



Emmanuel Centre Report 2017/18 for The Point AGM

Introduction

In the summer of 2017 it became apparent that the small elderly congregation of The Emmanuel Chapel in Ditchling were no longer able to maintain the building and were looking for a local church to take it on. This led to The Point and the Beacon Parish forming a partnership in order to take over the building with a view to using it for midweek activities including youth and children's work, worship rehearsals, training and courses, community meals and small worship/prayer gatherings. The chapel will also be available to other local community groups for hire.

The building is basically sound, but required quite a bit of refurbishment including new windows, heating, lighting, toilets and redecorating. A joint appeal in January 2018 raised just over £34,000 to enable this work to be done. The chapel was renamed "The Emmanuel Centre" and a new Management Group was established to oversee the running of the new facility. A Building Project Group was also formed in order to oversee the refurbishments.

We are also planning to build a garden office behind the Emmanuel Centre that will be a new home for The Point Church Office. Planning permission to erect a temporary "modular" office building were submitted to Lewes District Council (see report below).

Emmanuel Centre Management Group, formed November 2017

Established under the terms of the partnership agreement we have with BP and charged with:

- Day to day running of EC
- Financial Management
- Letting to third parties
- Preparation of a buildings improvement plan for agreement by BP PCC and our Trustees (and a buildings team established to do the detailed work on this)
- Own the relationship with CGT

First met in January

Three members from each Church

- Graham Hollebon (Chair)
- Barbara Redman
- Wayne Jones

- Keith Hine (Vice Chair)
- Katherine Grant
- Robert Sansom

Meet monthly and with the Buildings Team

Focus to date:

- Document obligations and responsibilities for the partnership agreement.
- Agree and document usage and lettings policy.
- Manage current third party relationships
- Work with Buildings Team one improvement plan

An important focus is the developing relationship with BP.

Emmanuel Centre Building Project Group, formed late 2017

To project manage and oversee the refurbishment/Remodelling works to the Emmanuel Centre:

- Liaising with the Management group on the scope of works required and to spend the monies raised circa £34,000 between the 2 churches.
- Obtain quotes for the works and submit recommended preferred contractor to our Trustees and BP PCC for approval.
- Ensure the approved works are carried out in a professional, safe and to a good standard of workmanship.
- Demonstrate value for money.
- Meet monthly to ensure project EC is on programme.

First met in January

Members from each Church

- Jim Watkin
- Trevor Hollingum
- Rachel Gordon
- Paul Haines

- Simon James

Focus to date:

- Establishing a scope of works for EC and agreeing a priority list of works
- Establishing the priority works required in to categories and a detailed budget to work to.
 - Roofing and Box gutters
 - Kitchen/storage
 - Electrical items
 - Heating
 - Windows
 - And others.....
- Programme for these works to be over the next 6 months.
- Looking at areas of works that as church family could be undertaken collectively by its members (painting, cleaning)
- Work with Management Team to fully understand the brief and requirements of the usage of EC.
- Works completed to date at EC is the removal and boarding over of the baptistry area, new tiled entrance lobby (plus the new toilet) and also the remodelling of



the toilet into a Wheelchair accessible toilet. These works have been undertaken by members of The Point:

- Trevor Hollingum
- Richard Parsons
- Paul Goulding
- Jim Watkin
- Bob Brewer
- Wayne Jones

An important focus for the developing relationship with BP as is with the Management Group.

The Point New Offices Project Group, formed late 2017

- Jim Watkin
- Trevor Hollingum
- Will Kemp
- Paul Haines

Progress to date:

- Looked at what was required in terms of size and space and the need now as well as looking forward.
- As Ditchling EC was available it was to see what new office building we could achieve on the space available
- Worked with The BP and one of the Members who owns and runs a building company and is familiar with the local area and planning requirements. A planning consultant was recommended and we engaged and appointed him to manage the planning application.
- Various solutions of a new office building were discussed and costed.
- The agreed and approval by trustees of the new office building was for a modular portacabin style as per the images to come (Note the images are indicative of the finish of the new office and this will be determined by the planners when we get feedback of our application)
- A loan is available to cover the cost of the from the Diocese building fund.
- A planning application was made in February 2018 to Lewes District Council with a decision on the application to be given by the 30 April (8 week GVT standard timeframe)
- The application was discussed at Ditchling Parish Council on 9 April as one of the consultees.
- The neighbours have been vitiated and have posted no objections to date.
- Programme, if planning is successful is for the office to be fully functional in 6 months.
 - Tree canopies need to be reduced to allow for the cabins to be lifted in position (planning approval maybe required)
 - Order and lead time of new modular building 8-12weeks
 - Logistics to be planned for modular building to be delivered and off loaded
 - Base to be prepared for new modular office building
 - New services to ordered and to be connected
 - Modifications to the fit out once delivered and on site.
 - And other items too...

Paul Haines, Trustee with responsibility for Emmanuel Centre April 2018



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