

## 9. Refurbishment of Roof, the School Room, East Lambrook (Executive Decision)

*Strategic Director:* Rina Singh, Place and Performance  
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### Purpose of the Report

For members to consider an application for financial assistance to the St James Parochial Church Council for a roof refurbishment of the School Room, East Lambrook.

### Public Interest

The owners of the School Room, East Lambrook have applied for financial assistance from South Somerset District Council, to make improvements to the building's roof. This report provides the details of the application and the results of the assessment, for Councillors to make a decision.

### Recommendation

(1) Award £2010 to the St James' Parochial Church Council, towards the refurbishment of the roof of the School Room, East Lambrook, allocated from the Area North Community Grants budget subject to the SSDC standard conditions for community grants (Appendix A) and the following special condition:

- a) The applicant agrees to seek the prior written approval of SSDC should the buildings be sold or decommissioned in the future. SSDC reserves the right to seek repayment of all or part of the grant awarded.

### Application Details

Name of Applicant	St James Parochial Church Council
Project	Refurbishment of School Room roof.
Project description	Remove existing roof tiles and install insulation, felt, batten and retile to provide a watertight and better insulated roof.
Total estimated project cost	£4020
Amount requested from SSDC	£2010. (50% of project costs)
Application assessed by:	Les Collett - Community Development Officer (North)
Contact details:	leslie.collett@southsomerset.gov.uk 01458 257427

## Background

East Lambrook is a small village (part of the parish of Kingsbury Episcopi) and has a population of 200 residents. The School Room is used by all sections of the community and is the only facility of its kind in East Lambrook. During the school holidays the hall is made available to young people for various activities such as table tennis, remote controlled cars, drop in lunches for all ages, plant sales, dog show and as a venue for talks and lectures. The School Room celebrates its 100 year anniversary in 2010.

## Project development & evidence of need

Over recent years emergency repairs have been carried out to stop the roof leaking and the project has evolved from the long-term need to keep the building sound. The committee carried out some investigation work, which concluded that a more permanent solution is feasible at a reasonable cost. The project is needed to stop the building deteriorating further due to a fault in the roof. The energy efficiency of the building was also considered and proposals to increase the level of insulation.

## Project description

In summary the project is to refurbish the roof and upgrade the insulation in the roof space replacing items where necessary.

The work will involve

- scaffolding both sides of building and take off tiles and old battens.
- Nail down special eaves protectors re felt and batten with new zytac breathable felt and new tanalised batten.
- Re-tile and dress down lead around chimney and cowl.
- Insulation of the small ceilings above the kitchen, toilets and lobby.

## Anticipated benefits and outcomes

When the project is completed the School Room will have a watertight roof with greatly improved insulation to required standards. The hall will be more economic to heat and a more pleasant environment for users.

## Business Plan

This is a one-off project and once completed the School Room will continue to operate through the hiring of rooms and fundraising events the figures below are for 2009 (rounded to nearest £5).

Income from hall rental,	£415	
Fundraising and donations	£505	
<b>Total income 2009</b>	<b>£920</b>	
Insurance	£490	
Electricity	£195	
Maintenance & repairs	£220	
<b>Total expenses 2009</b>	<b>£945</b>	
<b>Balance in hand</b>	<b>£2050</b>	

**Comment:** The accounts show a small shortfall last year (2008 had a small surplus), showing the School Room just about breaks even, although this requires local fundraising events. However the emphasis on fundraising, also supports an annual

calendar of social events, which in turn increases the value of the building to the community. The committee have allocated £500 from balances, leaving £1500 to support any unexpected costs over the coming years. The proposed project's objectives should help reduce electricity and repairs costs, and the completed works will provide a boost to potential hirers and the community at large – which can all help produce increased income.

## Risks

The main risk for a project of this type is likely to be an unexpected increased cost or poor workmanship. A contingency sum has been included in the overall estimates. The management committee includes people with experience of caring for the building, and the contractor is a local company.

## Management and ownership

The St James' Parochial Parish Council owns the School Room. A committee of the Parochial Church Council deals with the day-to-day management. The committee has clear terms of reference, hiring agreements, and child protection policies all in place. The building is properly insured. The management committee meet quarterly and share the various tasks on a day-to-day basis.

## Consents and permissions

Planning permission is not required, and building regulations will apply. If approved, community grants for building work to buildings, are subject to confirmation by a member of the SSDC Building Control Service, prior to payment

## Project Budget

The table below shows the breakdown of the project costs, and sources of funding.

Item	Estimated Cost £	Basis of costs
Refurbishment of roof area: materials labour, fees.	£3,180	3 competitive quotes
Insulation of the small ceilings above the kitchen, toilets and lobby.	£340	As above
Contingency estimate for works that may be needed once the roof is off and not costed above.	£500	provision
<b>Total</b>	<b>£4020</b>	
<b>Funding Source</b>	<b>Amount £</b>	<b>Status</b>
Own Funds	£500	Secured
Parish Council	£316	Approved
SCC – Councillor fund	£500	Approved
<b>Sub-total to date</b>	<b>£1316</b>	
<i>Application to SSDC – Area North</i>	<i>£2010</i>	
Fundraising target including applications to trusts	£694	Pending
<b>Total</b>	<b>£4020</b>	

## Parish Information

Parish	Kingsbury Episcopi	
Parish population	1300	
No. Of Households	565	85 East Lambrook
Precept 09/10	£13750	
Band D Charge 09/10	£25.64	
Parish Council Contribution	£316	8% of project costs.
Officer comment:		
The figures are for the parish of Kingsbury Episcopi. East Lambrook is part of this parish. Kingsbury Episcopi Parish Council agreed to support this project at their January meeting.		

## Evidence of support for the project / consultation

This hall is well used by the small community who attend regular events, (see section 1 – Background). The project has already received support from the Parish Council and Somerset County Council Cllr Derek Yeomans (£500).

## Community Grants Assessment Score

The table below shows the grant scoring for this application. In order to be considered, applications need to meet the minimum score of 22, for SSDC funding under the Community Grants policies.

Category	Score	Maximum
A Eligibility	Y	
B Target Groups	4	6
C Project	5	5
D Capacity of Organisation	11	15
E Financial need	3	5
F Innovation	1	3
<b>Total</b>	<b>24</b>	<b>34</b>

This project has scored 24 out of a possible 34. Feedback is often provided to the applicant, during the application and assessment process or as required by the Community Development Officer.

## Summary and Conclusion of assessment

East Lambrook is a small remote community with few facilities for use by the local community. Small-scale grants for this nature of project are hard to find. The improvements are much needed, and the improved energy efficiency will assist with running costs. The School Room is run by a small group of people dedicated to helping ensure its use by all sections of their community and in turn forms the centre for village activities. Helping with a major repair ensures the project can be completed.

<b>Recommended for award from SSDC</b>	<b>Yes</b>
<b>Amount applied for</b>	<b>£2010</b>
<b>Amount recommended</b>	<b>Yes</b>
<b>Special conditions?</b> As this is Church owned property, any future sale of the building would not necessarily mean that any asset would remain within the parish. A special condition is recommended to secure SSDC's interest in any future sale.	<b>Yes</b>

### **Financial Implications**

The community grants budget for 2009-10 is £35,900. At the end of December 2009, the uncommitted balance was £17,107. Further grants were approved during January 2010 of £8100, leaving a balance of £9007.

If the grant award of £2010 in this report for the School Room at East Lambrook is approved, the uncommitted balance will be £6997 for the remainder of the financial year.

### **Corporate Priority Implications**

3.18 – Outcome: Individuals and communities enjoying healthier and more active lifestyles.

5.0 Outcome: A successful council delivering services valued by residents

### **Other Implications:**

**Area North Priorities 2009-10:** Increase the number, accessibility, quality of community facilities, activities or services, in particular for children and young people and older people.

### **Carbon Emissions & Adapting to Climate Change Implications (NI188)**

Added insulation will reduce fuel consumption and lower the carbon footprint.

### **Equality and Diversity Implications**

The School Room is accessible to all sections of the community, in particular younger and older people and people with disabilities

*Background Papers:* Grant application AN09/27