

Policy & Resources Committee

Title:	Fees and Charges
Date:	12 April 2022
Contact Officer:	Cassie Pinnells, Community Services Manager

Purpose of Report

1. To approve the proposed Schedule of Charges for 2022-23 for the hire of the Upper Chamber and Southern Road Recreational Ground football pitch.

Background

2. The hiring fees for the Upper Chamber, Meeting Room and Southern Road Recreational Ground (SRRG) were last reviewed in April 2021. It makes sense to appraise these charges at the start of the financial year for the forthcoming year as all hiring fees should be reviewed annually to comply with good financial management.

Upper Chamber

3. The Upper Chamber is available for hire to commercial and non-commercial hirers at an hourly fee of £27.00 and £14.00, respectively. A review of local organisations has shown that local venues hire out their facilities at a similar hourly charge. The Barns Centre, for example, hires out the large hall which is of a comparable size at a cost of £25.00 per hour.
4. It is noted that the Barns Centre has kept its hire charges the same for 2022-23 and there is now increased competition from the Cricket Pavilion who are charging £27.00 per hour for their top floor and £22.00 per hour for the ground floor.
5. It is proposed that the hourly hiring fee for the Upper Chamber remains the same to ensure the Council offers a venue at an hourly fee which is competitive with other local establishments. The current offer of a 10% discount to hirers who block book and pay for at least ten separate bookings in advance should remain.
6. Many of the normal hirers have returned with Yoga, and the U3A group filling in gaps, with the regular craft fairs scheduled in to use the Upper Chamber

Meeting Room

7. The hire of the meeting room is no longer an option, as since the start of the Coronavirus pandemic in March 2020, it has been used as an additional office space, which is now the permanent office for the Town Clerk. The second-floor meeting space is now used for working group meetings, Officer /Councillor meetings and an additional working space.

Southern Road Changing Rooms

8. The changing rooms heating system is not fit for purpose preventing the hire of the changing room facilities. This year Phoenix FC have hired the football pitch on several Sundays, although they have not required use of the changing rooms. Because of this a reduced fee of £18.00 per match was agreed.

9. A review of hiring costs of other football pitches has been undertaken and the results yet again are inconclusive as football venues vary so much e.g., Oxford City Council charge £42 per hour pitch hire, Long Crendon charge £25 per game plus £16 for cleaning (£41) whilst Didcot Town Council charge £58 per game. Wallingford Town Council charge for the pitch only per quarter to one team £393.
10. It is proposed not to increase the hiring fees for the football season 2022-23 maintaining the reduced fee of £18 per match, whilst the future refurbishment of the facilities is considered. It should also be noted that the hire of the football pitch is offered as a community facility and not as a commercial enterprise.

Resource Appraisal

11. There are no resource implications other than the day-to-day administration costs associated with the hiring of the facilities.
12. Income hire is steadily increasing to before the pandemic, highlighting that Covid restrictions have only just been lifted:

2019-20	£11,494
2020-21	£1,951
2021-22	£6,849

Risk Assessment

13. The fees and charges must be reviewed annually to ensure good financial management of Council assets.

Legal Powers:

- Local Government (Miscellaneous Provisions) Act 1976, s 19
- Local Government Act 1972, s144

Recommendation

It is recommended that:

- i) The charge for hiring the Upper Chamber remains at £27.00 (commercial) and £14.00 (non-commercial) per hour.*
- ii) The charge for hiring SRRG football pitch at £18.00 per game (inclusive of VAT).*