



Saxilby with Ingleby Parish Council

Non-confidential

Background Paper

To agree the content of the public consultation, as part of the process of council considering whether to continue the progression of a lease for the St Andrews Community Centre, following receipt of the rental valuation.

Report to: Extra-Ordinary Full Council 24-08

Report by: Clerk

Power/duty which decision falls under: LGA Misc. Prov. Act 1976 s19 & LGA 1972, s133

Which council objective(s) it falls under:

- To foster public participation and engagement

Public Sector Equality Duty (*Consider how policies/decisions affect those protected under the Equality Act*) The consultation is to gain members of the public and users views to feed into the decision-making process. The consultation will be hand delivered to all households within Saxilby as well as being available online. Contact details are provided on the survey for anyone who requires further assistance. The survey includes a question on protected characteristics.

Consideration on carbon reduction:

The survey will be hand delivered and printed on paper from sustainable sources, as well as being available online.

Consideration of risk management in relation to the proposal¹. Does the report consider any new activity? If 'Yes', has a risk assessment including risk management proposals for consideration been included for consideration and adoption by the council? (*Financial Regulation 17b*)

No – item is considering content of a community consultation

Background

The council currently manages the St Andrews Community Centre, sited on Saxilby Recreation Ground. A formal lease is not currently in place.

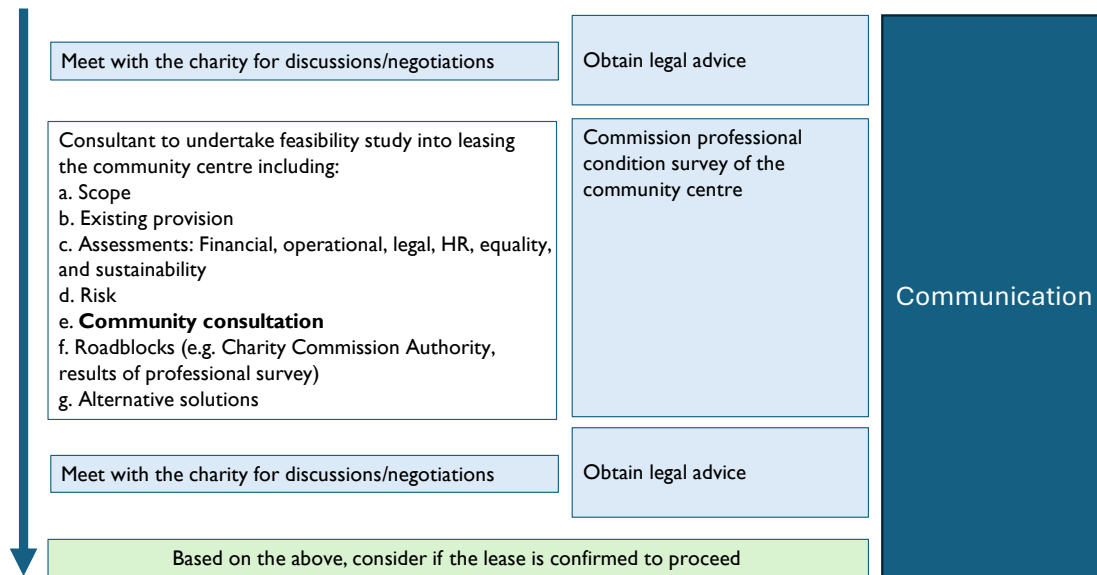
As part of establishing a lease, a process is required to be followed in-line with charity law². A rental valuation has been obtained by Saxilby Recreation Ground charity as part of this process. The valuation is £18,850 per year.

¹Risk areas to consider - strategic/operational, likelihood/impact, add to risk register?, any contingency planning needed?

²<https://www.gov.uk/government/publications/sales-leases-transfers-or-mortgages-what-trustees-need-to-know-about-disposing-of-charity-land-cc28/charity-land-overview-for-selling-or-leasing-your-charitys-land>

At a council meeting held in March 2024³, full council agreed a process for considering whether to continue the progression of a lease for the St Andrews Community Centre, following receipt of the rental valuation. This agreed process is underway with a meeting having been held with the charity, and a consultant undertaking the feasibility study (with a target receipt date for the report being September 2024). This paper considers the content of the community consultation, as part of this process.

Note: This meeting is to agree the wording of the public consultation only, in relation to the community centre lease. No decision is being taken with regards to the leasing, or not, of the community centre at this Extra-Ordinary Meeting.



Draft Community Consultation

Appendix one shows the draft community consultation for council approval, following being called in.

The survey will be hand delivered to Saxilby households in August and will be available online for four weeks. The results will then be collated and shared with council as part of the agreed process shown above, to facilitate informed decision making.

RECOMMENDATION(S):

That Full Council notes the report and agrees the content of the public consultation shown in Appendix one of the report, as part of the agreed process for council to consider whether to continue the progression of a lease for the St Andrews Community Centre, following receipt of the rental valuation.

³ <https://saxilby-ingleby.parish.lincolnshire.gov.uk/council-business/extra-ordinary-full-council-march-2023/2>

Appendix 1: Saxilby Community Centre Consultation

St Andrews Community Centre, William Street, Saxilby



Dear resident,

The parish council is seeking your views on the parish council entering into a long-term agreement to run and maintain the St Andrews Community Centre, William Street, Saxilby, LN1 2LP.

Background Information

- The community centre is built on Saxilby Recreation Ground, provided by Saxilby Public Recreation Ground Charity.
- The parish council currently manages the St Andrews Community Centre.
- The centre includes two function rooms, a meeting room, a bar, the parish council office, a community library, and changing rooms.
- The community centre has a wide range of users including: sports clubs (e.g. tennis, bowls, cricket, and football); library customers; hire groups such as music groups, a toddler group, exercise/sports classes, a networking group, Warm Welcome, one-off hirers; parish council/community meetings; and sports hub bar users.
- The charity has offered the parish council a long-term lease of the community centre for an annual rent, which has been valued at £18,850 per year.
- This is on the condition that the parish council would be responsible for all of the repairs and maintenance of the building, inside and out, over the period of the lease.
- The average cost to run and maintain the building is currently £47,500 per year. This is around a fifth (21%) of the council's precept (which comes from your council tax)⁴.
- This does not include the cost of the proposed annual lease to rent the building (valued at £18,850).
- This does not include the cost of significant works which will be needed during the lease period, identified by a chartered surveyor in their condition report. This includes a new roof and fire escape(s).
- The centre is a valued community facility used by residents and visitors, but the annual running costs are high, and major works will be required during the lease period which will incur further costs.
- This is a significant long-term decision, and the council is keen to hear residents' views before making a decision as to whether to continue with a lease for the community facility.

Options

a. Lease the St Andrews Community Centre

If the parish council leases the community centre, it will continue running the facility but will have to spend more money than now to do this. This money mainly comes from residents' council tax, as the community centre costs more to run than the income the centre generates.

⁴ Based on the average cost over three years, 2021-24. This includes income and expenditure for the centre. Full community centre costs for 2021-24 are available at <https://saxilby-ingleby.parish.lincolnshire.gov.uk/council-business/extra-ordinary-full-council-august-2024>.

b. Don't lease the St Andrews Community Centre

If the parish council does not lease the community centre, services and facilities may be at-risk. In this circumstance, the council would work with interested parties to seek solutions to maintain services and would locate the parish office to smaller premises.

Saxilby Public Recreation Ground charity owns the land and therefore the charity would make decisions on the future of the building if the council did not enter into a lease.

SURVEY

- 1) I think the parish council should lease St Andrews Community Centre. **OR** I think the parish council should not lease St Andrews Community Centre

TICK ONE BOX ONLY

- 2) Do you feel the decision will impact on people with the following protected characteristics? If 'yes' please tick those that apply:

- | | | |
|--|---|---|
| <input type="checkbox"/> Age | <input type="checkbox"/> Marriage and civil partnership | <input type="checkbox"/> Religion or belief |
| <input type="checkbox"/> Disability | <input type="checkbox"/> Pregnancy and maternity | <input type="checkbox"/> Sex |
| <input type="checkbox"/> Gender reassignment | <input type="checkbox"/> Race | <input type="checkbox"/> Sexual orientation |

- 3) If you answered 'yes' to Q2 please explain how you think this could be reduced or removed.

- 4) Any further comments:

Please complete the survey to make sure your view is heard.

You can return the paper copy to Saxilby with Ingleby Parish Council Office, Upstairs, St Andrews Community Centre, William Street, Saxilby, LN1 2LP or **you can complete the survey online at www.saxilbyparishcouncil.gov.uk.**

If you require assistance, please call 01522 703912 or visit the parish office on Tuesday or Friday between 9.15pm and 3.15pm.

The results of the survey will be available online and in the Foss Focus.