



Hinxton Village Hall

DEVELOPMENT AND REFURBISHMENT DESIGN BRIEF

Version 2 | 18th November 2024
Approved by Hinxton Parish Council

Project Overview

A Section 106 agreement between Wellcome Trust, South Cambridgeshire District Council and Cambridgeshire County Council was signed on 17 December 2020 to mitigate the impact of the Wellcome development.

This included the obligation to fund an extension to the Hinxton Village Hall of approximately 90 sqm or such other area as otherwise agreed in writing with the District Council - the District Council have since agreed to a smaller extension as long as this extension is in the spirit of the original agreement.

Following a huge amount of hard work by some past councillors, Wellcome Trust committed to £568k to support this development (plus inflationary rises).

The Parish Council proposes to ask Toni & Colin Moses to create a concept design for the development and extension of our village hall. Our aim is to enhance the current facility, ensuring it meets both contemporary standards and the future needs of our community.

Objectives

- Refurbish the existing hall to improve safety, accessibility, and energy efficiency.
- Extend the building to provide additional space for community activities and events.
- Integrate modern amenities while preserving the hall's traditional charm and character.
- Open the Hall up to landscaped, useable external space.
- Create a flexible and adaptable space that can accommodate various community uses including but not limited to;
 - Children's and adult parties
 - Large meetings such as Parish meetings
 - Smaller meetings such committee meetings
 - Large village social events such as the Village Fete

Scope of Work

- Refurbishment:
 - Upgrade heating, plumbing, and electrical systems.
 - Conduct structural repairs and improve insulation.
 - Enhance accessibility with ramps, accessible toilets, and other necessary features.
 - Update interior and exterior finishes for a fresh and inviting appearance.

- Extension:
 - Add multi-purpose rooms, storage areas, and a modern kitchen with a serving area.
 - Kitchen needs to meet relevant standards to ensure that food preparation can be supported.
 - Storage needs to be sufficient to hold all tables and chairs.
 - Connect the inside with the outside to improve flexibility and usability of the space.
 - Consider outdoor improvements, such as landscaping and parking enhancements, ensuring the car park is suitable for use in all weather conditions.

- Sustainability:
 - Incorporate sustainable design principles and energy-efficient materials.
 - Explore renewable energy options to reduce the hall's carbon footprint.
 - Maximize the use of natural light throughout the building.

Design Requirements

- Capacity: The hall should accommodate up to 150 people for various events and activities.

- Accessibility: Ensure the design complies with current accessibility standards, including provisions for wheelchair access, accessible restrooms, and hearing loops.
- Flexibility: Create spaces that can be easily reconfigured for different uses and events.
- Aesthetics: Blend modern facilities with the traditional architectural style of the village. Use durable, low-maintenance materials.
- Acoustics: Ensure good acoustic properties to support diverse activities and events

Budget and Timeline

- Budget: The total budget for the project is c.£600,000. The detailed design and development will need to be procured in line with Hinxton PC guidelines.
- Timeline: Please provide guidance on timelines to include;
 - Concept design:
 - Detailed design and planning approval:
 - Construction:

Submission Requirements

Please ensure the following documentation is provided to the Parish Council:

- Concept design proposal with sketches and cost estimates.
- Proposed project timeline and methodology.

Contact Information

Please direct any inquiries and submissions to:

Andy Brown

Parish Council

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Appendix – Hinxton Village Survey Results

		% Disagree	% Agree	% Strongly agree
Parking - all weather	Ensure Village Hall parking is useable all year	5%	90%	54%
Serving Area	Space to be able to serve food / drinks during events	2%	85%	37%
Storage	Facilities to be able to remove the chairs and tables from the main Hall space	3%	83%	40%
Indoor / Outdoor	Ability to open the Hall up to landscaped, useable external space	2%	80%	51%
Audio / Visual	Built in facilities to enable events to be hosted	0%	80%	25%
Aesthetics	Improve the exterior look of the Hall to better fit in Hinxton	5%	73%	33%
Kitchen	Commercial kitchen facilities to enable food to be prepared in the Hall	8%	73%	30%
Lighting	Improve use of natural light	0%	71%	39%
Acoustics	It can be very hard, especially for those with hearing difficulties, to hear what is being said	8%	70%	35%
Configurable space	Flexible space to enable meetings to happen in a smaller space	7%	68%	34%
Parking - additional	Increase the amount of parking available at the Hall	17%	66%	34%
Staging	Removable staging to allow performances and events	18%	34%	16%