

CODDENHAM PARISH COUNCIL

Agenda Paper



Tuesday 21st March 2019

Report to Council

Item 10. To **RECEIVE** a report from the Community Hall Working Group on recent developments.

Report to the Coddensham Community & Sports Centre Parish Council Sub Committee for Presentation to the Parish Council Meeting 21st March 2019.

From: Andrew MacPherson, on behalf of the Trustees designate, New Charitable Body, Coddensham Community & Sports Centre.

Dated: 14th March 2019

Background - On the 25th January and subsequent meeting of the 19th February, Parish Council (PC) agreed to continue to pursue the process of achieving a charitable status for the Coddensham Community and Sports Centre. Trustees were confirmed as Ray Collins, Mark Darell Brown, Mitch Lock, Angela Thompson and Andrew MacPherson as the designated lead and acting chair.

This paper sets out the progress to date, by the Trustees with the support of the PC sub committee, Councillors Burton, Fawdry, Fowler and Peacock.

Progress - Trustees met with the sub committee on 25th February to agree roles and responsibilities. The PC directed the Trustees to proceed with the application.

On completion, the PC would then proceed with the transfer of the Centre, including the playing field area. In the meantime, legal advisors would be appointed to advise all parties.

A **condition** survey would be commissioned for the purposes of mutual due diligence and to assess any immediate and future maintenance.

The Trustees have now consulted and received advice from Groundworks (advisors to the PC), ACRE (Action with Communities in Rural England) and more recently, the Charity Commission. An engagement meeting was held with the Centre Committee on the 13th March 2019.

The application is now complete, pending completion of Trustee declarations.

A bank account is in place at the Co-operative Bank.

Objectives - The following statement has been adopted in line with the recommended model, adjusted to include the playing field area.

The objects of the Charitable Incorporated Organisation (CIO) are to manage Coddensham Community & Sports Centre including associated land and sports facilities for the benefit of the inhabitants of the Parish of Coddensham and the surrounding area without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, including the use of the facilities for meetings, lectures and classes or other forms of recreation or leisure time occupation in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

The CIO Model - The Hall's trading remains fragile and it is desirable there be a period of stable leadership as the hall transitions to its new status. Working closely with the local Community, new initiatives and agreed changes will be pursued at pace. Capitalisation on the new charitable status will require extensive networking. This has already commenced with visits planned to similar projects not in immediate competition.

To ensure a continuity of the necessary representation and leadership, a CIO Foundation Model will be established, with an intention in three years, or sooner subject to review, to migrate to the ACRE hybrid model, once trading is stabilised. The Charity Commission have confirmed this is permissible..

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Trustees will not serve more than two consecutive terms of two years, without a break period. The ACRE model once adopted, will however initiate annual appointments of Trustees.

Engagement - the new charity will present and conduct itself in a wholly transparent and inclusive manner to the community it will serve. It will build upon both past and existing efforts to further the Centre's cause. Additional Trustees will be appointed as skill needs emerge. Representative bodies will also be appointed as the model matures.

Marketing and Communication - a rebranding will take place to reflect the Halls refreshed start. 'The Coddenham Centre' will present itself as a resource for all, while continuing to be clearly associated with the village and surroundings.

A relaunch will be accompanied by both print and a refreshed online presence that will clearly illustrate facilities, offer specifications and an online booking and invoicing system.

Funding - the Hall currently operates at a loss and while the intention of the new charitable vehicle is to achieve self-funding sustainability, this is unlikely to be immediate. The PC have agreed in principal, to continue to support the hall in the interests of the community.

The 2019/2020 budget approved by the PC on November 18th 2018, requires further joint scrutiny with the PC to achieve a full understanding. It currently projects a significant full year loss. This would to be initially met by start up support from the PC, along with the transfer of the reserves that have been projected. The charity will incur launch costs, yet to be determined, along with the need for business development funding to accelerate progress to a break even point. The Trustees are creating a five year plan which projects a tapering programme of PC support over a four year period, subject to a two yearly review.

Once charitable status has been achieved, other funding opportunities will be explored.

The Charity would undertake to provide a quarterly report to the PC during the lifetime of any support and report to the PC Annual General Meeting (AGM). It is hoped engagement with the PC will continue and extend beyond funding arrangements.

Next Steps - A meeting will be sought to discuss the PC's 2019/20 budget and agree a funding model for approval. A presentation on overall progress and intent, will be made to the PC AGM on the 25th April 2019. The Trustees will report to the next Centre Management meeting on the 1st May. The Trustee lead continues to liaise with the PC sub committee and the Charities Commission.

Recommendation. The PC are asked to note the progress to date.

Andrew MacPherson, on behalf of Ray Collins, Mark Darell Brown, Mitch Lock, Angela Thompson.

ADM/TCC/03/19

Peter Whitehouse

Parish Clerk