

Proposed Tolleshunt D'Arcy Village Hall

Final Design brief 19/7/18

Please see PLAN to accompany this brief.

ETHOS

The new Village Hall should provide facilities for all members of the village irrespective of age, gender and ability for recreational, educational activities and community services. Additionally, these facilities will be available for hire to outside bodies and individuals who will value the facility as an attractive and comfortable venue. All meeting rooms and hall will have access to the kitchen, foyer and toilets without disturbing other users. The hall itself should be welcoming, with maximum natural light, visually attractive, and be constructed to the highest modern environmental standards.

1. THE BUILDING

To be single storey.

Whole building and patio to be on same level.

To use very low maintenance external materials.

Look favoured- brick fronted, side walls clad (Marley cladding?) To be agreed with Maldon DC Conservation officer.

Aluminium alloy windows and doors (grey) to latest glazing standards.

2. SITING AND ORIENTATION

The site faces north to the road.

Design should ensure good levels of light and "airiness".

The hall and store should be located towards the south of the site. Kitchen, toilets and meeting rooms should be located to the north-west or north-east elevations. An attractively fenced patio/ play area should be included to the south elevation. Access to the recreation ground footpath is required. (Possible fire exit route.)

3. ACCOMMODATION

To comprise as follows with requirements on each: -

Entrance Foyer with storm porch access.

The foyer to be open plan and as large and well-lit as possible including natural light. (Possibly use light-tubes?)

Serving hatch from kitchen to use as a bar for functions.

Barrier matting at entrance, vinyl floor for remainder.

Storm porch, but designed to discourage nesting birds and insects.

Main Hall.

Size of approximately 7.5m wide and a minimum of 15m long is considered adequate.

Height as existing hall. To incorporate acoustic tiles/panels to reduce echo.

Wooden beams (either structural or decorative) to be incorporated.

Attention to be given to floor construction and finish so it is suitable for dancing, for floor exercises etc. but still be capable of being easily cleaned of food and drink spills.

Dimmable LED lighting in groups of four.
Dado rail on walls to reduce damage by chair backs.
Large patio doors leading on to patio. Patio level and Hall floor to be at same level.
Narrow vertical strip windows (raised from floor level) on south elevation in addition to patio doors.
High level horizontal strip windows on west elevation with ratchet opening mechanism.
Area on one short wall left clear to allow area for projection.
All windows / doors to have blinds to facilitate blackout. (Electric where necessary.)
Doors- double width wooden (with vertical glass panel). Doors from hall to foyer to be lockable.

Meeting Room 1

Size approximately 8m X 4.5m.
Vertical strip windows (with blinds) raised from floor level on north and west elevation.
Possible storage area on end wall.
Vinyl flooring.
Normal height ceiling.
Serving from kitchen.

Meeting Room 2

(To serve as Post Office and possible community outreach area.) With lockable store at one end for Post Office equipment.
Size approx. 4.5m x 3.5m.
Glass panel wooden door. (With blind)
Vertical strip windows (with blinds) raised from floor level on north and east elevation.
Vinyl flooring.
Plumbing to allow fitting of small vanity unit.

Cloakroom

Size approx. 1.2m x 4m.
Possible boiler cupboard at end.

Kitchen.

Kitchen to face onto main hall with serving (1). This will require the longest dimension of the kitchen to face onto the hall. An external door to the kitchen is necessary. Additional serving (2 & 3) to meeting room 1 and foyer. The top of the bottom sill of serving hatches to be level with the kitchen work surfaces.
Standard height ceiling.
Extractor fan.
Grey vinyl flooring.
Cupboards under work surfaces and as many wall cupboards as possible.
Services for- double oven, hob, fridge-freezer, fridge, water heater, extractor hood, 2 sinks, microwave and glasswasher/ dishwasher.

Toilets

Separate men's, women's and disabled/baby change.

Tiled walls. Vinyl floor extending up walls.

Automatic taps.

Hygienic hand driers.

Storage

Store room

Size as large as possible -40m² considered adequate. One and a half door access to hall.

Narrow horizontal strip window near roof. Door to patio.

Loft

Over front half of building, boarded. Access via loft ladder with automatic lighting.

Passage way

From patio to footpath to be gated at either end to allow storage of toddler play equipment when patio is in use for adult functions.

Caretaker's cupboard in toilet area.

Hall user's cleaning cupboard

(Vacuum, mop etc.) in the store area near to the hall doors or in boiler cupboard.

4. SERVICES

The committee wish to have an environmentally friendly building with a high level of insulation. Air source heating backed by electric water heating should be considered together with the use of solar panels. (The village does not have mains gas.) Cooling during summer.

Outside tap at rear of building.

Dimmable patio lighting.

Heating sources should be at low level to avoid chill at floor level in winter.

Internal and external lighting to be automatic sensor controlled.

WiFi or cat 6 cabling to all user areas.

A basic sound system to be installed in the hall with loudspeaker sockets at low level.

Hearing loop in main hall and meeting room 1.

External switched power sockets in patio area.

Fire Alarm.

Security camera system.

5. EXTERNALS

Design to incorporate existing pargetted Apple.

Maximise existing car park.

Car park lighting should be on exit delay timer.

Add- sound barrier between patio and neighbour on west side.