

APPENDIX E

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TANDRIDGE DISTRICT COUNCIL - APPLICATION FOR A RENTAL GRANT SUBSIDY

please complete and return this form, together with your organisation's financial accounts for the last two years (i.e. profit and loss accounts and balance sheets)

Name of organisation*: Caterham Community Association
Description of land / property*: Caterham Community Centre Caterham on the Hill
Annual market rental assessment*: Subsidy applied for
Please complete sections 1 to 5 below
1. Contact details Name: Sarah Burningham Position within the origination: Hon. Secretary
2. Role of the organisation / membership regime / community links
2A Please describe your organisation's objectives and how it utilises the land / buildings leased from the Council The aim of the Community Association is to provide a facility in the form of a Community Hub/Village Hall for the use of local groups of all kinds on a regular and casual basis. Groups using the centre are from all ages, and from various ethnic groups. The recently approved Neighbourhood Plan states that Community Hubs provide a focal point and facilities to foster greater local community activity and bring residents, the local business community, and smaller organisations together to improve the quality of life in their areas.
3B Is your organisation affiliated to a county / regional / national body? (if so, please dive details) NO

3C How many paid up members does your organisation have?

This organisation does not have many individual members. It does have some local associated group members.

3D Approximately what percentage of the paid up members live in Tandridge?

Currently 100%

3E Are there any restrictions to membership?

No

3F Please provide details of relevant membership and hire fees and any other charges

Membership fees: Individual £1.00 p.a. – Clubs £15.00 p.a.

Hall Hire Charges 2021

MAIN HALL

Monday – Friday		
0900-1700	£14 per hour	
1700-2230	£14 per hour	
Saturday		
0900-1245	£14 per hour	
1245-2300	£20-25 per hour	
Sunday		
1030-1830	£20-25 per hour	

CLUB/COMMITTEE ROOM

Monday-Friday		
0900-1800	£6 per hour	
1800-2200	£10 per hour	
Saturday		
0900-1300	£6 per hour	
1300-2245	£14-17 per hour	
Sunday		
10.30-1830	£14-17 per hour	

3G Are discounts available on the grounds of financial hardship?

Yes to some charitable/ voluntary organisations

3H Are the facilities only available to members or can users 'pay on the day'?

No. Facilities are available to those who wish to hire but use of the halls must be booked in advance with the Booking Secretary of the Association

3. Access to facilities and integration with the wider community

3A When are the facilities available for use during an average week?

Main hall is available for hire

0900-2200 Monday – Friday

0900-2230 Saturday

0900-18.00 Sunday

Small hall is available for hire

0900-2200 Monday – Saturday

0900-1800 Sunday

It is the policy of the CCA to keep weekend afternoons free from regular lettings to enable casual bookings during these times. Normally there are around 40 casual lets a year. Most of those hiring these halls are local to the Caterham and District area.

3B Does the organisation do anything to encourage wide ranging community use of the facilities? For example, initiatives to:

- **achieve a diverse membership base (besides any membership fee concessions / hardship relief schemes referred to in 2B above); and / or**
- **allow use by non-members such as community taster sessions; training / coaching development programmes; or via partnerships with local schools**

User base is diverse and the facilities are used by all age groups, all interests and all faiths or none

The groups often hold a taster session to encourage new members.

The unique sprung dance floor attracts groups of all ages for a wide variety of dance and aerobics. These provide activities for physical, mental and social wellbeing,

Local school uses facilities of both halls.

3C Does the organisation fulfil any wider community roles (e.g. outreach work in schools or participation in community events such as fetes and shows)?

Use of facilities donated during the Caterham Festival Street party. During the Festival the centre is also used for their fund-raising events.

Donate use of the hall for an annual Fundraising event for Caterham Carnival

Support for local charitable events by charging a reduced rate.

Public meetings.

4. Financial position / sustainability

4A Are financial reserves being accumulated for any particular purpose (e.g. future projects or specific contingencies)?

Yes for improvement of facilities in centre. Reserves result from hire charges.

The last accumulation of funds was used for replacing boilers, back hall decoration and some external work.

Future projects –

A complete upgrading of the lighting within the halls to replace with energy efficient units.

The installation of a hive/nest to control the heating and hot water remotely. This will necessitate installing wi-fi in the building

Decorating the main hall

New entrance doors to both halls

Treatment to damp external wall rear halls

4B Please give details of any commercial activities on the site which generates income (e.g. bar / catering operations)

None

4C Please describe any fundraising activities undertaken by the group during a typical year

We have in the past but not recently, in part due to Covid

4D Does the organisation pursue any funding opportunities from other grant giving bodies?

Recently we have been able to fund improvements to our buildings from revenue from Hirers.

After receiving the results of an EPC we are considering ways of improving the energy efficiency of the buildings. We have had discussions with Surrey County Council about sourcing grants to enable improvements to the buildings to carry these out. We will also investigate any other sources of from national organisations.

5. Alignment with the Council's corporate priorities

5A In light of the information provided above, please explain how you think your organisation's activities align with the Council's corporate priorities/Strategic Plan (page 8 also refers).

- 1 We are providing a valuable Community Hub at no cost to the Council and of great benefit to our local community. Management of the centre has been self-financing since 1999. This Hub is a centre for many groups providing a wide variety of activities. All those on the committee are volunteers, some of whom have been giving their time for over 20 years. The Community Centre is a much-used facility for Caterham on the Hill and, in some cases, the wider Tandridge community. It provides a venue for social, health and wellbeing. The committee running the centre has a good relationship with its many regular users and the centre has a good reputation among the many who book it for single events. The Community Centre is self-supporting and a programme of improvements to the buildings is continuous but dependent on money raised by the rents charged.
- 2 The Community centre is a much-valued part of the infrastructure in the local area. The recently approved Neighbourhood Plan states that Community Hubs provide a focal point and facilities to foster greater local community activity and bring residents, the local business community, and smaller organisations together to improve the quality of life in their areas. Neighbourhood Plan policy CCW14 Community Hubs states that proposals that would result in the loss of community and leisure facilities demonstrate by comparison to the existing facility that replacement will be of at least an equivalent scale, specification and located in an accessible location to the community to be served.
- 3 Some of our hirers are small local businesses which have close links to other businesses. Post lockdown we are on our way back to normal use of our facilities. There is a growing population in Caterham and the wider area which increases the need for this type of resource.
- 4 Some measures are in place to conserve water. Double glazing is installed to help reduce fuel consumption. Plans are in place to review all the lighting in the buildings and to replace with more energy efficient units. The installation of a hive/nest to improve heating control of the buildings and reduce energy consumption is being investigated

6.	Required subsidy
6A	<p>What level of subsidy do you wish to apply for as a % of the annual market rental assessment on page 1 above</p> <p>98.5%</p>
6B	<p>What, in your opinion, would be the consequences of the Council not providing the subsidy, both for your organisation and the community at large?</p> <p>As a Community Centre has been an integral part of the Caterham and its wider community for 75 years and several generations have grown up using the facilities for their health, physical, mental and social wellbeing.</p> <p>We attach some documents that have been received from some of our users which attest to the value of the facilities to the lives of those in the community.</p> <p>Without a large subsidy the rents would need to rise significantly to meet the new charges. This cost would have to be passed on to hirers, many of whom would be unable to continue in their present form. This could lead to many of these groups ceasing to exist which would have a seriously detrimental effect on all the users.</p> <p>Any increase absorbed by the Association would lead to it being unable to maintain and make any improvements to the centre.</p> <p>Looking ahead to fulfil the aims of the Association to provide a facility fit for the future, we need financial viability and a decent length lease of 15 years.</p> <p>In a recent survey carried out in Caterham, an area with an increasing population, the top 2 concerns were the lack of leisure facilities and the importance of community cohesion. Facilities such as the Community Centre are vital in meeting these concerns.</p>

Key Corporate Priorities for 2020/21 – 2023/24

1. **Building a better Council** – making the Council financially sustainable and providing residents with the best possible services
2. **Creating the homes, infrastructure and environment we need** – both now and in the future
3. **Supporting economic recovery in Tandridge** – from lockdown to growth that everyone benefits from
4. **Becoming a greener, more sustainable District** – tackling climate change

Please see further detail on the Council's website:

<https://www.tandridge.gov.uk/Your-council/Strategies-and-plans>