

REPORT TO CABINET GRANTS PANEL

UTILISATION OF NEW RIVER RETAIL FUNDS FOR THE RELOCATION OF GROUPS AFFECTED BY THE TOWN CENTRE DEVELOPMENT PROGRAMME

REPORT OF Divisional Leader for Commercial Services and Contracts
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Wards affected Burgess Hill Meads

Key decision Yes

Purpose of Report

1. To request the release of money from the Martlets Relocation Specific Reserve relating to the closure of Martlets Hall and to support the town centre revitalisation project.

Recommendation

2. It is recommended that the Cabinet Grants Panel consider a request from Sussex Oakleaf and determine the financial support to be awarded.
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Background

3. Martlets Hall in Burgess Hill closed on June 30th 2018 to allow for the redevelopment of Burgess Hill Town Centre by New River Retail.
4. To support this process a sum of £250k was agreed by New River Retail to meet any reasonable costs for affected groups.
5. To date the Council has received £125,000, being the first of two agreed payments; the balance being due upon handover of the vacant hall to New River Retail.
6. At the June and August meetings of this Panel a total of five groups affected by the closure of the Hall were awarded a total of £73,368.
7. In addition, £35,000 has been allocated from the fund to enable Places for People Limited to carry out a number of improvements to Clair Hall to benefit Martlets Hall users to facilitate their move to the Haywards Heath location. These works saw an upgrade of the sound and lighting system and replacement windows.
8. This leaves a current balance of £16,632 in the Specific Reserve, with a further £125,000 to be received in the future.

Sussex Oakleaf

9. Sussex Oakleaf was based in Martlets Heights but has since moved to new premises on Church Road. In moving the following costs have been incurred :

	£
Removals (MBE)	1,415
Packing costs	73
Cat 5 System installation at Delmon Hse	5,476
IT support on the day of the move	360
General Maintenance costs to set up new office	302
Intercom set up cost at new office	66
locksmith to adjust office door	190
key cutting costs & new key cabinet	131
* post redirection (1yr)	490
Photocopier/printer removal	180
TOTAL	8,683

Summary of Grant Requested

Organisation	Summary of bid	Amount requested
Sussex Oakleaf	Costs associated with moving from Martlets Heights to new premises on Church Road	£8,683
Total Requested		£8,683

Financial Implications

10. In July 2017, the Council received the sum of £125,000 from New River Retail Ltd as a contribution to any associated costs relating to the closure of Martlets Hall and to support the town revitalisation project.
11. This was the first of two amounts due of a total £250,000 contribution. The Martlets Relocation Specific Reserve was created to hold these sums, as reported in the Budget Management Report to Cabinet 5th September 2017.
12. At the June and August meetings of this Panel a total of five groups were awarded a total of £73,368.
13. A further £35,000 has been allocated to enable Places for People Limited to carry out a number of improvements to Clair Hall to benefit Martlets Hall users who have since moved to the Haywards Heath location leaving a current balance of £16,632 in the Specific Reserve.
14. Members are now requested to release the sum of £8,683 as detailed in the table above, leaving a balance in Specific reserve of £7,949.

Risk Management Implications

18. The costs involved are affordable within the Reserve Fund. There are no further risks identified with this project.