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# COMMUNITY FACILITIES STUDY: WOTTON-UNDER-EDGE

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Report produced by GRCC

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# Wotton-Under-Edge Community Facilities Study

## List of Contents

<a href="#"><u>Introduction</u></a>	3
<i>Methodology</i>	
<i>Caveat</i>	
<a href="#"><u>Current status and future need for community venues</u></a>	5
<i>Facilities currently available</i>	
<i>Future needs</i>	
<a href="#"><u>Conclusions</u></a>	11
 Appendices:	
1. <a href="#"><u>The demography of Wotton-Under-Edge</u></a>	12
<i>Current population and age profile</i>	
<i>Household profile</i>	
2. <a href="#"><u>Community buildings survey conducted March-May 2016</u></a>	13
3. <a href="#"><u>Community buildings survey – summary of findings</u></a>	15
4. <a href="#"><u>Current community facilities in Wotton-Under-Edge</u></a>	19
5. <a href="#"><u>ACRE national village hall survey findings</u></a>	20
6. <a href="#"><u>Stroud District Local Plan – Economy and Infrastructure Delivery Policy EI6</u></a>	21
7. <a href="#"><u>Extracts from Stroud District Council Infrastructure Delivery Plan</u></a>	23

# Introduction

The following report about Wotton-Under-Edge is one of a suite of reports been produced by GRCC in order to develop an understanding of the facilities available in community venues in Gloucestershire. The study looks at current status of community buildings in the town, based on three considerations:

- A. Number of community buildings required
- B. Demand patterns and capacity
- C. Location/geographic spread

Although surveys, for example of village halls, have been conducted in the past, they have focused on district or county overviews rather than on gathering information by neighbourhood or parish. Such studies have not necessarily looked at the wider range of potential community venues available. Churches, schools, scout huts, and sports venues among others may all offer space to the local community for meetings or social activities, in addition to the main purpose of the building. It is intended that the information in this report will prove useful for Wotton-Under-Edge when the community is considering its future needs and priorities.

## *Methodology*

This report concentrates on community facilities in Wotton-Under-Edge and examines the provision of venues against calculations of current and future requirements. It is based on information available between February and July 2016, including survey responses from community facility management groups.

The study comprises the following elements:

- Survey of existing community venue management groups carried out between February and May 2016 to establish current availability, including ownership, status of facilities, patterns of use, capacity, and future plans. Additional venues were contacted in July 2016.
  - An initial email distributed the link to the online survey to identified contacts at the community facilities. A list of community venues was compiled using information available from GRCC advisers and Village & Community Agents. Survey respondents also provided lists of other local venues as part of their response.
  - A follow-up email was sent to encourage additional responses to the online survey and a telephone follow-up process was also undertaken, giving management groups that had not responded to the emails the opportunity to complete the survey over the telephone.
- Desk-based research:
  - Demographic information available from the Multi-Agency Information Database for Neighbourhoods (MAIDeN), and the Office for National Statistics (ONS), including 2011 Census data.
  - Information on additional venues which should be considered when looking at community facilities.

The main body of the report draws conclusions from the research conducted and cross references research information as appropriate. Where possible, links to the venues have been included.

## *Caveat*

This report is largely based on survey responses received at the time of the report compilation, May 2016, with additional information included in July 2016 following feedback from the community on the draft report.

GRCC has conducted this study and presents this report as a neutral and independent body.

We recognise that this report represents a snapshot of the status in early 2016.

Efforts were made to gain as many survey responses as possible but this report will not provide the full picture from all venues in the area as this study does not extend to cover all meeting spaces in Wotton-Under-Edge. The map in Appendix 4 refers to facilities which did not take part in the Community Buildings Survey, including libraries and schools, to provide an indication of additional venues in the area.

Those individuals and venue management committees taking part in the survey were informed that, although much of the report will analyse general themes, there may be reference to specific responses and comments.

This survey did not look into the financial capacity or governance of the buildings.

All information about the facilities available, and the condition of the buildings, is taken from the survey responses received and has not been independently verified. It is recognised that the status in terms of usage may have altered between survey response and report publication.

Time did not permit further interviews or discussion groups to draw out additional details, or discussions with user groups, and the research did not include visits to the venues.

## Current status and future need for community venues in Wotton-Under-Edge

### i) Facilities currently available

Responses to the Community Buildings Survey (Appendix 2) show that Wotton-Under-Edge currently has the following community venue facilities:

Venue	Building ownership	Type of organisation	Meeting rooms available (seated capacity)
<b>Wotton-Under-Edge Town Hall</b>	Freehold	Registered Charity	<ul style="list-style-type: none"> <li>Entrance hall/small meeting area</li> <li>Main meeting room (113)</li> </ul>
<b>Wotton Civic Centre</b>	Freehold	Wotton-Under-Edge Town Council	<ul style="list-style-type: none"> <li>Main meeting room (80)</li> <li>First floor meeting room (30)</li> <li>Third floor meeting room (30)</li> </ul>
<b>The Chipping Club Room</b>	Freehold	Registered charity	<ul style="list-style-type: none"> <li>Meeting room (46)</li> </ul>
<b>The Chipping Hall</b>	Leasehold from Wotton-Under-Edge Town Trust	Under The Edge Arts, a Registered charity	<ul style="list-style-type: none"> <li>Main Hall (90)</li> <li>Fanthorpe Room (10)</li> </ul>
<b>The British School</b>		School	<ul style="list-style-type: none"> <li>School hall (120)</li> </ul>
<b>Parish Church of St Mary the Virgin</b>	Church of England	Church Council	<ul style="list-style-type: none"> <li>Church (365)</li> </ul>
<b>Wotton United Church</b>	Methodist Church in the UK	Church Council	<ul style="list-style-type: none"> <li>Church (80)</li> <li>Church hall (80)</li> </ul>
<b>Kingswood Village Hall</b>	Building owned by Village Hall Trustees; land owned by Parish Council	Registered charity	<ul style="list-style-type: none"> <li>Main hall with stage (150)</li> <li>Community room (100)</li> <li>Bar lounge (50)</li> <li>Stage can seat up to 40</li> </ul>

**Table 1:** Survey Responses – ownership, management, and meeting rooms available

Kingswood Village Hall is outside the town of Wotton-Under-Edge. However, the hall is within 1.5 miles drive of the town centre. Because of its close proximity, it has been included as a venue that is easily accessible to residents of Wotton, but it should be noted that it will also be in use by the residents of Kingswood Parish, in which the hall lies.

Additional venues which may have rooms available are listed below in Table 2 below. However, as these did not take part in the Community Buildings Survey it has not been confirmed whether they are available for hire by the general public, although since some of these venues were suggested in responses to the survey they have been identified by local sources as available. Only publicly available information, where found, about the facilities has been included. No estimates as to venue size or availability are being made. They are referenced below to emphasise that there are venues in addition to those for which survey information is available:

Venue	Possible rooms available (not confirmed with venues)
<b>Katharine Lady Berkeley's School</b>	<ul style="list-style-type: none"> <li>School hall (unconfirmed)</li> <li>Sports facilities available for hire through Sport Wotton (<a href="http://www.sportwotton.co.uk">www.sportwotton.co.uk</a>)</li> </ul>
<b>Blue Coat Church of England Primary (including Preschool &amp; Busy Bees)</b>	<ul style="list-style-type: none"> <li>School hall (unconfirmed)</li> </ul>
<b>Wotton Baptist Church</b>	<ul style="list-style-type: none"> <li>Church hall</li> <li>From website: <a href="http://www.wottonbaptist.org.uk/index.php/got-questions/book-the-church-hall">www.wottonbaptist.org.uk/index.php/got-questions/book-the-church-hall</a></li> </ul>
<b>Catholic Church of the Holy Cross</b>	<ul style="list-style-type: none"> <li>Church or church hall (unconfirmed)</li> </ul>
<b>Wotton-Under-Edge Library</b>	<ul style="list-style-type: none"> <li>Library building (from County Council website)</li> </ul>
<b>Scout Hut (John Harding Memorial Hut)</b>	<ul style="list-style-type: none"> <li>Main hall (unconfirmed)</li> <li>Booking information on website but no venue details <a href="http://www.1stwotton.scoutsonline.co.uk/About/HallBooking.aspx">www.1stwotton.scoutsonline.co.uk/About/HallBooking.aspx</a></li> </ul>
<b>The Club Room (aka Grimes Room)</b>	<ul style="list-style-type: none"> <li>Main hall (unconfirmed)</li> </ul>
<b>Pavilion Sports &amp; Social Club, Synwell</b>	<ul style="list-style-type: none"> <li>Facilities unconfirmed</li> <li>Listed as available for hire on Town Council website: <a href="http://wotton-under-edge.com/community/play-facilities/">wotton-under-edge.com/community/play-facilities/</a></li> </ul>
<b>Morely Green Room (Wotton Dramatic Society)</b>	<ul style="list-style-type: none"> <li>Rehearsal space and refreshment facilities owned by Wotton Dramatic Society</li> <li>From website: <a href="http://wottondrama.co.uk/about_us.html">wottondrama.co.uk/about_us.html</a></li> </ul>
<b>Oliver Memorial Chapel, Synwell</b>	<ul style="list-style-type: none"> <li>Main church building (unconfirmed)</li> <li>Online information: <a href="http://www.wottonchurches.org.uk/oliver.php">www.wottonchurches.org.uk/oliver.php</a></li> </ul>
<b>Masonic Hall</b>	<ul style="list-style-type: none"> <li>Facilities and hire possibilities unknown</li> <li>Website: <a href="http://www.glosmasons.org.uk/centre/wotton-under-edge-masonic-hall">www.glosmasons.org.uk/centre/wotton-under-edge-masonic-hall</a></li> </ul>

**Table 2:** Possible additional venues for hire

Responses to the survey from those responsible for the buildings show that all of the identified meeting rooms are accessible for disabled people (see Table 3). All of the buildings are reported to have kitchen facilities and toilets available, and the buildings are described as being in good or very good condition. Parking areas are available at The Chipping Hall, The British School, the Parish Church, Wotton United Church and Kingswood Village Hall.

Venue	Disabled access	Facilities available	Condition of building
<b>Wotton-Under-Edge Town Hall</b>	<ul style="list-style-type: none"> <li>Entrance hall/small meeting area – disabled access</li> <li>Main meeting room – disabled access</li> <li>Lift</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Heating</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> <li><b>Improvements needed</b> - no</li> <li><b>Expansion plans/changes</b> - no</li> </ul>
<b>Wotton Civic Centre</b>	<ul style="list-style-type: none"> <li>Main meeting room – disabled access</li> <li>2 smaller meeting rooms – disabled access</li> <li>Lift</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Heating</li> <li>Public car park beside building</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> </ul>

<b>The Chipping Club Room</b>	<ul style="list-style-type: none"> <li>• Meeting room – disabled access</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Heating</li> </ul>	<ul style="list-style-type: none"> <li>• Very good condition</li> </ul>
<b>The Chipping Hall</b>	<ul style="list-style-type: none"> <li>• Main hall and Fanthorpe room – disabled access</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Changing room</li> <li>• Storage areas</li> <li>• Heating</li> <li>• Parking area</li> <li>• Licensed bar</li> </ul>	<ul style="list-style-type: none"> <li>• Very good condition</li> </ul>
<b>The British School</b>	<ul style="list-style-type: none"> <li>• Meeting room – disabled access</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Baby changing facilities</li> <li>• Heating</li> <li>• Parking area</li> </ul>	<ul style="list-style-type: none"> <li>• Good condition</li> </ul>
<b>Parish Church of St Mary the Virgin</b>	<ul style="list-style-type: none"> <li>• Meeting room – disabled access</li> <li>• Toilet facilities are remote</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Baby changing facilities</li> <li>• Heating</li> <li>• Parking area</li> <li>• While all of these are available, they are of limited nature (especially the heating!). Kitchen, toilets &amp; baby changing are in annex, approx 25m away.</li> </ul>	<ul style="list-style-type: none"> <li>• Good condition</li> <li>• <b>Improvements needed</b> - We need toilet &amp; basic kitchen facilities in the main church building. We also need an improved heating system and more flexible seating than the current pews.</li> <li>• <b>Expansion plans/changes</b> - We have commissioned an architect, and are in the process of designing a scheme to provide: new flooring, with under-floor heating; new toilets; a servery; replacement seating; additional storage facilities. Fundraising has raised about £50k towards a £350k total.</li> </ul>
<b>Wotton United Church</b>	<ul style="list-style-type: none"> <li>• Church hall – disabled access</li> <li>• Church – disabled access</li> <li>• Lift</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Baby changing facilities</li> <li>• Heating</li> <li>• Layby for two cars.</li> <li>• Further parking in street or in free car park nearby</li> </ul>	<ul style="list-style-type: none"> <li>• Very good condition</li> </ul>
<b>Kingswood Village Hall</b>	<ul style="list-style-type: none"> <li>• Main hall, Community room and Bar lounge all have disabled access</li> </ul>	<ul style="list-style-type: none"> <li>• Kitchen facilities</li> <li>• Toilets</li> <li>• Baby changing facilities</li> <li>• Changing room</li> <li>• Storage areas</li> <li>• Heating</li> <li>• Parking area</li> <li>• Bar</li> </ul>	<ul style="list-style-type: none"> <li>• Good condition</li> <li>• <b>Improvements needed:</b> continued refurbishment; further storage; lower ceiling in Main hall; new curtains, stage lighting and sound system for stage area</li> <li>• <b>Expansion/changes planned:</b> hope to build additional storage space on north side of building once necessary money raised</li> <li>• Improvements in last 3 years include: new kitchen fitted; redecorating and new floors in Main hall, Community room and toilets; extensive new lighting, including emergency lighting; replaced front doors and increased reception area; new fire alarms; new guttering</li> </ul>

**Table 3:** Survey responses - Disabled access, facilities, and building condition (some paraphrased)

The map in Appendix 4 shows a reasonable spread of venues across Wotton-Under-Edge. The map is also available in interactive format on the following link:

<https://www.google.com/maps/d/edit?hl=en&hl=en&authuser=0&authuser=0&mid=1VhZpX-RaxkQ0G3NNrblBKltoe10>

Survey responses indicate that:

- Wotton-Under-Edge appears well served by larger venues, although the largest (the Parish Church of St Mary the Virgin) is available for public events by arrangement rather than for general hire. The Town Hall, The British School and Kingswood Village Hall can accommodate more than 100 people (150 in the Main hall and 100 in the Community room at Kingswood, 120 in The British School Hall, 113 in the Town Hall). [It is assumed that the school halls of Katharine Lady Berkeley's School and Blue Coat Church of England Primary School could hold similar numbers, if these are available for hire.]
- In addition, the Main hall at Chipping Hall can accommodate 90 people, the Coombe Suite at the Civic Centre will take 80 people, and the church and church hall of Wotton United Church can each accommodate 80 people.
- Two meeting rooms at the Civic Centre can each accommodate 30, whilst the Chipping Club Room can seat up to 46. The bar lounge at Kingswood Village Hall will seat up to 50.
- In terms of smaller rooms, the only identified meeting places are the Fanthorpe room at The Chipping Hall which will seat 10, and the small meeting area in the Town Hall – the number of people it can accommodate has not been specified.

## ii) Future needs

As stated in the introduction, when examining current and future needs for community buildings, it is important to consider three aspects:

- A. Number of community buildings required
- B. Demand patterns and capacity
- C. Location/geographic spread

### A) Number of community buildings required

#### Current Population

Total population	Population aged under 16	Working age population	Older people over 65
5,603	1,039	3,395	1,169

**Table 4:** Figures from MAIDeN Mid-2013 Population Estimates for 2013 Parishes in Gloucestershire, by Single Year of Age and Sex

The Stroud District Council Infrastructure Delivery Plan<sup>1</sup> (SDC IDP) recommends one community centre per 4,000 population. Using this formula, up to two community centres (1.4) are needed to support this size

<sup>1</sup> *Stroud District Council Infrastructure Delivery Plan Refresh Version (Dec 2014) – Revised Growth Scenario January 2015*, compiled by Ove Arup & Partners; citing neighbourhood accessibility standard provided in 'Shaping Neighbourhoods – A Guide for Health, Sustainability and Vitality' (Spon Press 2003)



of population. There are currently two main community-run centres/spaces in Wotton-Under-Edge: the Town Hall and the Civic Centre. In addition to these, there are sizeable spaces available to the community at Wotton United Church, the Chipping Hall, Kingswood Village Hall and The British School, a good size meeting space at The Chipping Club Room, as well as a substantial venue for concerts, performances and public events in the Parish Church of St Mary the Virgin. This does not take into account provision at other local facilities which did not take part in the Community Buildings Survey. In terms of pure numbers, the survey responses would seem to indicate that Wotton-Under-Edge currently has ample provision of community buildings. However, please note that their condition, size and facilities would also need to be taken into account when making decisions about future need. It should also be noted that facilities in market towns such as Wotton-Under-Edge will also serve hinterland parishes.

### **Future Population**

According to the Stroud District Local Plan (2011-2031; adopted November 2015), the area of the Wotton cluster, including Wotton-Under-Edge itself, will see no strategic development during the plan period. Wotton-Under-Edge is a local service centre for surrounding communities and it lies within the Cotswold Area of Outstanding Natural Beauty (AONB). As such, appropriate development will be supported to boost the town's role as local service area, with an emphasis on conserving and enhancing the area's heritage assets, local character, and conservation area. Commentary on the Economy and Infrastructure Delivery Policy EI6 of the Local Plan (Appendix 6) sets out the Council's intention for existing community facilities to be retained for the benefit of the community. It also establishes the criteria which has to be met for planning permission for developments which would result in the loss of community facilities.

Potential areas for modest development are identified within the town as part of the Local Plan, but this suggests that the population numbers will not increase substantially. Current community building provision in Wotton-Under-Edge would therefore, on pure number terms, appear to be adequate for the town's future needs.

### **B) Demand patterns and capacity**

Responses to the survey from the community facility management groups suggest that there is spare capacity in the current community buildings (see Table 5). Venues in Wotton-Under-Edge are reportedly, for the most part, used for more hours per week than the national average of 24 hours (see Appendix 5: Action with Communities in Rural England (ACRE) National Village Hall Survey findings). Responses indicate that demand is highest on weekday evenings, with up to 65% of available capacity in use, whilst on weekdays up to 47% of capacity is in use and 34% of identified available hours are used at weekends.

It should be noted that these figures will vary from week to week throughout the year. Some regular events do not run during school holidays, for example, and the frequency of one-off bookings cannot be predicted. Where figures have been provided by community venues, therefore, they should be taken as estimates. The usage ratio in Table 5 was calculated on the basis of figures received.

Venue	Weekday daytime hours available	Weekday daytime hours used	Weekday evening hours available	Weekday evening hours used	Weekend hours available	Weekend hours used	Ratio used : unused
Wotton-Under-Edge Town Hall	40	14	20	16	24	16	55 : 45
Wotton Civic Centre	120	30	60	40	48	7	34: 66
The Chipping Club Room	40	5	20	19	24	4	33 : 67
The Chipping Hall	26	18	18	10	18	8	58 : 42
The British School	0	N/A	20	3	14	0	9 : 81
Kingswood Village Hall – across 3 rooms	165 -180	75-120	30	15-25	Full days in all 3 rooms	Varies	46-69 : 54-32 (weekdays)
Wotton United Church	40	12-24	20	3-9	21	15	37-59 : 63-41

**Table 5:** Current availability and usage of venues- as stated by survey respondents

### C) Location/geographic spread

Wotton-Under-Edge's community facilities are reasonably spread throughout the town. (See Appendix 4: Current Community Facilities in Wotton-Under-Edge)

The population age profile for the area (Appendix 1: The demography of Wotton-Under-Edge) shows that a slightly higher proportion of residents aged over 65 than in the rest of Gloucestershire and England. This is particularly true for single pensioner households (16.7% of households compared with the England average of 12.7%, according to the 2011 Census data). The higher proportion of over 65s indicates the need for facilities suitable for older people to access in order to address isolation among older people.

The proportion of the population in the under-16s group is marginally higher than in the rest of Gloucestershire, and marginally lower than the England average. Facilities for this demographic should also be a consideration in future planning. It is noted that there is a dedicated youth centre in the town. Wotton-Under-Edge also hosts a variety of sporting and leisure opportunities, especially those linked to Katharine Lady Berkeley's School and Sport Wotton. A search on community and venue websites also indicates there are a variety of playgroups/accompanied groups and out of school clubs for younger children and toddlers in the town as at April/May 2016.

## Conclusions

From data supplied in response to the survey and in comparison with the 'Shaping Neighbourhoods' figures calculation for the number of community centres per 4,000 population cited in the SDC IDP, in pure numbers Wotton-Under-Edge appears to be reasonably well supplied for community meeting venues. In addition to the venues which took part in the Community Buildings Survey, there are:

- schools and churches which may have halls available to hire;
- a dedicated youth centre with a variety of activities on offer;
- a library which offers a library club, baby bounce and rhyme sessions, and Storytime;
- sports facilities including sports hall, dance studio, gymnasium, and a variety of outdoor pitches.

There may also be other private or commercial venues not listed in this report.

An analysis of the data gathered by the survey work indicates that, purely in availability terms, there is spare capacity in existing venues, although detailed responses suggest that additional capacity may be required in the evenings in future. Currently up to 62% of the available hours on weekday evenings are used (see Table 5) whereas only 33% of identified available hours are used at weekends.

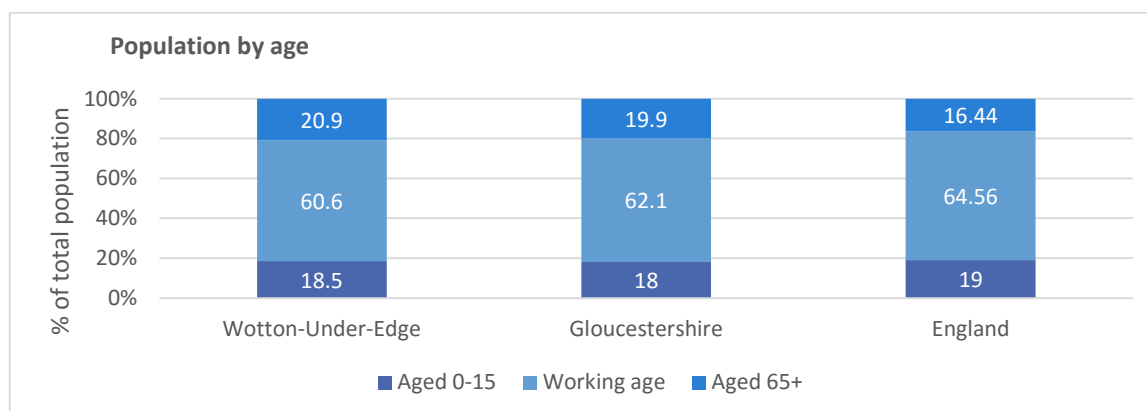
Of the venues which took part in the survey, only the Parish Church of St Mary the Virgin and Kingswood Village Hall stated that improvements are being made to the venues' facilities. All eight buildings are described as being in good or very good condition. Please note that this study did not consult with clubs, groups, or organisations currently using the existing buildings as to any needs they may have or improvements they might consider desirable.

This analysis gives a flavour of the meeting spaces available in Wotton-Under-Edge. When planning for future community meeting spaces/facilities there is a need to maintain an appropriate balance between new provision and the enhancement of existing provision. If new community facilities are funded and no investment made in current facilities, then those existing facilities may become less attractive to hirers and their use will wane.

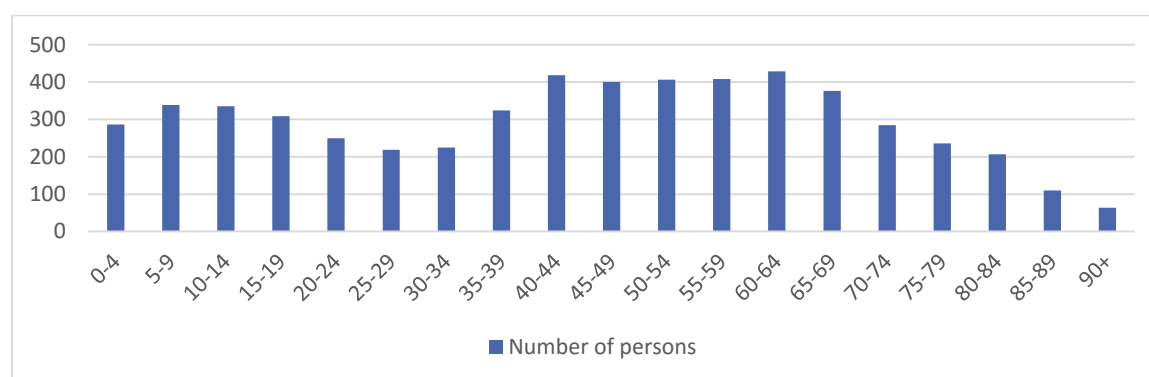
## Appendix 1: The demography of Wotton-Under-Edge

### Current population and age profile

The population age profile for the area shows a higher proportion of those over 65 years of age than the rest of Gloucestershire, and significantly higher than the average for England. The proportion of under-16s is marginally smaller than the rest of the county, while the working age population is slightly lower.



**Table 6:** Source: ONS: MYE2 Population Estimates by Single Year of Age and Sex for Local Authorities in the UK, mid-2014; and MAIDeN Mid-2013 Population Estimates for 2013 Parishes in Gloucestershire, by Single Year of Age and Sex



**Table 7:** Source: MAIDeN: Mid-2013 Population Estimates for 2013 Parishes in Gloucestershire by Single Year of Age and Sex

### Household profile

The table below shows the household composition in Wotton-Under-Edge based on the 2011 Census:

Household composition	Number of households – Wotton-Under-Edge	% of households Wotton Under Edge	% of households in England
<b>Married and cohabiting</b>	1,140	47	43
<b>Pensioner households</b>	665	27.4	20.7
<b>Lone pensioner households</b>	405	16.7	12.7
<b>One person households (under 65)</b>	345	14.2	17.9
<b>Lone parent households</b>	110	4.5	7.1

**Table 8:** Source: 2011 Census (Note: will not equal 100%)

## Appendix 2: Community Buildings Survey conducted February – May 2016

An online SNAP survey was created to establish an audit of community facilities currently available. This was sent to management committee members and booking officers of community facilities. Contacts were gathered through online research and through existing contact information held at GRCC. The survey was available for completion online between February and April 2016. It should be noted that some contacts for the community buildings survey received the email in early April, following the gathering of additional contacts from initial respondents.

### *Community Buildings Survey – questions*

1. Does your organisation run a community building or other potential meeting venue?
2. Please provide the name and address of your building.
3. Do you own the freehold of your building or do you lease it?  
  
Options:  
Freehold                                      Leasehold                                      Other (please state)  
  
If leasehold, who owns  
a) the land?                                      b) the building?
4. What is your organisation?  
  
Options:  
Parish/Town Council                                      Registered Charity                                      Community Association  
District/Borough Council                                      Not for Profit Organisation                                      Church Council  
County Council                                      Constituted Group                                      Other (please state)
5. How many people are on your Management Committee?
6. Please give the details of each Activity room\* at your building (i.e. any room in which activities or meetings can potentially take place).
  - Description of room, e.g. main room, meeting room, etc.
  - Seated capacity
  - Size in metres (length x width)
  - Which floor is it on? (ground, first, second, etc.)
  - Disabled access? (yes/no)
7. Please tick the facilities available at your building.  
  
Kitchen facilities                                      Toilets                                      Baby changing facilities  
Changing room                                      Storage areas                                      Lift  
Disabled access                                      Heating                                      Parking area  
Other facilities, please specify
8. Please rate the overall condition of your building.  
  
Very good                                      Good  
Poor                                      Very poor
9. Please suggest any improvements needed for your building.
10. If you have any plans for expansion/changes to your building, please outline them below.
11. Are there any restrictions on using your building? If yes, please state.

12. Are any of your rooms dedicated for a specific purpose? If yes, please give details.

13. Can the public hire your building?

14. How much does it cost to hire your building?

15. Which age groups regularly take part in activities at your building?

0 to 5

6 to 11

14 to 18

19 to 40

41 to 65

Over 65

16. Please list the activities that take place at your building.

17. Please complete the following to show, on average, the potential availability and the actual usage of your building.

**Weekdays – Daytime**

Potential hours available

Hours in use

**Weekdays – Evening**

Potential hours available

Hours in use

**Weekends**

Potential hours available

Hours in use

18. Please comment on the usage of your building, e.g. whether it is fully utilised or under-utilised, and the reasons for this.

19. Please use this space to make other comments about your building.

20. If you know of any other buildings or other meeting places in your parish or neighbourhood please list them here.

## Appendix 3: Community Buildings Survey - Summary of responses

Responses were received from eight community buildings in or close to Wotton-Under-Edge

Venue	Amenities & capacity (numbers in brackets denote seated capacity)	Regular activities	Usage (hours per week, %)	Improvements needed/ Change or expansion plans	Other notes and comments
<b>Wotton-Under-Edge Town Hall</b>  <a href="http://wotton-under-edge.com/facility-hire/town-hall/">wotton-under-edge.com/facility-hire/town-hall/</a>	<ul style="list-style-type: none"> <li>Entrance Hall/Small Meeting area</li> <li>Main Meeting Room (113)</li> <li>Kitchen</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Lift</li> <li>Disabled access</li> <li>Heating</li> </ul>	<ul style="list-style-type: none"> <li>Tai Chi</li> <li>Dance classes</li> <li>Slimming World</li> <li>Nia Dance</li> <li>Farmers' Market</li> <li>Town Hall Teas</li> <li>Dramatic Society Productions</li> <li>Private parties</li> </ul>	<ul style="list-style-type: none"> <li>Available 84hrs</li> <li>Used 46hrs</li> <li>55%</li> </ul> <ul style="list-style-type: none"> <li>The building is well used by the community.</li> <li>It is not fully utilised on Fridays and some weekends.</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> <li>No improvements needed</li> <li>No expansion plans</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Freehold</li> <li>Organisation: Registered charity</li> <li>Committee members: 13</li> <li>Community fee £90 per session (morning, afternoon or evening)</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>6-11</li> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>
<b>Wotton Civic Centre</b>  <a href="http://wotton-under-edge.com/facility-hire/civic-centre/">http://wotton-under-edge.com/facility-hire/civic-centre/</a>	<ul style="list-style-type: none"> <li>Main Meeting Room (80)</li> <li>2 smaller meeting rooms (30 each)</li> <li>Kitchen</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Lift</li> <li>Disabled access</li> <li>Heating</li> <li>Public car park next to building</li> </ul>	<ul style="list-style-type: none"> <li>Art class</li> <li>Bridge class</li> <li>Bridge club</li> <li>Charity events and meetings</li> <li>Day centre</li> <li>Handicraft group</li> <li>Marquetry class</li> <li>Pilates</li> <li>Town Crier meetings</li> <li>Weight Watchers</li> <li>Yoga</li> </ul>	<ul style="list-style-type: none"> <li>Available 228hrs</li> <li>Used 77hrs</li> <li>34%</li> </ul> <ul style="list-style-type: none"> <li>The Main Meeting Room is well utilised during weekday mornings and evenings and has the kitchen facilities.</li> <li>The two smaller rooms are used for smaller groups and meetings in the evenings and occasionally during the day.</li> <li>The building is well used during weekday evenings.</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Freehold</li> <li>Organisation: Parish/Town Council</li> <li>Committee members: 13</li> <li>Main room: community fee £85 per session (morning, afternoon, evening)/commercial fee £40 per hour</li> <li>Smaller rooms: community fee £35 per session/commercial fee £25 per hour</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>

Venue	Amenities & capacity (numbers in brackets denote seated capacity)	Regular activities	Usage (hours per week, %)	Improvements needed/ Change or expansion plans	Other notes and comments
<b>Chipping Club Room</b>  wotton-under-edge.com/facility-hire/chipping-club-room/	<ul style="list-style-type: none"> <li>Meeting room (46)</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Disabled access</li> <li>Heating</li> </ul>	<ul style="list-style-type: none"> <li>Youth group</li> <li>Quakers</li> <li>Life drawing</li> <li>Orchestra</li> <li>Memory group</li> </ul>	<ul style="list-style-type: none"> <li>Available 84hrs</li> <li>Used 28hrs</li> <li>33%</li> <li>Well used weekday evenings.</li> <li>Not as much during the day and weekends as it is a smaller room</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Freehold</li> <li>Organisation: Registered charity</li> <li>Committee members: 13</li> <li>Community fee £10 per hour/commercial fee £25 per hour</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>6-11</li> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>
<b>The Chipping Hall</b>  www.utea.org.uk	<ul style="list-style-type: none"> <li>Main Hall (90)</li> <li>Fanthorpe Room (10)</li> <li>External courtyard</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Changing room</li> <li>Storage areas</li> <li>Disabled access</li> <li>Heating</li> <li>Parking area</li> <li>Licensed bar</li> </ul>	<ul style="list-style-type: none"> <li>Concerts usually Saturday</li> <li>Exhibitions of art and craft</li> <li>Choir</li> <li>Dance – several genres</li> <li>Craft fairs</li> <li>Drama workshops</li> <li>Quilting</li> <li>Knitting</li> <li>Painting</li> <li>Glasswork</li> <li>Jolly Babies Music with Mummy</li> <li>Rock club</li> </ul>	<ul style="list-style-type: none"> <li>Available 62hrs</li> <li>Used 36hrs</li> <li>58% usage</li> <li>Some spare capacity</li> <li>Demand varies week by week across the year</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Leasehold from Wotton under Edge Town Trust</li> <li>Organisation: Registered charity, Under The Edge Arts</li> <li>Committee members: 10</li> <li>Restrictions: activity must be broadly arts &amp; pastime related</li> <li>Hire charges: Main hall £10ph daytime, £12ph after 6pm; UA room £8/£6; Exhibitions – hire for weekend inc Friday night preview £80 for groups, £60 solo artist</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>0-5</li> <li>6-11</li> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>



Venue	Amenities & capacity (numbers in brackets denote seated capacity)	Regular activities	Usage (hours per week, %)	Improvements needed/ Change or expansion plans	Other notes and comments
<b>Parish Church of St Mary the Virgin</b>  wottonparishchurch.org.uk/home/	<ul style="list-style-type: none"> <li>Body of the church (365 in pews)</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Disabled access</li> <li>Heating</li> <li>Parking area</li> <li>While all of these are available, they are of limited nature (especially the heating!). Kitchen, toilets &amp; baby changing are in annex, approx 25m away.</li> </ul>	<ul style="list-style-type: none"> <li>Services and other acts of worship.</li> <li>Meeting venue for schools (c 6x per year)</li> <li>Concert venue (c 8x per year)</li> </ul>	<ul style="list-style-type: none"> <li>The building cannot be hired but the church can work with interested parties to host public events, e.g.: <ul style="list-style-type: none"> <li>acts of worship,</li> <li>concerts,</li> <li>performances,</li> <li>presentations,</li> <li>broadcasts</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Good condition</li> <li><b>Improvements needed:</b> We need toilet &amp; basic kitchen facilities in the main church building. We also need an improved heating system and more flexible seating than the current pews.</li> <li><b>Expansion/changes planned:</b> We have commissioned an architect, and are in the process of designing a scheme to provide: new flooring, with under-floor heating; new toilets; a servery; replacement seating; additional storage facilities. We have started fundraising, and have raised about £50k towards a £350k total.</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Church of England</li> <li>Organisation: Church Council</li> <li>Committee members: 16</li> </ul> <p>Any potential use of the building must be in line with the principles of the church.</p> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>0-5</li> <li>6-11</li> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>
<b>Wotton United Church</b>  www.wottonunitedchurch.org.uk/	<ul style="list-style-type: none"> <li>Church hall (80)</li> <li>Church (80)</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Lift</li> <li>Disabled access</li> <li>Heating</li> <li>Layby for 2 cars. Further parking in street or in free car park nearby.</li> </ul>	<ul style="list-style-type: none"> <li>Church services and other church activities</li> <li>Mother and toddler group</li> <li>Baby café</li> <li>Ladies' evening group</li> <li>Women's Probus</li> <li>Sisterhood afternoon group for older ladies</li> <li>Pilates</li> <li>Mindfulness group</li> <li>Carer's group</li> <li>Children's parties</li> </ul>	<ul style="list-style-type: none"> <li>Available 81hrs</li> <li>Used 30-48hrs</li> <li>37 – 59%</li> </ul>	<ul style="list-style-type: none"> <li>Very good condition</li> </ul>	<ul style="list-style-type: none"> <li>Ownership: Methodist Church in the UK</li> <li>Organisation: Church Council</li> <li>Committee Members: 6</li> <li>Cost varies according to frequency and type of use</li> <li>No alcohol to be consumed on the premises</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>0-5</li> <li>6-11</li> <li>19-40</li> <li>41-65</li> </ul>

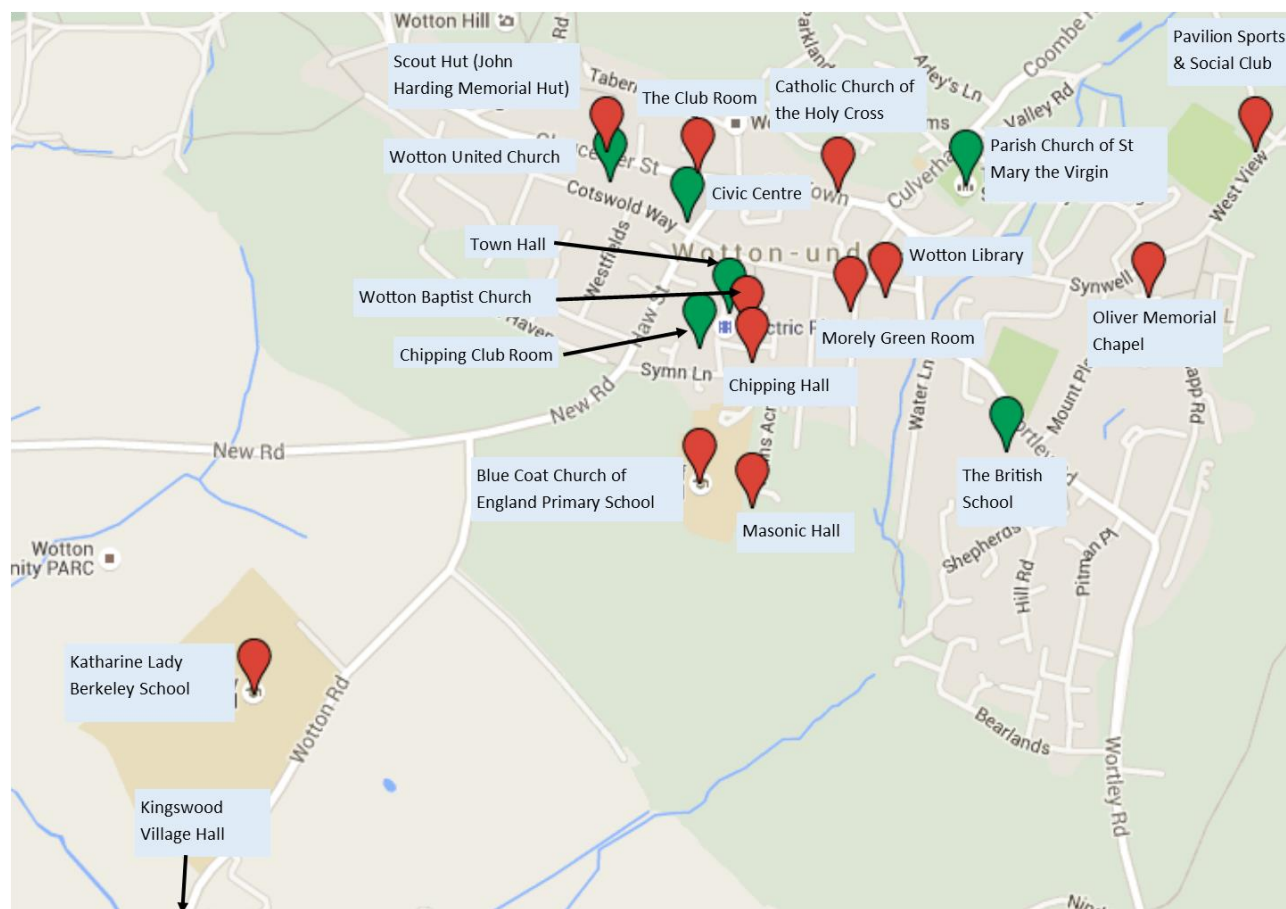
Venue	Amenities & capacity (numbers in brackets denote seated capacity)	Regular activities	Usage (hours per week, %)	Improvements needed/ Change or expansion plans	Other notes and comments
<b>The British School</b>  <a href="http://www.thebritishschool.co.uk">www.thebritishschool.co.uk</a>	<ul style="list-style-type: none"> <li>School hall (120)</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Disabled access</li> <li>Heating</li> <li>Parking area</li> </ul>	<ul style="list-style-type: none"> <li>Afterschool clubs</li> <li>Pilates</li> <li>Keep fit</li> </ul>	<ul style="list-style-type: none"> <li>Available 34hrs</li> <li>Used 3hrs</li> <li>9%</li> </ul>	<ul style="list-style-type: none"> <li>Good condition</li> </ul>	<ul style="list-style-type: none"> <li>Organisation: School</li> <li>Committee members: 16</li> <li>Details on application and it is only our Hall than can be hired</li> <li>Hirers must have public liability insurance</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>0-5</li> <li>6-11</li> <li>14-18</li> <li>19-40</li> <li>41-65</li> <li>Over 65</li> </ul>
<b>Kingswood Village Hall</b>  <a href="http://www.k-v-h.org/">www.k-v-h.org/</a>	<ul style="list-style-type: none"> <li>Main hall with stage (150)</li> <li>Community room (100)</li> <li>Bar lounge (50)</li> <li>Stage could seat up to 40</li> <li>Kitchen facilities</li> <li>Toilets</li> <li>Baby changing facilities</li> <li>Changing room</li> <li>Storage areas</li> <li>Disabled access</li> <li>Heating</li> <li>Parking area</li> <li>Bar</li> </ul>	<ul style="list-style-type: none"> <li>Playgroup</li> <li>Toddlers</li> <li>WI</li> <li>Brownies</li> <li>Karate</li> <li>Football &amp; cricket (changing rooms &amp; catering facilities)</li> <li>NIA</li> <li>Ukulele</li> <li>Table tennis</li> <li>Lace making</li> <li>Primary school stage productions</li> <li>Polling station</li> <li>Blood donors</li> <li>Band practise</li> <li>Christening parties, wedding receptions, and birthday parties</li> </ul>	<ul style="list-style-type: none"> <li>Daytime 4-6hrs per room available; used 5-8hrs per room</li> <li>Evening up to 6hrs per room; used 3-5hrs three evenings weekly</li> <li>Full days available in all rooms at weekends; usage varies due to ad hoc events</li> </ul> <p>o Good utilisation, only dropping out of term times</p> <p>o Could fit in extra hires</p> <p>o Hire revenue covers running costs but have to fund raise and rely on bar profits for maintenance/modernisation</p>	<ul style="list-style-type: none"> <li>Good condition</li> <li><b>Improvements needed:</b> continued refurbishment; further storage; lower ceiling in Main hall; new curtains, stage lighting and sound system for stage area</li> <li><b>Expansion/changes planned:</b> hope to build additional storage space on north side of building once necessary money raised</li> </ul> <p>o Improvements in last 3 years include: new kitchen fitted; redecorating and new floors in Main hall, Community room and toilets; extensive new lighting, including emergency lighting; replaced front doors and increased reception area; new fire alarms; new guttering</p>	<ul style="list-style-type: none"> <li>Ownership: Building owned by Village Hall trustees; land owned by Parish Council</li> <li>Organisation: Registered charity</li> <li>Committee Members: 11</li> <li>Hire charges: vary according to rooms required; from as low as £7ph up to £13ph per room</li> </ul> <p>Age groups using venue:</p> <ul style="list-style-type: none"> <li>0-5</li> <li>6-11</li> <li>19-40</li> <li>Over 65</li> </ul>

**Table 9:** Summary of survey responses

## Appendix 4: Current Community Facilities in Wotton-Under-Edge

An interactive online map, available at the following link, provides an overview of community facilities, while Appendix 3 contains details of the facilities which have taken part in the Community Buildings Survey. A screen print of the map is below – green pins represent the facilities detailed in Appendix 3 for which responses to the survey were received, red pins show additional locations. Locations correct at time of report compilation, May 2016.

<https://www.google.com/maps/d/edit?hl=en&hl=en&authuser=0&authuser=0&mid=1VhZpX-RaxkQ0G3NNrbIBKltoe10>



## Appendix 5: ACRE National Village Hall Survey findings

Action with Communities in Rural England (ACRE) is the umbrella organisations for Rural Community Councils in England. In 2009 and 2014 the organisation conducted a village halls survey, with over 1,300 responses. Key findings relevant to this study are shown below:

- Total average use of village halls has trebled in 20 years. In 1988 the average number of activities per hall was 16, and the average use was roughly 11 hours per week. By 1998 this had risen to almost 20 hours per week, and to 24 hours per week for the main hall of a building in 2009. Where halls have a committee room (47%) or a second hall (27%) use is extended, so the total average use is now around 34 hours per week.
- Furthermore:
  - a. In the five years prior to the survey many halls had seen use grow.
  - b. Those with increased use are more likely to have had building improvements.
  - c. More halls report new uses than those reporting activities which have closed or moved elsewhere.
- Fewer than 10% of halls are used to capacity. Certain times or days are typically quiet, while there is competition for others.

Approx. how many hours in a typical week in total is the hall in use?	% main hall	% second hall	% committee room
<b>10 or less</b>	18	7	24
<b>11-20</b>	21	7	8
<b>21-30</b>	18	5	3
<b>31-40</b>	12	3	1
<b>41-50</b>	7	1	Negligible
<b>Over 50</b>	7	1	Negligible
<b>No reply</b>	17	75	63
<b>Approx. average hours use/week</b>	24	19	9

**Table 10:** ACRE National Village Hall Survey findings on usage

## Appendix 6: [Stroud District Local Plan](#), November 2015 – Economy and Infrastructure Delivery Policy EI6

At the centre of Stroud’s Local Plan is a Development Strategy, which provides an overview of the District and how it should evolve during the plan period (up to 2031). This Strategy establishes broad principles about acceptable levels of development in both the towns and the countryside, creating a policy framework that sets the scene for a wide range of planning decisions in the future.

The Development Strategy is articulated through a number of “Core Policies” and more detailed “Delivery Policies”. Of particular relevance to this report is Delivery Policy EI6, which relates to Economy and Infrastructure. According to this policy and its related considerations, Stroud District Council states the intention to ensure the retention of established community facilities for the benefit of the community. Whilst this is specifically in relation to development which could potentially remove existing community facilities, the principle of preservation of existing facilities is worth noting when considering the impact of potential new facilities on existing ones.

What follows is the relevant delivery policy and further considerations in the Stroud District Local Plan, November 2015. This can be found in the Economy and Infrastructure section on pages 134 and 135:

### **“Shopping, leisure, tourism and community facilities:**

#### **Delivery Policy EI6**

##### **Protecting individual and village shops, public houses, and other community uses**

Where planning permission is required, development which involves the loss of individual shops, public houses, village halls and other community facilities will be supported where all the criteria below are satisfied:

1. there is no prospect of a continued community use (which is evidenced)
2. there are adequate similar use facilities either within that settlement or adjoining countryside which cater for the needs of the local population and is accessible by walking or cycling – a distance of 800m.
3. the current or previous use is no longer viable, demonstrated by audited financial and marketing evidence over an agreed reasonable period.

5.45 National policy acknowledges that the planning system can play an important role in creating healthy, inclusive communities. This policy seeks to guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community’s ability to meet its day-to-day needs.

5.46 The Council will therefore seek to ensure that established individual and village shops, facilities and services are retained for the benefit and accessibility of the community, for their continued vitality and well-being. Community facilities provide for the health and wellbeing, social, educational, spiritual, recreational, leisure and cultural needs of the community. The provision of these small-scale local use facilities helps to ensure that residents have convenient access to a reasonable range and choice of facilities, including arts and cultural activities, whilst helping to reduce travel and car use. 800 metre distance represents the maximum distance from a local facility that can be considered convenient to walk for everyday activities.

- 5.47 A reasonable period may be dependent on the specific circumstances of the case. The Council will generally consider a reasonable period to be one where marketing has been sustained for a period of 12 months. The applicant's financial and marketing evidence may be subject to independent examination and this data will be handled with commercial sensitivity.
- 5.48 The marketing evidence should be on a reasonable commercial basis. A community use viability model may not be on the same commercial profitability margins and this should be taken into account when determining viability of the existing use. A change of use may be considered on part of the site to enable a continued community use."

## Appendix 7: [Stroud District Council Infrastructure Delivery Plan](#) – Extracts relating to Community Centres

A partnership of the District Councils in Gloucestershire commissioned Ove Arup and Partners to produce Infrastructure Delivery Plans (IDPs) to support Core Strategy/Local Plan preparation. The IDP evaluates the transport, utilities, community and green infrastructure and services, including provision of community centres, required to support the levels of housing and employment growth proposed in the Stroud District Council Local Plan.

What follows are extracts from the IDP specifically relating to calculations as to appropriate provision of community centres. These are taken from the document “Stroud District Council Infrastructure Delivery Plan Refresh Version (Dec 2014) – Revised Growth Scenario Jan 2015”, and can be found on pp 42-43 of the report.

### ***“Assessment of infrastructure needs & costs***

In order to provide an assessment of community centre provision that would be appropriate to support growth in the Stroud development scenarios, a high level assessment of need has been undertaken. This uses a neighbourhood accessibility standard provided in the publication *Shaping Neighbourhoods – A Guide for Health, Sustainability and Vitality* (Spons 2003, Figure 4.9). Assumptions informing the standard are as follows:

- A community centre per 4,000 population, which equates to a community centre per 1,740 dwellings (based on an average household size of 2.3). Many settlements in Stroud that do have a community centre may not have a current population of 4,000 dwellings and therefore the standard is a guideline only.”

“The assessment suggests that it is only at the Hunts Grove strategic allocation, including committed development (2,250 dwellings), that the potential need for a new community centre would be triggered. As set out under current projects below, in this instance provision of a new community centre has been secured through the existing S106 Planning Obligation.

Taking a pragmatic view, financing the modernisation and maintenance of existing community centres is a challenge for the third sector organisations that manage these facilities in the majority of cases. Stroud DC seeks to provide support, including funding where possible, to these organisations. For this reason, and depending on the location of new development, it is recommended that finance may be directed towards supporting and enhancing existing facilities through maintenance, refurbishment, enhancement and revenue payments, rather than provision of new halls.”