

Shamley Green Village Hall (known as “Arbuthnot Hall”) Redevelopment Project Monthly Report No. 1

12 August 2026



Executive Summary

- Project deemed “fully funded” 7 May 2026 following confirmation of YFS Funding Agreement, releasing all remaining private commitments
- JCT Contract signed 18TH June, with H&H Construction, following competitive tender
- Hall vacated 28 June 2026
- Work on site commenced 29 June 2026 (asbestos removal)
- H&H Construction on site 2 July 2026 - site preparation and investigations commenced
- Issue identified with neighbouring property power supply under the hall, causing significant delay to demolition work
- Pigeon nest in neighbouring property where scaffold to be erected. Nest protected under the Wildlife and Countryside Act 1981.
- Several issues and challenges have had an impact on costs, reducing the available Contingency sum. We continue to look to actively offset through value engineering.
- Programme to be extended by several weeks.
- Project cost remains within total funds raised/pledged at this time.

Contents

Executive Summary	1
Contents.....	2
Project Management	3
Overview & Governance	3
Value Engineering/Cost Control.....	3
Construction.....	4
Programme.....	4
Health & Safety.....	4
Finance and Payments	4
Project Finance	5
Professional Fees	5
Client Works.....	5
Funding and Payments.....	5
Issues & Challenges	7
Adjoining Owners.....	7
Utilities	7
Appendices.....	8
Project Team.....	8
Programme.....	9
Progress Photographs	12

Project Management

Overview & Governance

The redevelopment project comprises the demolition of structures around the central Arts & Crafts hall constructed in 1905. The project involves the removal and upgrading of the hall roof and windows, replacement of the floor and stage, and the erection of new structures around the hall providing entrance lobby and bar, kitchen, WCs and sports changing rooms, plus a first floor meeting room and viewing balcony.

Quarry Architects, who have designed the renewed hall, are the appointed Contract Administrators. Project governance is delivered through formal minuted monthly meetings chaired by Quarry, attended by the professional team, the contractor, and representatives of the Hall Management Committee's Property Team. In addition, the Hall Finance and Treasury team are involved in the payments process and Finance Reporting.

Value Engineering/Cost Control

As with any project that involves a structure that is over 100 years old, it is expected that several unforeseen issues might arise. In parallel, because of the finite funding available for the project, it is essential to keep expenditure within the fixed envelope of money available. Therefore, the Project team and the contractor have identified several areas where costs have been removed, or the specification reduced to minimise drawing down the Contingency sum.

Notwithstanding, several new/additional costs have arisen as the structure has been opened up. These are detailed further below.

Construction

Programme

The construction Programme is 52 weeks and attached in the Appendices.

Following the start of work on site on 2 July 2026, the 'soft strip' of the interior has been completed – see progress photos in Appendix.

As much work as possible has been carried out without the scaffold and whilst the property is unsafe due to power supply.

The latest programme identifies the potential risk of delay to completion by several weeks as a result of the re-laying of the power supply to the neighbouring property, The Coach House.

Health & Safety

The Health & Safety regime set out and implemented by the contractor has been reviewed and approved by the project Health & Safety specialist, the Principal Designer (Anthony Birch).

No issues raised to date.

Finance and Payments

The Tender submission from H&H Construction was originally £1,401,366 plus VAT.

Clarification of the specification during the tender process and subsequent value engineering with the Project Team reduced the contract estimate to £1,386,596 plus VAT

A payment approval process and schedule have been agreed with the Contractor, the Project Team and shared with funding organisations.

Valuation no.1 in the sum of £31,920 including VAT was paid 4 August 2026.

Valuation no.2 in the sum of £34,200 including VAT is due for payment 31 August 2026.

Project Finance

Professional Fees

As of 31 July 2026, fees paid to the professional team for design and project advice total £107,710 incl. VAT.

Some additional structural engineering work has been required, and 8% disbursements on architect fees were not included in the original budget of £139,614 plus VAT. The current professional fees budget is therefore in the region of £145,000 plus VAT. This increase is considered in contingency estimates below.

Client Works

Client Works comprise a number of items that are not included in the contract with H&H construction. These items will be procured directly by the Hall Management Committee and/or paid direct.

Client Works include:

- New folding tables and chairs
- New fire extinguishers
- New signage and notice boards
- New audio-visual equipment – cinema and PA
- Existing structure and works insurance

As of 31 July 2026, costs paid out for client works was £8,487 incl. VAT. The original budget for client works was £59,450 plus VAT and we have no current expectations of an overspend in this category.

Funding and Payments

Funds raised for the project as of 31 May 2026 total **£1,987,624**.

Major supporters are:

- | | |
|----------------------------------|-----------|
| • Your Fund Surrey (YFS) | £ 900,000 |
| • Waverley Borough Council (CIL) | £ 360,000 |
| • Wonersh Parish Council | £ 100,000 |
| • Garfield Weston Foundation | £ 30,000 |
| • Wonersh Foundation | £ 20,000 |
| • Bernard Sunley Foundation | £ 15,000 |
| • Local donors & interest | £ 513,000 |
| • Village organisations | £ 21,000 |
| • Hall fundraising events | £ 29,000 |

As of 31 July 2026, the Hall Finance team has banked £482,122 of this sum pledged. Monies committed by YFS and CIL will be drawn down against Contractor invoices.

As of 31 July 2026, total costs paid out stood at £124,682. Total costs when the project commenced on site were estimated at **£1,987,624** including a Contingency of £84,832 (including VAT).

Project Costs comprised:

• Building Contract	£1,386,596	
• Client Direct Works	£ 59,450	
• Professional Fees	<u>£ 139,614</u>	
Sub-total		£1,585,660
• VAT @20%	<u>£ 317,132</u>	
Sub-total		£1,902,792
• Contingency incl. VAT	<u>£ 84,832</u>	
Total		£1,987,624

As at the date of this report, the latest cost estimate shows that the project will utilise part of the Contingency sum as a result of the following:

- Delay for UKPN to install new supply to The Coach House and allow safe demolition (estimated £20,000 plus VAT)
- Additional cost for waterproofing the hall wall to Boundary House (£2,500 plus VAT)
- Additional cost to install waterproof membrane under the hall floor (£7,000 plus VAT)
- Additional cost of site security, CCTV and monitoring as required by insurers (£8,000 plus VAT)
- Additional cost of tree protection to gravel access road whilst new drains installed (£5,000 plus VAT)
- Additional professional fees costs of £5,500 plus VAT
- Estimated total **£58,000** including VAT

As part of prudent planning, the project team has identified potential cost savings of at least £20,000 - £30,000, in the event that the Contingency comes under further pressure. However, the team recognises that these cost savings would detract from the project and will therefore only make them if they become essential to complete the project.

Issues & Challenges

Adjoining Owners

Boundary House

Access is required to erect a scaffold to safely remove the existing roof and then to install the new roof later in the programme. An indemnity for liabilities and costs, backed by the Hall's and Contractor's insurance policies, is being provided to the property owner who is granting a licence over the use of the land for construction in accordance with a method statement provided by the contractor.

The work requires the cutting back of 30+ laurel trees, to be carried out by specialist arborists, and the protection of the roots.

A nesting pigeon has been identified in the laurel trees. Under the Wildlife Act this cannot be disturbed until the birds fledge. Accordingly, the scaffold erection is delayed until September.

The Coach House

It came to light, when turning off the power to commence demolition of the hall, that the power supply to the Coach House runs under the hall (1970s?) extensions. UK Power Networks (UKPN) acknowledge that this is unacceptable and that their records had not identified this. UKPN have programmed work to install a new connection to the Coach House, and this work is programmed for late August.

Agreement has been reached with the property owner to carry out the necessary works for the hall redevelopment in accordance with a method statement provided by the contractor.

Utilities

Pre-construction information requests were carried out for all services to the hall. Due to the age of the property, there were few records of services that could be relied upon.

The gas supply has been terminated and capped by the main supplier at the road as a gas connection is not required for the new Hall.

Issues have arisen with the electricity supply – see above – and this has caused a delay to the programme estimated at 7 weeks and a cost of approx. £20,000 plus VAT.

The water supply was not under the access panel in the Hall car park, as advised and expected. Trial pits discovered that the water supply comes directly off a pipeline running down the Green and there is no dedicated access point for the Hall. The contractor has since established an access point via a pit in the car park and attached the water meter in agreement with Thames Water. The water supply pipe is over 100 years old and too small to provide the needs of the modern redeveloped hall. Accordingly, the Project team is exploring alternative ways to increase the pressure, all of which options have an additional cost.

Appendices

Project Team

Hall Management Committee Property Team

- Jon Watson
- Alastair Hilton
- Tim Harlow

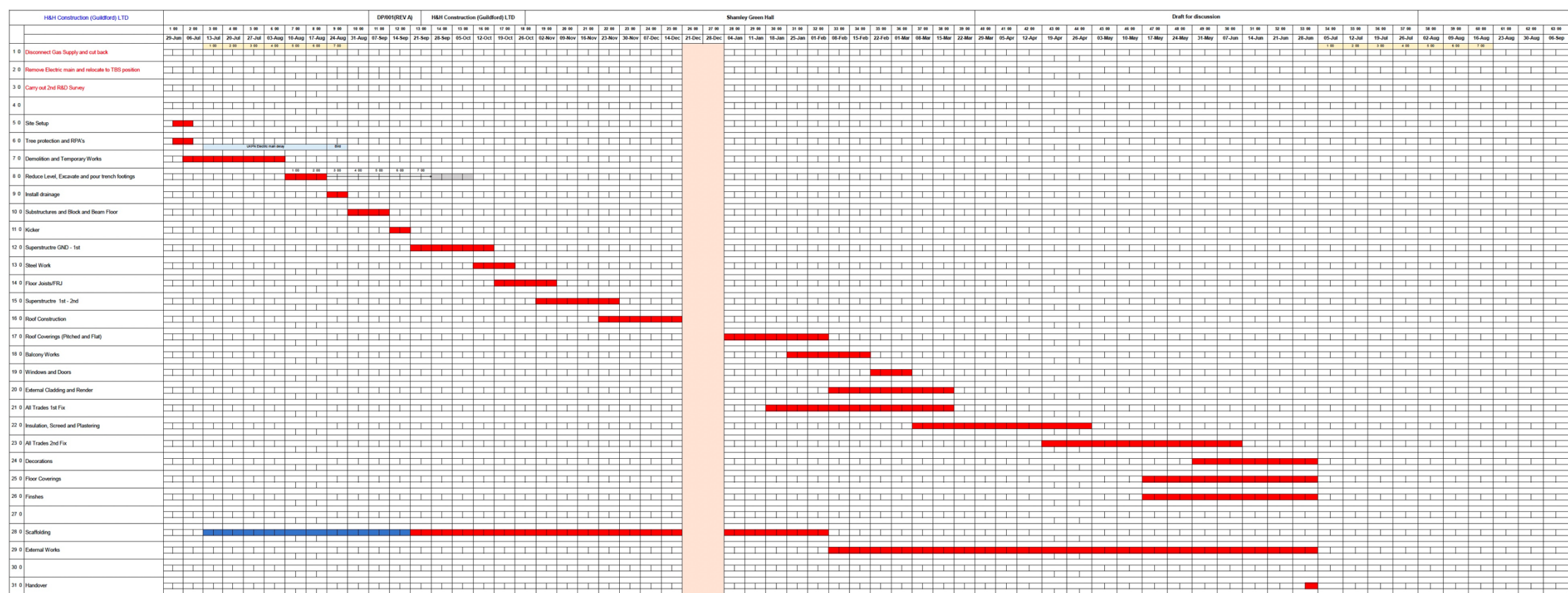
Professional Team

- Quarry Architects
- MEA Construction Consultants (Quantity Surveyors)
- Haworth McCall Consulting (Structural & Drainage Engineers)
- Pope Consulting (Mechanical & Electrical Engineers)
- Anthony Birch Health & Safety Services (Principal Designer)
- SOCOTEC Building Control (Building Inspector)
- Draffin Associates (Arboriculturist)
- Sylvatica Ecology (Ecologist)
- JETO (Asbestos Removal)
- Phil Durbridge (Kitchen Design)

Main Contractor

- H&H Construction Ltd.

Programme







Progress Photographs

