

MINUTES OF MEETING

PROJECT: 0870: Coll Community Centre, Arinagour, Isle of Coll
Situated at: Arinagour, Isle of Coll
For: Development Coll
Location: The Cabin
Title: COLL COMMUNITY CENTRE PROJECT TEAM MEETING
Subject: Feasibility Study

Date: 22/01/08
Time: 12:00 PM
Ref: MTG/0870/CT01/3
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Attendance:

Karen Anderson	Anderson Bell Christie
Michael Holliday	Anderson Bell Christie
James McDaid	Charles Scott & Partners
Emma Grant	Development Coll Ltd
Fra McIntyre	Development Coll Ltd

Apologies:

Points discussed

Action by

1.0 INTRODUCTIONS

1.1 Team Members – Introductions and Appointments

Jim McDaid has been appointed as project engineer.

QS has not been appointed but architect has conducted discussions with Gregor Cameron re allocation of work between Community Building/West Highland Housing Association affordable housing projects. Architect will utilise limited services of Glasgow QS for Feasibility Study and project QS will be re-considered in due course.

ABC

2.0 PROJECT

2.1 Name

Competition has been arranged for name. Client to appeal at public meeting for suggestions/entrants.

Dev Coll

2.2 Key Aims/Criteria

Architect has developed three outline design approaches: 'The Courtyard', 'The Steading' and 'The Church'. These options will be presented by the architect at various events arranged by client between Tuesday 22nd-Thursday 24th January.

2.3 Key Deadlines

Provisionally agreed to submit a worked up version of the favoured proposal to the steering group and QS for comment by DCK by 19/02/2008. Feedback from both would be incorporated into the final feasibility design which would be presented to the community between 01/03/08 - 04/03/08.

Post-Meeting Note: These deadlines were confirmed at the steering group meeting.

Points discussed	Action by
3.0 SITE	
3.1 Access, Permission, Acquisition	
Valuation Survey has taken place. Valuation had not been received at time of meeting but was anticipated to arrive shortly.	
3.2 Site Investigation	
Client had received permission from owners of Community Building site to dig trial pits to assess ground conditions. Excavation to take place during the design team visit. Engineer had received verbal permission from land owner of adjacent site, which is under consideration for development by WHHA, for similar trial pits.	
Engineer to oversee the excavation of trial pits and report on ground conditions for both sites.	CS&P
<i>Post-Meeting note: Architect and Engineer inspected early trial pits that indicate that the front of the site would be unsuitable for development. Confirmation through Engineering report likely to suggest that Community Building is moved further from road.</i>	
Possible housing sites were discussed, including two near the school. However, these are currently subject to a crofting dispute. The ruling for this is due soon but could still entail a two-year appeal process. Therefore, these sites appear to be unfavourable at present. This left the site adjacent to the new hall site as the most favourable, subject to further site investigation. This has the major advantage of potentially incorporating joint infrastructure - access road, services.	
<i>Post-Meeting Note: The trial pits on this site showed the site to be very waterlogged - tho' weather did not help! The ground conditions here - like the hall site - will require further investigation in due course - ideally both will happen in tandem..</i>	
Architect to discuss this matter further with WHHA.	ABC
3.3 Topographical Survey	
Topographical survey had not taken place and would be useful tool to have during design stages. Architect to establish if WHHA intend to instruct survey of the potential HOusing Site and whether the adjacent hall housing site can also be surveyed.	ABC
4.0 SERVICES	
4.1 Water	
Engineer to establish proposals. Tho' timescales will necessitate an approx cost for supply/connection in feasibility study.	CS&P
4.2 SEPA	
Engineer to establish.	CS&P
4.3 Hydro	
Engineer to establish. Again timescales will necessitate an approx cost for supply/connection in feasibility study.	CS&P
4.3 Other Energy	
Architect has contacted Mark Jennison of Real Alternatives to discuss outline issues of energy use - a meeting was planned but yet to happen. Fortunately Paul Fair of Real Alternatives is on Coll for a public drop-in session and meeting with the steering group and discussion have begun in outline. Paul will attend Steering Group meeting on Wednesday evening to discuss potential energy strategy.	Dev Coll/ ABC
Client expressed an interest in a reed bed filtration system. Agreed that client would broadly investigate the system and pass on relevant information to architect for more detailed investigation.	Dev Coll/ ABC

Points discussed**Action by**

Client confirmed that Jim Fraser of Zyggi Borehole Investigation had offered to dig boreholes on the community building site free of charge as a contribution to the Hall project. This could represent a sizeable cost injection.

Points discussed**Action by****5.0 CONSULTATION****5.1 Community Consultation**

The following was confirmed:

18/01/08 - Three proposals by ABC had successfully been up-loaded to the web to allow all interested parties to consider proposals in advance of public consultation.

20/01/08 - Architect had presented document to Secondary School pupils at hostel in Oban.

22/01/08 - Public Meeting at Coll Hall. To be attended by all.

23/01/08 - Public Drop-In session at the First Port. To be attended by Architect.

23/01/08 - Presentation to school pupils at Coll Primary. To be attended by Architect.

23/01/08 - Steering Group meeting at the First Port. To be attended by all.

Architect to collate all feedback and issue to client.

ABC**5.2 Funders Consultation**

Partner meeting in December 2007 confirmed that the budget had reduced to £1,000,000.

Client to confirm whether this budget is for construction costs only or the entire project budget.

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NB Partner meeting stated that as funding was limited the joint use of consultants for Community Building/West Highland HA affordable home development could realise benefits if possible.

6.0 Programme

Remaining dates as per programme.

Programme provisionally shows a site start date of September 2009.

7.0 AOB

All covered in above

8.0 Circulation

All present

9.0 Next Meeting

TBA

Copies to

All attending
