

4th Jan 2024

COOKSON ROOM

Present

Martin Andrew (MA), Liam Lewis (remote), Sue Totty, Terry Hurst, Paul Jamieson, Jo Lloyd, Martyn Green

Apologies

Dave Stonley, Scott Gardner, Hywel Jones, Chris Hornsby

Remit of Meeting

To discuss updates and progress since the last meeting of 5th December 2023, and to review Action Plan.

General

The group agreed that, in terms of the composition of this group, new additions will be considered and added if appropriate based on skillset requirements throughout the project. This will be a recurring agenda item for the group to consider whether, at any stage of the project, we could benefit from including other members with relevant experience.

MA notes that Jo Ratcliffe will also attend the next few meetings as Club Trustee in place of Hywel Jones. He will also follow up on two potential leads for members with experience in irrigation and Quantity Surveying.

MA has sent two emails to Adrian Mortram today – the first following a review of the revised design by MA, Scott Gardner and Liam Lewis to detail QCV's which they believe should be included within identified areas. The second email was to ask Adrian to review the quotation provided by Dales Water for the borehole and ask him for feedback on the costings as well as whether he believes that a 6" or 8" bore would be more appropriate. Based on Adrian's experience of other drilling companies, he should also be able to advise whether the quotation is reasonable.

JL will send a chase letter to HMRC to further our request to change back to the standard VAT system from the current special scheme. This will allow us to reclaim more VAT on this project than we are able to currently.

Nick Belderbos is working on planning application currently.

Borehole

Dales Water visited site prior to Christmas with Lee Knight of Irrigation Control in order for them to prepare a quotation for the new borehole, which has now been received.

Their rough costings (inclusive of admin responsibilities) on the initial quote are as follows assuming a 60m depth:

£88,215 & vat – 8" bore

£70,615 & vat – 6" bore

As a reminder, IC also revised their original BOQ for a saving of approx. £57,896 & vat for a number of changes including a different specification on the water tank. This would, in part, offset the borehole cost which is additional to the main specification.

Dales Water (or other preferred contractor) would work directly under the remit of Irrigation Control, although HGC would sign the contract with Dales directly. IC can include this element in their contract for a 10% handling fee if we wished to choose this option. There is a 'terms of engagement' document in the IC documentation for this purpose. Lee Knight of IC initially noted that going directly with Dales Water does not compromise the irrigation work in any way. Timescales will need to be managed with IC on Dales work. The provisional start date for testing is March, and then the application would be made to the Environment Agency for the licence.

In terms of the actual drilling, this should be complete (not deemed as finalised until licence is in place) in good time for IC to commence work on site. Both IC and Dales Water advise that we can use the new borehole for testing purposes prior to receiving the licence from the Environment Agency.

Initial indicative figures were provided in the region of £59K by IC for the borehole work. MA has therefore liaised with IC to discuss this quotation, namely to query the actual costs coming in much higher than expected. They confirm that the actual quote is extremely detailed and based on actual figures, rather than the ballpark estimation previously provided. They also note that we could send this tender out to other borehole contractors and may well receive cheaper quotes, but invariably those costs would rise with other companies. IC can attest to Dales Water quality of work as they have worked with them before, and would recommend them as the preferred contractor for this reason plus they also have a lot of experience with the environment agency regarding licensing.

Jonathan Dalton of Dales Water has advised that his initial observations are that the 6" bore should be sufficient.

We also need to ensure that we factor in any future requirements to draw more water than necessary at present, ie. If an 8" would be more appropriate for future planning we should include for consideration.

MA will check with Adrian Mortram that he would be happy to work with two separate companies rather than directly through IC.

There may be a possibility to liaise with Dales on reducing their quote. To this end, MA will speak to Dave Stonley to ask for advice and speak to Dales directly. Updates on progress for this item will be provided to the IIT via email, and Council will be updated on Monday 8th January if appropriate (ie. If AM has provided feedback on bore size and Dales have reverted with amended costings). **Post Meeting Note:** Dave Stonley has spoken to Dales and successfully negotiated a reduction of approx. 7-8% discount.

Irrigation Specification

AM will shortly finalise the design, with a caveat that until he is on site there will be inevitable changes to this amended design. Based on the redesign being agreed (and following confirmation of the Club's preferred supplier – Toro or Rainbird) the revised Bills of Quantities can be provided.

Significant areas of piping have been removed from the initial design, as well as up to 40 sprinkler heads. However, we do not yet know what this will equate to in savings against the original quote.

Whilst deciding between the two suppliers, we should also ask them about fixing of prices.

We have presentations planned for Rainbird and Toro within the next 2 weeks to assist with reaching our final decision. The approximate figure currently estimated for financing, is £100-£150K for this element. Lee Knight will provide this initially to Toro and Rainbird, and clarify whether, for the Toro presentation, they will be bringing along Novuna to the meeting.

In terms of the final quotation MA estimates that we should have this by March at the latest. We expect to have the revised design from AM within the next 2 weeks to pass to IC. For planning purposes, the target date will be set to 1st March for final costs to be provided. MA can put Lee Knight on notice for this.

As we expect the final figure of the borehole quotation versus savings already identified to be £30K+ over the initial quotation, we would need approval from Council to proceed. MA notes that there are still potential savings to be made on changes to the original design. Pumps are included within the borehole quote, and the housing for the pumphouse will be built in-house at an estimated cost of approx. £2-£3K.

We need to remain mindful that, as there are so many moving parts in terms of timings for each element of the project, we cannot wait for each area to be complete before moving to the next stage.

3 Phase Electricity

Jonathon Andrew has been instrumental in assisting Jo Lloyd to progress this application smoothly, and we have now approved the design from SP Energy Networks, and await their quotation.

Trenching will be carried out in-house on HGC land.

7th Tee Complex

MA briefed the team on a proposal by Scott Gardner and Liam Lewis previously discussed by the Green Committee for a redesign of the 7th tee complex. This would tie into any planning for the irrigation design if approved, and as such would be carried out in advance of the main irrigation works. This is aimed to improve aesthetics, reduce water usage and sprinkler requirements. MA will take this proposal to Council on Monday 8th January.

Finance

The legal review of the loan scheme documentation has been returned today, and Council will discuss on Monday's meeting to approve distribution of the letters requesting monies promised in advance by members.

Subscriptions payments continue to come in for 2024 with the surcharge taken upfront. All is in order currently with the 2024 plan.

PJ and TH have begun discussions with other banks to investigate other financing options that may be available. They will also shortly meet with Natwest to continue discussions.

Financing discussions also shortly to take place with Toro and Rainbird.

Communication

Sue Totty will take the lead on collating information for member newsletters, to provide updates on work in progress utilising the action log to identify main points of inclusion. The IIT will approve these communications before circulating to members.

Project Action Plan

Paul Jamieson has expanded the initial action plan to include new deliverables into the planning section. He detailed this plan to the team and how they would interact with the document moving forwards. Paul remains the sole owner of the GANT file which he will complete by liaising with individual owners of action plan items on their progress.

A budget commentary is also included to assess whether we are in line with the target spend.

Date of next meeting 7th February 2024.