

Devizes Town Council

www.devizes-tc.gov.uk

RECREATION AND PROPERTIES COMMITTEE

You are summonsed to attend a meeting of the Recreation & Properties Committee at the following, place and date.

Date: Tuesday 22nd November 2022

Time: Immediately following Planning Committee

Place: Assembly Room, The Town Hall, St John's Street

Enquiries: 01380 723333

The Town Mayor: Councillor Corbett

Chairman: Councillor Giraud-Saunders

Councillors:	Britten	Brown	East
	Gay	Greenwood	Ormerod
	Pennington	Stevens	Wallis
	Wooldridge		

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting held on 25th October 2022 and which have been circulated alongside the agenda.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURES OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

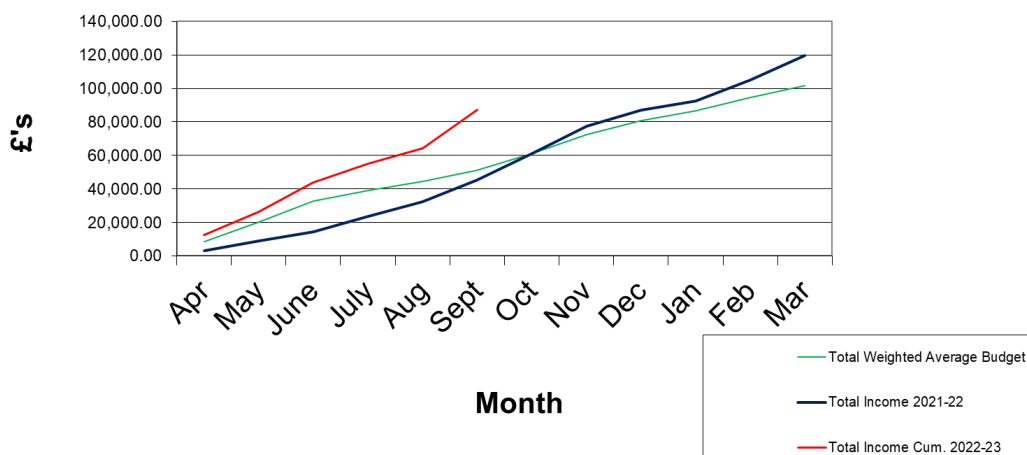
4. PUBLIC PARTICIPATION

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

5. REPORT FOR INFORMATION – VENUES INCOME PERFORMANCE

VENUES CUMULATIVE INCOME 2022-23												
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
TH Weighted Average Budget	3,380.00	7,695.00	12,720.00	15,610.00	17,715.00	20,650.00	24,800.00	30,105.00	33,115.00	35,605.00	38,895.00	41,800.00
TH Income 2021-22	707.93	1,830.72	3,124.32	5,986.65	7,913.74	11,737.67	17,801.88	23,026.33	24,457.72	25,414.81	31,215.52	35,796.29
TH Income Cum. 2022-23	3,341.29	8,174.08	12,453.02	16,492.86	20,703.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86
CE Weighted Average Budget	5,160.00	12,600.00	19,980.00	23,640.00	26,640.00	30,570.00	36,210.00	42,390.00	47,670.00	51,270.00	55,710.00	59,910.00
CE Income 2021-22	2,247.76	7,106.54	11,305.86	17,508.40	24,552.33	33,430.78	43,409.66	54,295.77	62,716.59	66,955.01	73,902.79	84,100.56
CE Income Cum. 2022-23	9,106.27	18,287.36	31,599.12	38,681.71	43,790.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70
Total Weighted Average Budget	8,540.00	20,295.00	32,700.00	39,250.00	44,355.00	51,220.00	61,010.00	72,495.00	80,785.00	86,875.00	94,605.00	101,710.00
Total Income 2021-22	2,955.69	8,937.26	14,430.18	23,495.05	32,466.07	45,168.45	61,211.54	77,322.10	87,174.30	92,369.81	105,118.30	119,896.84
Total Income Cum. 2022-23	12,447.56	26,461.44	44,052.14	55,174.57	64,494.56	87,116.56						
Total Income Mthly. 2022-23	12,447.56	14,013.88	17,590.70	11,122.43	9,319.99	22,622.00						

Town Hall and Corn Exchange Cumulative Monthly Income



RECREATION & PROPERTIES COMMITTEE
22nd November 2022

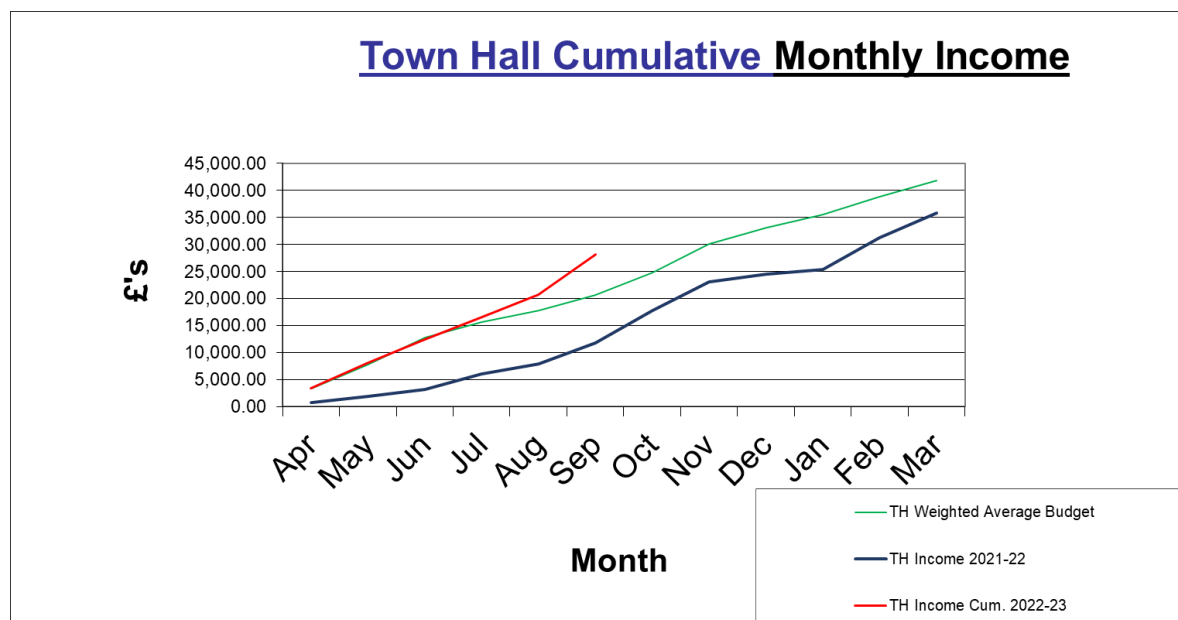
TOWN HALL INCOME 1 APRIL 2022 TO 31 MARCH 2023												
MONTHLY INCOME BREAKDOWN												
Budget	April	May	June	July	August	September	October	November	December	January	February	March
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Room Hire	3,200.00	4,000.00	4,800.00	2,800.00	2,000.00	2,800.00	4,000.00	5,200.00	2,800.00	2,400.00	3,200.00	2,800.00
Catering	50.00	90.00	65.00	20.00	25.00	30.00	40.00	20.00	65.00	30.00	30.00	35.00
Bar	50.00	90.00	65.00	20.00	25.00	30.00	40.00	20.00	65.00	30.00	30.00	35.00
Wedding Licences	30.00	45.00	30.00	30.00	30.00	45.00	30.00	45.00	15.00			
Sundry Income	50.00	90.00	65.00	20.00	25.00	30.00	40.00	20.00	65.00	30.00	30.00	35.00
Total Monthly	3,380.00	4,315.00	5,025.00	2,890.00	2,105.00	2,935.00	4,150.00	5,305.00	3,010.00	2,490.00	3,290.00	2,905.00
Total To Date Cumulative	3,380.00	7,695.00	12,720.00	15,610.00	17,715.00	20,650.00	24,800.00	30,105.00	33,115.00	35,605.00	38,895.00	41,800.00

Income	April	May	June	July	August	September	October	November	December	January	February	March
	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income
Room Hire	2,925.09	4,247.00	3,616.10	3,531.16	2,767.17	4,651.00						
Catering	75.96	351.25	353.17	209.59	191.25	405.00						
Bar	268.99	57.45	72.33	80.81	1,208.42	1,505.00						
Wedding Licences												
Sundry Income	71.25	177.09	237.34	218.28	44.16	943.00						
Total Monthly	3,341.29	4,832.79	4,278.94	4,039.84	4,211.00	7,504.00						
Total To Date Cumulative	3,341.29	8,174.08	12,453.02	16,492.86	20,703.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86

CUMULATIVE INCOME TO DATE												
Budget	April	May	June	July	August	September	October	November	December	January	February	March
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Room Hire	3,200.00	7,200.00	12,000.00	14,800.00	16,800.00	19,600.00	23,600.00	28,800.00	31,600.00	34,000.00	37,200.00	40,000.00
Catering	50.00	140.00	205.00	225.00	250.00	280.00	320.00	340.00	405.00	435.00	465.00	500.00
Bar	50.00	140.00	205.00	225.00	250.00	280.00	320.00	340.00	405.00	435.00	465.00	500.00
Wedding Licences	30.00	75.00	105.00	135.00	165.00	210.00	240.00	285.00	300.00	300.00	300.00	300.00
Sundry Income	50.00	140.00	225.00	250.00	280.00	280.00	320.00	340.00	405.00	435.00	465.00	500.00

Income	April	May	June	July	August	September	October	November	December	January	February	March
	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income
Room Hire	2,925.09	7,172.09	10,788.19	14,319.35	17,086.52	21,737.52	21,737.52	21,737.52	21,737.52	21,737.52	21,737.52	21,737.52
Catering	75.96	427.21	499.54	580.35	1,788.77	2,193.77	2,193.77	2,193.77	2,193.77	2,193.77	2,193.77	2,193.77
Bar	268.99	326.44	563.78	644.59	1,853.01	3,358.01	3,358.01	3,358.01	3,358.01	3,358.01	3,358.01	3,358.01
Wedding Licences												
Sundry Income	71.25	248.34	12,701.36	12,919.64	12,963.80	13,906.80	13,906.80	13,906.80	13,906.80	13,906.80	13,906.80	13,906.80

TOWN HALL CUMULATIVE INCOME 2022-23													
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
TH Budget	3,380.00	7,695.00	12,720.00	15,610.00	17,715.00	20,650.00	24,800.00	30,105.00	33,115.00	35,605.00	38,895.00	41,800.00	
TH Income 2021-22	707.93	1,830.72	3,124.32	5,986.65	7,913.74	11,737.67	17,801.88	23,026.33	24,457.72	25,414.81	31,215.52	35,796.29	
TH Income Cum. 2022-23	3,341.29	8,174.08	12,453.02	16,492.86	20,703.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	28,207.86	
TH Income Mthly 2022-23	3,529.11	4,644.97	4,278.94	4,039.84	4,211.00	7,504.00	0.00	0.00	0.00	0.00	0.00	0.00	



RECREATION & PROPERTIES COMMITTEE
22nd November 2022

14/11/2022
10.02

Devizes Town Council

Page 1

Detailed Income & Expenditure by Budget Heading 14/11/2022

Month No: 6

Cost Centre Report

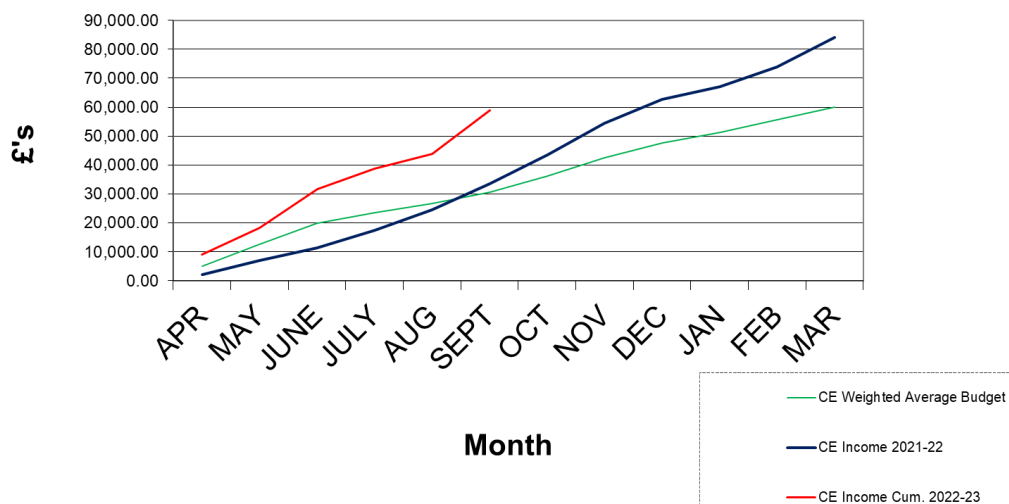
	Actual CurrentMth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
214 TOWN HALL								
1000 TOWN HALL ROOM INCOME	4,651	21,738	40,000	18,262			54.3%	
1002 TOWN HALL BAR INCOME	2,023	7,908	3,000	(4,908)			263.6%	
1003 TOWN HALL SUNDRY INCOME	619	2,180	3,000	820			72.7%	
1005 CATERING AT THE TOWN HALL	405	4,509	3,700	(809)			121.9%	
1009 WEDDING LICENCES	0	0	300	300			0.0%	
TOWN HALL > Income	7,698	36,335	50,000	13,665			72.7%	0
4000 SALARIES	4,682	31,314	61,199	29,885		29,885	51.2%	
4011 COMMERCIAL RATES	1,528	8,798	18,888	10,090		10,090	48.6%	
4012 WATER RATES	0	174	750	576		576	23.1%	
4014 ELECTRICITY	0	6,422	6,000	(422)		(422)	107.0%	
4015 GAS	410	3,954	4,500	548		548	87.9%	
4016 GENERAL STORES	204	1,645	1,000	(645)	16	(661)	168.1%	
4021 TELEPHONE	0	73	0	(73)		(73)	0.0%	
4023 STATIONERY	0	139	0	(139)		(139)	0.0%	
4032 MARKETING/PROMOTIONS	0	248	1,500	1,252		1,252	16.5%	
4038 MAINTENANCE CONTRACTS	358	2,444	6,000	3,556	320	3,236	48.1%	
4039 REPLACEMENT TOOLS/EQUIP	0	270	1,000	730		730	27.0%	
4040 Catering Control	0	3,412	0	(3,412)		(3,412)	0.0%	
4052 MAINTENANCE	0	4,112	5,000	888	589	299	94.0%	
4080 LICENCES	3,141	3,627	2,300	(1,327)		(1,327)	157.7%	
4082 WASTE MANAGEMENT	301	1,431	1,650	219		219	86.7%	
4101 TABLE AND SLIP CLOTHS	168	984	500	(484)		(484)	196.8%	
4113 BAR CONTROL	1,378	4,715	0	(4,715)		(4,715)	0.0%	
4114 SECURITY	450	540	0	(540)		(540)	0.0%	
4115 SUNDRY EXPENSE CONTROL	250	298	0	(298)		(298)	0.0%	
4153 PROTECTIVE CLOTHING	0	16	100	84	44	40	58.8%	
4348 PA SYSTEM TOWN HALL	0	0	0	0	632	(632)	0.0%	
4801 SUPPORT SERVICES RECHARGE	513	4,622	9,803	5,181		5,181	47.2%	
4803 SUPPORT SERVICES SALARIES RECH	599	3,785	7,301	3,536		3,536	51.6%	
TOWN HALL > Indirect Expenditure	13,979	83,003	127,491	44,488	1,600	42,888	66.4%	0
Net Income over Expenditure	(6,281)	(46,668)	(77,491)	(63,823)				
Grand Totals:- Income	7,698	36,335	50,000	13,665			72.7%	
Expenditure	13,979	83,003	127,491	44,488	1,600	42,888	66.4%	
Net Income over Expenditure	(6,281)	(46,668)	(77,491)	(63,823)				
Movement to/(from) Gen Reserve	(6,281)	(46,668)						

RECREATION & PROPERTIES COMMITTEE
22nd November 2022

CORN EXCHANGE INCOME 1 APRIL 2022 TO 31 MARCH 2023												
MONTHLY INCOME BREAKDOWN												
	April	May	June	July	August	September	October	November	December	January	February	March
Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Room Hire	3,360.00	4,200.00	5,040.00	2,940.00	2,100.00	2,940.00	4,200.00	5,460.00	2,940.00	2,520.00	3,360.00	2,940.00
Catering	500.00	900.00	650.00	200.00	250.00	210.00	400.00	200.00	650.00	300.00	300.00	350.00
Bar	1,000.00	1,800.00	1,300.00	400.00	500.00	600.00	800.00	400.00	1,300.00	600.00	600.00	700.00
Sundry Income	300.00	540.00	390.00	120.00	150.00	180.00	240.00	120.00	390.00	180.00	180.00	210.00
Total Monthly	5,160.00	7,440.00	7,380.00	3,660.00	3,000.00	3,930.00	5,640.00	6,180.00	5,280.00	3,600.00	4,440.00	4,200.00
Total To Date Cumulative	5,160.00	12,600.00	19,980.00	23,640.00	26,640.00	30,570.00	36,210.00	42,390.00	47,670.00	51,270.00	55,710.00	59,910.00
	April	May	June	July	August	September	October	November	December	January	February	March
Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income
Room Hire	6,745.24	6,750.00	9,584.85	4,718.49	3,070.16	7,614.00						
Catering	53.71	117.82	897.24	272.41		287.00						
Bar	2,224.99	2,000.00	2,001.98	2,000.00	2,000.00	5,511.00						
Sundry Income	82.33	313.27	827.69	91.69	38.83	1,706.00						
Total Monthly	9,106.27	9,181.09	13,311.76	7,082.59	5,108.99	15,118.00						
Total To Date Cumulative	9,106.27	18,287.36	31,599.12	38,681.71	43,790.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70
CUMULATIVE INCOME TO DATE												
	April	May	June	July	August	September	October	November	December	January	February	March
Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Room Hire	3,360.00	7,560.00	12,600.00	15,540.00	17,640.00	20,580.00	24,780.00	30,240.00	33,180.00	35,700.00	39,060.00	42,000.00
Catering	500.00	1,400.00	2,050.00	2,250.00	2,500.00	2,710.00	3,110.00	3,310.00	3,960.00	4,260.00	4,560.00	4,910.00
Bar	1,000.00	2,800.00	4,100.00	4,500.00	5,000.00	5,600.00	6,400.00	6,800.00	8,100.00	8,700.00	9,300.00	10,000.00
Sundry Income	300.00	840.00	1,230.00	1,350.00	1,500.00	1,680.00	1,920.00	2,040.00	2,430.00	2,610.00	2,790.00	3,000.00
	April	May	June	July	August	September	October	November	December	January	February	March
Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income	Income
Room Hire	6,745.24	13,495.24	23,080.09	27,798.58	30,868.74	38,482.74	38,482.74	38,482.74	38,482.74	38,482.74	38,482.74	38,482.74
Catering	53.71	171.53	1,068.77	1,341.18	1,341.18	1,628.18	1,628.18	1,628.18	1,628.18	1,628.18	1,628.18	1,628.18
Bar	2,224.99	4,224.99	6,226.97	8,226.97	10,226.97	15,737.97	15,737.97	15,737.97	15,737.97	15,737.97	15,737.97	15,737.97
Sundry Income	82.33	395.60	1,223.29	1,314.98	1,353.81	3,059.81	3,059.81	3,059.81	3,059.81	3,059.81	3,059.81	3,059.81

CORN EXCHANGE CUMULATIVE INCOME 2022-23												
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
CE Budget	5,160.00	12,600.00	19,980.00	23,640.00	26,640.00	30,570.00	36,210.00	42,390.00	47,670.00	51,270.00	55,710.00	59,910.00
CE Income 2021-22	2,247.76	7,106.54	11,305.86	17,508.40	24,552.33	33,430.78	43,409.66	54,295.77	62,716.59	66,955.01	73,902.79	84,100.56
CE Income Cum. 2022-23	9,106.27	18,287.36	31,599.12	38,681.71	43,790.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70	58,908.70
CE Income Mthly. 2022-23	9,106.27	9,181.09	13,311.76	7,082.59	5,108.99	15,118.00	0.00	0.00	0.00	0.00	0.00	0.00

Corn Exchange Cumulative Monthly Income



RECREATION & PROPERTIES COMMITTEE

22nd November 2022

14/11/2022
10:01

Devizes Town Council

Page 1

Detailed Income & Expenditure by Budget Heading 14/11/2022

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>215 CORN EXCHANGE</u>								
1001 CORN EXCHANGE ROOM INCOME	7,614	38,469	42,000	3,531			91.6%	
1004 C/EXCHANGE SUNDRY INCOME	486	2,826	3,000	174			94.2%	
1006 CATERING AT THE CORN EXCHANGE	287	2,458	5,000	2,542			49.2%	
1007 CORN EXCHANGE BAR INCOME	5,511	16,997	10,000	(6,997)			170.0%	
CORN EXCHANGE :- Income	13,898	60,751	60,000	(751)			101.3%	0
4000 SALARIES	4,682	31,314	61,199	29,885		29,885	51.2%	
4011 COMMERCIAL RATES	915	5,267	11,307	6,040		6,040	46.6%	
4012 WATER RATES	0	206	6,000	5,794		5,794	3.4%	
4014 ELECTRICITY	6,125	12,715	15,000	2,285		2,285	84.8%	
4015 GAS	0	55	70	15		15	78.7%	
4016 GENERAL STORES	195	1,286	1,000	(286)	16	(302)	130.2%	
4021 TELEPHONE	13	118	0	(118)		(118)	0.0%	
4023 STATIONERY	0	139	0	(139)		(139)	0.0%	
4032 MARKETING/PROMOTIONS	0	248	1,500	1,252		1,252	16.5%	
4038 MAINTENANCE CONTRACTS	519	5,263	9,500	4,237	320	3,917	58.8%	
4039 REPLACEMENT TOOLS/EQUIP	0	679	1,000	321		321	67.9%	
4040 Catering Control	0	190	0	(190)		(190)	0.0%	
4041 EQUIPMENT HIRE	40	290	0	(290)		(290)	0.0%	
4052 MAINTENANCE	619	2,312	3,000	688	115	573	80.9%	
4060 LICENCES	2,944	3,015	3,000	(15)		(15)	100.5%	
4082 WASTE MANAGEMENT	217	1,354	1,300	(54)		(54)	104.2%	
4101 TABLE AND SLIP CLOTHS	0	66	2,000	1,935		1,935	3.3%	
4114 SECURITY	306	1,152	0	(1,152)		(1,152)	0.0%	
4115 SUNDRY EXPENSE CONTROL	0	500	0	(500)		(500)	0.0%	
4153 PROTECTIVE CLOTHING	0	16	100	84	42	42	57.7%	
4601 SUPPORT SERVICES RECHARGE	513	4,622	9,803	5,181		5,181	47.2%	
4603 SUPPORT SERVICES SALARIES RECH	599	3,765	7,301	3,536		3,536	51.6%	
CORN EXCHANGE :- Indirect Expenditure	17,687	74,572	133,080	58,508	493	58,015	56.4%	0
Net Income over Expenditure	(3,789)	(13,821)	(73,080)	(59,259)				
Grand Totals:- Income	13,898	60,751	60,000	(751)			101.3%	
Expenditure	17,687	74,572	133,080	58,508	493	58,015	56.4%	
Net Income over Expenditure	(3,789)	(13,821)	(73,080)	(59,259)				
Movement to/(from) Gen Reserve	(3,789)	(13,821)						

6. REPORT FOR INFORMATION – PARK CAFÉ PERFORMANCE

PARK CAFÉ 2022/23													Doc5/1	
	APR	MAY	JUNE	JULY	AUGUST	SEPT	YTD TOTAL							
INCOME														
ACTUAL INCOME	6217	5287	7033	6318	10226	4625	39706							
EVENTS INCOME	320	0	0	188	460	100	1068							
TOTAL INCOME	6537	5287	7033	6506	10686	4725	40774							
BUDGETED INCOME	4050	4275	4275	6120	7290	4365	45000							
EXPENDITURE														
PURCHASE OF STOCK	1043	3324	4247	1781	5797	1576	17768							
OPENING STOCK	1472	900	1578	3634	1556	2385	16002							
(LESS) CLOSING STOCK	-900	-1578	-3634	-1556	-2385	-2375	-14530							
TOTAL COST OF SALES	1615	2646	2191	3859	4969	1586	19240							
EVENTS EXPENDITURE	326	0	0	560	520	135	2041							
CONSUMABLES	0	0	0	0	0	0	0							
TOTAL DIRECT COSTS	1941	2646	2191	4419	5489	1721	21281							
GROSS PROFIT	4596	73.9%	2641	49.9%	4842	68.9%	2087	33.0%	5197	50.8%	3004	65.0%	19493	49.1%
OVERHEADS														
UTILITIES	0	0	0	0	0	0	0							
BANK CHARGES	51	237	27	0	63	71	450							
PHONE	21	21	21	23	55	56	197							
MAINTENANCE	0	0	78	0	0	0	78							
PAYROLL	3812	3835	4026	3840	5060	4274	24847							
TOTAL OVERHEADS	3884	4094	4152	3863	5179	4401	25573							
NET PROFIT/(LOSS)	712	-1453	691	-1776	18	-1397	-6080							

7. REPORT FOR DECISION – PARNELLA HOUSE

Recommendation

That the committee agrees to explore options for Parnella House its commercial property.

Purpose of the Report

To agree to explore different options for Parnella House, which is currently one of the Council's property investments

Background

Members of the committee will be aware that Parnella House is one of the Council's property investments and until recently was under lease to a local company of accountants as office accommodation.

The accounting company had held the lease on the property for many years but concluded that the building's layout no longer fitted with their company's needs and decided to move to purpose-built open-plan office accommodation, which also had access to easy parking.

As whenever any of the Town Council's commercial properties become vacant, Parnella House is being marketed for let through the Council's commercial property agent in order to secure a new tenant; however, to date there has been limited interest in the building by prospective tenants.

Those companies who have viewed the building have expressed similar concerns about the building, which centre around layout, lack of parking

and DDA compliance, and therefore it is proving challenging to find a single tenant to take the whole building.

Officers now feel the time is right to explore alternative options for the building, which may lean more towards a community hub style operation.

Parnella House is a three-storey period office building with cellar and side pedestrian access to a garden. The building is Grade II listed and has no allocated parking.

The building is a converted house, so has a number of rooms off a single hall on the ground floor and a landing on each of the upper floors. Access is via the front door or side garden door, which is behind an access gate to the garden.

In terms of modern facilities, it has very few, with domestic style toilets and poor kitchen and food preparation areas.

There is an access issue, with different levels on the first floor and stairs with no lift to the first and second floors, although some of the rooms benefit from an outer and inner space.

The building has a central heating system.

The building was last used by a firm of accountants who used most of the space but did sub-lease some areas

ACCOMMODATION

- Net Internal Areas:
- Ground Floor: 1905 sq ft
- First Floor: 677sq ft
- Second Floor: 519 sq ft

BUSINESS RATES

From the 2017 list the RV is £17,500. Please note that the RV is not the same as the business rates payable. More information may be obtained from www.gov.uk/introduction-to-business-rates

CURRENT RENT EXPECTATION

Asking Rent for the Building	£	18,000
Rent per foot	£	5.80
Ground Floor Sq Ft	1905	£ 11,058
First Floor Sq Ft	677	£ 3,930

Second Floor Sq Ft	519	£	3,013
Total	3101	£	18,000

Future options for the Building

- Commercial Tenant

Currently the building forms part of the Council's commercial property portfolio which has the principal purpose of bringing in rental income to the Council that can be used to offset the delivery of public services to the community.

- Shared work Space

An option may be to create a shared work space where companies or individuals can hire office or desk space on a short or medium-term basis or even for hot desking.

- Community Hub

This option would work like the shared work space model but focus on Charities and community groups, bringing them together within a single hub.

- Domestic

To explore taking the building out of the commercial market and seeking to convert for residential use.

To explore these options further, it would be helpful if two members could work with officers to prepare a more detailed report for this committee, with a clear recommendation.

Whilst this work continues, it is suggested that the building remains on the rental market.

Attached to this agenda item are the current letting details. [DOC 7/01](#)

Options Considered

The committee needs to consider if now is a good time to explore future options for Parnella House.

Implications and Risks

Financial and Resource Implications

Current income expectations are set out in the report. The work will seek to better understand what impact there will be on income should the Council change the building's operational basis.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.


Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

8. **EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES – Doc EX 8/1**
9. **EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES – Doc EX 9/1**
10. **EXEMPT REPORT FOR INFORMATION – RELATING TO COMMERCIAL PROPERTIES – Doc EX 10/1**
11. **QUESTION TIME**

A short time is allowed at the discretion of the Chairman for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk


TOWN CLERK