

Bolsover District Council

Executive

11 August 2014

Use of Communal Building at Park View Barlborough

Report of Cllr K Reid, Portfolio Holder for Housing

This report is public

Purpose of the Report

To seek members views on an approach from a Parish Council asking to use space at a sheltered housing scheme for a Parish office.

1 Report Details

- 1.1 Park View at Barlborough is a sheltered housing scheme consisting of 19 bungalows. There is also a separate building that contains some communal facilities including a meeting room, kitchen and a laundry
- 1.2 The department has been approached by Barlborough Parish council who are looking for a new location for their office, and have enquired about the possibility of using part of the communal building to provide this facility.
- 1.3 In order to accommodate this request some minor building works are required, this would mean moving the laundry into a different room and other minor changes to make areas more easily accessible.
- 1.4 The enclosed plans show the proposed changes. The estimated cost for the work, including decoration of the adjacent meeting room is £7,600.
- 1.5 The Senior Valuer has been asked to provide a commercial rental valuation for the proposed office space. This report is included as appendix 2, and give a rental value of £2,500 per annum.
- 1.6 It is proposed to carry out a consultation event with the residents of the scheme. This will be a meeting for residents held on site to gauge their views.
- 1.7 It is recognised that this proposal may have some detrimental impact on the communal facilities and Park View, it is therefore proposed that 25% of the rental income (£625 per year) is donated to the Park View Residents Group to spend as they feel fit.

- 1.8 The payback period for the initial investment is 4 years (allowing for the donation to the Residents Group) and over a ten year period this will generate an additional £11,150 HRA income (again allowing for the donation).
- 1.9 The Parish Council will be responsible for the internal decoration of the office space, and minor repairs will be charged at cost. The Parish council will also be charged an additional £1000 per year for heating and electricity; this will be increased each year in line with the percentage increase charged to tenants with communal heating systems. The Parish will be responsible for all other bills.

2 Conclusions and Reasons for Recommendation

- 2.1 That subject to planning permission and the agreement of residents of Park View that Executive agree to carry out the proposed building works, and to let the newly created office space to Barlborough Parish Council at the sum of £2,500 per annum to increase each year by the same percentage as the average rent increase to tenants.

3 Consultation and Equality Impact

- 3.1 Consultation will take place with residents of Park View and report back to Executive before a final decision is made.

4 Alternative Options and Reasons for Rejection

- 4.1 None considered

5 Implications

There will be a reduction in the amount of usable space in the communal area, but this is currently underused. The tenants will have an officer on site, albeit a employee of the Parish Council.

5.1 Finance and Risk Implications

As outlined in the body of the report.

5.2 Legal Implications including Data Protection

A lease agreement will be drawn up between the Council and the Parish Council. Planning permission will be needed.

5.3 Human Resources Implications

None

6 Recommendations

- 6.1 That subject to gaining planning permission and the agreement of residents of Park View that Executive agree to carry out the proposed building works, and to let the newly created office space to Barlborough Parish Council at the initial sum of £2,500 per annum plus an additional £1000 to cover heating and lighting costs.

- 6.2 The charges to be reviewed each year. The lease charge to increase by the same percentage as the average rent increase, the heating and lighting costs to increase by the same percentage as the average heating costs to tenants.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
District Wards Affected	Barlborough
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
P Campbell	