

BOLSOVER DISTRICT COUNCIL

Meeting of the Executive on 6th October 2025

Engagement Hub, 8 Cotton Street, Bolsover

Report of the Portfolio Holder for Growth

Classification	This report is Public.
Contact Officer	Lorri Darby Developments and Contracts Officer

PURPOSE/SUMMARY OF REPORT

To seek Members' approval to utilise 8 Cotton Street, Bolsover as a regeneration programme engagement hub for a minimum period of 2 years.

REPORT DETAILS

1. Background

- 1.1 The Council-owned property at 8 Cotton Street, Bolsover became vacant on 21 June 2025, following the retirement of a long-standing tenant who had operated the premises as a café.
- 1.2 The building comprises a ground-floor commercial unit of approximately 336 sq. ft (31.22 sq. m), with a void first-floor area. It includes a street-facing customer space, rear kitchen, separate WC accessed via the back of the property, and a prominent shopfront secured by an electric roller shutter.
- 1.3 During handover, the outgoing tenant disclosed unreported damp issues affecting the front elevation and rear flat roof. The tenant had informally managed these issues through surface treatments and cosmetic decoration.
- 1.4 Once the property was vacated, a high-level inspection was carried out by the Council's Quantity Surveyor, who identified a number of remedial issues requiring attention. This included previously unreported damp, roofing repairs, fire safety and compliance.
- 1.5 In response, and in line with the Council's commitment to maintaining safe, lettable assets, three independent contractors were invited to assess the property and provide a costed scope of works. Estimated cost of works is £22,000, excluding any additional electrical works that may arise following the Electrical Installation Condition Report (EICR). This has been reviewed by the Council's Quantity Surveyor and an internal Project Manager and is considered reasonable against current market rates. Costs will be met by the place programme within the £15million funding awarded to the Council.

- 1.6 In April 2025, a market rental assessment carried out by our marketing agent, Omeeto, indicated a guide rent of £6,500 per annum (£19.35 per sq. ft), conditional upon the property being refurbished to a lettable standard.

2. Details of Proposal or Information

- 2.1 Given the property's location near five major regeneration initiatives (the former Co-op site, former White Swan, 36/36a Market Place, the Public Realm Programme, and the Shop Front Improvements Scheme) a strategic proposal has been developed to repurpose 8 Cotton Street as a regeneration engagement hub and 'show property' for the shopfront improvement scheme.
- 2.2 The proposal would see the Council use the property as an engagement hub for a two-year period, foregoing rental income (estimated at £13,000). The building would serve as a visible, accessible base for officers leading on the regeneration programme to engage directly with the public, enhancing transparency, positive engagement, and community trust.
- 2.3 All necessary works, including internal upgrades and external façade improvements, as outlined in the contractor's submitted scope of works, will be fully funded through the regeneration programme. This investment will bring the property up to a high standard, suitable for public-facing use and future commercial letting.
- 2.4 Once refurbished, the building will act as a live demonstration of the Shop Front Improvements Scheme, showcasing design standards and encouraging wider participation from local businesses and property owners.
- 2.5 This approach has been presented to and is supported by both the Strategic Commissioning Board and the Asset Management Group.
- 2.6 The former use of 8 Cotton Street as a café (Class E(b)) and its proposed use as an engagement hub (Class E(c)(iii)) both fall within Planning Use Class E (Commercial, Business and Service). As such, no change of use planning application is required.

3. Reasons for Recommendation

- 3.1 Repurposing 8 Cotton Street as a regeneration engagement hub offers a unique opportunity to visibly demonstrate the Council's commitment to improving Bolsover's town centre.
- 3.2 The upgraded façade will serve not only as a visual enhancement but as a live example of what is possible through the Shop Front Improvements Scheme. This will inspire other property owners and businesses to participate, creating a ripple effect of improvement across the town centre.
- 3.3 Using this Council-owned asset to support the regeneration programme shows a practical and value-focused approach that benefits the community.
- 3.4 By the end of the engagement period, the building will be upgraded and ready for open market letting. Marketing activity can also begin ahead of the engagement conclusion, helping to generate interest and ensure a smooth transition to future occupancy.

- 3.5 Using the property as a regeneration hub allows the public to feel heard and involved. It creates a space where people can engage with the programme, share views, and see progress first-hand, helping build trust, pride, and a sense of shared ownership in the town's future.

4 Alternative Options and Reasons for Rejection

- 4.1 **Do Nothing:** Taking no action would avoid immediate costs but would leave the property in its current condition, making it unsuitable for public-facing use or commercial letting. This would also fail to support the Council's regeneration objectives.
- 4.2 **Commercial Letting:** Once let, this would generate rental income, however, it would limit the Council's ability to use the site for strategic engagement and demonstration. It would also require immediate investment in repairs and upgrades.
- 4.3 **Disposal:** Selling the property would provide a one-off capital receipt, however, it would eliminate the Council's opportunity to use the site for as a regeneration hub, or for future commercial letting.

RECOMMENDATION(S)

That Executive agree to 8 Cotton Street, Bolsover, being used as a regeneration engagement hub and 'show property' for a minimum two-year period.

Approved by Councillor Tom Munro, Portfolio Holder for Growth

IMPLICATIONS:

<u>Finance and Risk</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Details: As detailed throughout the report.		
On behalf of the Section 151 Officer		
<u>Legal (including Data Protection)</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details: Contractors will be procured in accordance with the Council's Contract Procedure Rules and Procurement Act 2023.		
On behalf of the Solicitor to the Council		
<u>Staffing</u>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Details:		
On behalf of the Head of Paid Service		

Equality and Diversity, and ConsultationYes ☐No ☒

Details:

EnvironmentYes ☐No ☒

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details:

DECISION INFORMATION:☒ **Please indicate which threshold applies:****Is the decision a Key Decision?**

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District, or which results in income or expenditure to the Council above the following thresholds:

Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or **(b)** Results in the Council incurring Revenue Expenditure of £75,000 or more.

Capital (a) Results in the Council making Capital Income of £150,000 or more or **(b)** Results in the Council incurring Capital Expenditure of £150,000 or more.

District Wards Significantly Affected:

(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)

Please state below which wards are affected or tick **All** if all wards are affected:

Yes ☐No ☒(a) ☐(b) ☒(a) ☐(b) ☒All ☐**Is the decision subject to Call-In?**

(Only Key Decisions are subject to Call-In)

If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? ***(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)***

Consultation carried out:

(this is any consultation carried out prior to the report being presented for approval)

Leader ☐ Deputy Leader ☐ Executive ☐ SLT ☐Relevant Service Manager ☐ Members ☐ Public ☐Other ☐Yes ☐No ☒Yes ☐No ☐Yes ☐No ☒

Links to Council Ambition: Customers, Economy, Environment, Housing
Achieving best value and making the best use of our assets.

DOCUMENT INFORMATION:

Appendix No	Title

Background Papers
<i>(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 Executive, you must provide copies of the background papers).</i>

DECEMBER 2024