

PARISH ROOM REFURBISHMENT January 2014

Petition for Faculty

STATEMENT OF NEEDS

The Parish Room at St Mary's Ewell is found in the north-east corner of the church, with doors to the nave, the chancel, the choir vestry and the sink/area and back door of the church. It is heavily used by the church for activities that include: choir rehearsals, meetings, small social events, children's activities (e.g. at fun days) and preparation for services.



The room is a 'public face' of the church. As well as the uses that bring regular church members into the room, those who come to sing in a 'scratch choir' or take part in a fun day spend time in the parish room. Worshippers go through the parish room on their way back from Communion at the High Altar. Everyone wishing to use the church loo also passes through the parish room. Currently, many people feel that the room is not presented to the same high standard as the rest of the church because of clutter and general wear and tear (the paintwork and carpet dates back to 1974). This general feeling was borne out by our architect, Richard Andrews, in his 2013 Quinquennial Report on the church, where he recommends the repainting and recarpeting of the room. As he acknowledged in the report, he is aware of and supports the proposed redecoration of the room.



The needs are as follows:

- To locate everything needed for Sunday services in the parish room. Candles etc., are currently in the parish room, but the vesting press is in the nave and clergy surplices and albs are in the parish office. Relocating all clergy robes to the parish room will mean that choir, clergy, and servers can easily begin and end services together, to pray together and to sort out any last-minute practical details more easily. We have not been able to identify any disadvantages to moving the vesting press from its current location.
- The room urgently needs to be redecorated and 'de-cluttered'. There are currently some rather worn armchairs, only occasionally used, and a great deal of ecclesiastical paraphernalia, along with tables and chairs, are stored on open view. There needs to be a neater and more ordered storage capacity, and the room needs to be redecorated.

DECISION-MAKING PROCESS

Stakeholders and interested parties were consulted at an early stage in 2013. A small group consisting of the Estates Committee member with responsibility for church internals, a churchwarden who is also a choir member, and an experienced server considered the options.

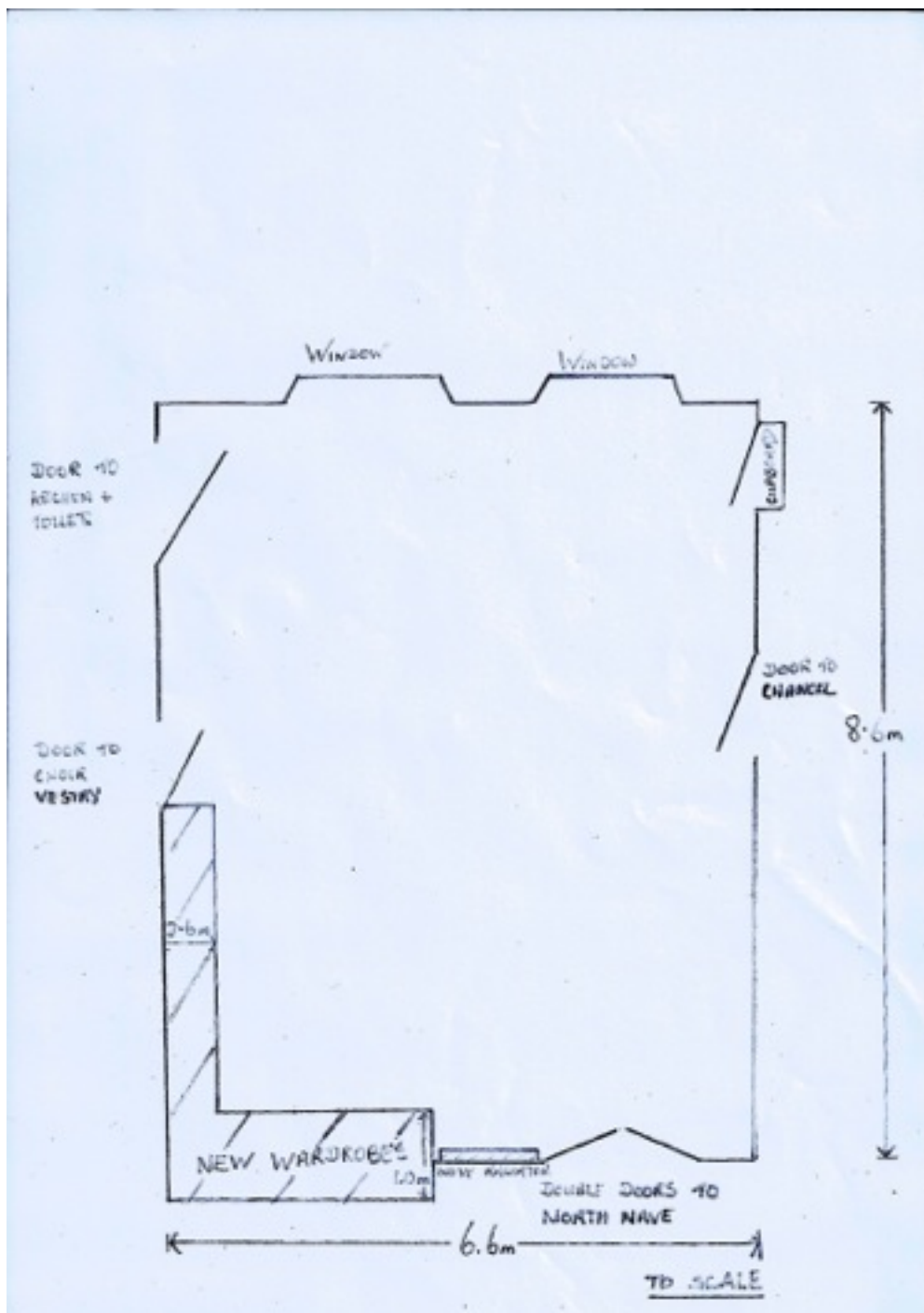
It was concluded that fitted wardrobe along the north and west walls of the room would provide the best solution to the storage needs without encroaching unduly on the existing space in the room. The wardrobes will be professionally designed and fitted, and made from oak to match the existing doors and built-in cupboards. The existing sofa and armchairs would be discarded, and the cupboards/wardrobes could be used to store the tables, chairs, clergy robes, and the various liturgical items. The new wardrobes will necessitate the moving of a radiator.

It is proposed that the vesting press is moved from its idiosyncratic position in the north-west corner of the nave, and the platform on which it sits is removed. The vesting press would be positioned on the east wall of the parish room between the windows. Removal of the vesting press from the nave will also necessitate the removal and capping of a radiator, which is not needed, but which would be on display when the vesting press was removed.

The redecoration would be completed by repainting the walls and hanging new curtains. The proposed colour scheme agreed by the PCC is as follows

- Ceiling/coving/window mullions (in fact all those parts which are already white): brilliant white.
- Walls: off white, cream/ivory colour.
- Carpet: a light to mid brown and grey mottled fleck to tone with the cream/ivory upper walls.

After a meeting to compare quotations and contractors, the favoured contractor to emerge was Creed-Miles, with some of the work being done by our own parish Estates Committee.



It was established that, while changes to furniture in vestries falls under the De Minimis exceptions from the Chancellor, a faculty would be required because of (a) the proposed change in colours; (b) the installation of the new radiator, indicated on the diagram, to replace the one removed in the installation of the wardrobes; (c) the proposed movement of the vesting chest from the corner of the main body of the church into the parish room. It is hoped that as these proposals are relatively minor, and follow a DAC visit at which the matter was discussed, this submission includes sufficient paperwork for the DAC to be able to make their recommendation.

PCC Resolution

At the meeting of the PCC on 27 January 2014 the following motion was put:

This PCC resolves that the Vicar and churchwardens should apply for a faculty to permit the refurbishment of the parish room as presented.

with the following result:

The motion was passed unanimously (20 members in attendance).

A handwritten signature in black ink, appearing to read "Russell Denton". The signature is written in a cursive style with a large initial 'R' and a long, sweeping underline.

Signed:

Date: 27 January 2014

PARISH ROOM REFURBISHMENT

Background:

After a consensus was reached regarding the nature and scope of the project to refurbish the Parish room, tenders/quotations were obtained from a total of six companies. The companies ranged from very small specialists who wished to take on only part of the project (i.e. plumbing, joinery or carpeting) to larger organisations with the capability to deliver everything required including project management.

It is being proposed that we use a local and well established company, to whom we have been independently recommended, that can deliver all the services the project calls for, are able to offer on-site project management and co-ordination, and importantly, will also provide credible guarantees regarding the quality and on-going sustainability of the works carried out. Whilst this kind of more professional service and approach normally carries a significant premium, the company being recommended to undertake the work, was also the least expensive.

To further minimise the cost, it is being suggested that the congregation help by doing some of the tasks themselves, such as 'making good' and then painting the ceiling and walls of the parish room itself. We also have volunteers who have offered to help with all the making good required in moving the vestment chest into the Parish room, lifting and removing the room's existing carpet and 'running-up' new curtains. These are potentially quite time consuming and labour intensive elements, but if done 'in-house', will save a lot of money.

Consequently, and after much research and careful consideration, the PCC is being asked to agree and approve the following fully costed (including VAT) and comprehensive proposal:

Parish Room Refurbishment Budget

Skip Hire	£280
Paint/Brushes/Cleaners	£150
Curtains	£540
Plumbing/radiators	£1,280
Carpet & floor preparation	£2,010
Wardrobes	£5,753
<u>Total Cost</u>	<u>£10,013</u>

QUOTATION No: M41405

SUBJECT TO OUR FULL TERMS AND
CONDITIONS AVAILABLE ON REQUEST

St Mary's Church
Ewell
Surrey

4th October 2013

Attn: Godfrey Morrell

To supply, deliver and install during normal working hours:

Carpet tiles

To attend site where stuck down sheet carpet has already been taken up by others and removed from site. Remove any loose screed and patch holes where required with rapid drying screed. Wash screed the whole 61 sq.mts. area with latex screed. Using the manufacturer's recommended adhesives, supply and lay new Desso Essence carpet tiles in broadloom fashion.

All for the sum of: £1,494.75

NB. All waste materials created by our fitters to be put in your skip provided.

Fitted wardrobes

Main option:

3090mm x 2000mm high x 1000mm deep fitted bespoke Oak veneered wardrobe, consisting of side panels, top upstand, 4 no. Oak veneered doors. Constructed with timber frame with no internal dividing / supporting panels. Including full length coat rail. £2,550.00

Extra option:

3000mm x 2000mm high x 600mm deep fitted bespoke Oak veneered wardrobe, consisting of side panels, top upstand, 4 no. Oak veneered doors. Constructed with timber frame with no internal dividing / supporting panels. Designed to join to main option. Including full length coat rail. £2,244.00

Plumbing

To remove existing radiator by freezing the 15mm copper pipes from Behind the wall in the room next door. Relocate with new pipe work to the wall adjacent to the door entering the church hall. Supply and fit new radiator, test and commission. £ 741.00

GRAND TOTAL: £7,029.75

Plus VAT @ 20%

Payment terms: 50% deposit with balance on account subject to successful completion of our credit account form.

Lead time: 4 weeks.

For Creed-Miles & Co Ltd.,
Mike Goodman