

## Memorial Hall Extension Project Report and Recommendations – 9<sup>th</sup> September 2021

The Parish Council has been holding reserves of £15,000 to fund the remaining costs on the Memorial Hall Extension Project. £10,000 of this amount is the retained sum on the SWH contract. The remaining £5,000 of the £15,000 reserve is there to cover the final charges from our Architect and Quantity Surveyor and to act as a contingency fund for any unexpected costs.

In August 2021 a final settlement was negotiated with SWH in which SWH would be paid just £2,000 (ex. VAT) of the retained sum on the contract and the Parish Council would retain the balance of £8,000 so that it could fund and directly arrange, through local contractors, for the remaining project snags to be fixed.

The Construction Working Group fully expects the reserve of £15,000 to be more than enough to cover all the remaining costs on the project.

To meet the Parish Council's contractual commitments the following invoices, inclusive of VAT, were paid in August:

SWH	£2,400.00	This is the final, negotiated settlement on the SWH contract.
Paul Stevens Architecture	£1,762.62	This is the final invoice for the work done by our Architect on the project.
Martin Pickard	£525.00	This is the final invoice for the work done by our Quantity Surveyor on the project.

The members of the Construction Working Group recommend that the Parish Council formally ratifies these payments, and charges them (ex. VAT) to the Earmarked Reserves of £15,000 for the Memorial Hall Extension Project.

The costliest outstanding problem is the one with the sewerage system under the grounds of the Memorial Gardens. To fix this requires specialist knowledge of Kingspan / Klargester products and so quotes were sought from the three Kingspan / Klargester approved installers who are based the nearest to Downton (i.e. Verwood, Midsomer Norton, Minety). Only one supplier quoted and that was Environment Drain Services (EDS), who are based in Verwood.

The members of the Construction Working Group recommend that the Parish Council accepts the quote from EDS, for £6,760 (inc. VAT), to do the following:

- Replace the 2 pumps in the sewage pump chamber located in the Memorial Gardens, and replace the pump chamber's control pane (with the correct control panel for the replacement pumps);
- Replace 2 damaged inspection chambers; and
- Replace the lightweight cover for the sewage pump chamber with a lockable, heavy-duty cover.

... and to charge this payment (ex. VAT) to the Earmarked Reserves for the Memorial Hall Extension Project.

The remaining work to be done after this is a) landscaping of the area around the sewage pump chamber and b) guttering. Quotations are in the process of being obtained. The Construction Working Group fully expects the Earmarked Reserves for the project to be more than enough to cover these costs.  
More information on the remaining snags is provided in the Appendix.

Cllr. Dave Mace  
Construction Working Group

## **Appendix**

### **Introduction**

The Memorial Hall Extension was completed by the lead contractor for the project, SWH, in November 2018. Shortly after the hand-over of the building a long snagging list was compiled by the Construction Working Group and passed to SWH. Pending resolution of the snags the Parish Council, in accordance with the contract, retained the final sum, of approximately £25,000 (ex. VAT), which was due to be paid to SWH.

Since that time other snags have come to light, which were added to the list, and SWH have carried out works to fix many of the reported snags. With most of the issues resolved, and to meet its legal obligations under its contract with SWH, £15,000 (ex. VAT) of the retained sum was paid to SWH in December 2020 and formally ratified by the Parish Council at its meeting on 25<sup>th</sup> January 2021.

### **Remaining Issues**

The final items on the snagging list are as follows:

#### **Sewarage**

The transit of sewage and wastewater, from the pre-school to the sewage main in The Borough, is via a system of pipes, inspection chambers and a pump chamber installed under the grounds of the adjacent Memorial Gardens.

It came to light in December 2019, that there were various issues with the installed system:

- Although the pump chamber itself is appropriate for sewage, the pumps which had been installed were not of the correct type; they were effluent pumps, not sewage pumps. Consequently, the pumps are not fit for purpose. They need to be replaced by the more powerful pumps, with in-built macerators, which were originally specified by our architect. This, in turn, requires the fitted control panel for the pumps, to also be replaced.
- The cover for the pump chamber is a flimsy, light-duty cover. It soon became bent, presumably under the weight of our grass-cutting contractor's sit-on mower. This cover needs to be replaced by a heavy-duty cover, as originally specified by the architect.
- Two of the new inspection chambers which were installed had holes in their bases which had been patched. Two drainage specialists have independently advised us that the patching of the holes in the inspection chambers, which are up stream of the pump chamber, is not good practice as these 'fixes' tend to fail over time. When they do give way there could be significant ground water ingress into these chambers which would then result in the pumps being in use far more frequently and needing more frequent maintenance and replacement than they would otherwise. Rather than give the Parish Council a future problem,

and cost, it should be fixed now, with a proper long-term solution, by replacing the two inspection chambers with ones that have not been damaged.

### ***Landscaping***

Due to technical problems, it was not possible for the pump chamber to be installed in the Memorial Gardens without raising the level of the surrounding ground around the pump. The resulting impact on our public recreation ground is unacceptable: We currently have a large area of rough and uneven ground in the Memorial Gardens, with a park bench that is now sitting too low to the level of the surrounding ground and a mound that is too close to the adjacent toddlers' swings thereby breaking the safety guidelines swings. This needs to be put right by a landscaping specialist. We need them to:

- Contour the rough patch of land so that:
  - it flows smoothly, and in a way that it pleasing to the eye, into the surrounding level ground,
  - there is enough leg room under the park bench,
  - the land does not go above the damp course level in the adjacent wall of the Memorial Hall and
  - there are no trip hazards.
- Thoroughly de-stone the surface
- Add topsoil, as needed
- Re-seed the area to grass

### ***Guttering***

During rare periods of exceptionally heavy rainfall, it has been found that the guttering above the terraced area of the extension is not taking the rainwater away fast enough. This results in water ingress and damage to the inside of the extension. To solve this problem the standard guttering in this area needs to be replaced by 'deep flow' gutters and an additional downpipe needs to be installed. In addition, rainwater is leaking from some of the joints on the guttering around other parts of the extension and so these joints need to be fixed. Finally, some painting work was missed on a small area of fascia board behind the new guttering and so this will also need to be put right