

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. Contacted VOA for an update. No change to status Feb 26	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. SPRGC notified.	Council	04-Feb-26	Complete	
LEGAL - LEASES/AGREEMENTS/LICENSES						
BAR OUTSOURCING						
50c	Bar outsourcing	Council 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 202. 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. signed		04-Feb-26	Complete	
RECREATION GROUND						
66	VOS Submission	Valuation Office submission - plan of field and who is liable for rates to formailise and correct position. In progress linked to no.51		2026/27	In progress	
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 singed inc. CC lease. CT Meeting scheduled 04/03/26	Clerk/SPRGC	2026	In progress	
60b	Register Community Centre Lease with Land Registry	Moved to CT action - Form AP1 being drafted. CT Meeting scheduled for 04 March 2026	Clerk/SPRGC	2026	In progress	
66	Register sports clubs leases with Land Registry	Moved to CT action - Form AP1 being drafted. To be submitted when all leases singed inc. CC lease CT Meeting scheduled for 04 March 2026	Clerk/SPRGC	2026	In progress	
67	Register sub-lease if a long-term lease is granted for Pavilion Bar	It looks like a sub-lease of more than seven years must be registered at HM Land Registry to take effect at law; shorter leases need registration only if they start more than three months after grant. Section 27(2)(b) of the Land Registration Act 2002 - pending solicitor confirmation	Clerk	2026		
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. CT Meeting scheduled for 04 March 2026			In progress	
3	Comms		LH/JW	Ongoing	In progress	