



Funded by
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Barton-upon-Humber

ASSEMBLY ROOMS

Feasibility Study

Revision 2

Prepared for: **Barton upon Humber Town Council**



Prepared By: **Design Yorkshire**



June 2024



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Executive Summary

Barton upon Humber Town Council is investigating how the Assembly Rooms can be improved to provide enhanced accessibility and functionality to deliver new uses and services for the benefit of the wider community.

A vision has been developed that describes how the Assembly Rooms might function in the future following successful enhancement.

“The Assembly Rooms will be a thriving heritage community asset at the heart of Barton-Upon-Humber. It will provide a variety of spaces that meet the needs of local people and visitors. It will be well-used by local community groups and residents with an increased number of bookings in addition new permanent and long-term uses.

Heritage aspects of the building will be celebrated and restored with refurbishment seeking to sensitively enhance the internal spaces and fixtures.

The Assembly Rooms will offer new civic-orientated activities and services that improve the quality of life for people locally.

The building will be enhanced to improve greater flexibility of spaces and accessibility for users. Limitations and restrictions of the building will be resolved through light-touch internal reconfiguration and general maintenance.

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Introduction

This feasibility study has been produced for Barton Town Council (BTC) with the intention of providing practical options relating to how the use, accessibility, and functionality of the Assembly Rooms can be enhanced for the benefit of the local community.

The content of this study has been informed by:

- Meetings with Barton Town Council Assembly Rooms working group
- Site visits to the Assembly Rooms
- Meetings with Champ Ltd (Community, Heritage, Arts & Media Project)
- Email exchanges with Champ Ltd
- Phone calls with Champ Ltd
- Desktop studies of the building and local area
- Community consultation
- Assessment of relevant baseline material such as building surveys, lease agreements, and building plans

Design Yorkshire would like to thank those that have participated in this study.

The Assembly Rooms is a Grade II listed building in Barton-upon-Humber that was opened in 1843 as a Temperance Hall. The building is now owned by Barton Town Council (BTC) and is leased to charitable trust Community Heritage Arts & Media Project (Champ Ltd) on a peppercorn rent for Champ Ltd to manage.

Champ Ltd manages all bookings and events, provides cleaning and care taking duties, and deals with the administration and marketing of the venue. Champ Ltd retains any revenue generated by the Assembly Rooms to sustain the building and support other local buildings and initiatives. BTC rents the office and reception spaces back from Champ Ltd. The current lease arrangement has around 13 years left to run. BTC is responsible for ongoing maintenance of the whole building.

The Assembly Rooms is a local facility that provides a meeting room (the committee room), a kitchen, and a function room (the main hall), in addition to providing office and reception space for BTC.



01.01 Who we are.

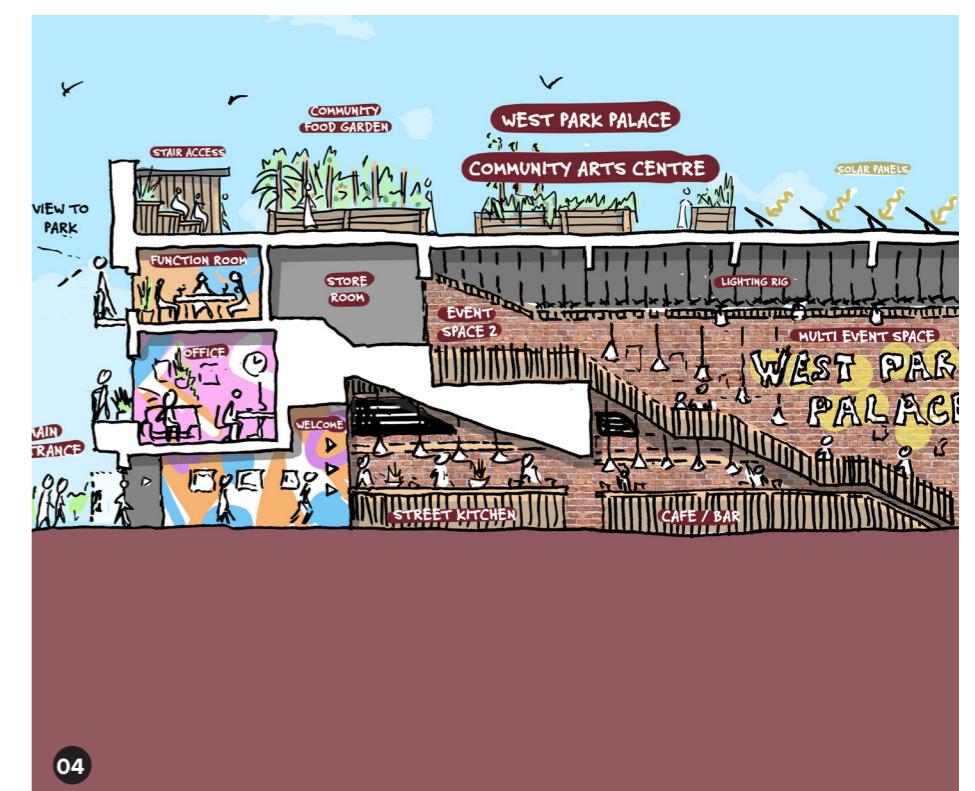
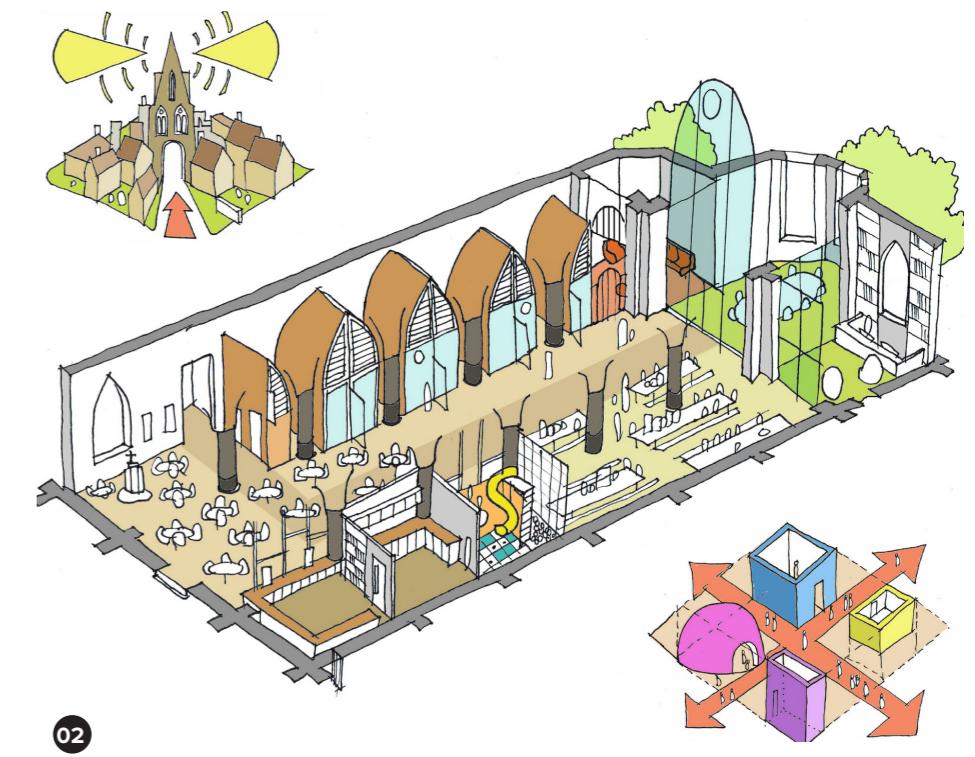
Design Yorkshire is a not-for-profit organisation that works throughout Yorkshire and the Humber providing planning and design support to government agencies, local planning authorities, design teams, and communities.

Design Yorkshire is a multi-disciplinary design agency that works closely with a range of stakeholders to improve the quality of design and placemaking throughout the region. We work at a range of spatial scales from individual buildings to whole towns and cities.

Our team has a strong track record of working with community groups, not-for-profits, and town, parish and village councils to help them shape and influence how their areas develop. Our previous projects have supported communities and organisations to grow, deliver new services and activities, address key local issues, and provide enhanced buildings and spaces for the benefit of the wider community.

We have supported groups within the region regarding their building-based aspirations including: feasibility studies, producing initial design concepts, writing funding applications, producing conservation deficit appraisals, developing architectural designs, submitting planning applications, managing construction tenders, and overseeing building development and refurbishment.

The work contained in this feasibility study is intended to fuel discussion and collaboration between key stakeholders and to develop a pathway to improve the Assembly Rooms for the benefit of the local community.



01. The Old Coach House, Sheffield
02. St Matthews Church, Hull
03. Barrow Hill Memorial Hall, Barrow Hill
04. West Park Palace, Hull

01.02 Clarifying the Brief.

The aim of the feasibility study is to better understand the potential of the Assembly Rooms and what it can offer for the local community beyond its current use with a focus on making the building more accessible and functional.

The main work to be undertaken includes:

A Situation and Planning Context Analysis, with assistance from appropriate Council officers. This will collate and analyse any relevant planning and contextual information available on the Assembly Rooms and its wider social and economic context.

Undertaking market research to establish the potential use and operating model for the Assembly Rooms. This will look at and analyse operating models both locally and from further afield, with particular focus on best practice precedents and those that are currently demonstrating the aspirations and eventual aims of this project.

An Options Appraisal to confirm which options represent the best use of the building, ensuring it is accessible to all members of the community and visitors to the town.

The Assembly Rooms are ideally located to provide benefits to wide range of users. Options of delivery to be explored will be evaluated against an agreed set of criteria, including but not limited to:

- need and demand;
- social and heritage impact; and
- long term sustainability and viability.

The options will also specifically look at modernising and improving the accessibility of the building as a whole, improving the toilets, how the provision of a multi-use kitchen space could be incorporated, and how other multi-use space could be achieved to support a wide range of users and activities.

Community Engagement to help understand and establish local aspirations and the levels of need, demand, and support for suggested activities relating to the Assembly Rooms. This is also vital to understand diverse stakeholder requirements and perceptions which may require reconciling in order to develop a cohesive response that receives united support and a sense of 'buy-in'.

01.03 History of the building

The Assembly Rooms has been an important feature of Barton upon Humber for over 150 years. The time-line below outlines the key events in the history of the Assembly Rooms.



◦ 1837

Barton upon Humber Temperance Society formed to 'preserve the sober and reclaim the drunken'.

◦ 1903

Temperance Hall closes.

◦ 1967

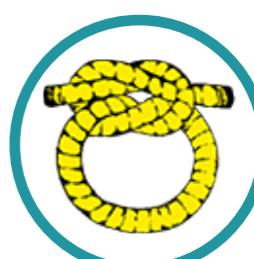
The Assembly Rooms close.

◦ 1976

The Assembly Rooms acquired by Glanford Borough Council and used as the town's Civic Hall

◦ 1991

The Assembly Rooms taken over by Barton upon Humber Town Council.



◦ 2010

Building leased to Community, Heritage, Arts & Media Project (Champ Ltd) on a 29 year lease.

◦ 1843

Temperance Hall built on plot of land on Queen Street by Temperance Society at cost of £700. Funding supported by Rechabite Friendly Society



◦ 1906

Building purchased by parish church and reopened as the Assembly Rooms. Purchased financed by sale of Cocoa House in Fleetgate.

◦ 1974

The Assembly Rooms converted into a night club and reopened.



◦ 1996

Borough of Glanford abolished.

◦ 2010

Lift extension

01.04 Building Context

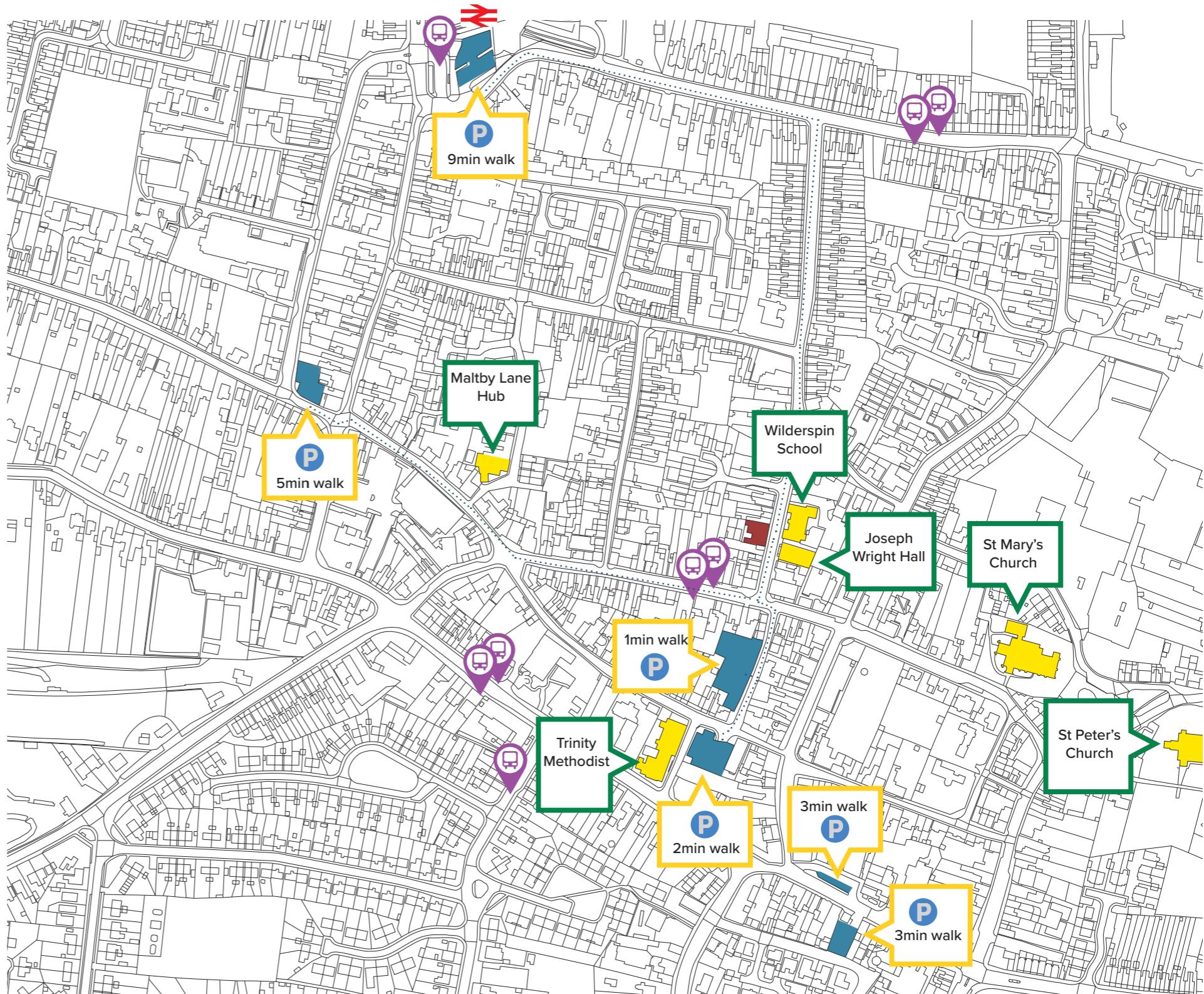
The Assembly Rooms is located in the heart of Barton Town centre within the Barton Conservation Area. Queen Street is predominantly residential with some civic and community uses on the southern end of the street. This is a prime location within close proximity to other services, amenities, and residences meaning there is a critical mass of potential users on the doorstep.

The Assembly Rooms is 45m from the Hight Street with various local amenities, 143m from the Post Office, 170m from the Central Doctor's Surgery, 250m from St Mary's Church, 270m from West Town Doctor's surgery.

There are 6 different car parks, all within a 9-minute walk. 4 of these are within a 3-minute walk. There is some provision of on-street parking although this is competitive as most residential properties within the immediate vicinity do not have off-street parking.

The Assembly Rooms is a 9-minute walk from Barton train station which connects Barton to Barrow, New Holland, Goxhill, Thornton Abbey, Ulceby, Habrough, Stallingborough, Healing, Great Coates, Grimsby Town, Grimsby Docks, New Clee, and Cleethorpes. Connected to the train station is the bus interchange.

The Assembly Rooms is also in close proximity to several other community, civic and religious buildings. Opposite the Assembly Rooms is the Wilderspin National School, a successfully restored heritage asset which also provides meeting and events space available for hire including the Joseph Wright Hall theatre and auditorium.

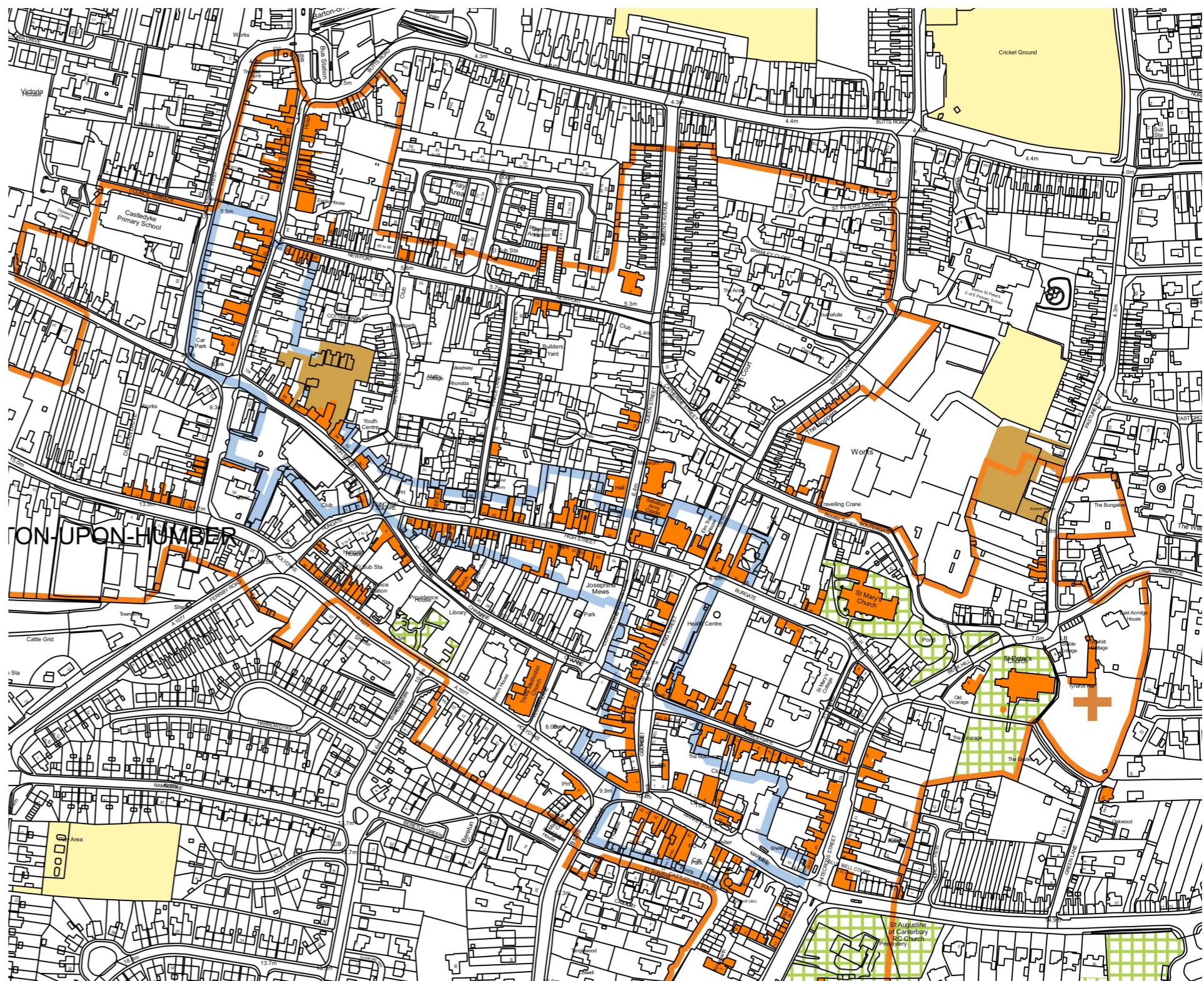
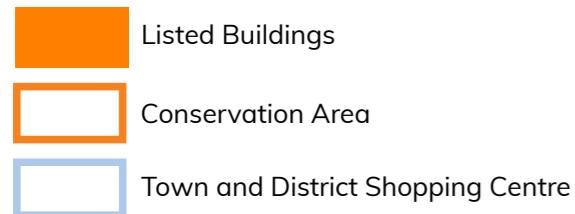


01.05 Planning Context

The location and designation of the Barton-upon-Humber Assembly Rooms means that it is subject to planning rules that restrict what can be done to the building.

The Assembly Rooms are located within the Barton upon Humber Conservation Area (see map). The conservation area was designated by the former Glanford Borough Council in 1972 and extended in 1982. It covers the historic town centre (Market Place to Fleetgate), Baysgarth house and park, and some early 20th century housing, but excludes the more recent residential developments on the peripheries.

Conservation areas exist to protect the special architectural and historic interest of a place - the features that make the place unique and distinctive.



01.05 Planning Context

The Assembly Rooms was granted Grade II Listed status in June 1984 (list entry number 1346843), meaning that it is considered by the Secretary of State for Digital, Culture, Media, and Sport to be of special architectural interest. Listed buildings are graded to reflect their relative special architectural and historic interest.

- Grade I buildings are of exceptional special interest;
- Grade II* buildings are particularly important buildings of more than special interest;
- Grade II buildings are of special interest, warranting every effort to preserve them.

Listed buildings benefit from enhanced protection through the planning system through the processes of Listed Building Consent (LBC) and planning permission.

In order to make 'material changes' to the Assembly Rooms, listed building consent would be required by submitting an application to the local authority. This is because there are rules about the work you can undertake, especially if it affects the building's character or appearance. If alterations also need planning permission, then a separate planning application would be needed.

There are many 'material changes' for which listed building consent is needed. Typically, minor repairs and maintenance are excluded from needing listed building consent, however changes to the building's appearance or fabric, such as painting external doors or windows a different colour, would require permission. Barton Town Council should consult North Lincolnshire Council before undertaking any work to check whether the work would fall under a 'material change'.

Barton Town Council's emerging Neighbourhood Plan includes the following policy titled 'Design and Development in the Conservation Area' that may be applicable to any proposed works to the Assembly Rooms.

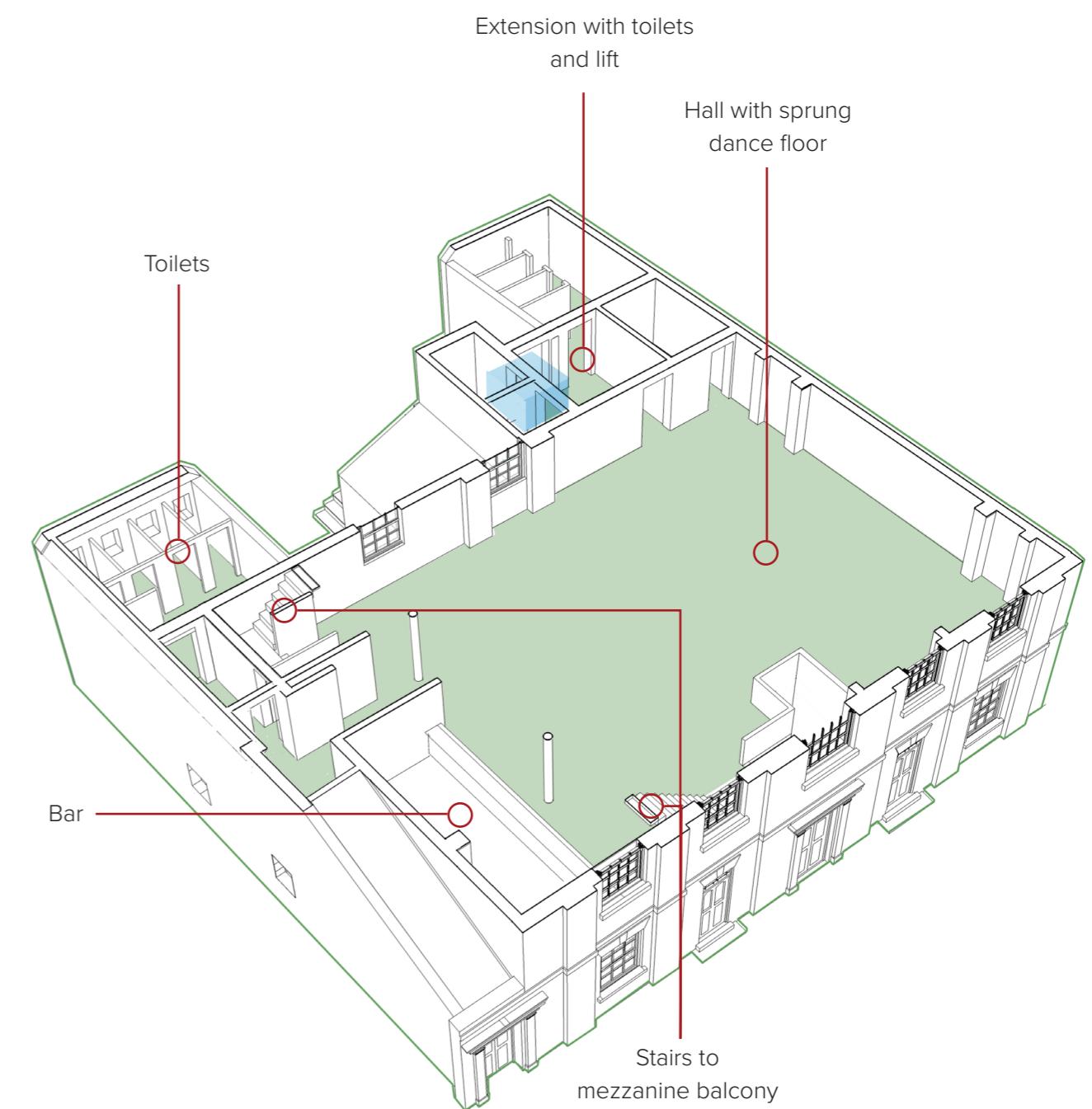
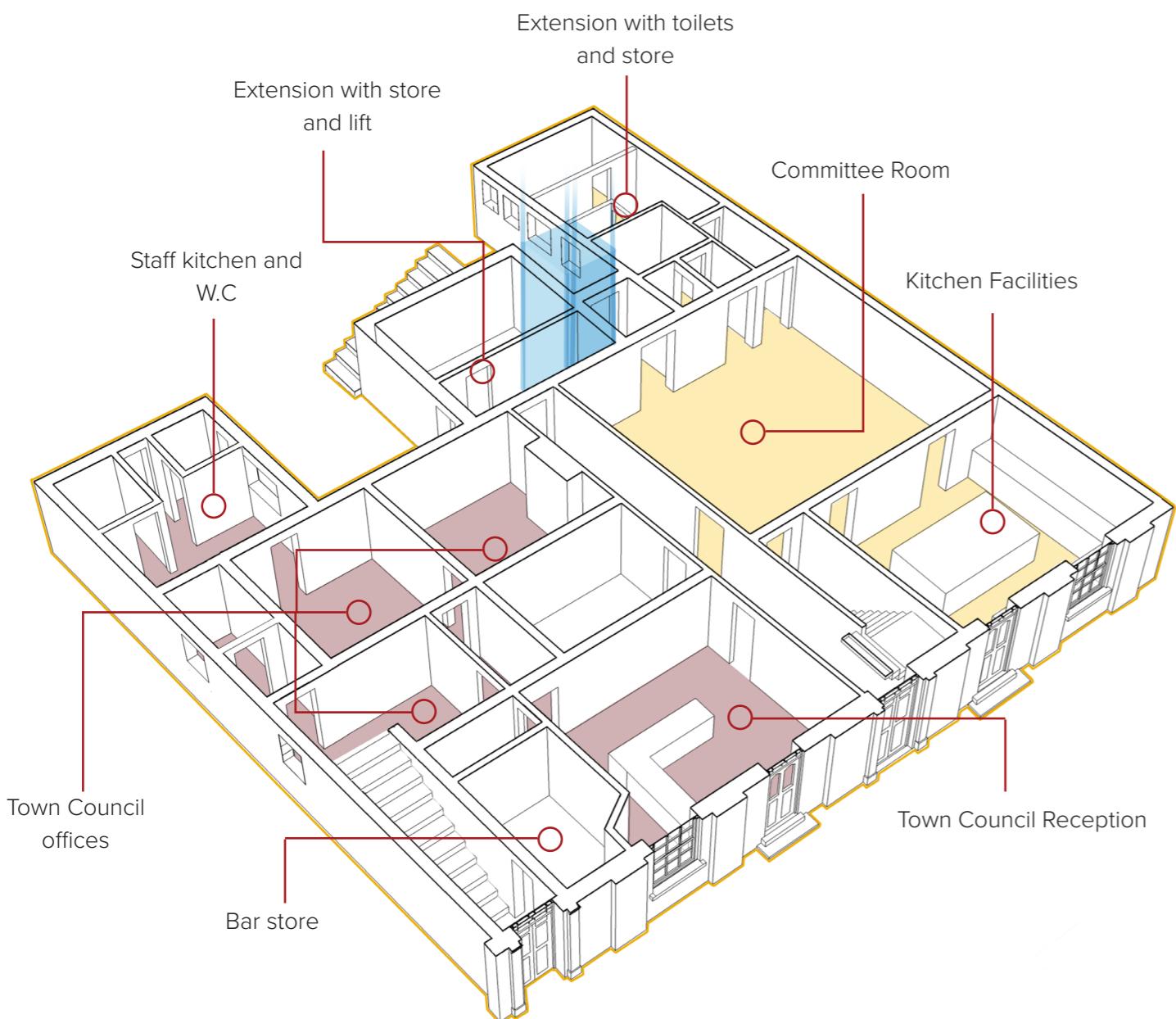
In order to preserve and enhance the character and appearance of Barton Upon Humber Conservation Area, new buildings, and extensions and alterations to existing buildings, within or affecting the setting of the conservation area, should be sympathetic to its distinctive local characteristics and achieve the following objectives, whilst not preventing or discouraging appropriate innovation or change:

- A) Layout should be sympathetic to the traditional building pattern of the conservation area and building heights, scale and massing should respond to and reinforce the character of the conservation area;**
- B) Development should be sympathetic to existing architectural detailing such as roof forms, coursing and pointing of brickwork, the proportions of window openings, joinery profiles and opening pattern of new and replacement windows and doors;**
- C) Use of quality materials, such as brick or stone that is sympathetic to the interest of the area and sit harmoniously with the existing building fabric and respect the uniformity in the colour and texture of the built form of the conservation area;**
- D) Retention of existing boundary walls, gates, gateposts and railings and incorporation of new means of enclosure in a way which complements those already in existence using similar materials and details where possible;**

01.06 Understanding the Building

The Assembly Rooms is a two storey red/brown brick building built in the classical style, with a symmetrical five-bayed front which has a central pilastered Doric doorway. The use of the building is divided into the Town Council Offices, which take up the left side of the ground floor, whilst the remainder of the building is used as a community venue, with a committee room, kitchen, and main hall with bar.

To the rear of the building are a series of modern extensions, which house toilets, including accessible toilets on the ground and first floor, as well as a platform lift.



01.06 Understanding the Building

There are 4 main defined spaces within the Assembly Rooms, split between the Town Council and Champ Ltd.

Ground Floor

Offices and reception - Barton Town Council rent the downstairs offices and reception rooms of the Assembly Rooms in a sub lease agreement with Champ Ltd. These offices are generally in use between 9.00am -5.00pm Monday-Friday. The layout of the building means that the offices and reception spaces can be used independently whilst other events and activities are taking place within the building without disturbance.

Committee Room – The committee room is used for private bookings by local groups for activities and meetings. It is also used as overspill or a dressing room / quiet area when events are on in the main hall on the first floor. Barton Town Council also use the committee room for regular meetings.

Kitchen – The large kitchen, located on the ground floor and accessed through the committee room is used mainly by outside caterers to reheat food for events that are taking place in the upstairs hall. It is not a fully-fitted commercial installation but is adequate for the purposes for which it is currently used. Food is then manually carried upstairs to the hall, or using the lift when it is operational.



01.06 Understanding the Building

First Floor and Mezzanine

Main Hall - The first floor hall is the largest and most impressive room within the Assembly Rooms. Friday and Saturday evenings are reserved for licensed events such as birthdays, weddings, dinners, receptions, parties, and live music events etc.

These events require a reasonable amount of staffing and management time to cover the setting up of the space, bartending, and cleaning afterwards. Throughout the week the space is also used by a variety of local groups for various activities.

Bar - There is a small bar area within the main hall which is used for licensed events which take place on Friday and Saturday evenings.

Toilets - the first floor includes male, female and an accessible W.C which are conveniently located for use during events.



01.07 Condition and limitations

This section of the report details the condition and limitations of the spaces within the building. This is informed by site visits to the building, information provided by Town Councillors, BTC staff, Champ Ltd and feedback from members of the community.

Office and reception

These spaces, whilst functional, are dated and shabby. The interior does not respond to the heritage value of the building with low quality fixtures and fittings. There are areas of damp and peeling paint. The downstairs W.C at the rear of the offices is dated and in need of modernisation.

There is currently no direct access from the offices and reception to an accessible W.C, and users would need to use the W.C in either the committee room or upstairs. As the lift is currently non-operational, it means that the only accessible W.C is off the committee room. This is potentially problematic due to the distance from the Town Council offices and the committee room toilet, and also as it would require having to disturb people in the committee room should a group be using it at the time.

Committee room

The committee room has no natural light which has been described as a limitation that potentially affects the desirability of the room. The suspended ceiling does not respond well to the heritage value of the building.

Although direct access to the main hall upstairs is possible via the stairs leading from Queen Street, users tend to use the main reception entrance or the other entrance that leads into the central corridor. Whilst this improves the security of the building, as it means it is not possible to walk directly upstairs without first making oneself known, it means that if the committee room is in use, users will enter the committee room to access the stairs leading to the main hall, thus causing a disturbance.

Kitchen

Whilst the kitchen is not a modern professional standard installation it is functional and apparently operates well, supporting activities and functions upstairs mainly by external caterers. The kitchen is of a decent size and provides ample food preparation space. The current state of the kitchen is not considered prohibitive to bookings.

Main Hall

The largest space in the building is the main hall upstairs. There are structural concerns over the bowing dance floor which require further investigations to devise a remedial solution. The quality of the W.C facilities are dated with issues around cracking walls in the gents W.C. The heritage value of the main hall is high and whilst heritage elements have been retained, there is the need to repaint and refresh the space.

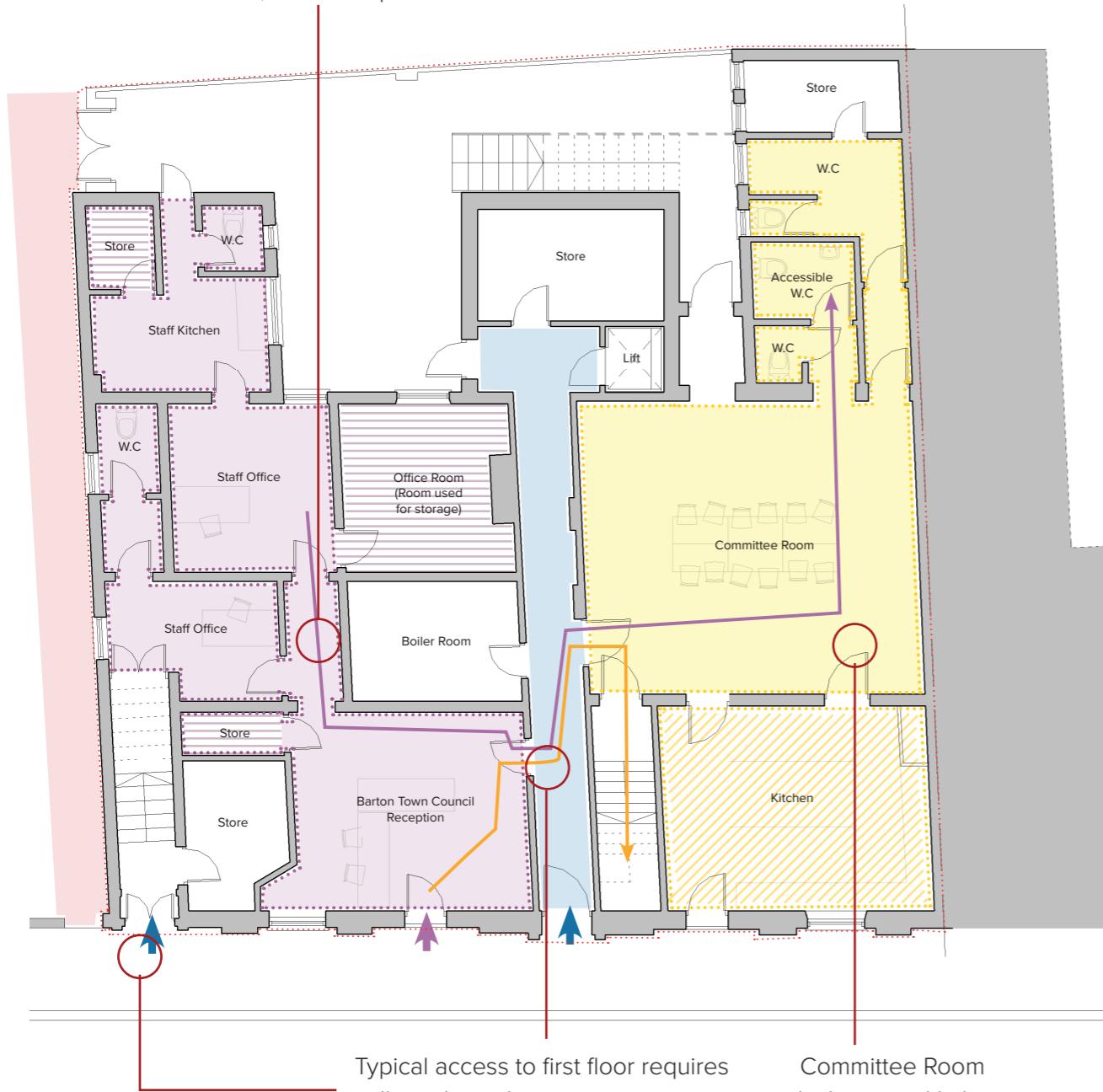
The Bar

The bar area is usually only used during functions upstairs in the main hall, such as wedding receptions, parties etc. When not in use the bar is secured with roller shutters to protect stock. The roller shutters, whilst entirely functional do cheapen the aesthetic of the main hall when down.

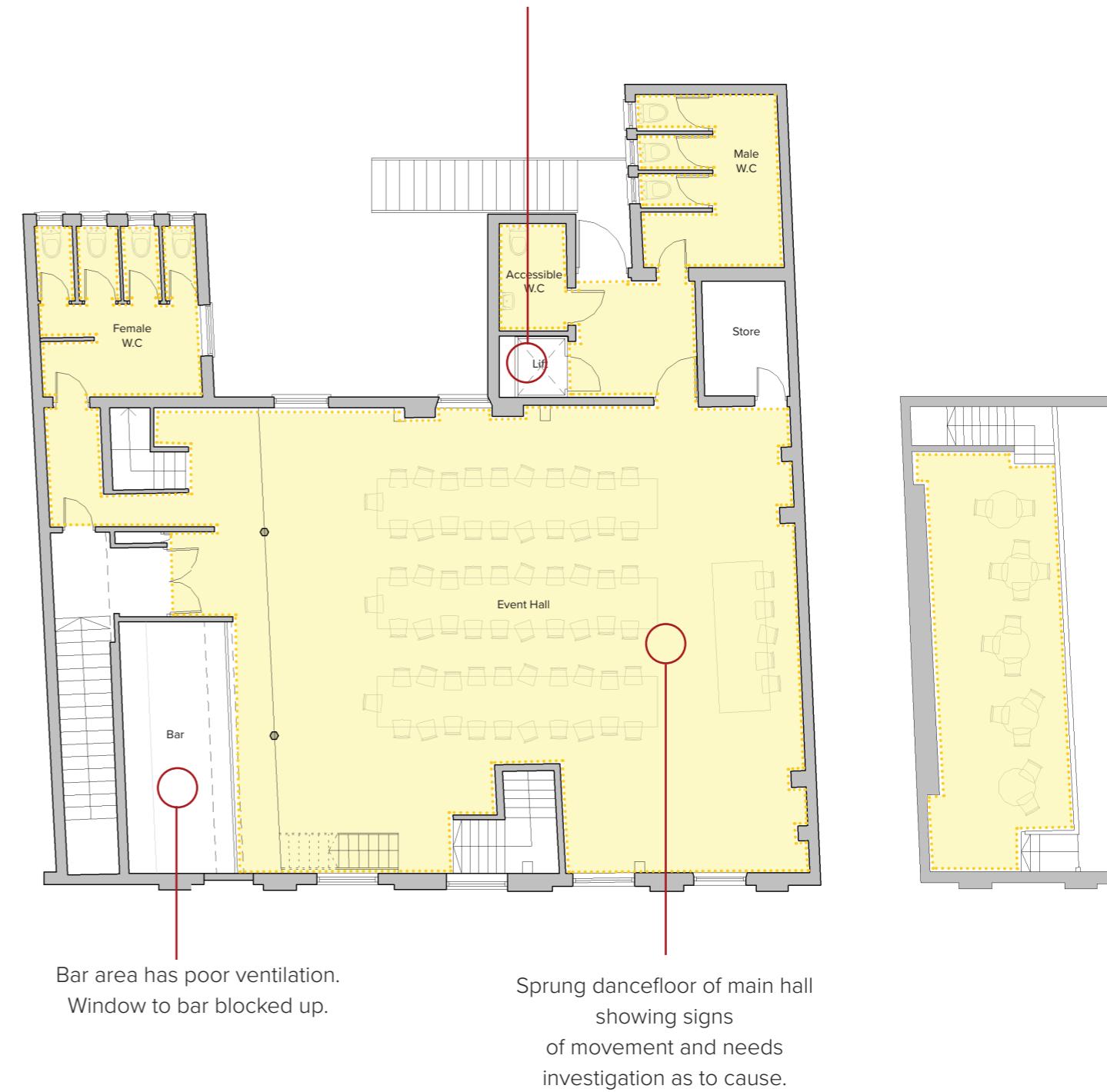
The bar area is cramped, with little space for more than two members of staff to operate effectively. It is understood that the bar area during functions does get quite hot and has poor air circulation. This restricts the storage of chilled beer kegs.

01.07 Condition and limitations

Access to an accessible W.C from Town Council offices requires travel through the Committee Room, or travel upstairs.



Lift currently out of order.
(It is understood funding has been sort to replace lift)



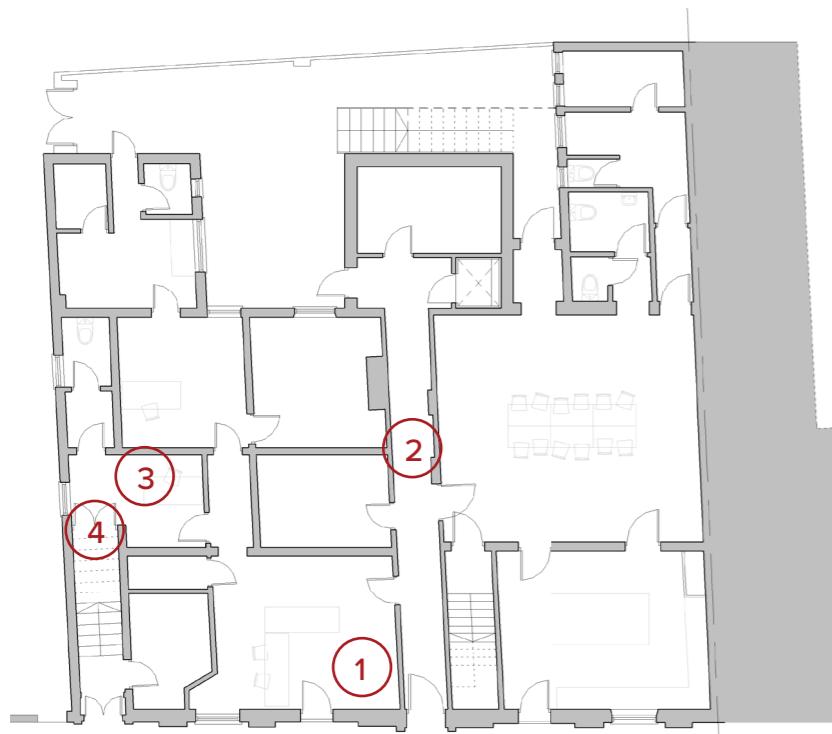
01.07 Condition and limitations

The general condition of the building is considered fair, with no major structural issues raised in the 2005 Structural Report by C.R Parrot Consultants. There are some condition issues that need to be addressed in order to prevent deterioration of the building, which have been highlighted in this section of the report.

The building interiors generally are somewhat tired and dated, and so the building would also benefit from a comprehensive cosmetic refurbishment.

Ground Floor

There are areas of damp on certain walls (photo 4) and peeling paint (photo 3) which require addressing to bring the building back up to a good standard. Some of these areas may require replastering or further investigations as to the cause of damp. There are areas of the suspended ceiling which is in need of replacement or removal as it has begun to crack and break (photo 1). The suspended ceiling also adds to the dated appearance and not does reflect the heritage value of the building.



01.07 Condition and limitations

Photos 5 and 6 demonstrate issues with peeling paint and areas of damp within the ground floor office areas used by BTC. Whilst these are not major concerns, they are easily remedied and can make a drastic improvement to the quality and experience of using the spaces. At present they are dated and shabby in condition.

Photos 7 and 8 show dated appliances, fixtures and low-quality storage options. This contributes to an unorganised workspace.



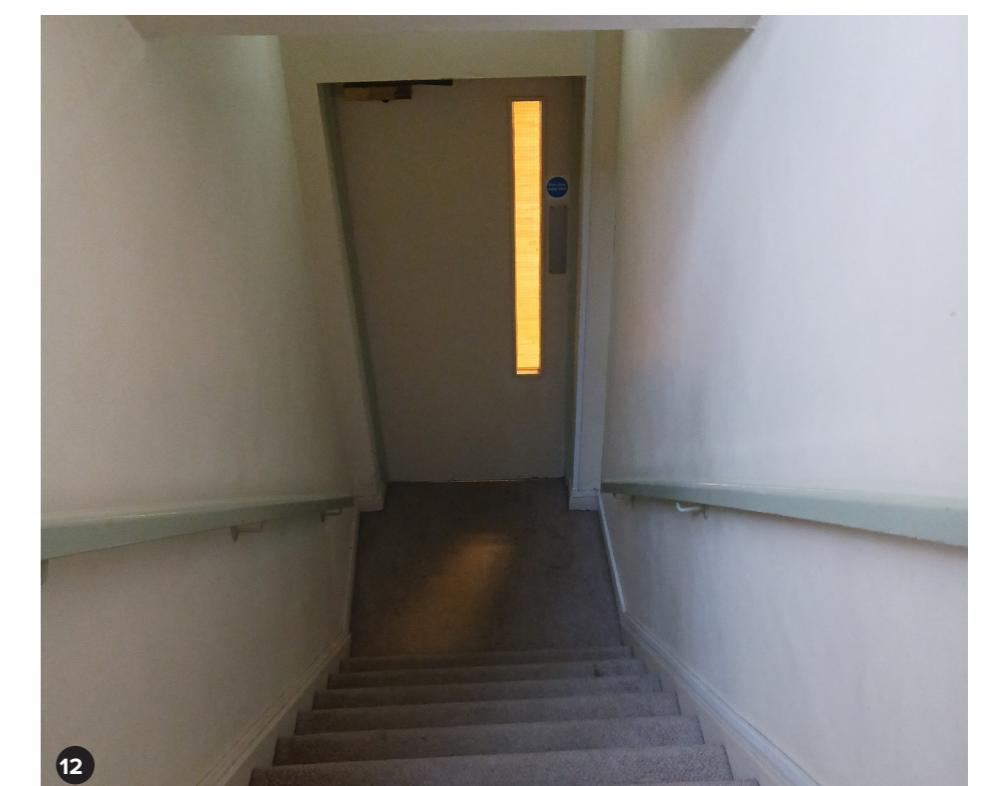
01.07 Condition and limitations

(Photo 9) The committee room has been commented on by several stakeholders as a less than desirable space due to the lack of natural light, and the low suspended ceiling. Its overall condition is fair but the colour of paint used for the walls and panelling, type of doors, types of fixtures, fittings, and lights, and quality of the suspended ceiling contribute to making the room dull and dated.

(Photo 10) Whilst functional and usable the kitchen space is equally dated and has an overall low level of finish and detailing. The floor tiles are particularly dated, although overall condition is fine. The appliances, again whilst functional, are dated and contribute to the shabby feel. Stainless steel surfaces are in reasonable condition due to the material. The wooden prep table is in reasonable condition but given its size and weight, may be difficult to move, should that be required in the future i.e for different types of events where more space may be needed.

(Photo 11) The ground floor toilets off the committee room are usable but again are dated and tired.

(Photo 12) The access from the committee room to the upstairs mainhall is dark and dated. Given the heritage value and draw of the dancehall the experience of moving upstairs is currently underwhelming.



01.07 Condition and limitations

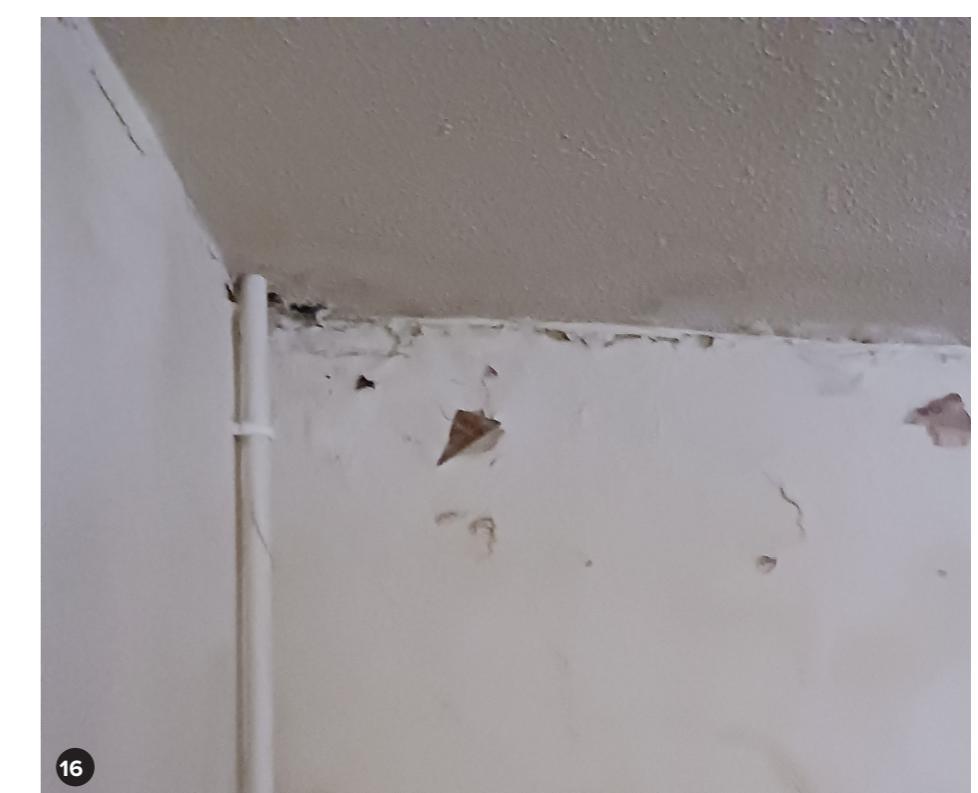
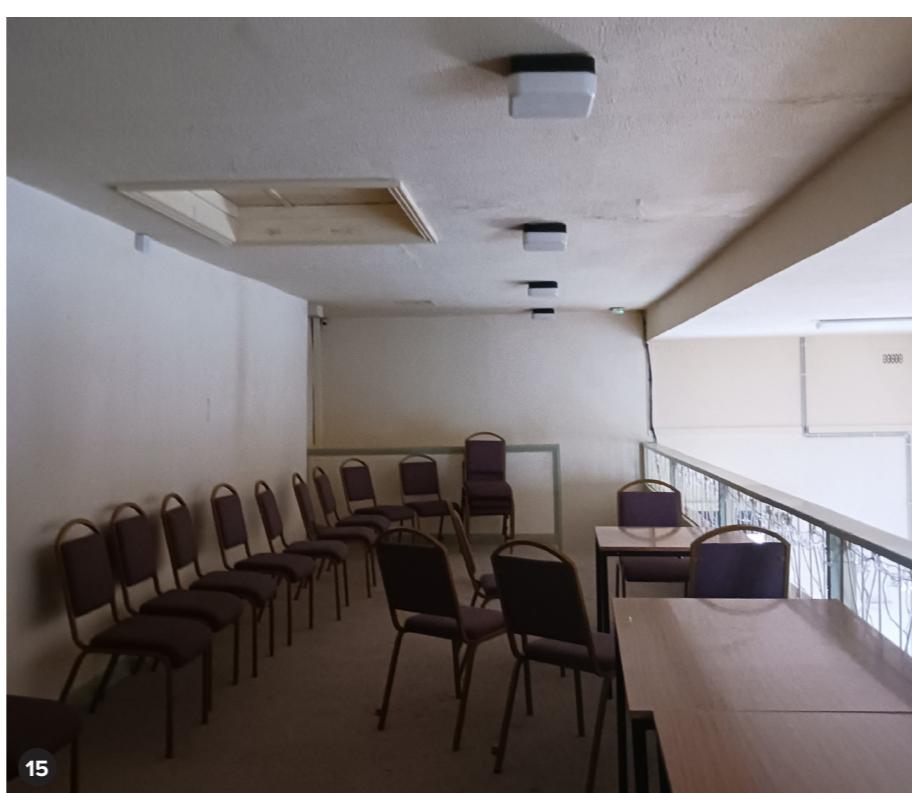
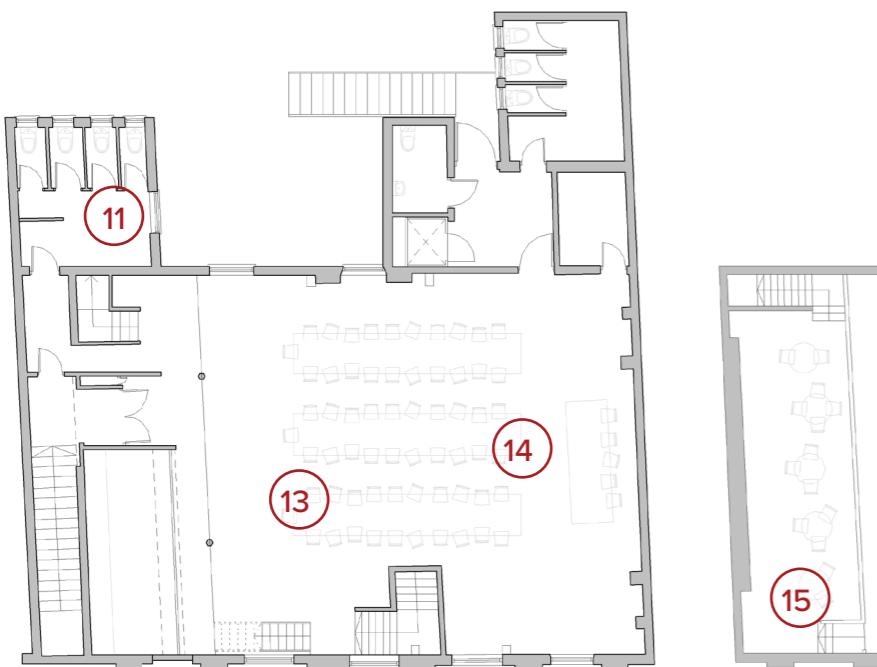
First Floor

It is noted that the sprung dance floor of the main hall is showing signs of movement, with it bowing across the width of the room, and should be investigated as to the cause (photos 13 and 14).

(Photo 15) The mezzanine area has the potential to be one of the most enjoyable spaces in the building overlooking the main hall. This is currently impacted by the low condition of the paintwork, the dated light fittings, and chairs and tables used. There are also areas of peeling paint which negatively impact the feeling and quality of the space.

*Not pictured are other areas of the walls which have peeling and flaking paint. The gents toilets off the main hall are in poor condition given the state of the fixtures and fittings and condition of the walls and paintwork. There is a crack in the wall in the gents W.C that may require work before re plastering and repainting.

In general, the main hall is the jewel in the crown of the building but its overall condition is tired and unloved. The quality and choice of paint makes the room feel dull and tired. It is noted that work to replace or restore windows is being arranged.



01.08 Operating Model

The Assembly Rooms has been owned by Barton upon Humber Town Council since 1991, and has been used as the town council offices. In 2010 the building was leased to local charity Champ Ltd (Community, Heritage, Arts & Media Project) on a 29 year lease. There is a nominal payment for these lease.

Barton upon Humber Town Council sublease the ground floor offices and Town Council reception room for an annual rent, which is reviewed at points throughout the sub-lease term. Barton upon Humber town council pay for their share of the utility costs. As the freeholders, Barton upon Humber Town Council remain responsible for the maintenance of the building.

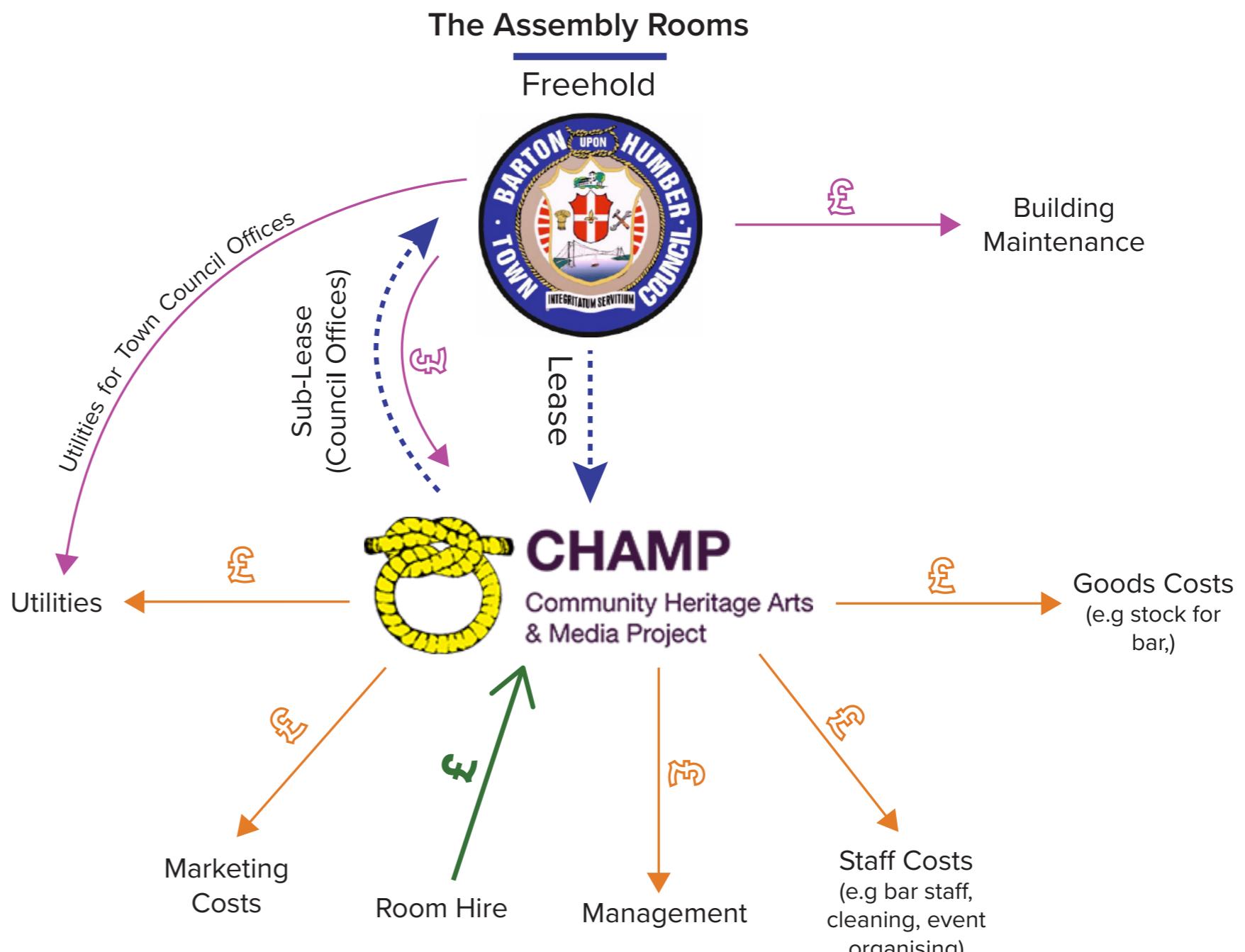
In turn, Champ Ltd manage the rest of the building as a community hall, and are responsible for all the other costs associated with running the building. This includes costs for managing and marketing the building, the costs of cleaning and caretaking of non Town Council areas of the building, the costs of goods (stock for the bar), and the cost of staffing and running events. The income from hiring the rooms for events, such as weddings, parties, local groups, theatre and music performances etc, is retained by Champ Ltd.

Pros

- Income received from the Assembly Rooms helps to support other local buildings and the groups and projects that use them
- Less liability for BTC to have someone else manage the building, deal with bookings, and undertake cleaning which takes up considerable time and resources
- Requires less BTC time compared to managing the whole building

Cons

- BTC do not generate any revenue or surplus from the building and do not decide how any surplus generated is spent i.e if BTC retained surplus revenue it could go directly towards repairs and maintenance of the Assembly Rooms
- BTC tied into long lease
- BTC unable to use space in a building they own without booking or paying
- Sub-optimal working relationship between BTC and Champ Ltd



01.09 About Champ Ltd

Champ Ltd (Community, Heritage, Arts & Media Project) is a registered Charity which was established in 1998 to engage local communities in their heritage through the mediums of art and media.

Champ Ltd has worked on a wide range projects throughout the years. These have included working with diverse partners at local, regional and national level.

The Trust is now responsible for the management and development of a collection of community buildings and projects in Barton upon Humber.

No. 51 Fleetgate was leased to Champ Ltd by the Council in 2009. Champ Ltd in turn formed an agreement with the Civic Society, who had previously used the building while it was leased by the Barton Regeneration Fund and housed a number of offices.

Due to Champ Ltd's concerns over the safety of the historic posters on the shop ceiling, the Civic Society moved out in 2015 to allow conservation work. Champ Ltd and North Lincolnshire Council are working together for a further project to address restoration needs, such as that of the historic posters and wallpapers in the building, and to carry out further research into the history of the house. Champ Ltd intends to then open the building to the public again with new interpretation and displays.

The building assessment and fundraising processes can take a long time. For this reason, the house is closed until further notice to safeguard it for future generations.



51 Fleetgate



The Assembly Rooms



The Hub



Baysgarth House Museum

Champ Ltd also manages **The Hub on Maltby Lane**. This building is used by a variety of clubs and groups including Barton out of school club (BOOSC), Men in Sheds, and Slimming World. The building has a large multipurpose hall, recreation facilities such as table tennis and pool tables, an outdoor courtyard with mobile skate ramps and an upstairs room with a number of computers and an interactive whiteboard.

Baysgarth House is Grade II listed building set in 30 acres of parkland and was previously managed by Champ Ltd. Baysgarth House Museum has recently been brought back under the management of North Lincolnshire Council and is currently closed to the public while the future of the museum is determined.

01.10 Building Uses

The following information on bookings was gathered through enquiries with Barton Town Council, CHAMP and identified users. Typical booking days and times were sourced for Karate, the Tuneless Choir and Yoga.

Bookings for the Assembly Rooms fall into 4 types:

- 1. Friday and Saturday evenings** are reserved for licensed functions in the main hall such as dinners, wedding receptions, fund-raisers, parties and live music events, with the capacity ranging from 50-150. The frequency or cost of these events is unknown and has not been shared. It is understood that licensed events may cause issues with nearby residential properties such as noise complaints and anti-social behaviour in the immediate locality.
- 2. Regular weekly bookings Mon - Fri** and **Sunday morning** are popular and are used by groups such as Yoga, Karate, Art Group, Performance Arts, Modelling, and Choir. Demand is healthy for evening sessions and more daytime sessions are scheduled than before Covid.
- 3. Monthly / quarterly bookings** - Town Council, local groups etc. These sessions are accommodated when possible but the booking can remove an available session from a weekly hire group which is usually prioritised
- 4. Ad-hoc bookings** - Meetings, consultations, parties - these bookings are more sporadic and again must take account of the likelihood that it would remove an available session from a weekly hire group. Many children's parties are held in the hall on weekends.

CHAMP provided the following information on bookings.

- There are 10 regular small bookings and the hourly rate is £18.
- There are 2 larger bookings per month and the hourly rate is £18.
- The different groups are Karate, Modelling, Yoga, Art, Drama and Choir plus ad hoc meetings from the council and other local groups.
- The number of bookings has decreased since covid.
- Larger Functions are steadily increasing.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 _____	2 _____	3 _____	4 _____	5 _____ Karate A.M
		Modelling Club (P.M)	Choir(P.M)			
6	7 _____	8 _____	9 _____	10 _____	11 _____	12 _____ Karate A.M
Committee Meeting P.M						
Yoga P.M	Karate P.M	Modelling Club (P.M)	Choir(P.M)			
13 _____	14 _____	15 _____	16 _____	17 _____	18 _____	19 _____ Karate A.M
Yoga A.M	Karate P.M		Choir(P.M)			
20 _____	21 _____	22 _____	23 _____	24 _____	25 _____	26 _____ Karate A.M
Committee Meeting P.M	Karate P.M	Modelling Club (P.M)	Choir(P.M)			
27 _____	28 _____	29 _____	30 _____	31 _____		
Yoga P.M	Karate P.M		Choir(P.M)			

(Indicative example of monthly schedule)

01.11 Capacity for Change

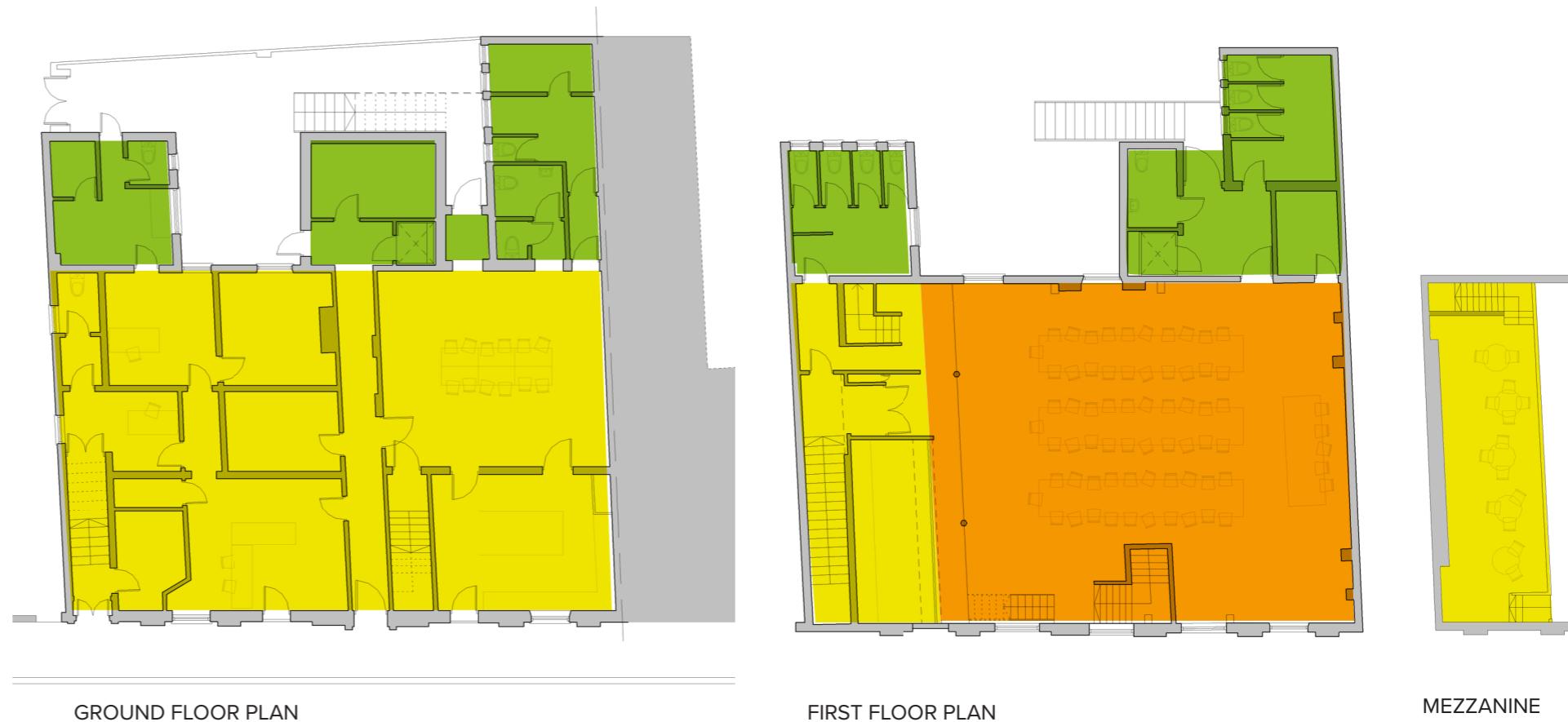
The Assembly Rooms has been assessed as to its capacity for change of the different areas of the building.

The Assembly Rooms are listed Grade II, affording a high level of protection for historic buildings in the UK. The Town Council is committed to conserving and protecting the historic fabric, but is aware that due to previous interventions some areas offer more flexibility than others in terms of their capacity for change.

The building has been assessed in terms of where change is possible and where the building, both internally and externally, are more sensitive, helping to inform the decision making process.

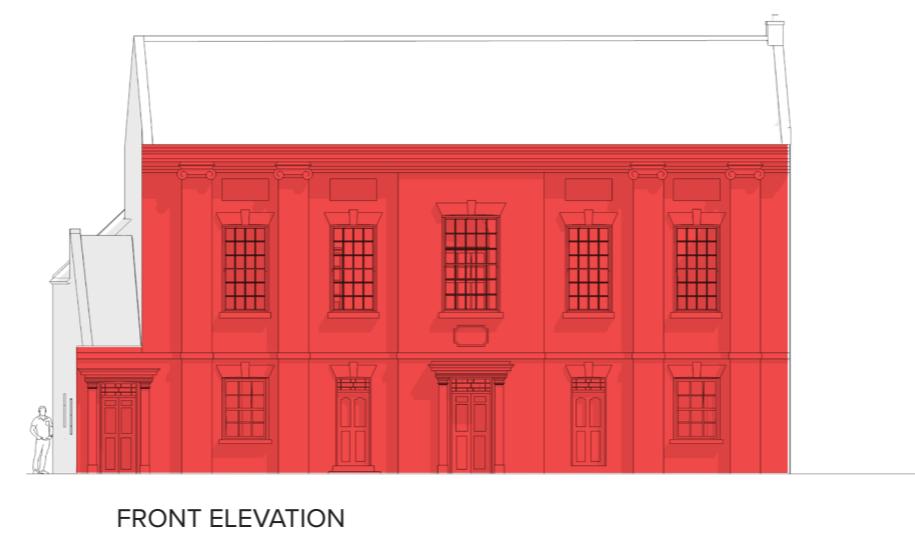
The area with the lowest capacity for change is the front elevation. This facade of the building is the most prominent, contains the most architectural features, and has therefore the least capacity for change.

Internally, changes and additions to the building since it was constructed in 1843 mean that the interior has little surviving historical interest and as such has more capacity for change. The areas with the highest capacity are the more modern extensions to the rear.



Capacity for Change

- Low
- Medium
- Medium/High
- High



02

Market Research

Market research has been undertaken to gather, analyse and interpret information on the existing and potential market and competitors for the Assembly Rooms.

Barton has fewer young and middle-aged people compared to the national average. In each 5 year age bracket Barton is below the national average until the 50-54 age group, where Barton then begins to exceed the national average. The age groups with the most residents in Barton are 50-54 and 55-59 which combined accounts for 15% of the whole population of Barton. The biggest difference in age groups between the national average is the 65-69 age group which Barton far exceeds the national average.

19.6% of Barton's working population work mainly from home. Whilst this is lower than the national average it is still almost one fifth of the local workforce.

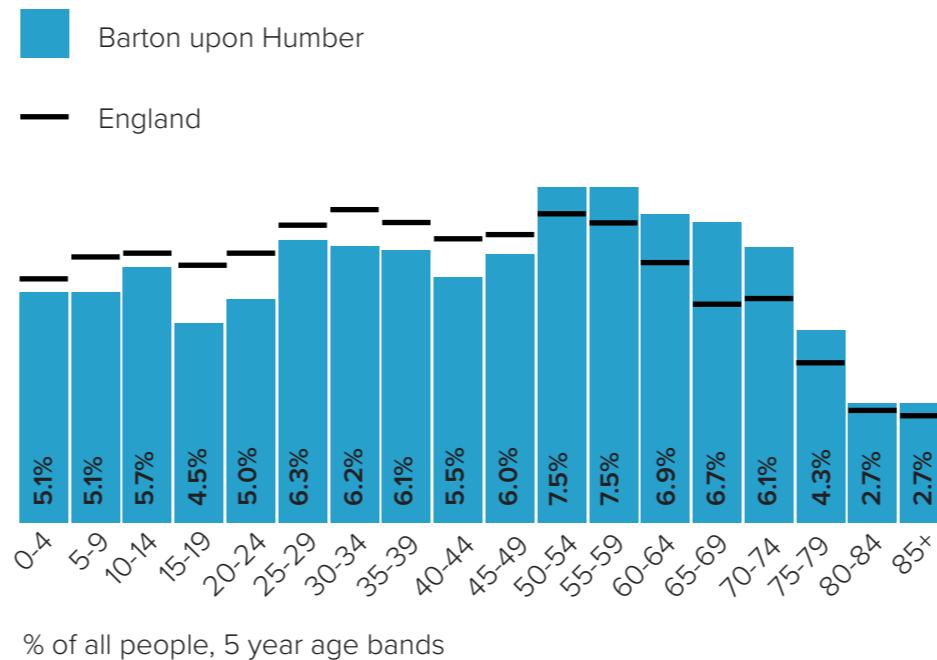
Public transport use in Barton is lower than the national average due to its geographic location and low level of options in comparison to other towns of a similar size. 60.1% of workers drive to work which is above the national average. This suggests that most workers commute to work outside of the town. Barton does however have more workers that walk to work when compared to the national average. Again, this may be because of relatively poor public transport connections and because those that do walk to work, work locally.

This demographic data suggests that options for the Assembly Rooms could provide additional facilities and services aimed at those around retirement age, and those that work mainly from home.

Population: 11,900

Census 2021: ONS (rounded to the nearest 100)

Age Profile



Number of cars or vans

No cars or vans

19.2%

1 car or van

41.8%

2 cars or cans

30.1%

3 or more cars or vans

8.9%

% of all households

Method of travel to work

Work mainly from home

19.6%

Bus, minibus or coach

1.3%

Driving a car or van

60.1%

Passenger in car or van

3.8%

Bicycle

2.3%

On foot

10.8%

% of people aged 16 years and over in employment.
(Methods of travel that represent under 1% not included)

02.0 | S.W.O.T Analysis

A S.W.O.T analysis can help in understanding the strengths, weaknesses, opportunities, and threats relating to the Assembly Rooms.

This S.W.O.T analysis focusses on the Assembly Rooms itself including its condition, use, internal layout, its location within Barton-Upon-Humber, its management, operating model, and the stakeholders involved in using the building.

Strengths

These are primarily related to the building's location within the town centre and the physical attributes and assets of the building.

Weaknesses

These vary from issues relating to the location of the building and nature of the spaces around it i.e residential; the amount of competition locally for rooms to hire; the age and condition of the building; and its management.

Three of the seven identified weaknesses (3,6,7) can be resolved or reduced.

Opportunities

These are primarily related to the ability to secure funding and other monies to improve the building and its offer, and to develop new methods of managing the building.

Threats

These relate to the condition of the building, local competition, and the current level of revenue generated.

Strengths	Weaknesses
<p>1. In the centre of town, easy to walk to for most residents and close to bus and train services</p> <p>2. Close to churches/wedding venues to support bookings for wedding/christening receptions.</p> <p>3. Valued historic listed building with traditional dancehall</p> <p>4. Large capacity for events (up to 150 people)</p> <p>5. Option of 2 rooms sizes to hire depending on needs</p> <p>6. Option of kitchen facilities</p> <p>7. Only room for hire with a sprung floor in Barton</p>	<p>1. Lack of dedicated parking spaces, on-street parking only</p> <p>2. Close to residential properties meaning noise complaints for loud/late events</p> <p>3. Limited marketing / promotion – no online booking system, no prices, internal photos online could be better.</p> <p>4. Variety of other rooms available locally, some better equipped and/or more professionally managed / marketed</p> <p>5. Building's listed status limits options for use and alterations, and increases cost of repairs / maintenance</p> <p>6. Poor internal configuration that limits or prohibits certain activities</p> <p>7. Condition of some spaces is in need of refreshing</p>
Opportunities	Threats
<p>1. Develop local activity programme / partner with local social enterprise/charities to access funding and deliver events (being more proactive rather than reactive)</p> <p>2. Develop online booking system / booking form</p> <p>3. Better promotion of the Assembly Rooms with photos online and online/physical marketing</p> <p>4. Confirmation from N. Lincs that S106 monies can be applied for to benefit the Assembly Rooms</p> <p>5. Strong track record of BTC securing grant and match funding for variety of capital and project-based initiatives</p>	<p>1. Maintenance and repairs needed (roof, dancefloor, lift)</p> <p>2. The number of alternative local facilities offering rooms/ spaces to hire</p> <p>3. Building is operated in a self-sufficient manner but is not generating surplus capital</p>

02.02 Local Venues

Local venues within Barton that offer spaces to hire have been mapped. This list is not exhaustive, but is intended to cover the main venues within Barton upon Humber that offer similar spaces and facilities to the Assembly Rooms at the time of writing.

The purpose of analysing similar venues within Barton is to establish the supply of existing facilities and their use. This will help identify any oversupply, and conversely any gaps in provision that could highlight opportunities for the Assembly Rooms. Each venue is assessed in more detail on the subsequent pages.

The local provision of spaces to hire in Barton is high for a town of its size. Whilst this is positive for the local community and numerous groups that require space, it does mean that the Assembly Rooms is operating in a competitive and almost saturated local market.

Professional standard meeting rooms are offered in several venues throughout the town which are fully equipped with IT and AV equipment. Some of these are finished and managed to a high standard and offer dedicated off-street parking spaces.

Evening functions such as parties and celebrations are well catered for locally with a variety of venues that provide licensed bars, DJ equipment and DJs, catering options, dancefloors, and dedicated off-street parking. Some of these are further away from residential properties and are less likely to receive noise and anti-social behaviour complaints. These venues collectively cover most price points ranging from £60 per event up to £9,500 for a wedding celebration.

Concerts and shows are hosted regularly and successfully by a couple of local venues that have all the required infrastructure and space for larger events including stages, lighting, AV equipment, experienced venue managers and programmers, and dedicated off-street parking.

Other smaller rooms to hire are available throughout the town for less formal or smaller events and activities. These are generally offered at flexible and accommodating rates and are used to host some of Barton's many clubs, societies, and groups, in addition to ad-hoc bookings such as children's parties.



02.02 Local Venues



THE ROPEWALK

The Ropewalk, Maltkiln Rd

The Ropewalk serves as a vibrant hub for community performances, offering live music, theatre, and cinema experiences. Complementing these events are additional amenities such as a printmaking workshop, artists' studios, meeting spaces, and a picture-framing department. Additionally, within the facility, visitors can explore the Ropewalk Museum, which delves into the rich history of the factory and the individuals who worked there. The Ropewalk has 4 rooms available to hire. These can be hired between £16 - £44 per hour.

The Ropery Hall is the largest room with a capacity of up to **120 people** in a cinema style layout. The room can be arranged board room style, classroom style or theatre style. The room is equipped with a stage, wall mounted projection screen, ceiling mounted projector, induction loop, PA system, free WiFi, and 1200 sq ft of floor space.



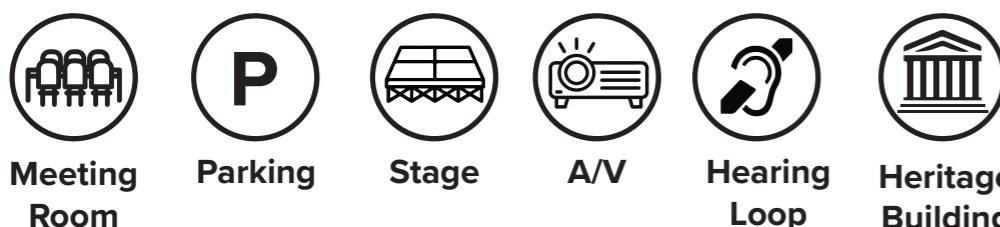
The Haven Room is the smallest meeting room with a capacity of up to **16 people** round the board room style tables. This room houses its own Projector, Screen and Laptop and also has a free standing flipchart. Free WiFi is also available in this room

The Humber Room is the medium sized meeting room with a capacity of up to **24 people round the board room style** tables. This room can also be set up theatre style to accommodate up to **40 people**. This room houses its own Projector, Screen and Laptop and also has a wall mounted flip-chart and whiteboard. Free WiFi is also available in this room.

The Estuary Room is a large self-contained carpeted space suitable for a variety of uses. At present it is used for Tai Chi, Yoga, Patchwork classes and children's art activities. It has the advantage of having direct access to car parking and accessible facilities for the disabled. Free WiFi is also available in this room.



01. The Ropewalk, (David Wright)
02. Ropery Hall Venue Interior (roperyhall.co.uk/about-us/)
03. Ropery Hall Exterior (smallvenuesnetwork.org.uk)



02.02 Local Venues



The Wilderspin National School

The Wilderspin National School is located opposite the Assembly Rooms on Queen Street. The school operates as a family friendly Victorian School museum, which has attracted 72,000 visitors since opening in 2009 (figures to 2020). In addition, the building has three distinct venues that can be hired out.

The Joseph Wright Hall has a first floor theatre / auditorium incorporating the upper gallery of the former Primitive Methodist Chapel (1867) to create a novel space for lectures and performances. Access is currently via stairs or a stair-lift, however renovation plans include lift access.

The ground floor **Community Room** is used for meetings, presentations and family events. It can accommodate 16 tables for fairs and similar events.

The **Varah Room** in the Aelberry Building is a modern meeting room for up to 20 people.

The **Queen Street School Preservation Trust** plan a phased restoration and refurbishment of the Joseph Wright Hall, enabling it to host more heritage, arts and community events, including concerts and exhibitions, and have rooms for hire for rehearsals, workshops and community functions, such as for drama, music, dance, arts and crafts.

The auditorium will be available to hire for performances, lectures and exhibitions. There will be a lift for universal access to the first floor. Stakeholders and partners in the scheme currently include South Bank Players, J D Creative, Friends at Barton, Barton Civic Society and Duck Egg Theatre. £100,000 has been invested in the Hall to date, by the Trust and stakeholders.

Hire of spaces has been a growing part of the Trust's business plan, rising from 25 to 100 bookings in the first year, to a record 575 bookings in 2018/19 involving over 7,000 users.



Meeting
Rooms



Stage



Heritage
Building

01. The Wilderspin National School (David Wright)
02. Joseph Wright Hall Theatre (wilderspinstoool.org.uk)
03. The Old School Room (David Wright)

02.02 Local Venues



The Hub, Maltby Lane

The Hub is Champ Ltd's main building and can cater for younger, disabled and sports groups. Featuring an indoor multipurpose sports hall, table tennis and pool tables and an outdoor courtyard.

It currently housing the Barton Out Of School Club (BOOSC) and hosting groups such as Slimming World and Men in Sheds. Proceeds from the hub go to support maintenance of the buildings.

The building has a large multipurpose hall, recreation facilities, an outdoor courtyard with mobile skate ramps and an upstairs room with a number of computers and an interactive whiteboard.



**Meeting
Rooms**



A/V



Barton Town Football Club

Barton Town Football Club has its own sports bar with fully equipped and staffed commercial kitchen and a licensed bar which is available to hire for events such as birthdays and parties.

It has a capacity of **120 people** and is available to hire for **£60 per event**.

The venue has ample secure parking and cars can be left overnight. The venue is in walking distance from the train station and several bus stops.



Kitchen **Bar** **Parking** **Meeting
Rooms**



St Mary's Church Hall

St Mary's Church Hall is a small hall adjacent to St Mary's Church, Burgate. It can be hired to be used for informal functions.



**Meeting
Rooms**

01. The Hub, Maltby Lane
02. Barton Town Football Club (bartontownfc.co.uk)
03. St Mary's Church Hall, (UK Photo Prints)

02.02 Local Venues



Waters' Edge

The Waters' Edge visitor centre sits within the 86 acre Waters' Edge Country Park. The visitor centre is a tourist attraction, but also contains meeting rooms that can be hired out. These are the Mike Holden room, which seats up to **16 people boardroom style** or **30 people theatre style**, and is available to hire for £65 for half a day and £85 for a full day (exc VAT), the Lake view room, which seats up to **30 people boardroom style** or **50 people theatre style** for the same price, and the Education room, which is for occasional use for exhibitions and events only at £25 per day including weekends. It has dedicated parking and a cafe.



Meeting
Rooms



Parking



A/V

01. Waters' Edge
02. Bardney Hall
03. Baysgarth Leisure Centre

Bardney Hall

Bardney Hall is an 18th-century residence and a Grade II* Listed building in Barton-upon-Humber. The hall is available to rent for weddings, as well as for family get-togethers, special celebrations, friends reunions, yoga retreats, posh hen weekends, or corporate stays. Bardney Hall is available to hire fully exclusively from a few hours to a few days. It can be hired in its entirety or just the ground floor accommodation.



Heritage
Building



Bar



Meeting
Rooms



Parking



A/V

02.02 Local Venues



01

Barton Cricket Club

Barton Cricket Club contains a function room which is available to hire for weddings, meetings, or parties etc. It includes a licensed bar with a guest capacity of **100 people**.

- Meetings are charged at **£20/ph**
- Weddings are charged at **£250**
- Kid's parties are charged at **£60 for 3 hours**
- Adult parties are charged at **£100 for 4 hours**



02

Trinity Methodist Church Hall

Trinity Methodist Church Hall provides rooms to hire which are used by various community groups for meetings and children's parties. It has recently upgraded its kitchen facilities and now serves hot and cold food several times a week.



03

The Corn Exchange

The Corn Exchange is a private member's club with a function room (with dance floor) available for hire for birthdays, weddings, wakes, etc.

It is a fully licensed premises and also offers a games room.



Meeting
Rooms



Bar



Parking



Heritage
Building



Meeting
Rooms



Stage



Kitchen



Heritage
Building



Bar



Meeting
Rooms



Stage



Dance
Floor

01. Barton Cricket Club
02. Trinity Methodist Church Hall
03. The Corn Exchange

02.03 Other Venues

In addition to the local venues within Barton upon Humber, other venues within the local area have been reviewed and mapped. The area for these has been restricted to within a 20min drive, and is focussed on the area around Barton south of the Humber.

This list is not exhaustive, but illustrates the type of similar venues that are available in the local area.

- Barrow upon Humber Village Hall
- Barrow upon Humber Vicarage Rooms
- Barrow upon Humber Squash Club
- Barrow upon Humber Barrow Haven Inn
- South Ferriby Village Hall
- Wootton Village Hall
- Wootton Hall
- Elsham Golf Club
- Elsham Hall
- Secret Garden Tearooms
- Goxhill Village Hall
- Goxhill Old Library Rooms
- Ashbourne Hotel
- Ulceby Village Hall



02.04 Venue Summary

In conclusion, there is a wide variety and potential over-supply of venues locally that offer rooms to hire in Barton. Within Barton alone there is a minimum of 11 comparative venues that the Assembly Rooms competes with.

Within a 20-minute drive of Barton there are at least another 14 comparative venues with rooms to hire, these are primarily other village halls, clubs or private establishments.

Whilst this is positive for the local community, and various groups and organisations, it does make conditions more challenging for the Assembly Rooms to operate primarily as a venue offering rooms to hire.

Of the 11 competing local venues in Barton alone, 6 have their own private dedicated car parking facilities (Ropewalk, Cricket Club, Football Club, Baysgarth Community Hub, Bardney Hall, Water's Edge) some of which are secured overnight. As highlighted previously this is a weakness for the Assembly Rooms, especially for larger events such as weddings or parties. There is no feasible solution to address this issue with the Assembly Rooms given its location, although the Cottage Lane car park on is only a short walk away, however this can have limited availability. Of the 11 competing local venues in Barton alone, 5 venues could be considered as heritage buildings (Ropewalk, Wilderspin National School, Bardney Hall, The Corn Exchange, Trinity Methodist Church). The heritage value of the Assembly Rooms is a key selling point of the venue, and although none of the other venues assessed have sprung dancefloors,

some of the competing venues are generally better maintained and finished to a higher standard.

Of the 11 competing local venues in Barton, only 3 offer kitchen access or the ability to provide catering (Ropewalk, Barton FC, Waters' Edge). This is a strength of the Assembly Rooms compared to competing local venues. However, discussions with Champ Ltd indicate that the events are often catered for externally and the kitchen has not been utilised for these, and so is currently not well-used or being the primary purpose for bookings.

Our assessment of alternative venues has been undertaken through desktop studies and telephone/email enquiries. Most comparative venues have a greater amount of information about their venues, including capacities, equipment available, photos, and online booking forms. Some venues are more professionally managed which might help in attracting more business.

Prices for venue hire locally vary depending on the level of facilities at each venue and the length of the booking. Additional costs may be incurred for AV equipment or refreshments and catering.

Champ Ltd has not provided the cost of venue hire for the Assembly Rooms so a direct comparison is not included, however they stated that they have a policy of not undercutting local venues. They also offer the hall for free for wakes in order to benefit the local community.

Meeting rooms are available in Barton from around £16 - £44 per hour depending on the size of the venue and other requirements.

Room hire for evening functions, including weddings typically range from £60 - £250 per event.

Space for exhibitions are available from £25 per day.

There are other establishments within Barton that have rooms to hire that have not been included in this study as they are generally pubs/ restaurants and are not comparative or like-for-like.

The Assembly Rooms has the potential to focus on providing more civic and community-orientated uses and activities which are not being delivered or hosted by competing venues locally. This can help in separating the Assembly Rooms apart from other venues and reduce the reliance on certain types of bookings which there is a high level of competition for in Barton.

02.05 Case Studies

In order to develop a critical understanding of how the Assembly Rooms operates, how it might operate differently, and what the strengths and weaknesses of its operating model are, several case studies have been assessed. These focus on four similar civic buildings within a reasonable distance to the Assembly Rooms.

The selection criteria in deciding what case studies to select include the population of the area they serve, the size of the building, the different uses and facilities in each building, the data available around each building including its ownership and operating model, and their relative success in maintaining and operating the facility long-term.

None of the case studies are like-for-like due to the unique nature of the Assembly Rooms but they are helpful in comparing the different buildings and their operating models. It also tells the story of how similar organisations have dealt with urban renewal, building refurbishment, and the delivery of local services.

The case studies assess who owns the building, how it is used day-to-day, who manages its operation, who is liable for repairs, cleaning and maintenance, and who retains revenue generated and what revenue generated is spent on.

Through assessing relevant case studies it is hoped that BTC are able to reflect on the operating model at the Assembly Rooms and compare how other organisations, mainly town or parish councils, operate their civic buildings, and what uses they provide.

The case studies are overviews and are not in-depth research exercises. There will be some relevant material that is pertinent to their specific situation, history or governance structure that has not been made available to the authors of this feasibility study.

The civic buildings assessed are:

- **Wickersley Community Centre, Rotherham**
- **Cottingham Civic Hall, Cottingham,**
- **Moorends Community Centre**
- **Edward Dunn Memorial Hall**

02.05 Case Studies

Wickersley Community Centre (WCC)

Built in 2008 the Wickersley Community Centre is owned by Wickersley Parish Council. Wickersley is a suburb of Rotherham with a population of circa 8,000 people. The community centre permanently hosts a library and the Parish Council offices. There are 4 spaces available to hire, a small meeting room in the library, a meeting room downstairs, a function room (120 capacity), and a kitchen.

The centre offers a full programme of weekly classes including; Active Always, Meditation, French Language Group, Italian Language Group, Councillors Surgeries, Dance Academy, Ladies Club, Music Group (Bramley/Wickersley), Karate (Self-defence - Shotokan), Spanish Language Group, U3A—University for the Third Age, card & board games, Wickersley Musical Theatre Group, Wickersley Neighbourhood Group, Yoga and Zumba Classes.

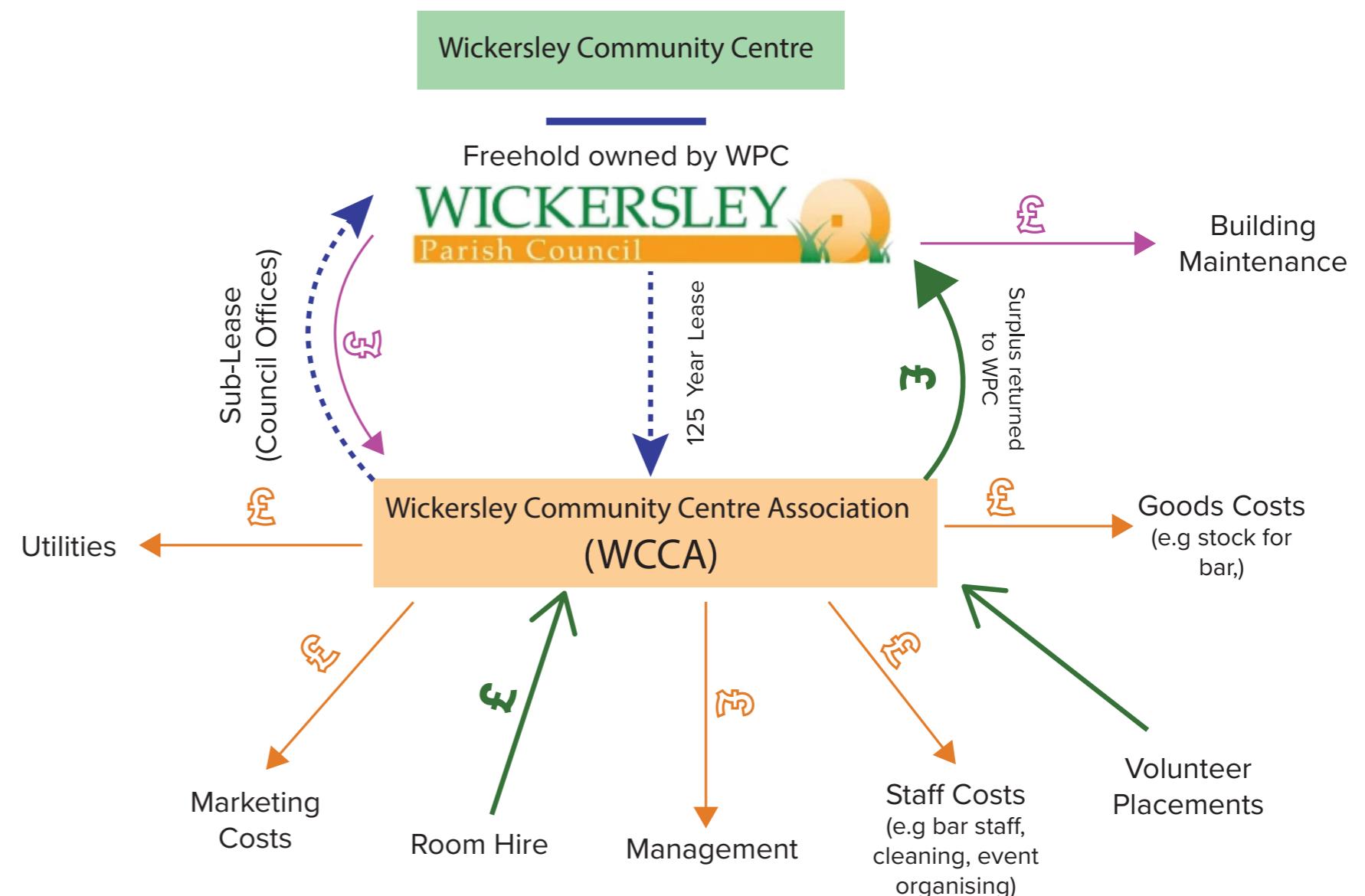
The building and all bookings are managed by Wickersley Community Centre Association (WCCA). This is an organisation set up with the explicit remit of managing the building on behalf of the Parish Council. Functions of WCCA include cleaning, caretaking, managing bookings. All proceeds raised by the use of the community centre are retained by Wickersley Parish Council. WCCA costs are either taken from proceeds raised or are paid by WPC. All surplus goes back to WPC.

Pros

- Wickersley Parish Council (WPC) receives surplus income from WCCA
- WPC are not responsible for time intensive duties such as managing bookings, cleaning or caretaking.
- WCCA set up explicitly to manage WCC with a defined role and scope
- Positive working relationship between WPC and WCCA

Cons

- WPC pay to rent offices in a building they own, and have to pay to rent meeting rooms
- 125 year lease could potentially be restrictive



02.05 Case Studies

Cottingham Civic Hall

Cottingham Civic Hall and the adjoining offices are managed by the Cottingham Village Trust, a charitable incorporated organisation formed in 2016 by members of the community of Cottingham. The premises are secured for community use under a long term lease from the East Riding of Yorkshire Council, which retains ownership of the buildings.

Since March 2018 the staff at Cottingham Civic Hall have been gradually restoring and refurbishing the building and its facilities. The hall is now receiving more due care and attention, with a plan for modernisation that will ensure that Cottingham Civic Hall is a desirable venues for entertainment and events locally.

The trustees have worked hard to raise the profile of the Hall, with improved advertising and social media presence and a diverse programme of events to encourage people back to the hall.

The Civic Hall features 4 main rooms to hire. The main hall is the largest and is used for events, concerts, parties etc and includes a fully licensed bar. The Audrey Mosey Suite is multi-purpose and includes a dance floor and can be used for classes, lectures and meetings. The Oak room is available for meetings whilst the Enterprise Suite is available for meetings and conferences.

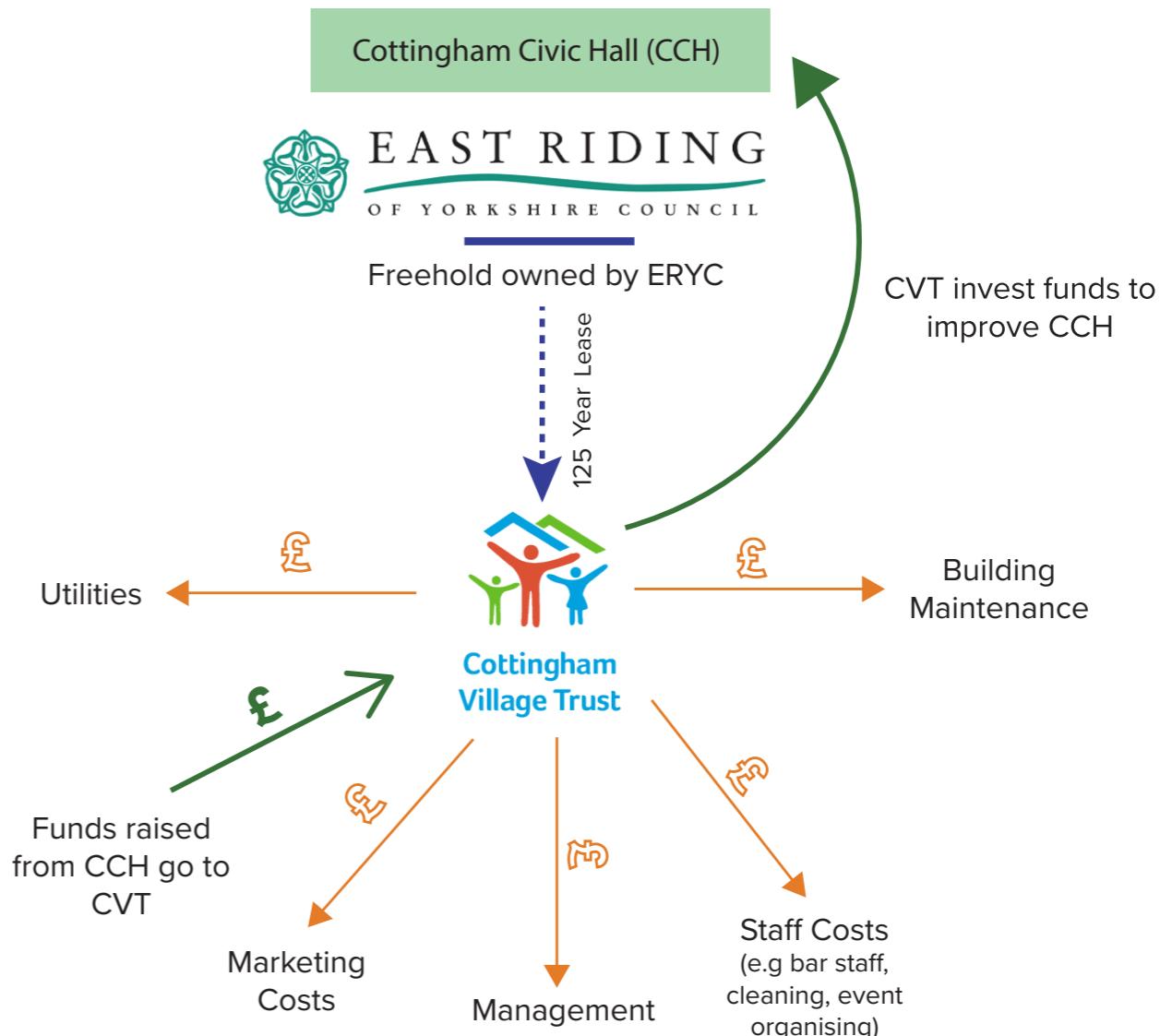
The Civic Hall is run entirely by volunteers for the benefit of the local community. All proceeds raised help to keep the building in operation and to fund improvements.

Pros

- Funds raised from the CCH go towards its maintenance and improvement
- Building secured on 125 year lease from East Riding of Yorkshire Council gives certainty to CVT
- Low overheads given the use of volunteers and trustees

Cons

- Reliance on volunteers and trustees perhaps less equitable and dependable than paying all staff
- CVT do not own the building



02.05 Case Studies

Moorends Community Centre

Thorne, Doncaster, South Yorkshire has a population of circa 18,000 people. The Moorends Community Centre is a former Methodist Church on Northgate in Moorends which was acquired by Thorne-Moorends Town Council in 1976 and converted for community use. It was refurbished in 2008 and consists of Community Hall with large stage, lighting and seating for approximately 300, a kitchen and a smaller community room.

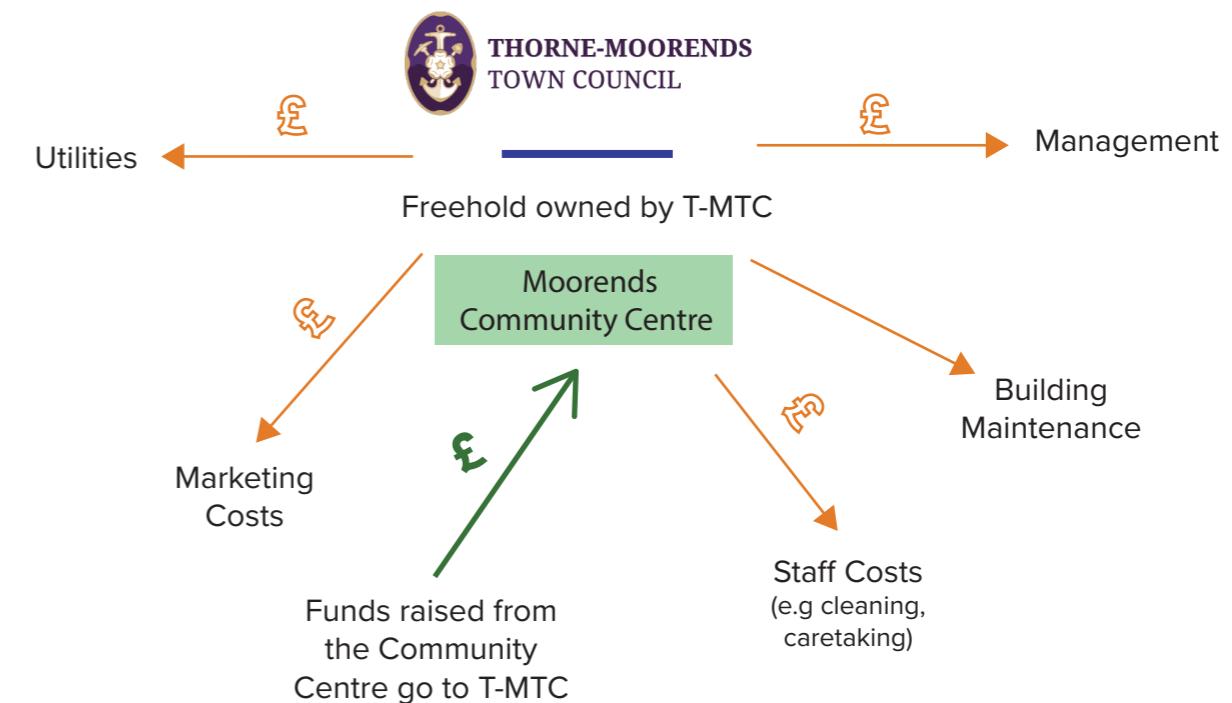
The building is managed by Thorne- Moorends Town Council who are responsible for all bookings and the maintenance of the building. Cleaners, caretakers and maintenance workers are hired directly by the Town Council on a part-time or ad-hoc basis as and when required. All proceeds from the Community Centre are retained by the Town Council

Pros

- All proceeds raised are retained by the Town Council and are used to pay staff, support other local initiatives or improve the building
- Town Council able to use the building as they see fit

Cons

- Additional liability for the Town Council in managing the building, paying for maintenance, and paying staff



Edward Dunn Memorial Hall

The Edward Dunn Memorial Hall is situated in Maltby, Rotherham. Maltby has a population of circa 16,500 people. It is available for hire for all functions, including birthday parties and weddings, conferences, meetings, and more. The main hall has a stage area, its own kitchen, and can hold up to 80 people. In addition to this they have a small conference room that can be used for meetings or small talks.

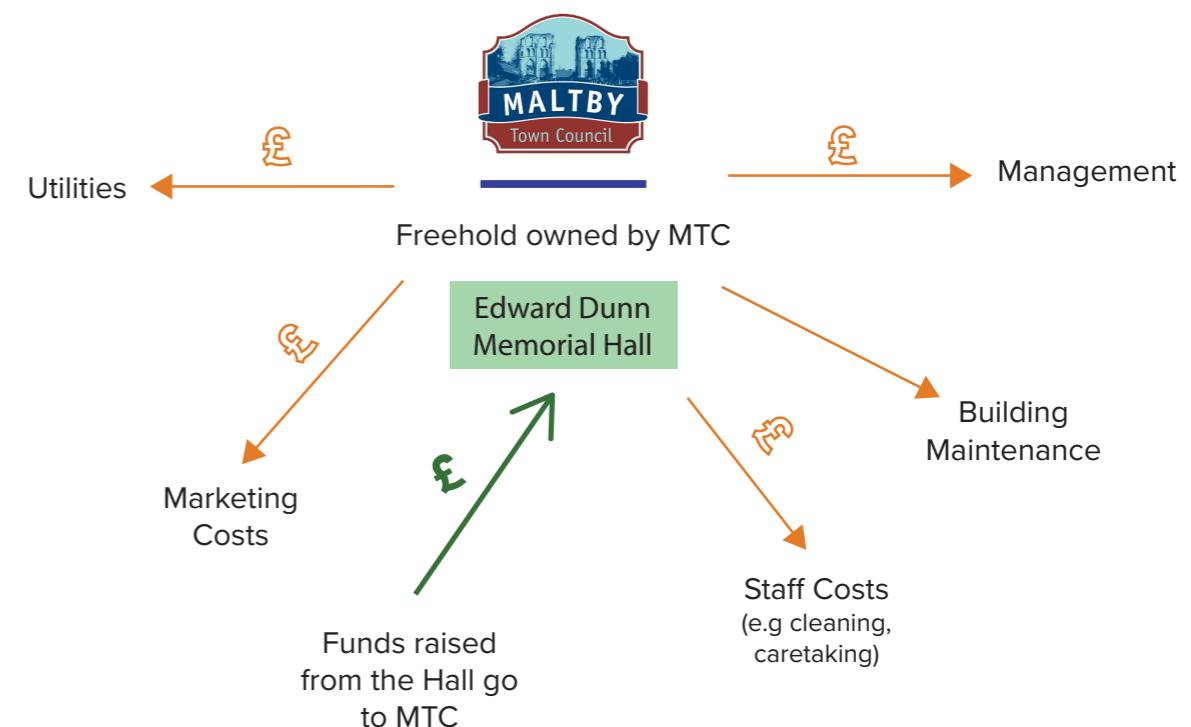
The Edward Dunn Memorial Hall is owned by Maltby Town Council, and is managed by their officers. All proceeds raised are retained by Maltby Town Council.

Pros

- All proceeds raised are retained by the Town Council and are used to pay staff, support other local initiatives or improve the building
- Town Council able to use the building as they see fit

Cons

- Additional liability for the Town Council in managing the building, paying for maintenance, and paying staff



02.06 Operating Model Summary

The assessment of different case studies highlights the relative pros and cons of different operating models. This is helpful for BTC to understand how other civic buildings operate and can allow BTC to reflect on whether the current arrangement is satisfactory for all stakeholders and whether or not alternative options might be assessed in the future for the benefit of the Assembly Rooms and the wider community.

As highlighted in the case studies, where an organisation both owns and manages a building that organisation has:

Pros

- More autonomy to use the space as they see fit, including free use of space within the building for themselves. This might also include taking a more proactive approach to the programming and delivery of activities, and applying for funding to help deliver new services.
- The benefit of being the sole decision maker for how the building is altered or upgraded without the need to consult or reach agreement with other parties.
- The potential to retain more revenue which can be reinvested into the building or wider community.

Cons

- More responsibility in terms of managing the building such as administration, promotion, marketing, caretaking, and cleaning, which can be time and resource intensive.
- More liability for staffing and personnel costs.
- The potential to lose money through poor business planning, increased costs, or a reduction in revenue generated.

It is understood that at present the Assembly Rooms is operating somewhere between being self-sufficient, and generating a small surplus. It is also understood that Champ Ltd dedicates a lot of time to the running of the Assembly Rooms, for little to no personal remuneration. This suggests that at present levels of usage and revenue generation, the building could be viewed as a liability, rather than an asset. It also suggests that the current arrangement may not be sustainable long-term and is not equitable i.e Champ Ltd having to undertake work unpaid.

A point worth reflecting on is that if BTC were to spend money on improving the Assembly Rooms, it is unlikely that BTC would gain financially as a direct result of any enhancements or upgrades, as under the current arrangement Champ Ltd retains revenue generated by the building. This is not to say that improvements to the building are not worthwhile undertaking during the current operating model. As BTC are freeholders of an important locally valued heritage asset, BTC is responsible for conserving and enhancing its heritage value.

If BTC were responsible for the management of the whole building and current usage and revenue levels remained the same, BTC would be liable for additional costs to cover cleaning, caretaking, administration, marketing and other staffing and running costs.

However, if BTC were confident in their ability to improve the viability of the building through increased usage and revenue generation, then it may be sustainable and beneficial long-term.

It should be noted that Champ Ltd state that they rely on revenue from the Assembly Rooms to help support the running costs associated with The Hub on Maltby Lane, and formerly other buildings in Barton. Should Champ Ltd no longer manage the Assembly Rooms this is likely to have a negative impact on The Hub, and the many groups that use the building.

The above factors should be carefully considered and assessed in addition to BTC's ability to perform the relevant duties required, before any decision around the future operating model of the Assembly Rooms is decided.

03

Consultation

Community consultation is an important part of any community-based initiative. It helps in understanding local aspirations, concerns and priorities. For the Assembly Rooms, it is vital that key stakeholders and members of the community feed into the process so that local knowledge can inform the analysis. It also helps to establish likely levels of demand and support for certain proposals which is important for viability.

In order to develop a strong understanding of local aspirations, concerns and priorities the following activities were undertaken as part of the community consultation process:

- Meeting with Barton Town Council Assembly Rooms Working Group
- Guided tour of the building and meeting with Champ Ltd
- Phone calls and emails with Champ Ltd
- Consultation promotion in the Bartonian free newspaper
- Consultation undertaken using social media

An online meeting was held between Design Yorkshire and members of Barton Town Council's Assembly Rooms Working Group at the project inception stage. The purpose of this session was to establish broad aims and aspirations for the building as a whole and understand perceptions around the condition and limitations of the building by people that use the Assembly Rooms regularly. The scope of the project was discussed and it was made clear that Design Yorkshire are to work with complete freedom, and that no proposal or option was 'off the table'.

The meeting was an opportunity to learn more about how the building is used and managed. It allowed Design Yorkshire to learn more about BTC proposals for the ongoing maintenance and repair of the building, and to identify other areas of the building that require enhancement.

This meeting was helpful in learning from people that use the building regularly and have done so for many years. The local knowledge and experience of the Assembly Rooms Working Group allowed Design Yorkshire to ask candid questions about the building and local context and receive informative and helpful responses.

Key themes arising from meeting

- The feasibility study should discount nothing, and should provide an honest, independent assessment of the options available to the Town Council, including selling the building.
- There is a lot of competition locally for community halls.
- The accessibility and usability of the building could be improved, at the moment it is limiting how the building is used.
- Civic and community functions could be incorporated into the office area such as Citizens Advice, North Lincs helpdesk, Library drop-off point.
- The building and its spaces could be more flexible and allow for multi-use.
- Preserving the history of the dancehall could help to attract more people.
- Teaching and learning sessions around food could be included.
- The lack of natural light in the committee room is an issue.
- Could the kitchen be moved upstairs to better support functions?

03.01 Consultation Summary

A consultation advert was published in the January 2024 edition of the Bartonian, the local free newspaper that is distributed to every household in Barton and hosted online by Barton Town Council.

The purpose of this was to promote the feasibility study throughout the town and to invite comments on the suggested new uses for the building. It also sought to welcome new ideas and comments from members of the community regarding how the Assembly Rooms could be used in the future.

Only two emails were received from members of the public. The key points are summarised below:

- A North Lincs Service Desk would be really useful, it would be much more convenient than having to go to Baysgarth Community Hub.
- Siting the library at Baysgarth has made it hard for people to access unless they have a car. Library services at the Assembly Rooms was supported.
- The Assembly Rooms could be used for small concerts. Events that don't fit at the Ropery Hall and could be hosted here instead.
- Recommend against using it as a night club. It creates a mess all along the top of the street with anti-social behaviour. It is not the right place to have music on until midnight.
- The building should be used for something more tasteful.

JAN 2024



Help shape the future of the **Assembly Rooms**

A feasibility study is being undertaken that is looking at ways to enhance the Assembly Rooms in Barton to provide improved accessibility and new uses or services for the town. The Assembly Rooms is an important community facility that provides spaces for hire to local groups and events.

An important part of the study is consultation with the local community to help better understand what local people would like to see the building used for, and to seek suggestions as to how the building could be improved.

Possible new uses include:

- **Flexible office space to hire**
- **Library book drop-off point**
- **North Lincs Council service desk**



If you have any comments on the suggestions above, or an ideas we would love to hear from you. Please email any comm assemblyroomsstudy@gmail.com or write your comments down ar them off at the reception in the Assembly Rooms on Queen Street.

03.01 Consultation Summary

Barton Town Council kindly used their Facebook page to help promote the feasibility study and welcome comments and suggestions from members of the community.

Summary of consultation suggestions and responses

- Hot desks – needs decent wifi

Co-working spaces and hot desks are a viable and realistic option with some level of identified demand. This use could be incorporated easily enough within the office room that is currently being used as a store, and would help to generate some revenue on either a monthly basis or 'pay as you use'. It would also help to support local employment and business in addition to providing social interaction to people who tend to work from home.

This would require a comprehensive scheme of cosmetic improvement to the existing Town Council office rooms in order to make them rent-able.

- Adult literacy, numeracy and IT classes, teaching and learning around food

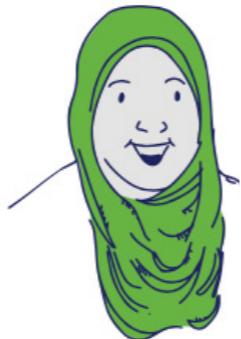
An assessment of the local provision of adult learning classes highlighted that there has recently been a withdrawal and reduction in the number of classes offered in Barton. Historically these were delivered at Providence House, and more recently at Baysgarth Community Hub. After discussing with Baysgarth Community Hub and North Lincs Council it has been established that there is currently only one adult learning class (English) being held in Barton. The rest of the classes provided by North Lincs Council are held in Ashby, Scunthorpe.

Providing teaching and learning activities in the Assembly Rooms is considered a viable option as there is some demand locally and the amount of space and resource needed is achievable. This could be delivered through funding to produce a programme of activities such as English, Maths, IT, and cooking.

Again, this would require a scheme of cosmetic improvement to the internal spaces and provision of equipment.



"I like the idea of Hot Desks for those who work from home but don't want to be at home the time."



"Youth Club or somewhere children can go and do something"



"Adult literacy, numeracy and IT classes much needed in Barton since the old adult education classes ceased at Providence House."



"Integrated doctors and dentist family services building, this is what the town needs."



"Definitely a service desk, it shouldn't have moved out of town centre/citizens advice"

03.01 Consultation Summary

- **Citizens advice**

The nearest Citizens Advice centres are in Hull, Grimsby, and Scunthorpe. This shows that there could be potential to host a Citizens Advice desk at the Assembly Rooms to serve the local community and the surrounding areas, removing the need to travel further afield. The requirements to host this would be minimal, such as just a desk space in the reception room. This has been mentioned by several members of the community and BTC staff as an option.

- **Walk-in clinic (doctors/dentist)**

Whilst it is understood that it may be difficult to get a doctors or dentist appointment, this suggested use would not be feasible in the Assembly Rooms due to the space needed, and the provision of these services is outside of the scope of BTC.

- **Youth club, somewhere for children to go and do something
games room, pool club**

Whilst these uses have received some local support, it is considered that these activities or similar are currently offered at The Hub on Maltby Lane. The space needed for these activities and the level of staffing required makes this suggestion difficult for the Assembly Rooms.

- **Service desk**

A North Lincs service desk has been suggested by several members of the community. Hosting civic functions like this would work well within the Assembly Rooms given its proximity to the local community and would reduce the need for residents to travel. This could be hosted in the Assembly Rooms on a ad-hoc or part-time basis and would only require one desk space to facilitate. This could be combined with other civic functions such as Citizens Advice on a rotational schedule.

- **Café**

A café has been suggested although it is difficult to image how this would work in practice given the space and staffing requirements and how it would impact other meetings/bookings.

Champ Ltd

It has been essential to liaise with Champ Ltd in order to fully understand how the building is used and managed on a day-to-day basis.

Design Yorkshire was given a guided tour of the Assembly Rooms, and has had subsequent phone calls and email exchanges with Champ Ltd relating to the Assembly Rooms and this feasibility study.

Key points raised:

- There is a lot of competition locally for meeting rooms for a town the size of Barton
- The kitchen space is functional and is used, but it is unlikely to generate additional revenue if it was upgraded and is not currently seen as prohibitive to bookings
- The committee room is less desirable to book compared to other rooms locally as it has no natural light and low ceilings
- The committee room is often used by people who book the upstairs room as a preparation area/backstage etc
- The Assembly Rooms is popular because of its central location
- The lack of dedicated parking is somewhat prohibitive
- The sprung dancefloor is high maintenance requires a lot of cleaning

04

Options Analysis

The options analysis seeks to assess the viability, need and demand, cost, long-term sustainability, social impact, and heritage impact of different spatial proposals for the Assembly Rooms. The options provided have taken into account the following:

- The project brief for the feasibility study
- Outcomes from meetings with BTC Assembly Rooms Working Group
- Our experience of the Assembly Rooms
- Our experience in producing other feasibility studies
- Our experience in redesigning other community buildings
- Outcomes from discussions with Champ Ltd
- Engagement and consultation responses
- Demographic data
- The provision of other local venues
- S.W.O.T analysis
- Case studies

Options assessed vary from doing nothing, selling the building, undertaking light-touch refurbishment, and undertaking more extensive spatial reconfiguration.

Each option developed includes a proposal, a summary of the relative pros and cons, and how that might help or hinder BTC to achieve their aspirations for the Assembly Rooms and as a Town Council in general. A matrix has been produced which assesses each option on its contribution towards the need and demand, cost, long-term sustainability, social impact, and heritage impact.

Options are summarised at the end of section 4.0 with a comparison of each option and a conclusion as to whether there is merit in pursuing these.

A thorough business case or plan for each option is not included as relevant required information relating to the current operation of the Assembly Rooms has not been provided. Indicative costings are included but further work will be needed to establish accurate cost of proposals.

Not all the options assessed are mutually exclusive and several options could be undertaken as part of phased programme of works.

04.0 | Do Nothing

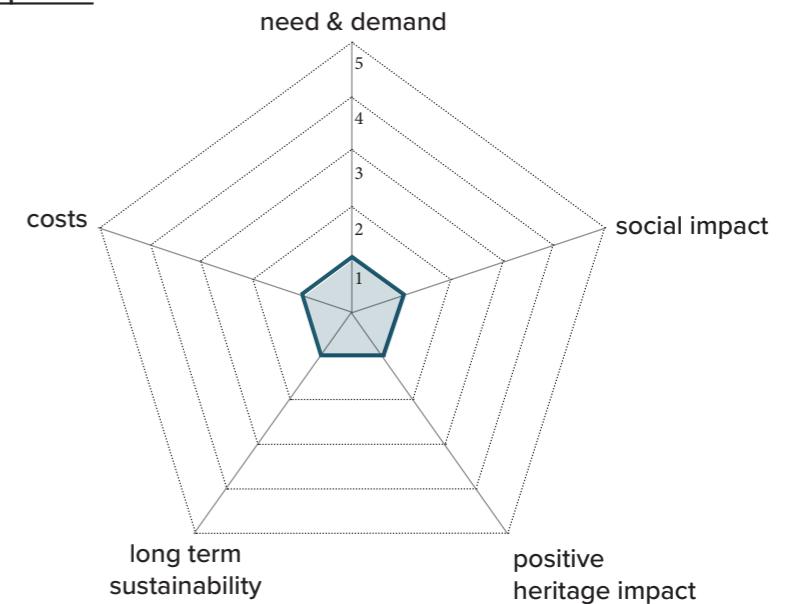
Option 1 – Do nothing.

This option would continue the current agreement with Champ Ltd renting the whole building for a nominal amount and managing the building for the remaining 13 years of the lease, with BTC paying to rent office space back from Champ Ltd. Champ Ltd would continue to manage the building in a self-sufficient way but not generating surplus revenue to help support other local initiatives. This option would also not see any changes to the use of the spaces or any upgrades to any of the facilities or finishes to the rooms.

Analysis

This has no benefit to BTC, it would generate no additional revenue, nor does it improve the building, address ongoing maintenance/repairs, provide additional social/community infrastructure or improve the accessibility of the building.

Option 1



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

level of financial costs 1-5

(1 low cost - 5 significant cost)

level of positive heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.02 Sell the Building

Option 2 – Sell the building.

A recent survey valued the Assembly Rooms at circa £200,000. This is due to the limitation in terms of what the building could be practically used for or how it could be converted due to its listed building status. If BTC were able to find a buyer and sell the building for that figure it would lead to the loss of a valued historic civic space and would also require a new premises to be bought or rented to host BTC activities

Alternative premises could be sought in Barton for either purchase or rent. These spaces could function as the BTC offices and (depending on space) still host TC meetings and small events. They could even have the space necessary to host/rent out to citizens advice / North Lincs help desk etc. These properties could be lower maintenance and require less upkeep than the Assembly Rooms. Alternative premises could be located within the town centre to remain accessible to members of the community.

Analysis

This option removes some of the liability that is the ongoing maintenance of the Assembly Rooms in exchange for a more manageable building. The downside is that there is less space for civic functions and the future of the Assembly Rooms would no longer be in the hands of BTC, which would have a negative social impact on Barton. This option would also impact Champ Ltd by removing a valued source of income, therefore reducing their ability to manage the Hub at Maltby Lane.

This option would have severe impacts on local community groups and people that use both of these facilities.

Below are two examples of spaces available to purchase or rent within Barton to give an indication of the type of alternative premises that could be obtained (accurate as of March 2024).



£95,000 (£70.79/sq. ft)

1,342 sq. ft*

[Retail premises for sale](#)

Market Lane, Barton-Upon-Humber, North Lincolnshire DN18

The property comprises a Grade II Listed mid terraced three storey property having basement storage beneath. To the ground floor there is a retail shop with a café area to the rear with WC facilities and door to an outside fully enclosed patio area. Th...



£125,000 (£254.58/sq. ft)

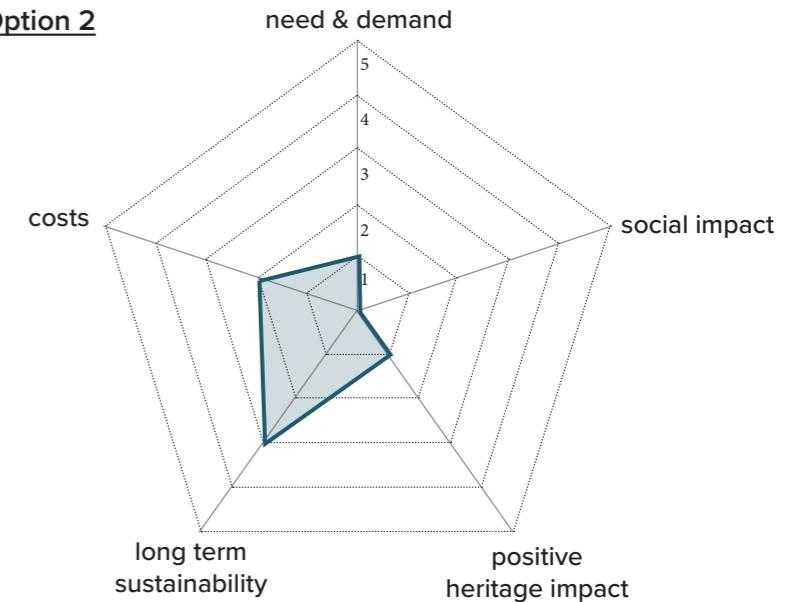
491 sq. ft*

[Retail premises for sale](#)

George Street, Barton-Upon-Humber DN18

Centrally position within Barton upon Humber within the retail and commercial district. Ideal investment property being sold with vacant possession to the ground floor but with the first floor tenants producing a rent of £450 pcm.

Option 2



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

level of financial costs 1-5

(1 low cost - 5 significant cost)

level of positive heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.03 Modernise Kitchen

Option 3 – Modernise Kitchen

An option is to upgrade the kitchen facility at the Assembly Rooms to provide a modern commercial grade kitchen. This could enable the space to be hired specifically for catering purposes, food-based events, to better service functions upstairs, and to deliver teaching and learning sessions around food.

It has been assessed whether the kitchen could be relocated upstairs, as suggested at the inception meeting with the Assembly Rooms Working Group, although this does not appear feasible given space restrictions upstairs. Discussions with Champ Ltd have indicated that although not ideal, transporting food upstairs has not been an issue so far, and when the lift is working, it is not an issue at all. Options to include a dumb waiter have therefore been discounted.

Analysis

An upgraded kitchen could attract new bookings and facilitate new uses for the Assembly Rooms however the cost to upgrade the kitchen (between £10,000 - £30,000 depending on equipment and finish) would take a while to recoup through bookings. Champ Ltd suggests that the current kitchen is functional and occasionally used primarily by outside caterers for warming up food. They feel that it is unlikely to generate additional revenue if it was upgraded and it is not currently seen as prohibitive to bookings.

The feasibility study therefore discounts this option as the cost vs benefit does not appear viable.



level of need & demand
(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

level of financial costs 1-5

(1 low cost - 5 significant cost)

level of positive heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.04 New Accessible W.C

Option 4 – New Accessible W.C

Version 1 (see page 44)

One option for providing a new accessible W.C and improved toilet facilities to the Town Council offices would be to convert the rear store room in the staff kitchen area into a disabled W.C, and turn the current W.C into a store room. The existing W.C is not large enough to be a disabled W.C, as these need to be 2.2m x 1.5m.

This would mean that there would be 3 disabled W.Cs in total, one for the offices, one for the meeting room, and one upstairs, making the building more accessible for users and improving the provision for potential Town Council staff. Currently, the only ground floor accessible W.C is off the committee room, which would require potentially disturbing committee room users to use.

Analysis

This option would make the building more accessible by providing an additional disabled WC to the office and reception area, making it more functional and usable. Removing the existing store would also provide an opportunity to resolve the significant issue of damp on the wall of the store.

Version 2 (see page 45)

An alternative approach to providing an additional accessible W.C would be the conversion of the store by the platform lift at the end of the entrance corridor into an accessible toilet and smaller store. This would place the accessible toilet in a more convenient location for all users of the building, as it would be easily accessible to both the Town Council, and groups using the committee room.

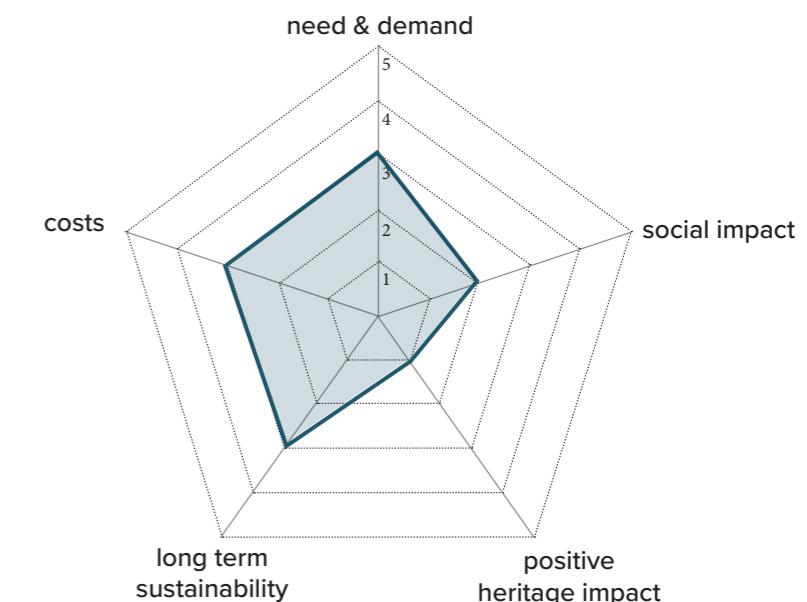
The existing store and toilet in the office kitchen area could be kept in the current arrangement, although work would still be needed to rectify the damp.

Analysis

This option would also help make the building more accessible by providing an additional disabled W.C, and locate it in area which would mean that no through access through other meeting or offices would be required. It would however significantly reduce the size of the store by the lift. This would require either rationalisation of the items that are currently stored, or relocation to other areas.

The existing store by the lift is currently used by Champ Ltd, and so it would need to be agreed that it was acceptable to reduce the size of the store. Further options envisage additional storage in the committee, which if undertaken could largely offset any loss.

Option 4



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

level of financial costs 1-5

(1 low cost - 5 significant cost)

level of positive heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

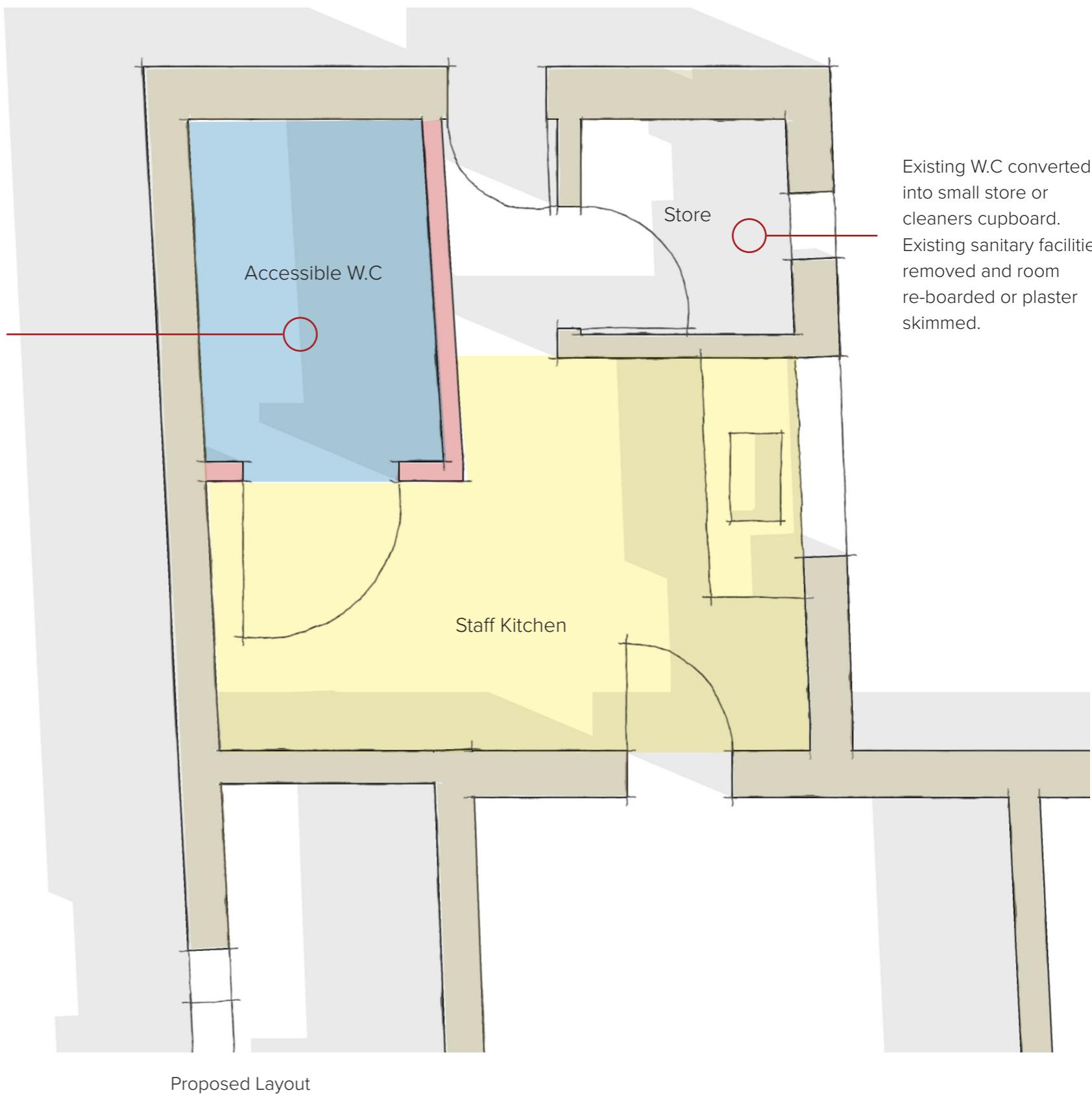
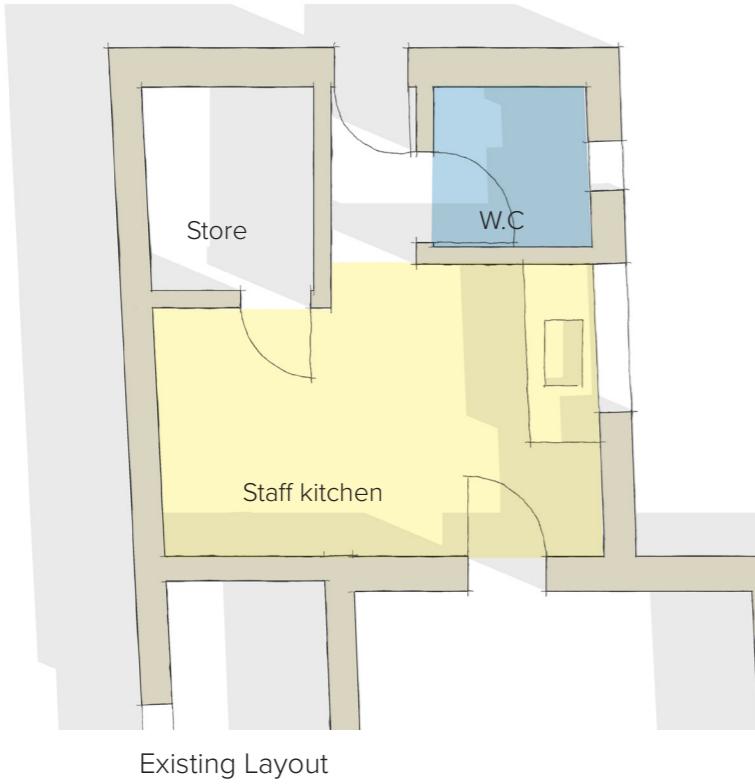
long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.04 New Accessible W.C

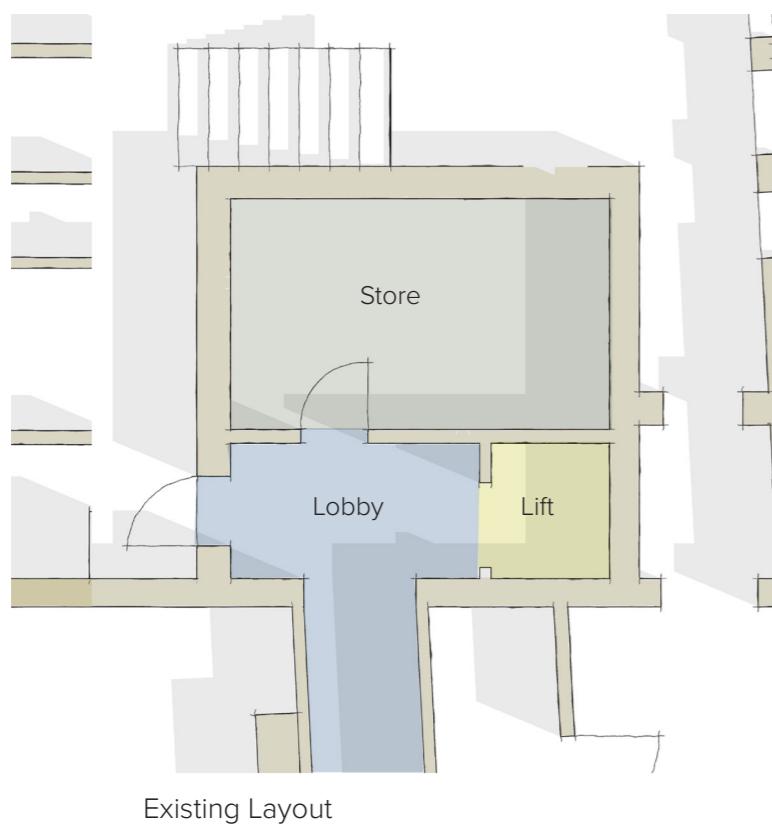
Option 4a – New Accessible W.C

Existing internal walls of store demolished. New stud walling to create 2.2m x 1.5m sized accessible store. Damp problems to existing store walls can be rectified to ensure new walls are damp proofed.

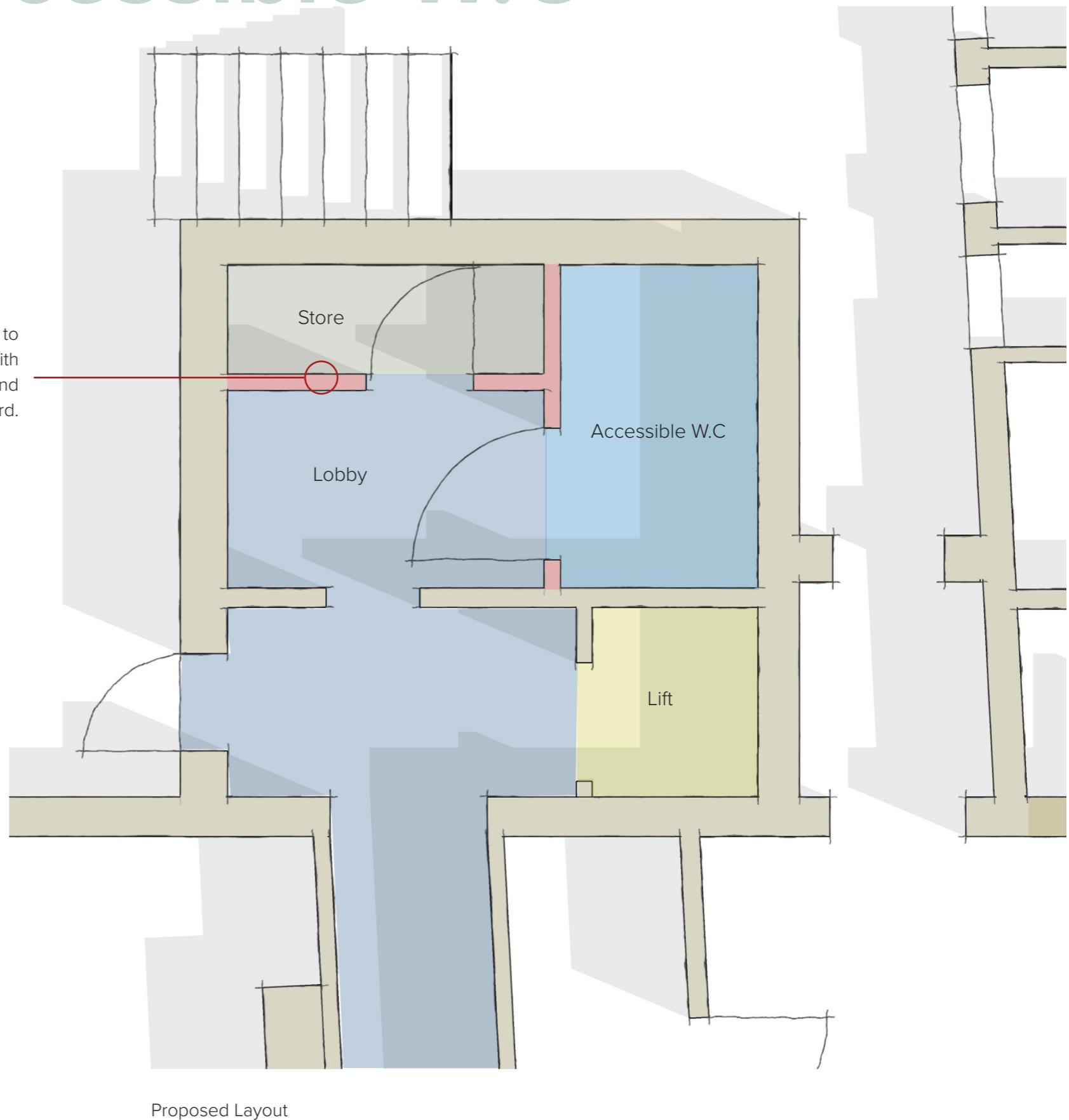


04.04 New Accessible W.C

Option 4b – New Accessible W.C



Existing Layout



Proposed Layout

04.05 Refurbish Reception & Offices

Option 5 – Refurbish Reception & Offices

The Town Council reception room would benefit from a scheme of redecoration in order to make it more welcoming, and a more pleasant environment to work. The current interior does not reflect the special architectural heritage of the building, and suffers from condition issues such as cracks, damps and peeling paintwork. The fixtures, fittings, and floor coverings, whilst serviceable, do not create a welcoming space.

The Town Council reception could potentially also increase its benefit to the community by housing a library drop off point.

The Town Council offices would also benefit from a scheme of cosmetic improvement. Rationalisation of storage space could also unlock an additional office room, which could be used as rentable 'hot desk' office space, as a base for community drop in facilities on a revolving basis, such as Citizens Advice drop in.

Analysis

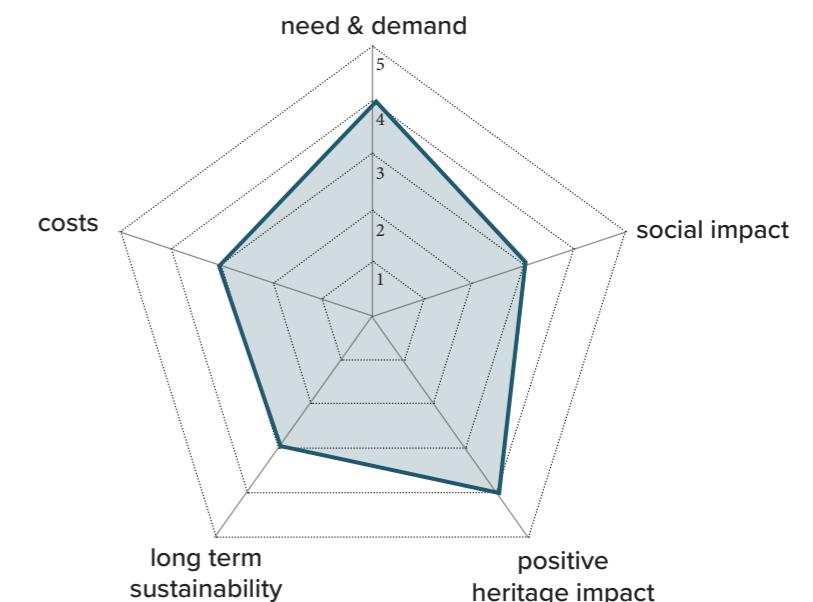
It is unlikely that refurbishing the reception rooms and offices would lead to much opportunity for income generation, as whilst hot desks could be rented out for people who want to work from an office environment, the level of upgrades to the kitchen, toilets and general condition and cosmetic appearance of the rooms required would be unlikely to be made back.

Using any upgraded office space for civic functions such as Citizens advice, would require agreement from said providers, and would also be unlikely to generate revenue.

The increased function and community benefit that providing more civic functions within the Town Council reception and/or offices, and providing rentable office hot desk space would offer to residents of Barton upon Humber however may mean that is a desirable outside.

Due to the increased community benefit, it may also be work that it could be funded through grant funding.

Option 5



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

level of financial costs 1-5

(1 low cost - 5 significant cost)

level of positive heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.05 Refurbish Reception & Offices

Option 5 – Refurbish Reception & Offices



Offices refurbished and redecorated, with storage rationalised and/or relocated.

Additional office space created could be used as hot desk space, and/or used to provide civic functions.



Refurbished Town Council reception would improve the look and feel of the reception, making it more welcoming and responsive to the building's heritage.

04.06 Enhance Committee Room

Option 6a – Enhance Committee Room

This option would seek to improve the appearance and functionality of the committee room by knocking through the wall between the committee room and kitchen to create a larger committee room. This would have the benefit of bringing natural light back to into the room, making the space more appealing. The use of folding doors or screens would mean it would retain the ability to use both spaces independently if required.

A small kitchenette could be installed where the existing kitchen is so that food preparation can still be undertaken to support either new teaching and learning sessions around food or for functions in the main hall upstairs. The option also sees the creation of a lobby at the base of the stairs to the first hall so that people can access upstairs without disturbing the committee room.

An additional store could also be created within the committee room, which would increase the amount of storage directly accessible to the committee room, and could free up space that is being used for storage elsewhere currently.

Analysis

The committee room would be enhanced, as one of the key issues with the space currently is the lack of natural light, and this would bring some natural light back into the room. This may increase the desirability of the committee room as a hireable space for local groups.

It would also still allow there to be a kitchen space, albeit smaller than the current kitchen. The kitchen is not currently a big draw to the building, and so although it is used by caterers to heat up food for functions, and if planned well, the same functionality could be provided in a smaller area.

The introduction of a lobby to the committee room would remove the issue of people accessing the main hall upstairs via the committee room and would therefore provide additional privacy and functionality to the building.

At a minimum, it would be beneficial to create a lobby at the bottom of the steps to the main hall on the first floor to reduce disturbance to the committee room. An alternative means of achieving this is to open up the separate access to the first floor from Queen Street, however there are issues with surveillance and security with this unless actively managed.

Increasing the desirability of the committee room could lead to its increased use and thus increased income generation for Champ Ltd.

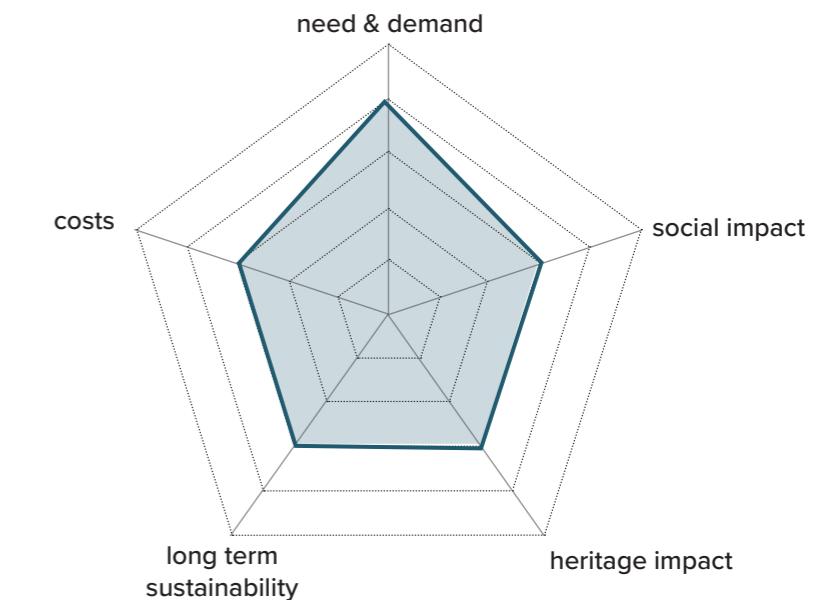
Option 6b - Retain kitchen size

Following feedback from The George Hotel, who have previously used the kitchen to cater events, an alternative option was considered that would not require the kitchen to be reduced in size.

Whilst a smaller kitchen as per 6a would be suitable for catering small scale 'light bites and refreshments', a kitchen of existing size would be necessary to cater for events for 50-80 people.

An alternative option would be to remove the wall as per option 6a, but install folding partition doors. This would enable the room to be opened up when the kitchen was not in use, providing the natural light to the committee room. It would also enable the kitchen to be used for classes and cooking demonstrations.

Option 6



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

financial costs 1-5

(1 low cost - 5 significant cost)

heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

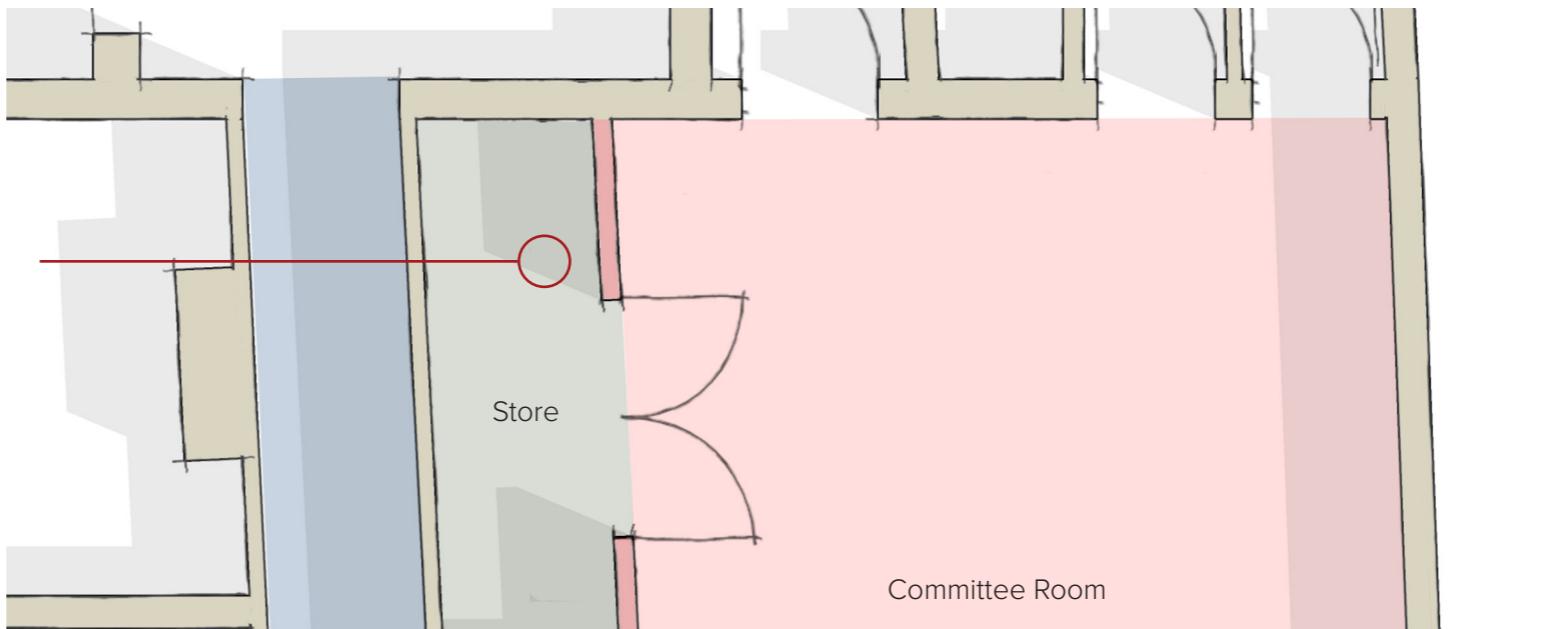
long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.06 Enhance Committee Room

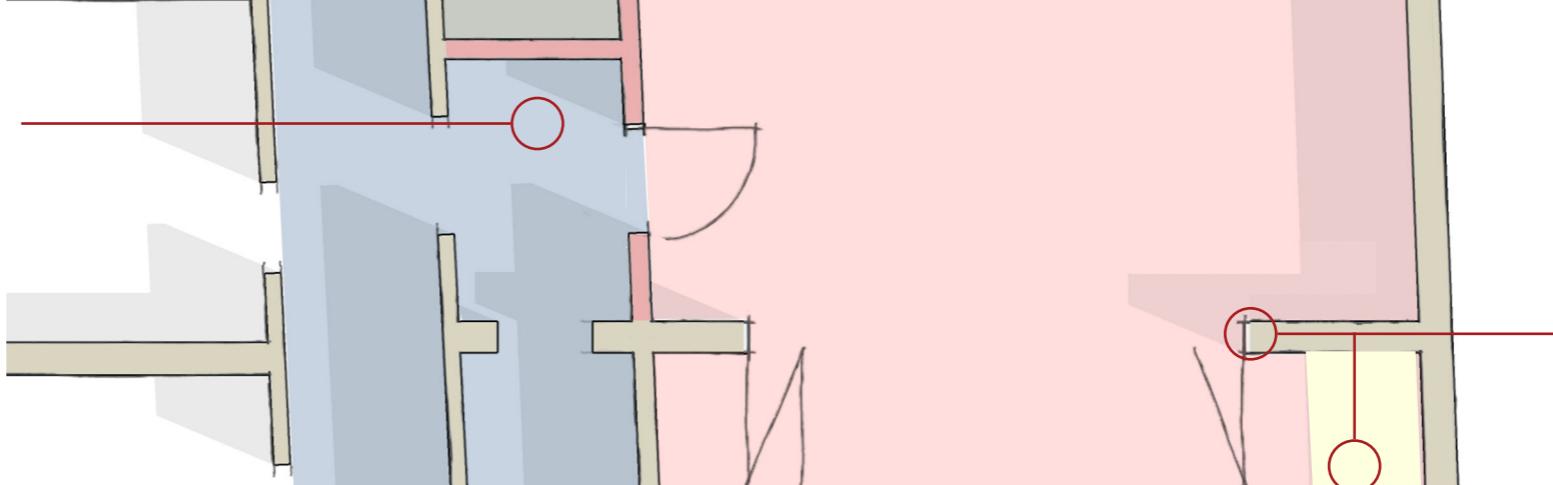
Option 6a– Enhance Committee Room

New partition walls to create store off the committee room. Store could have double doors or sliding doors to reduce impact on potential room layouts.



Committee Room

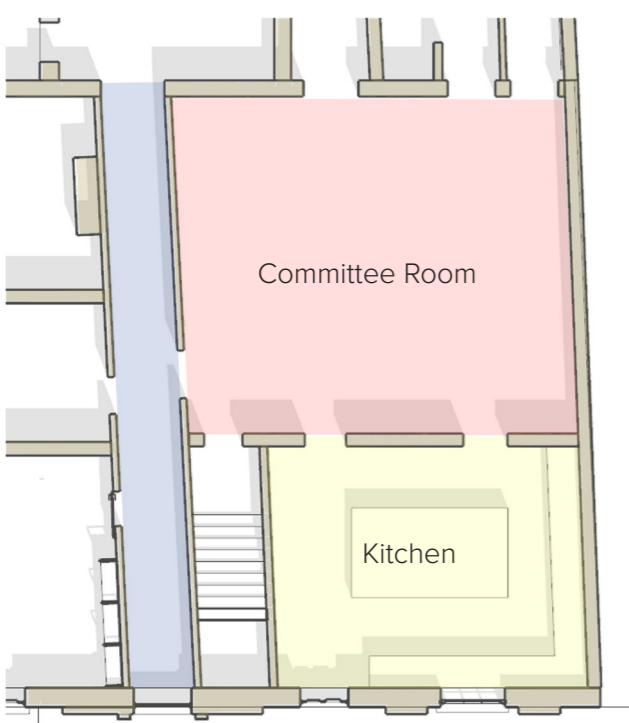
New partition walls to create lobby at the base of the stairs to the upstairs hall. This would prevent the issue of groups using the committee room being disturbed by people walking upstairs.



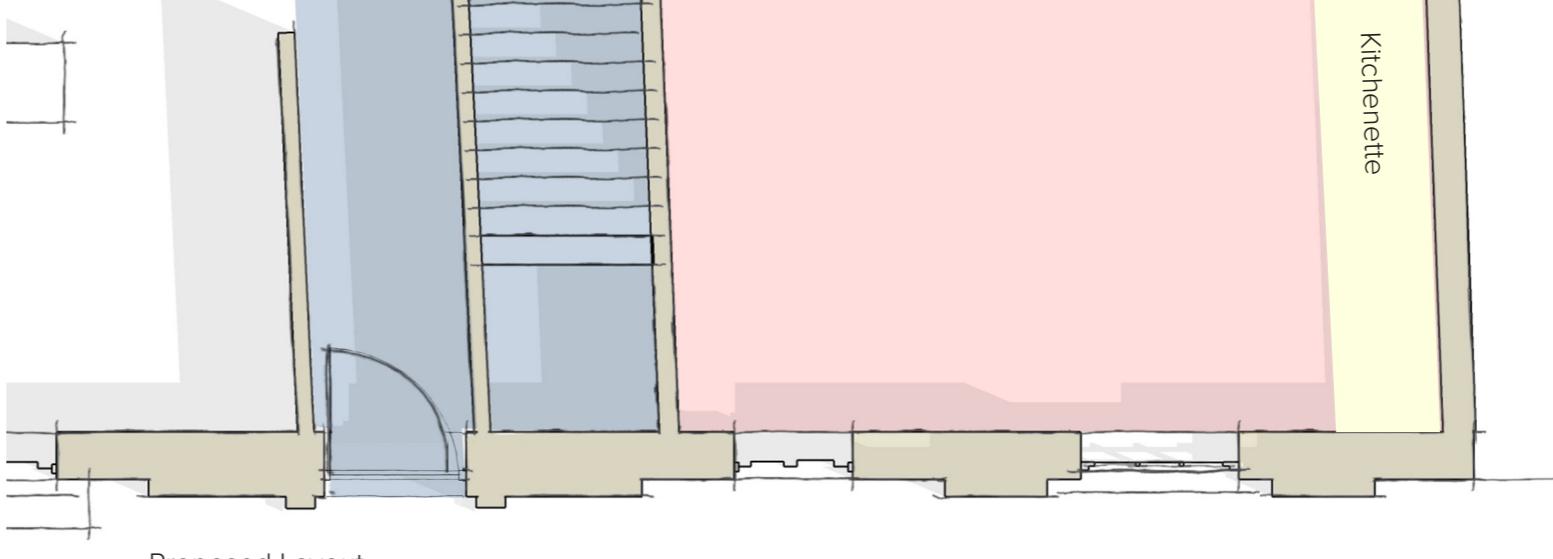
Committee Room

Removing part of the wall between the kitchen and committee room, and replacing the existing kitchen with a smaller kitchenette, would bring natural light back into the committee room that was lost when the rear extension was built.

The use of folding partitions would create a flexible space that could be sized different depending on need.



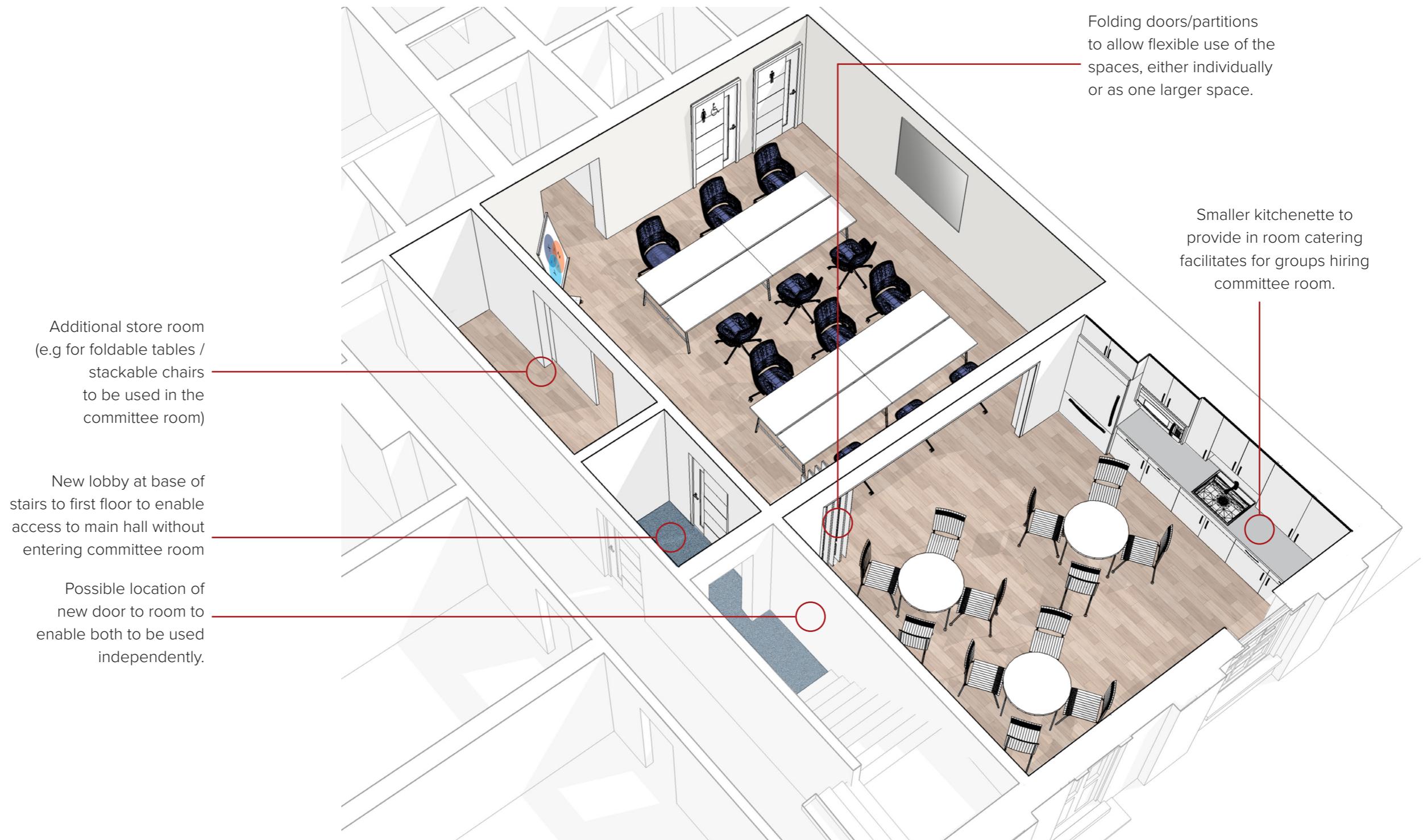
Existing Layout



Proposed Layout

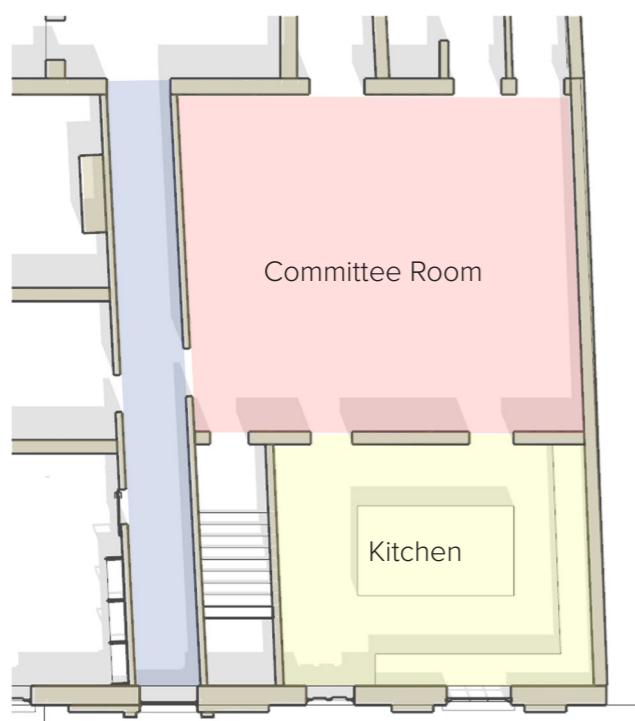
04.06 Enhance Committee Room

Option 6a – Enhance Committee Room

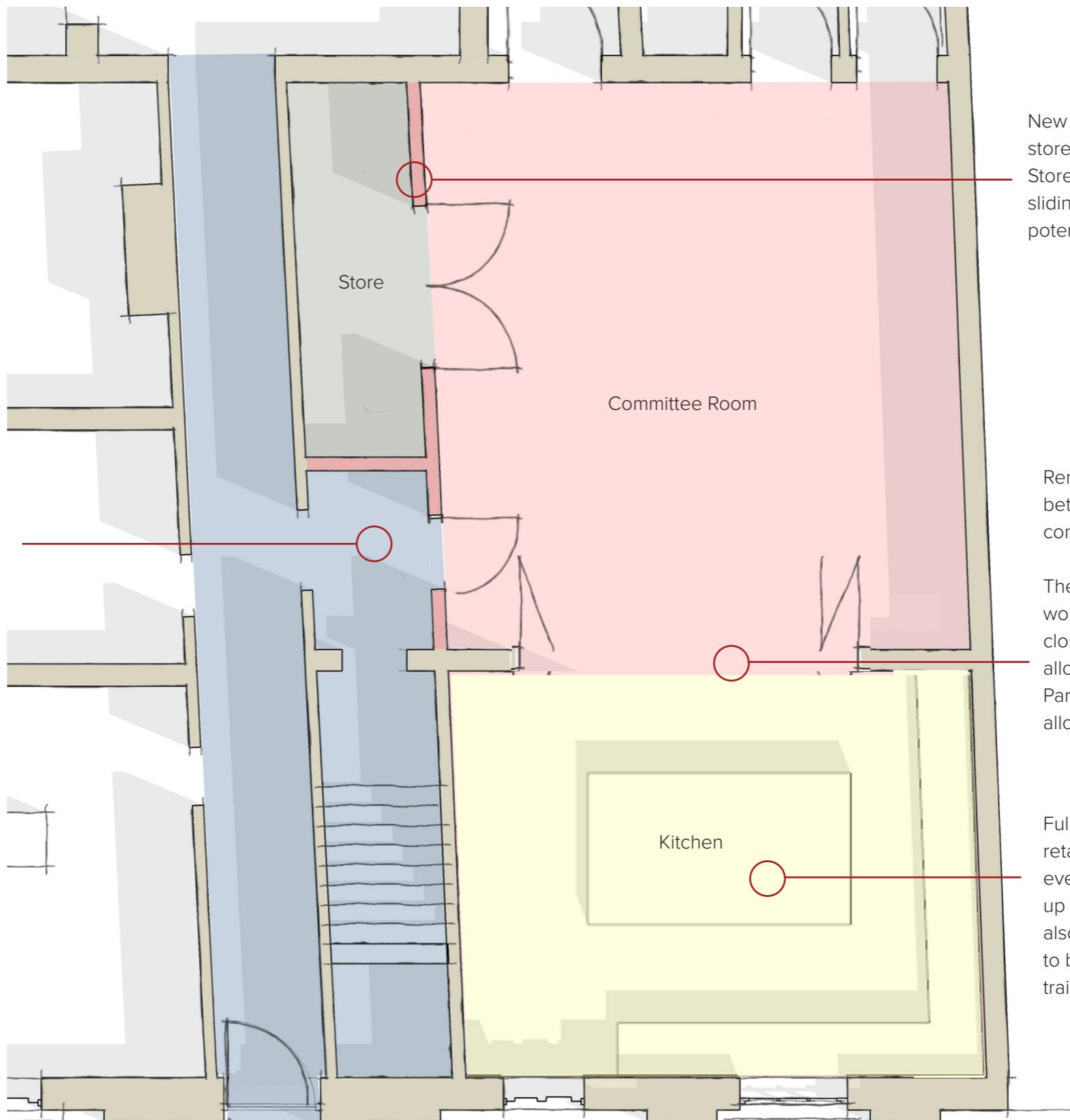


04.06 Enhance Committee Room

Option 6b– Enhance Committee Room



New partition walls to create lobby at the base of the stairs to the upstairs hall. This would prevent the issue of groups using the committee room being disturbed by people walking upstairs.



Existing Layout

Proposed Layout

New partition walls to create store off the committee room. Store could have double doors or sliding doors to reduce impact on potential room layouts.

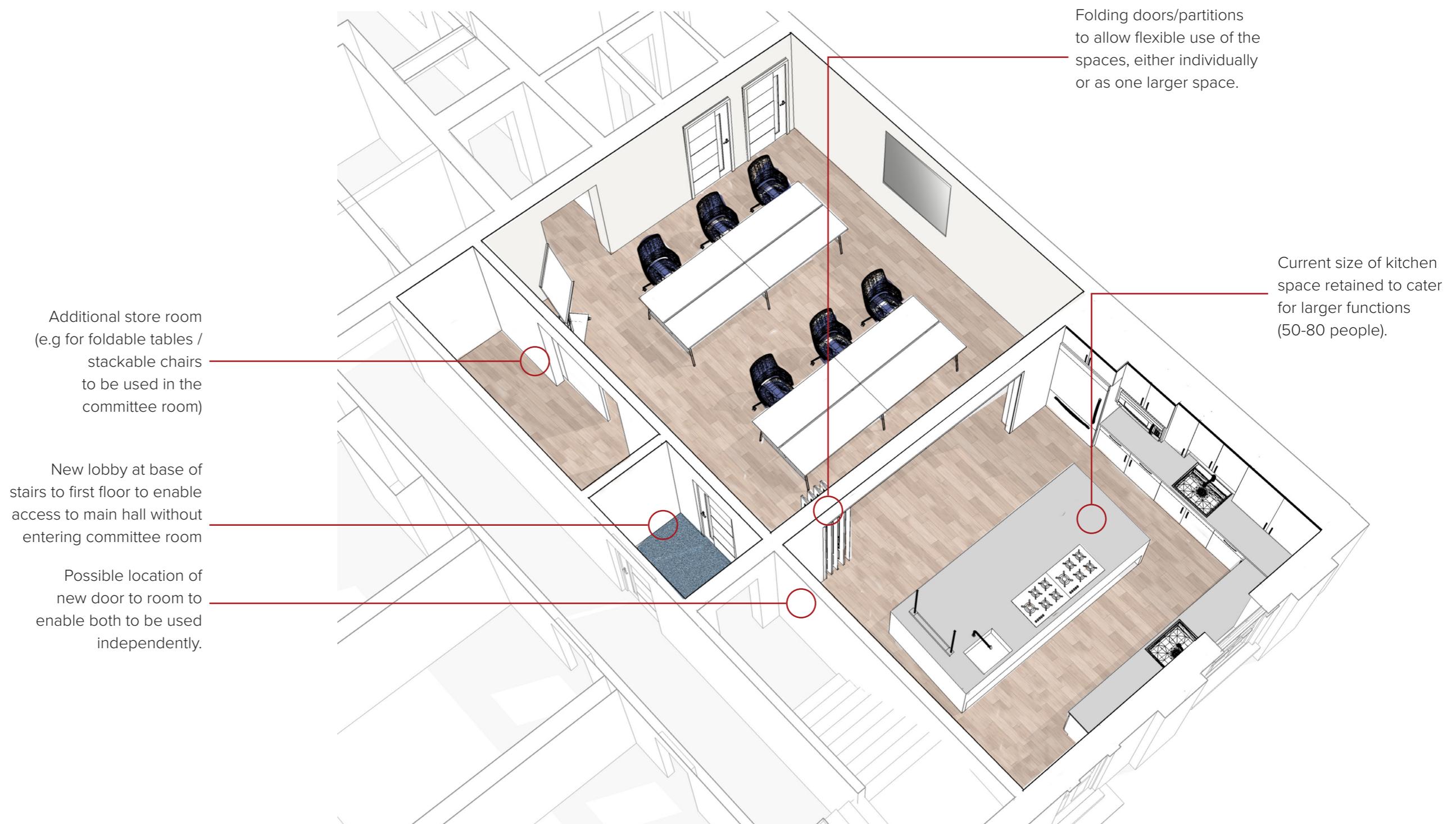
Removal of part of the wall between the kitchen and committee room.

The use of folding partitions would allow the kitchen to be closed off when necessary, but allow light in when opened. Partitions could also be glazed to allow light in when closed.

Full sized kitchen retained to retain the ability to cater for larger events (50-80 people). Opening up kitchen to committee room also provides the ability for kitchen to be used for food based training and demonstrations.

04.06 Enhance Committee Room

Option 6b – Enhance Committee Room



04.07 Refurbish Community Areas

Option 7 – Refurbish Community Areas

This option would seek to refurbish the community areas of the building, including the main hall on the first floor and the committee room, as well as the ancillary toilet and circulation spaces.

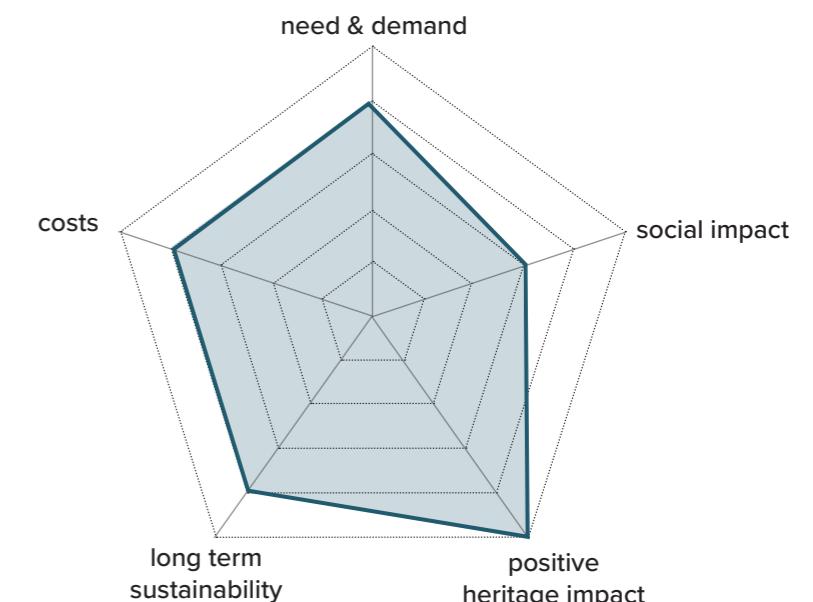
A comprehensive scheme of refurbishment would enhance the building, and could be done in a way that would reflect the special historic character, such as by removing modern additions, installing appropriate high quality fixtures and fittings. Improvements to insulation, ventilation, heating, lighting etc could also be undertaken as part of this work to improve the building's thermal and environmental performance.

Analysis

A wholesale scheme of refurbishment to the community areas of the Assembly Rooms would improve the marketability and attractiveness of the building to potential users. It would also help bring the interiors up to a standard that better reflected the heritage of the building.

Increasing the desirability of the building would likely enable prices for its hire and use to be increased. There are several examples of well restored heritage buildings in Barton, and it would be possible to provide complementary spaces for within the Assembly Rooms of a high standard should a scheme of refurbishment be undertaken.

Option 7



level of need & demand

(1 - little demand - 5 significant demand)

level of positive social impact 1-5

(1 no increase - 5 significant increase)

financial costs 1-5

(1 low cost - 5 significant cost)

heritage impact 1-5

(1 - low impact to heritage 5 - significant impact)

long term sustainability 1-5

(1 - no improvement 5 - significant improvement).

04.08 Options Summary

Option 1 – Do Nothing

This option has been discounted.

Option 1 has no benefit to BTC and no benefit to the Assembly Rooms. It would not contribute towards achieving the aims of BTC or the aims of this feasibility study, namely improving the accessibility and functionality of the building and would not support new uses within the building for the benefit of the wider community. Whilst this is the lowest cost option in the short-term, not addressing issues highlighted in this report may cost more in the long-term.

Option 2 – Sell the Building

This option has been discounted.

Option 2 reduces BTC's liability in regards to maintaining a heritage building in exchange for a more manageable building. It does however mean that should a buyer for the Assembly Rooms be found, BTC would need to purchase or rent alternative premises. Financially viable alternative premises available in Barton do not provide the same amount of floorspace as the Assembly Rooms which will limit BTC activities and functions. It also jeopardises the future of the Assembly Rooms and negatively impacts Champ Ltd and the groups they support at The Hub on Maltby Lane.

Option 3 – Modernise Kitchen

This option has been discounted.

Option 3 is not considered viable as the cost vs benefit does not make financial sense. Upgrading the kitchen is unlikely to increase the number of bookings and revenue generated as its current state is not considered prohibitive to bookings.

Option 4 – New Accessible W.C

There is merit in assessing this option further.

Option 4 would make the Assembly Rooms, particularly the areas used by BTC, more accessible and functional. This would mean that each area of the building has direct access to an accessible W.C. There are two potential locations for a new accessible W.C that have been proposed. This option would reduce the need for users to navigate through the building's different rooms and spaces to find an accessible W.C

Option 5 – Refurbish Reception and Offices

There is merit in assessing this option further.

This option would create a more pleasant and desirable environment within the offices and reception area. It would help in celebrating the heritage value of the building and would allow the introduction of new civic-orientated uses. It would create a new workspace which could be used as a co-working space available to rent, and/or could help in facilitating new services such as Citizens Advice or a North Lincs help desk in the reception area. It would therefore make the building more functional and provide benefits to the wider community.

Option 6 – Enhance Committee Room

There is merit in assessing this option further.

This option would resolve several identified problems with the building. It would introduce natural light into the Committee Room, and would create a porch area so that access to the Main Hall can be achieved without disturbing users in the Committee Room. These actions would make the Committee Room more desirable, functional, and hopefully increase the number of bookings for the space.

The committee room size could be increased, with a smaller kitchen area retained so that it can still support some functions, or the larger kitchen space retained.

Option 7 – Refurbish Community Areas

There is merit in assessing this option further.

This option defines 'Community Areas' as all parts of the building not occupied by BTC. These spaces are in need of refurbishment and restoration to help make the building and internal spaces more attractive, desirable, and to help celebrate the heritage value of the building. These works could lead to an increase in revenue for the building through the increase in bookings and/or an increase in the amount charged per booking. Other heritage buildings in Barton that offer rooms to hire have been restored to a high standard and are performing well.

Options 4, 5, 6, and 7 could all be undertaken as part of a phased programme of works.

05

Capital Costings

High level costings have been produced for the refurbishment and renovation costs for the Assembly Rooms.

Figures for the renovation costs for Listed Buildings vary significantly across different sources, but the modal values (the figures that are quoted most often) typically range from £1,500/m² and £2,500/m², including materials and labour fees.

Whilst the Assembly Rooms are Grade II listed, much of the interiors have been significantly altered in the past to remove and/or conceal historic elements of the building, such as original flooring, doors, coving, architraves etc.

It is considered that refurbishment costs would likely to be below that of the industry standard figures, as less historic fabric would need to be taken into account during the refurbishment works. Assuming that major elements such as the wiring do not need fully upgrading this would also lower costs. It is also understood that the windows of the Assembly Rooms are to be replaced, and so would also not need to be accounted for in the refurbishment figures.

Refurbishment costs have been grouped into three categories depending on the specification and finish of work required. Rough figures for general refurbishment costs has been used as follows:

- **Low (storage rooms) @ £250/m²**
- **Medium (public and council office rooms, W.Cs) @ £500/m²**
- **High (main event hall, bar and mezzanine) @ £750/m²**

Refurbishment Costs

Ground Floor

Room 01 - Town Council Reception (22.3m²) = £11,150.00
Room 02 - Reception Store/Safe (2m²) = £500.00
Room 03 - Corridor (3.2m²) = £1,600.00
Room 04 - Office No. 1 - (8.6m²) = £4,300.00
Room 05 - Office No. 1 Toilet (inc toilet lobby) (4.6m²) = £2,300.00
Room 06 - Office No. 2 - (12.7m²) = £6,350.00
Room 07 - Office No.3/Store - (12.6m²) = £6,300.00
Room 08 - Back Kitchenette - (10m²) = £5,000.00
Room 09 - W.C - (1.8m²) = £900.00
Room 10 - Store - (2.6m²) = £650.00
Room 11 - Bar Store - (6.5m²) = £1,6250.00
Room 12 - Boiler Room - (9.5m²) = £2,375.00
Room 13 - Corridor - (13.4m²) = £6,700.00

Room 14 - Lift Lobby - (3.7m²) = £1,850.00

Room 15 - Store - (9.6m²) = £2,400.00

Room 16 - Committee Room - (45.6m²) = £22,800.00

Room 17 - Kitchen - (25.6m²) = £12,800.00

Room 18 - W.C (inc Lobby) - (2.7m²) = £1,350.00

Room 19 - Accessible W.C - (3.7m²) = £1,850.00

Room 20 - W.Cs incl corridor - (10.2m²) = £5,100.00

Room 21 - Store - (5.2m²) = £1,300.00

Room 22 - Rear Lobby - (2.0m²) = £1,000.00

First Floor

Room 23 - Main Hall - (154m²) = £115,500.00
Room 24 - Bar - (15m²) = £11,250.00
Room 25 - W.Cs - (15m²) = £7,500.00
Room 26 - Store (5.4m²) = £1,350.00
Room 27 - Corridor - (9.2m²) = £5,100.00
Room 28 - W.Cs - (13.6m²) = £6,800.00
Room 29 - Accessible Toilet - (4.1m²) = £2,050.00
Room 30 - Lift Lobby (7.9m²) = £3,950.00

Mezzanine

Room 31 - Mezzanine - (30m²) = £22,500.00

05.01 Capital Costings

- Low (storage rooms) @ £250/m²
- Medium (public and council office rooms, W.Cs) @ £500/m²
- High (main event hall, bar and mezzanine) @ £750/m²



Ground Floor



First Floor

Mezzanine

05.01 Capital Costings

Re-roofing Costs

A rough figure of £250/m² for the re-roof has been assumed. This is based on example QS figures for the re-roof of a slate roof and accounts for re-slating/replacement lead-work and upgrade of insulation.

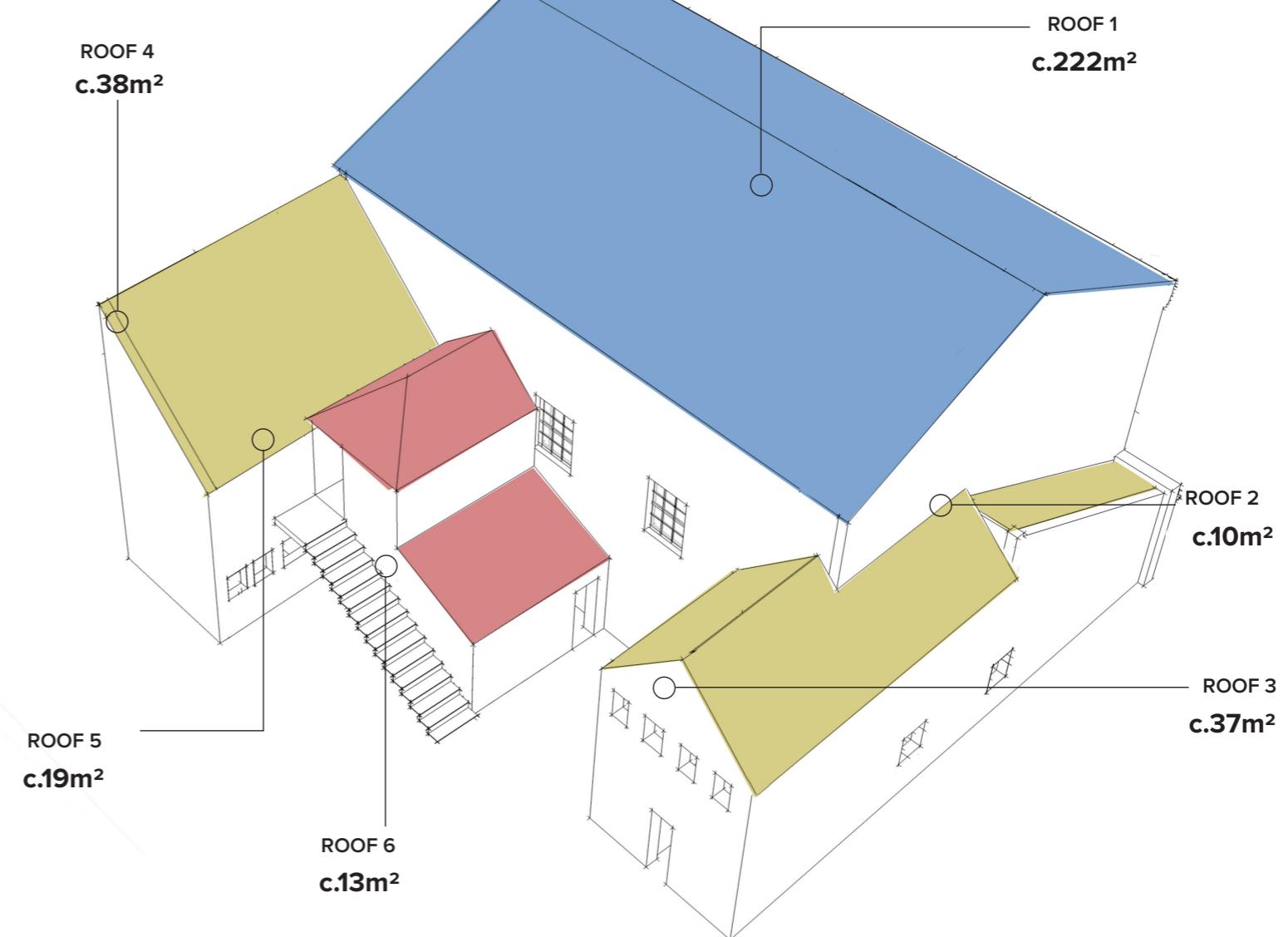
The cost per m² figure has also been checked against an actual quote for the re-roof of a slate roof on a listed church, which came to £237/m² in 2022.

- Main Assembly Hall Roof - Slate
- Old Extensions - Terracotta pantiles
- Modern Extensions - Modern pantiles

Main Roof = £55,000 (+VAT)

Old Extension Roofs = £21,250 (+VAT)

Modern Extension Roofs = £8,000 (+VAT)



05.01 Capital Costings

Option Costs

Option 4 – New Accessible W.C

There is merit in assessing this option further.

Option 4 would make the Assembly Rooms, particularly the areas used by BTC, more accessible and functional. This would mean that each area of the building has direct access to an accessible W.C. There are two potential locations for a new accessible W.C that have been proposed. This option would reduce the need for users to navigate through the building's different rooms and spaces to find an accessible W.C.

Option 4a would involve the following:

- demolition of internal walls to existing store

8.5m² @ £70/m² - £90/m² = £595.00 - £765.00 + VAT

- new stud walls to create accessible size toilet

9.5m² @ £90/m² - £130/m² = £855.00 - £1,235.00 + VAT

- Accessible WC, Doc M

x1 @ £1500

- Mechanical and Electrical Installation

PS: £1500.00 - £2000.00 + VAT

Total: £4,450.00-£5,500.00 + VAT

Option 4b would involve the following:

- new stud walls to create accessible size toilet and store

12.5m² @ £90/m² - £130/m² = £1,125.00 - £1,625.00 + VAT

- Accessible WC, Doc M

x1 @ £1500 + VAT

- Mechanical and Electrical Installation

PS: £1500.00 - £2000.00 + VAT

Total: £4,125.00-£5,125.00 + VAT

Option 5 – Refurbish Reception and Offices

There is merit in assessing this option further.

This option would create a more pleasant and desirable environment within the offices and reception area. It would help in celebrating the heritage value of the building and would allow the introduction of new civic-orientated uses. It would create a new workspace which could be used as a co-working space available to rent, and/or could help in facilitating new services such as Citizens Advice or a North Lincs help desk in the reception area. It would therefore make the building more functional and provide benefits to the wider community.

This option would involve the refurbishment of the following rooms:

- Room 01 - Town Council Reception - £11,150.00 + VAT
- Room 03 - Corridor - £1,600.00 + VAT
- Room 04 - Office No. 1 - £4,300.00 + VAT
- Room 05 - Office No. 1 Toilet (inc toilet lobby) - £2,300.00 + VAT
- Room 06 - Office No. 2 - £6,350.00 + VAT
- Room 07 - Office No. 3/Store - £6,300.00 + VAT
- Room 08 - Back Kitchenette - £5,000.00 + VAT
- Room 09 - W.C - £900.00 + VAT

Total: £37,900.00 + VAT

05.0 | Capital Costings

Option 6 – Enhance Committee Room

There is merit in assessing this option further.

This option would resolve several identified problems with the building. It would introduce natural light into the Committee Room, and would create a porch area so that access to the Main Hall can be achieved without disturbing users in the Committee Room. These actions would make the Committee Room more desirable, functional, and hopefully increase the number of bookings for the space. A smaller kitchen area would be retained so that it can still support functions in the Main Hall.

This option would involve the refurbishment of the following rooms:

- **Room 13 - Corridor** £6,700.00 + VAT
- **Room 14 - Lift Lobby** £1,850.00 + VAT
- **Room 16 - Committee Room** - £22,800.00 + VAT
- **Room 17 - Kitchen** - £12,800.00 + VAT

A structural engineer would be needed to advise on the size and specification of any steels required when opening up the committee room to the kitchen. For rough costings, a 4m span has been assumed.

- **Demolition of wall and installation of RSJ** - £1500.00 - £2500.00 + VAT

In addition, a new lobby would be created at the base of the stairs to the event hall. Additional storage space could also be created.

- **New stud work wall for lobby, plasterboard with paint finish**
8.75m² @ £90/m² - £130/m² = £787.50 - £1,137.50 + VAT
- **New stud work for storage, plasterboard with paint finish** -
10.5m² @ £90/m² - £130/m² = £945.00 - £1,365.00 + VAT
- **Single doorset to lobby x1** £300.00-£500.00
- **Double door/sliding doorset to storage x 1** £400.00-£600.00 + VAT

Total: £48,082.50 - £50,252.50 + VAT

05.0 | Capital Costings

Option 7 – Refurbish Community Areas

There is merit in assessing this option further.

This option defines 'Community Areas' as all parts of the building not occupied by BTC. These spaces are in need of refurbishment and restoration to help make the building and internal spaces more attractive, desirable, and to help celebrate the heritage value of the building. These works could lead to an increase in revenue for the building through the increase in bookings and/or an increase in the amount charged per booking. Other heritage buildings in Barton that offer rooms to hire have been restored to a high standard and are performing well.

This option would involve the refurbishment of the following rooms:

- **Room 13 - Corridor** £6,700.00 + VAT
- **Room 14 - Lift Lobby** £1,850.00 + VAT
- **Room 16 - Committee Room** - £22,800.00 + VAT
- **Room 17 - Kitchen** - £12,800.00 + VAT
- **Room 18 - W.C (inc lobby)** - £1,350.00 + VAT
- **Room 19 - Accessible W.C** - £1,850.00 + VAT
- **Room 20 - W.C (inc corridor)** - £5,100.00 + VAT
- **Room 22 - Rear Lobby** - £1,000.00 + VAT
- **Room 23 - Event Hall** - £115,500.00 + VAT

- **Room 24 - Bar** - £11,250.00 + VAT
- **Room 25 - Male W.C** - £7,500.00 + VAT
- **Room 27 - Corridor** = £5,100.00 + VAT
- **Room 28 - W.Cs** - = £6,800.00 + VAT
- **Room 29 - Accessible Toilet** - = £2,050.00 + VAT
- **Room 30 - Lift Lobby** = £3,950.00 + VAT
- **Room 31 - Mezzanine** - £22,500.00 + VAT

Total: **£228,100.00 + VAT**

The market value of the site was assessed by RICS accredited valuers Lincolnshire Surveyors Limited in January 2023 at **£200,000**.

It is understood that limited demand exists for properties such as this in its current use, and refurbishment work undertaken to the building whilst keeping its current function as a community building would be unlikely to significantly alter the proposed value of the property.

There would therefore be a significant conservation deficit, as the amount by which the cost of repair and refurbishment of the Assembly Rooms would exceed its market value on completion, and so it would be beneficial for the Town Council to explore grant funding opportunities.

Total Costs

A rough estimate for the total cost of undertaking the all work outlined in the 4 options taken forward for consideration, resulting in a fully refurbished building with an additional accessible W.C and opened up committee room with lobby and storage would be between around **£320,000 + VAT**

Whilst this is significantly below the total cost that would be estimated using the £1,500/m² - £2,500.00/m² benchmark figures for refurbishment (which would result in total costs of £709,950 - £1,183,250), this still would likely result in a significant Conservation Deficit.

Once the preferred scope of work has been defined and a schedule of works produced, more accurate costings can be gathered from local tradespeople.

