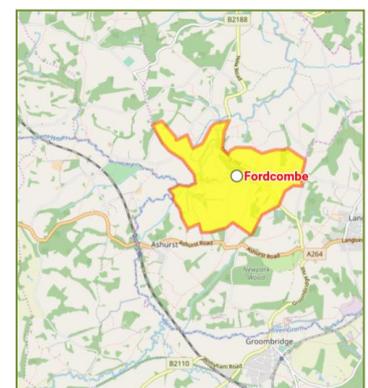
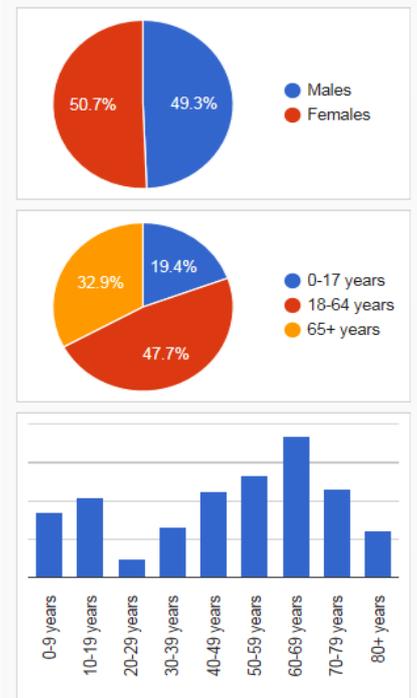
**Effectiveness:** This assumption has been based on the fact that a requirement of the new hall has been that it should be a much more usable and appealing space which will attract additional users. As the new building will provide modern, attractive facilities, it will undoubtedly appeal to a wider audience, comprising both existing and new users as we have already seen by interested parties contacting us. By having two halls, concurrent events could be held and the smaller hall would be ideal for smaller groups. For certain community events, e.g. the Village Fete and Flower Show, the whole building can be used.

**Value for Money:** Besides the demand for social and business activities, it is considered that an increase in physical recreational activities could play a very important part in the future of the hall, e.g. more dance/exercise classes and sports clubs wanting changing rooms and showers.

**In addition, a third of our population is aged 65+ years so with the increased growth in the already aging population, the need for suitable types of social events for this age group will also rise.** Age UK has a block of flats in the village, Reeves Court, for the elderly to rent. The Hedge Barton park home site of 74 dwellings in the village, for those over 50 years, has no social amenities so there is a degree of social isolation for all those without transport as buses are almost non-existent. Many attend our current fundraising Sunday Tea & Cake afternoons.

**Public Transport in Fordcombe:** We are in a rural location. Monday to Friday, there are just 6 buses a day to and from Tunbridge Wells and other villages – the last one leaving Tunbridge Wells at 5.08pm and 4 buses on Saturday, the last one leaving Tunbridge Wells at 5.45pm. There is only one bus a day to and from Tonbridge for school children.

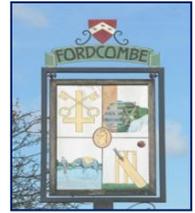
#### Further Population Figures:



## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

### **FUNDING OPPORTUNITIES - WE NEED A TOTAL OF £600,000 (incl contingency)**

A number of successful fund raising events meant there was sufficient money available to fund the first stage of the project which was the preparation of detailed plans and their submission for planning permission which is now granted.



**Community Involvement:** After deducting the expenses for obtaining planning permission, we currently have raised an amazing £46,000 over the past 3 to 4 years from our fundraising efforts. **This is a once in a lifetime project.** We are not like surrounding wealthier villages and have four areas of social housing, a large Park Home site and various rows of small cottages as well as some larger properties.

**The funding for the construction of the hall will need to be secured before it can proceed but we are confident of success, as without support, there will be no community facility at all in our village.**

#### **Grant Funding:**

For the past three years there has been a dedicated Council Tax Precept, initiated by the Parish Council which has raised £5,000 each year so will reach a total of £20,000 by 2019.

Sevenoaks Council say they are able to consider a grant of £10,000 subject to the production of various documents/an application.

Kent Village Hall Scheme - up to £50,000 towards capital costs.

Various Sports Bodies – a total of £33,000

**A spread sheet setting out the various applications for grants is available – some of these are underway or about to receive applications and, if successful, we will reach our total of £600,000.**

We have also been seeking personal and corporate donations which we feel will be significant within the village for this exciting once in a lifetime project.

- **2018 - 19**

**Apply for grants available within this financial year and continue village fundraising efforts.**

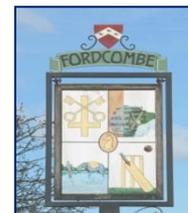
- **2019 - 20**

**Apply for further grants if necessary and invite donations in order to complete the build in Autumn 2019, supply appropriate fixtures and fittings and complete the small car park and necessary landscaping.**

## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

### BUSINESS PLAN

#### **A hall is essential to community life - there are no other community facilities in the village.**



Being a charity, there is no requirement to have a profit element in our finances, only a need for it to be able to generate sufficient income to pay for the costs of insurance, heating, lighting, cleaning etc. and maintaining the building and external areas, with some monies held in reserve for a 'rainy day fund'.

In considering the future situation regarding income and operating costs, certain assumptions have been made, but we also have the continued support of the Fete and Flower Show which passes most of the money raised each year to the village hall (currently supporting the new hall fund).

The size of the current premises and the available accommodation continually limit what activities can take place and is becoming a constraint with hirers and there is an inability to run concurrent or overlapping activities with another hirer. By providing a new hall, it is anticipated that the uplift in usage (and hence income) could be in the order of at least 10% for the first year, rising to 15% in year 2 and 20% in year 3. Should the proposed new pre-school wrap around care go ahead until 5pm Monday to Friday, this will be a significant increase in income.

#### **Statistics from our year end accounts:**

**Income from current use of the hall:** £8,137.50 from village organisations & £3,246.31 from private hirings, village tote etc. **TOTAL: £11,383.81**

#### **Expenditure (£) TOTAL: £12,005.33**

Cleaning costs	5,562.49
ACRK subs	40.00
Insurance & security	1,449.06
New equipment	0.00
Water & Sewage	428.24
Gas	2,201.15
Boiler service contract	306.46
Postage & Admin	20.00
Electricity	451.85
Council Tax/Rates	344.88
Fire Prevention	311.04
Repairs & maintenance	419.40
Performing Rights Licence	173.17
Electrical Inspections	177.59
Deposits returned	120.00
Fundraising costs	0.00

This past year was the first year that expenditure exceeded income so it was increasing apparent that action was needed. For over 70 years until 3 years ago, the hall received an annual donation from the

## FORDCOMBE'S NEW COMMUNITY HALL & SPORTS PAVILION

Fete and Flower Show committee towards the upkeep of the hall and to enable hiring costs for village groups be kept low, but this has been going into the new hall fund. Once the hall is completed the Fete income each year will resume. This is in the region of around £4,000 to £5,000 depending on the money raised on the day.

From this, you will see that we will be financially viable but we know with an up to date facility we will see more village participation and use. **We cannot let the old hall die on our watch - we need to provide a new hall.**

When income rises sufficiently it will enable further improvements – e.g. we would like to introduce an online booking system and install grass reinforcement grids on part of the recreation area so that cars can park in all weathers.

### CONSTRUCTION

We intend to monitor rather than try and manage the project so a decision will be made to choose a firm from the 4 tenders submitted and this firm will be responsible for all the works. This will mean sub contractors being used and we will encourage local trades persons to participate.

We have 2 professional persons in the Action Group with buildings project management experience (one retired) who will have the time and commitment to keep a close eye on the works from start to finish.

#### **The scope and timing of works:**

The cost will include Project planning and Management including the requirements of the Construction, Design and management Regulations, including undertaking Principal Designer and contractors roles.

1. February 2019 – Preparation of detailed architectural, structural, civil, mechanical and electrical design work for Construction and Building Regulation purposes.
2. March 2019 - Preparation of the site ready for construction including construction of temporary sites access. This will involve fencing the site in its entirety and providing warning signs in accordance with Health and Safety Executive requirements.
3. April 2019 - Demolition of the existing building.
4. May to September 2019 - Construction of the new building.
5. October 2019 - Construction of the new car park.
6. October/November 2019 - Construction of external works and landscaping in accordance with the planning permission for the site.

There will be a mobile classroom with toilet facilities located as close to the village centre as possible during the construction work so that some small groups can still meet during this period. It is being at very low cost but we have a contingency fund to meet this cost.

**PLEASE MAKE AN INCREDIBLE DIFFERENCE TO OUR LIVES AND SUPPORT THIS PROJECT.**

Mr John Morrison  
C/O Mr Nick Weaver  
Summersales Barn  
Blackham  
Tunbridge Wells  
TN3 9TS

Application Number: 18/01943/FUL

## TOWN AND COUNTRY PLANNING ACT 1990

### Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

#### Grant of planning permission

**Site :** Fordcombe Village Hall Spring Hill Fordcombe KENT TN3 ORT  
**Development :** Demolition of existing Village Hall and Sports Pavilion. Construction of replacement Village Hall and Sports Pavilion with disabled parking and ramp.

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Sevenoaks District Council, as the local planning authority has **granted planning permission** for the above development,

SUBJECT TO THE CONDITIONS set out below:

1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

In pursuance of section 91 of the Town and Country Planning Act 1990.

2) The development hereby permitted shall be carried out in accordance with the following approved plans: 01, 02, 03 Rev.A, 43571/13 Rev.D

For the avoidance of doubt and in the interests of proper planning.

3) The materials to be used in the construction of the development shall be those indicated on the approved plan 03 Rev.A.

To ensure that the appearance of the development is in harmony with the existing character of the area as supported by Policy EN1 of the Sevenoaks Allocations and Development Management Plan. The Local Planning Authority is satisfied that it is fundamental to the development permitted to address this issue before development commences and that without this safeguard planning permission should not be granted.

Chief Executive: Dr. Pav Ramewal  
Council Offices, Argyle Road, Sevenoaks, Kent TN13 1HG  
Telephone: 01732 227000 DX 30006 Sevenoaks  
Email: [information@sevenoaks.gov.uk](mailto:information@sevenoaks.gov.uk)  
[www.sevenoaks.gov.uk](http://www.sevenoaks.gov.uk)

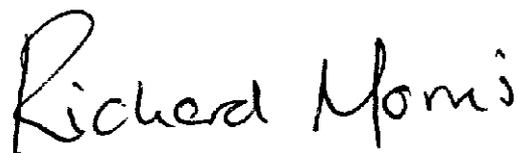
4) No development shall be carried out on the land until full details of soft landscape works have been submitted to and approved in writing by the Council. Those details shall include:-full details of tree protection measures in accordance with BS5837:2012;- planting plans (identifying existing planting, plants to be retained and new planting);-a schedule of new plants (noting species, size of stock at time of planting and proposed number/densities); and-a programme of implementation.The development shall be carried out in accordance with the approved details.

To safeguard the appearance of the area as supported by policy EN1 of the Sevenoaks Allocations and Development Management Plan. The Local Planning Authority is satisfied that it is fundamental to the development permitted to address this issue before development commences and that without this safeguard planning permission should not be granted.

5) If within a period of five years from the completion of the development, any of the trees or plants that form part of the approved details of soft landscaping die, are removed or become seriously damaged or diseased then they shall be replaced in the next planting season with others of similar size and species.

To safeguard the visual appearance of the area as supported by policy EN1 of the Sevenoaks Allocations and Development Management Plan.

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**Richard Morris**  
Chief Planning Officer

**Dated:** 24 August 2018

### Notes for the applicant

#### Conditions

If permission has been granted you will see that it may be subject to a number of planning conditions. They are an integral part of our decision on your application and are important because they describe how we require you to carry out the approved work or operate the premises. It is YOUR responsibility to comply fully with them. Please pay particular attention to those conditions which have to be met before work commences, such as obtaining approval for the siting and levels of buildings and the protection of trees on the site. If you do not comply with all the conditions in full this may invalidate the permission.

Further information about how to comply with planning conditions can be found at:  
[https://www.planningportal.co.uk/info/200126/applications/60/consent\\_types/12](https://www.planningportal.co.uk/info/200126/applications/60/consent_types/12)

Please note that there is a right of appeal against a planning condition. Further information can be found at:

### **Community Infrastructure Levy (CIL)**

This proposal may be liable for the Community Infrastructure Levy (CIL). This may be payable to the District Council, as the local collecting authority, on commencement of application 18/01943/FUL.

If CIL is liable, we will contact all relevant interested parties once we have issued a decision notice and serve them with a liability notice. This will identify the parties, the scale of liability, how it was calculated, when it will be due for payment and the opportunities to claim relief. Should you wish to claim relief from CIL you must make an application to us before any work starts on site. There is no automatic exemption from the CIL and it is not possible to make a retrospective claim once work has started.

Any party liable to pay CIL must assume liability before any work starts; they must provide us with a valid [Commencement Notice](#). If this is not provided we can impose surcharges and require immediate payment.

Please email [planning.information@sevenoaks.gov.uk](mailto:planning.information@sevenoaks.gov.uk) quoting 18/01943/FUL if you have any questions about CIL, before work commences.

### **National Planning Policy Framework**

In dealing with this application we have implemented the requirements in the National Planning Policy Framework to work with the applicant/agent in a positive, proactive and creative way by offering a pre-application advice service; as appropriate updating applicants/agents of any issues that may arise in the processing of their application and where possible and if applicable suggesting solutions to secure a successful outcome. We have considered the application in light of our statutory policies in our development plan as set out in the officer's report.

### **Building Control**

This permission relates to planning permission. Applicants are advised to contact our Building Control service on 01732 227376 for further information on whether it is necessary for permission to be given under the building regulations.



**SCALE FOR PLANNING PURPOSES**

Note  
 Use figured dimensions only.  
 All dimensions are to be checked on site prior to construction. The contractor shall be responsible for any adjustments required to the architect.  
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Revisions

Rev	Description	By	Date
-	First Issue	RB	23.05.18
A	Drafting amendments	B.B	25.06.18

Project  
 Fordcombe Village Hall Committee

Drawing Title  
 Fordcombe Village Hall  
 Proposed Floor Plans  
 and Elevations

**Civils**  
 Construction & Property Solutions  
 3 Winton Park, Winton, Southampton, SO9 4NR, UK  
 Tel: 01492 874203 Fax: 01492 874201

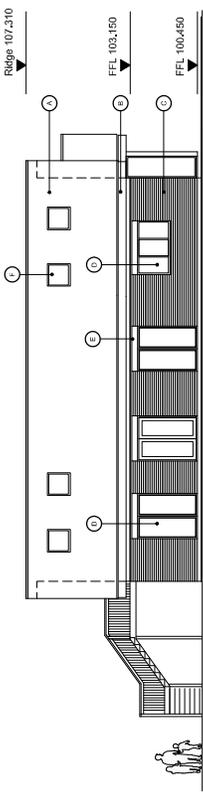
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Date  
 May 2018

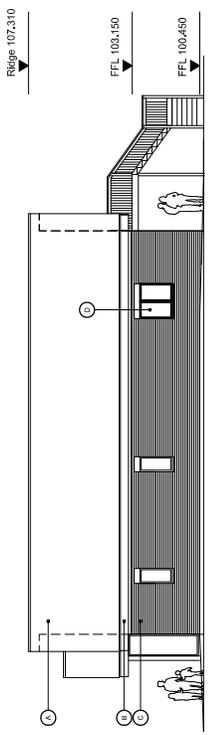
Drawing No  
**03**

Rev  
**A**

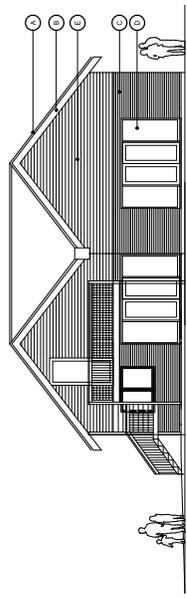
- A Natural alabaster effect fibrous cement roof tiles
- B Powder coated aluminium window frames and glazed doors
- C Roof stock metal roofing battens from Frostfield Lane Brickworks
- D Powder coated aluminium window frames and glazed doors
- E Natural Oak shiplap timber cladding to selected external walls
- F Velux rooflights



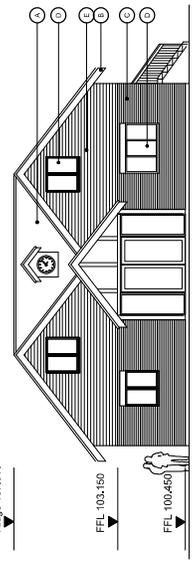
**West Elevation**  
 1:100 @ A1



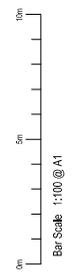
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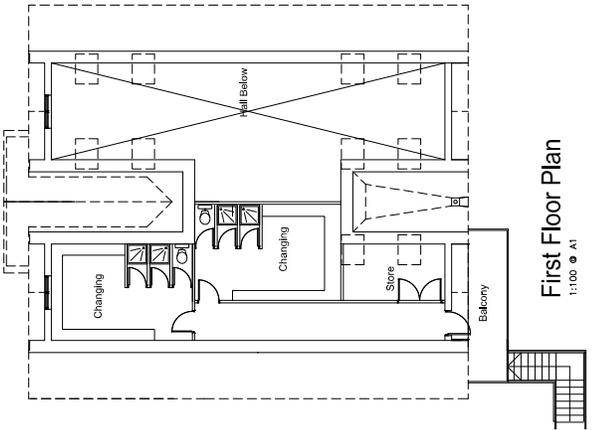
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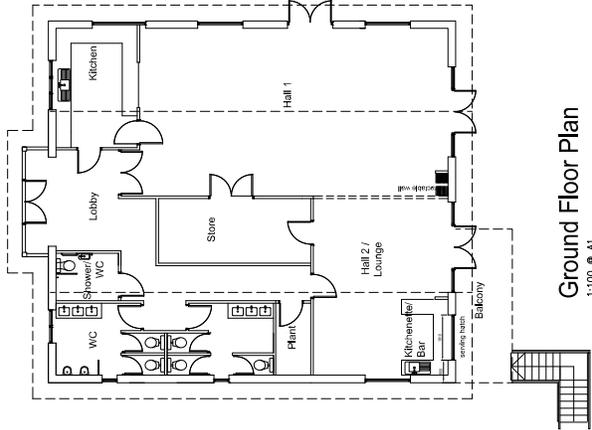
**South Elevation**  
 1:100 @ A1



Bar Scale: 1:100 @ A1



**First Floor Plan**  
 1:100 @ A1



**Ground Floor Plan**  
 1:100 @ A1



Bar Scale: 1:100 @ A1