

RECREATION GROUND, SAXILBY - MANAGEMENT
Appendix 2: Project List Document

No.	Task	Comments	Owner	Due Date	Status	Road Block/timing
FINANCE						
51	Rates - contact WLDC re tennis and bowls club as rates will need splitting - 31 March 22.	Have to apply to have business rates re-assessed with the valuation office. VOA - Check Case submitted 26/08/25. VOA have 12 months to complete check."Assigned -Your check case has been passed to a caseworker. Your case status may not change for several weeks." 26/09/25. Expected by 26/01/26 - No chnage 28/01/26. Contacted VOA for an update	Clerk	2026	In progress	
19c	Nominate or elect two or more charity trustees (may go back up to four as per original indenture)	Added to Feb FC	Council	04-Mar-26	Feb FC	
LEGAL - LEASES/AGREEMENTS/LICENSES						
COMMUNITY CENTRE LEASE						
59e/f	Lease agreed	Ensure service charge arrangement clause included in lease (May Ex-O FC action FC25/121 28. and FC25/122 29.). Meeting held in Dec with SPRGC and solicitor feedback received. Draft lease agreed Jan 26 FC. Signed 27/01/26	Council/Charity	27/01/2026	COMPLETE	
BAR OUTSOURCING						
50c	Bar outsourcing	Council previously agreed to no longer run the bar and to outsource. Work on this was in progress with a tender document being at draft stage in December 2021, to complete the outsource. This was paused due to the legal issues. The council is not able to 'sub-let' the bar until a prent lease is in place. The Pavilion bar venue remains available to hire. Work on separating areas of the building may be required to make long-term outsourcing feasible. Saxilby Sports Hub regularly hiring bar area. Meeting to be arranged with Sports Hub to start discussing Heads of Agreement -	LH	2026/27	ON HOLD	Sports Hub need to update legal status before progressing.
54	Old play area - swings	Lease not requested as swings reaching end of life. Charity agreed for the council to maintain them. Ownership of the swings and fence need to be transferred to the charity and the council will need to agree to a maintenance agreement. Requested draft maintenance agreement from SPRGC 16/01/2026. Added to Feb FC		04-Feb-26	Feb FC	
RECREATION GROUND						
66	VOS Submission	Valuation Office submission - plan of field and who is liable for rates to formailse and correct position. In progress see item no.51		2026/27	In progress	

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CUSTODIAN TRUSTEE UPDATES						
LEASES						
60a	Register Outdoor (and other SPRG leases) with Land Registry	There will be a cost - Solicitors fee received and shared with council Feb FC - £1,150exc. VAT plus £45 Land Registry registration fee. There is sufficient legal budget to cover this. Currently 12-24 month wait for Land Registry to complete. Moved to CT action - Form AP1 being drafted. To be submitted when all leases signed inc. CC lease.	Clerk/SPRGC	2026	Pending	
60b	Register Community Centre Lease with Land Registry	Moved to CT action - Form AP1 being drafted.	Clerk/SPRGC	2026	Pending	
66	Register sports clubs leases with Land Registry	Moved to CT action - Form AP1 being drafted. To be submitted when all leases signed inc. CC lease	Clerk/SPRGC	2026	Pending	
	<i>Query if sub-lease would need registering?</i>					
64	To consider whether to request SPRGC remove the council as CT and vest the land in the Official Custodian for Charities, as referred to in the essential trustee	CT meeting held Jan 2025. It was agreed to wait until all the leases are all put in place and then re-visit.			ON HOLD	

3	Comms		LH/JW	Ongoing	In progress	
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