



POTTON
TOWN COUNCIL

News

Special Edition 2020

www.pottontowncouncil.co.uk



Left to right: Richard Fuller MP, Liz Smith - Chair of Potton Hall for All Trustees, Cllr Jonathan Price Williams.

Potton Hall for All consultation enters final few weeks

Have your say now

Potton residents still have a chance to confirm their views for the proposed funding plan for Potton Hall for All – but time is ticking, with the consultation coming to an end on Friday 23rd October. A response in favour of the Hall for All proposal and funding plan will mean that Potton Town Council and the Potton Hall for All charity can move to the next stage of design and build.

Introducing
our in-depth
**special
edition!**

This special edition of the Potton Town Council newsletter shares more on the project from the Potton Hall for All team.



POTTON
HALL FOR ALL

#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter.

Deadline for responses 11.59pm 23rd October 2020.

Chairman's Message

Welcome to this special edition of Potton Town Council Newsletter which is dedicated to the Potton Hall for All project.

It has been 25 years since the project was first proposed and the Potton Hall Trust Committee was formed. We have always known that was going to be a marathon rather than a sprint and this has certainly proved to be the case. As a result of the dedication and hard work of many volunteers, the project is now in its final stages of preparation prior to construction of this community-owned facility.

This is where you come in!

Potton Town Council has strongly supported the project throughout the whole process. Various community consultations have taken place over the years, in particular, including the Potton Hall for All as a priority objective of the Neighbourhood Plan – this was overwhelmingly endorsed by the people of Potton. We now need your final support for the Council to commit to taking out a loan from the Public Works Loan Board (PWLb) to top up the funding so we can move forward and get on with building our community hall.

The consultation for this was launched at the Seasonal Market on 19th September and will run until 23rd October. I would strongly encourage all of you to respond to this consultation to give a final endorsement for this commitment. Enormous thanks go to all

those who have already responded, but if you haven't already, there is still time to participate. You can fill in the form on the back page of this newsletter and return it to the Council office in Brook End or alternatively go online at www.pottonhallforall.org.uk.

Potton really needs the Hall for All facility for the benefit of both current and future residents of the town and we need your support to make it happen. Information in this leaflet will show you the benefits the hall will bring, so please read it and make your view known by taking part and submitting your consultation response (one per household).

Potton Town Council and I strongly support this project and we ask for your support as well.



Wider news and updates

Remembrance Sunday

Because of the current Covid-19 restrictions, it will unfortunately not be possible to have our usual Remembrance Sunday event. This has proved to be one of our best attended events and I know that a lot of you will be disappointed by this decision.

On the day (8th November) we intend to lay some wreaths at the War Memorial at the cemetery. These will be laid by the Town Council, Deputy Lieutenant and a member of the Armed Services. Other organisations in Potton who normally lay wreaths will be invited to make their own arrangements throughout the day. The 'Tommies' – **There But Not There** – will also be placed around the town as in previous years.



Christmas Lights

For the same reasons, we will not be able to have the usual street party to celebrate the switching on of the Christmas Lights in the Market Square. The lights will still be put up by a team of volunteers during November and the lights will be switched on (though the date is to be confirmed), but without the usual visit of Father Christmas and the other street stalls and attractions. Other events are planned and these will be publicised on the Town Council website and on social media.

Thank you.

Jonathan

Cllr Jonathan Lean



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

Meet the Potton Hall for All team

The Potton Hall for All project is coordinated by a number of local residents; each of them hugely passionate about the impact that this new space can make across our community.

The team are active participants in the current consultation too and can't wait to tell residents more about the project. As well as the information and FAQs on the Potton Hall for All website, there are three opportunities to meet the team in person (socially distanced of course):

Saturday 10th October 10am-12pm
- Potton Town Councillor Surgery - outside The Coach House (or inside if wet)

Saturday 10th October 2-4pm at The Hutchinson Hollow (by The Boundary Café)

- View and visit the site where the Hall will be built
- See Potton Community Orchard and community greenspace

***Monday 19th October 7-9pm Online Public Meeting on Zoom**

*advance registration necessary - please email pottoncouncil@btconnect.com to book your place or submit your question. Bookings and questions deadline Thursday 15th October at 5pm.

A look at the team behind the scenes

The project is being delivered in partnership with Potton Town Council and the community group Potton Hall for All, which is a registered charity (Reg No 1158751). Both organisations have elected members, which any adult Potton resident can put themselves forward to join. The partnership is designed to make sure that we get all the benefits that come from Potton Town Council being a part of local government (a statutory body) and Potton Hall for All being an independent charity.

The Potton Hall for All community group was initiated by Potton Town Council to build and run the hall. You've probably met Potton Hall for All volunteers, as they jointly run the annual Potton May Day Fete with Potton Town Cricket Club!



#SupportPottonHallforAll

Potton Hall for All Trustees



Chairman:
Liz Smith



Jonathan
Price Williams



Kim Gutteridge



Craig Gant



Phill Banks



Clerk: David Tall

Potton Town Council Members of the Joint Steering Group



Chairman: Angus
Macdonald



Andy Gibb



Jonathan
Price Williams



Richard Harris



Vaughan Watson

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

Your new hall, your unique space, like no other in town

The new building will become home to existing Potton clubs and groups, but also provide a flexible space for new activities like carpet bowls, badminton, wedding receptions and touring performers. To support this special newsletter issue, we asked a selection of our many supporters and potential users to share their thoughts.



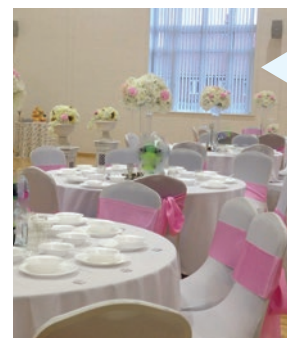
"If the people of Potton want a game of badminton, they have to travel. Potton Hall for All will really fill a gap. No more trying to play Badminton in the garden!"

Eileen Emmett, Badminton Club



"As Potton grows, the Scout Group is only going to get bigger adding pressure on the use of our Scout headquarters. We'll need to look for alternative premises to run additional sections and the new communal 'Hall for All' would provide such facilities."

**Andy Hope,
Potton Group Scout Leader**



"When planning a wedding, the reception venue is pivotal to ensuring a memorable day. Having exclusive indoor and outdoor areas with spacious seating capacity, as well as more informal areas for relaxing whatever the weather. This venue has all that is needed."

Lynda Wood, Wedding Planner

Photo kindly provided by Great Denham Community Hall

"Whatever your age what better place to meet, socialise, have fun and stay healthy! A hall that can be used by all can be transformed into a vibrant and energising workout venue just by pulling the community together and The Barns Fitness can't wait to be right at the heart of that community."

Steph German, Barns Fitness



"The Boundary Café wholeheartedly supports this proposal as further investment in the community infrastructure we're all proud to be a part of."

**Rory Dear,
The Boundary Café**



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**



"No more standing in fields, performing away from Potton or scaling back our shows. A Hall for All would transform our ability to entertain the people of Potton."

**Marcia Jackson,
Potton Playhouse**

"We are a local family business with a butcher's shop on Potton Market Square and we run outside catering as well. We are delighted to support Potton Hall for All, looking forward to the opportunities for more events at the Hall which will generate business for us and other local businesses."

Clayton's Butchers



"The new community orchard is being planted by local residents to provide an engaging and attractive setting for the new Hall For All. There are numerous interdependencies between the two ventures and we see lots of opportunities for collaboration, for e.g. fruit-based activities such as workshops in preserving, cookery, grafting and pruning."

Sally Wileman, Potton Community Orchard



"Hall for All would provide Potton with a much-needed interactive performing space for music. The town has an artistically rich culture, with a diverse range of visiting professional musicians, amateur groups and community initiatives. Music can enrich everybody's lives, and Hall for All would make it accessible in the heart of the community."

Sarah O'Flynn, Musician



The Potton History Society meetings are usually restricted to 60 people. We lack space to put on 100+ meetings to involve more of the local community; put on shows of historic film from our archives and act as a 'Hub' for heritage walks to encourage healthy lifestyles. We could also host the annual rotating Bedfordshire Local History Conferences which help enthuse newcomers to Local History as well as educating visitors in the unique heritage of their town.

**George Howe, Chairman
Potton History Society**



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**



"We need the Hall now, Potton Ladies Club has too many members to meet in the Pavilion and I can't dictate which members can come to each of the event!"

**Lynn Sexton,
Potton Ladies Club**

"The Hall for All would provide me, as a local Potton business, with good opportunities to provide outside catering for events held there."

**Simon Auckland,
Number One King Street**



We play outdoor bowls on our own green, but we have to go out of Potton for Carpet Bowls indoors. It would be great to be able to play Indoor Bowls in Potton Hall for All.

**A Member of
Potton Bowls Club**



Take a look at the plans for the space

Potton Hall for All will be located beside the Tall Trees housing development, accessible from Hutchinson Rise (off Biggleswade Road), on serviced land owned by Potton Town Council granted as part of the Tall Trees Section 106 agreement.



The building design was developed by the architects Wood Hardwick, appointed by Potton Hall for All Trustees after a competitive process. At every stage, Potton's clubs and societies, sports groups, social groups and hobbyists have been consulted on what they need. We have also visited other new local community buildings to learn from their teams what worked and what didn't. The space has been designed to be flexible in its use; making it a versatile space for the many different groups of people who will use it and to be fully accessible for people with disabilities.

It will feature:

- A large indoor space 23.3m x 16.5m by 7m high, suitable for a broad variety of uses including sport, community, social

and possible commercial uses as well as a performance area for concerts, shows, dance and other large-scale cultural and religious activities.

- Two meeting rooms - important to the success of the building as the main hall, since many users require breakout spaces. The two rooms can be joined to form one medium sized space for maximum flexibility.
- Office space, fully accessible WCs, storage and plant room.
- A lobby intended to be an 'active space' for breakout groups, meetings, exhibitions, informal gatherings etc. Not just a 'corridor'.
- A kitchen and bar area, opening both internally and to the feature entrance which faces the community orchard, brook and wood beyond.
- Parking for 90 cars.
- Easy pedestrian access from Town Centre, Tall Trees and the Hutchinson Hollow.

See full plans overleaf on pages 12 to 15.

Want to know more? A fuller breakdown of its features and the building plans are available to view at:
www.pottonhallforall.org.uk/designs.html

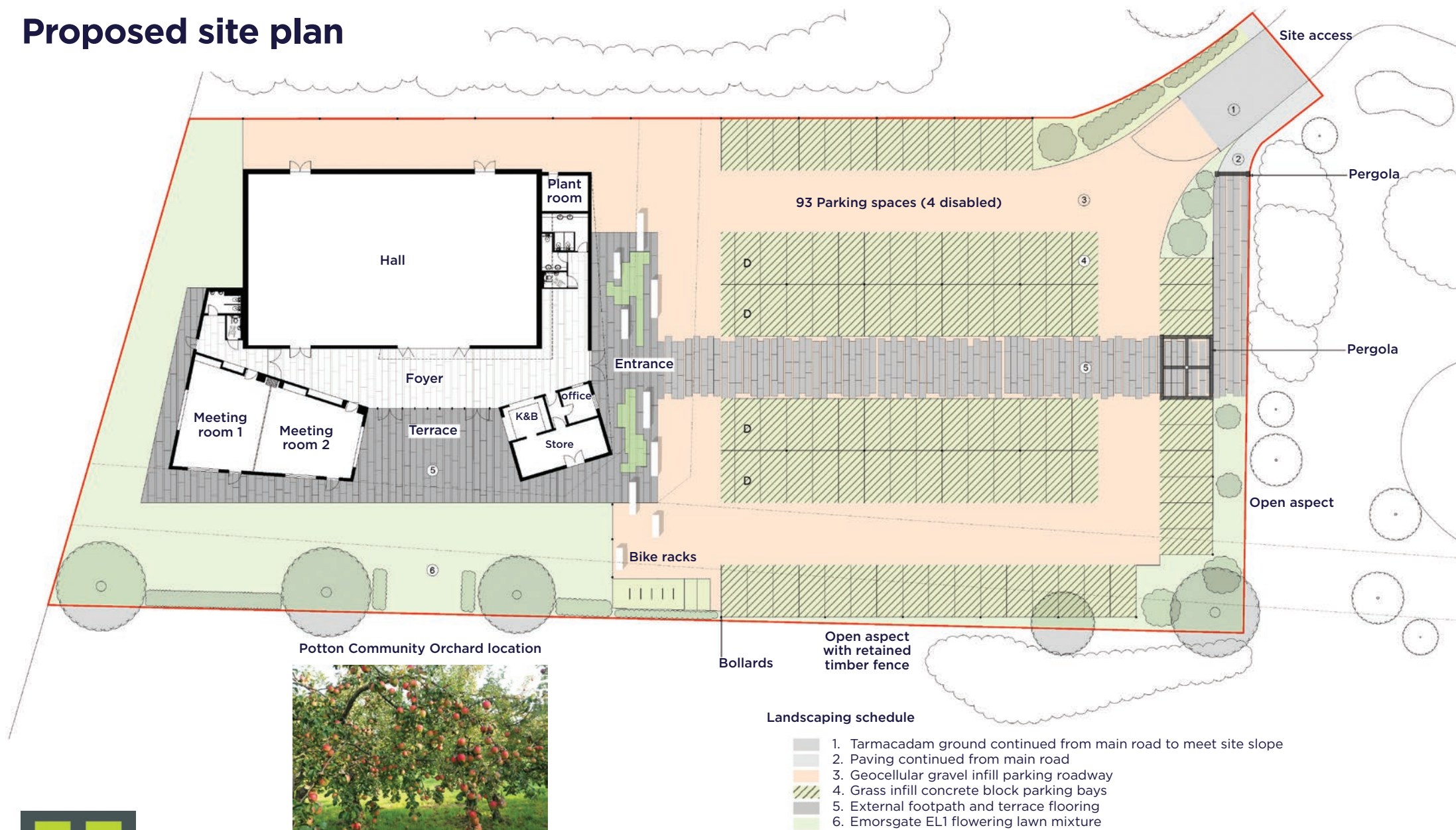
The building's final look and finish is still to be finalised and will be developed in the next part of the building design works once our final funding route is secured.



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

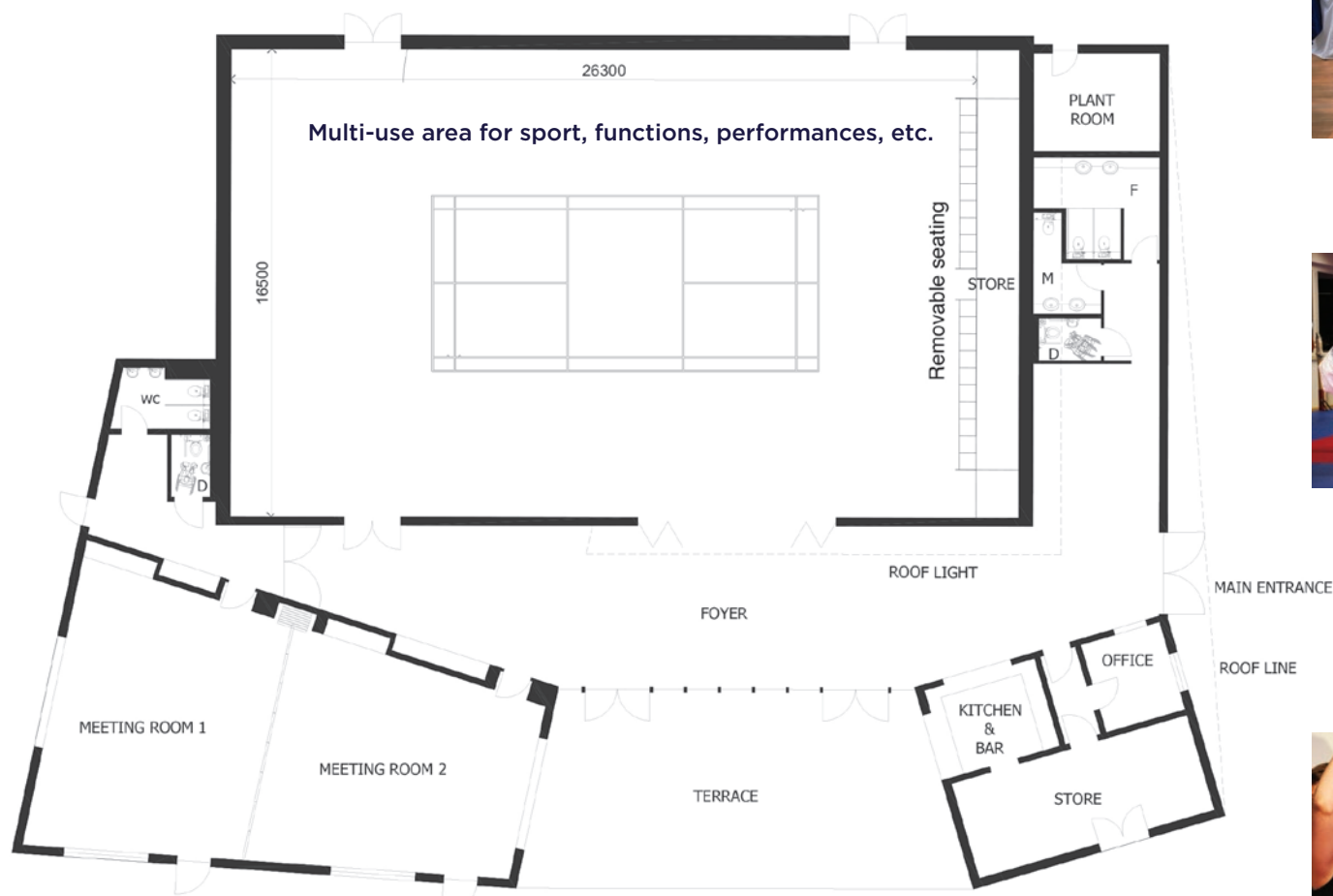
Proposed site plan



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

Proposed ground floor plan



Meeting rooms 1 and 2 can be joined together where more space is needed e.g. pre-school.



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

How much will it cost to build?



The current estimated cost to build the hall to the design described with a medium level of finish and build regulations level of green features is £1.85 million pounds. If additional funds can be raised more eco-friendly measures will be included.

The original desire was for a higher specification level and enhanced green

features, but this raised the costs to a level £2.4m, which we felt was not achievable within the current timeframe.

In investigating how to create the building more quickly, the Trustees of Potton Hall for All considered building in phases, but came to the conclusion that this would not work. The total build cost increased significantly and the reduced lettable space made it hard to see how enough income could be raised to cover the running costs.



Where is the money to build the hall coming from?

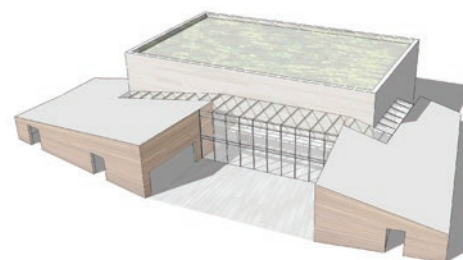
Here is a table (top right) which shows our plan of where the money is to come from.

The source of funds for the new facility have been carefully identified. A large proportion of the build cost will be provided by several local developers, under S106 agreements, which also gifted the 0.52ha serviced site to Potton Town Council. But there is a time limit

on the allocation of this S106 money.

If the project has not proved that full funding is in place by May 2022, then the funding will be lost to Potton and be allocated to other projects in Central Bedfordshire, a large proportion of which are outside of the town. Local Charitable Trusts and Potton Town Council have shown their support for this project by pledging significant funding.

Funding	Amount £	Details
Total secured Section 106	988,286	Grouped S106 from several sites
Total other secured funds	159,026	Potton Town Council and local charitable trusts
Total funds secured	1,147,312	
Total project build cost	1,850,000	
Current funding gap	-702,688	Amount needed
Public Works Loan	500,000	If agreed by residents and MHCLG
Other funds	202,688	Other fundraising via charitable trusts, Sports and Arts Lottery plus crowdfunding/donations
Funding to be secured	702,688	



In order to apply to take the PWL, Potton Town Council needs show that residents of Potton support the project and agree that it can increase the Council Tax to repay the loan. This is the purpose of the consultation, which is running September 19th until October 23rd 2020. If you haven't responded yet, there is still time by using the back page form or online at www.pottonhallforall.org.uk.

As you can see from the table above, our funding strategy is based on Potton Town Council raising a Public Works Loan (PWL) of £500,000, to be repaid over 15 years. The repayments will be funded by an increase in Council Tax to Potton residents.

There will need to be some additional fundraising, but major funders are keener to give funds where most of the money is already in place. **This means that securing agreement for the PWL is the key to being able to build Potton Hall for All.**



#SupportPottonHallforAll

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

How much will it cost Council Tax payers?

The primary source of income for the Town Council comes from the Precept, part of the Council Tax. The Town Council receives a small proportion of the total local Council Tax. The funding collected pays for the running of the Town Council and the services it provides. To work this out the Town Council makes an estimate of its income and expenditure for the next financial year. It is then calculated as an amount per Council Tax Band D Property and added to the Council Tax Bill of all the dwellings within the Parish area. Central Bedfordshire Council (CBC) collects your Council Tax on behalf of CBC, Police, Fire and the precepts for the town council. It is important to note that Potton Town Council's precept is just a small percentage of your overall Council Tax Bill.



Potton Town Council's charge on a Band D property for 2020/2021 was £138.77, out of a total Central Bedfordshire Council tax bill of £2,011.18. This means that the loan repayment needs an increase of 13.3% onto Potton Town Council's share of the Council Tax (sometimes called the Precept) in 2021/2022. It represents **1.2%** of the **total Council Tax bill**.



#SupportPottonHallforAll

Our estimate of the increase in council tax to repay the loan, for a Band D property, is £1.54 a month or £18.43 a year making a total of £276.45 over 15 years.

Potton Town Council also propose raising their share of Council Tax by a further £6.27 to cover increases in the costs of the other services they run. The increase to the amount of council tax as a result of taking out the loan may sound a lot, but if this is put in the context of your **total council tax bill** it is in fact a very **modest sum**.

The full figures are laid out in the table below so you can see exactly the effect it would have on you depending on the council tax banding of your property. For a band D property, (Central Bedfordshire Council baseline), it is in fact equivalent to 35p per week or less depending on the exact number of properties that will be contributing by 2021. That is less than the cost of a pint of milk per week.

	Council Tax Band (in £s)							
	A	B	C	D	E	F	G	H
Central Beds Council services	1,039.94	1,213.26	1,386.59	1,559.91	1,906.56	2,253.20	2,599.85	3,119.82
Police Authority	141.39	164.96	188.52	212.09	259.22	306.35	353.48	424.18
Fire and Rescue Authority	66.94	78.10	89.25	100.41	122.72	145.04	167.35	200.82
Potton Town Council (PTC)	92.51	107.93	123.35	138.77	169.61	200.45	231.28	277.54
Total council tax Bill 2020 -2021	1,340.79	1,564.25	1,787.72	2,011.18	2,458.11	2,905.04	3,351.97	4,022.36

Increase in the PTC portion of your council tax for 2021-2022 £s per year ^								
Cost of loan	12.29	14.33	16.38	18.43	22.53	26.62	30.72	36.86
PTC services	4.18	4.88	5.57	6.27	7.66	9.06	10.45	12.54
PTC increase	16.47	19.21	21.96	24.70	30.19	35.68	41.17	49.40

Increase in the PTC portion of your council tax for 2021-2022 £s per week ^								
Cost of loan	0.24	0.28	0.32	0.35	0.43	0.51	0.59	0.71
PTC services	0.08	0.09	0.11	0.12	0.15	0.17	0.20	0.24
PTC increase	0.32	0.37	0.42	0.48	0.58	0.69	0.79	0.95

Increase as a % of your council tax bill without any allowance for CBC, Police and Fire increasing their part, which would reduce the % related to the PTC portion *					
Cost of loan	0.9%	PTC services	0.3%	PTC increase	1.2%

^ Numbers rounded to nearest penny * % rounded to 1 decimal place

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

What does this mean in real terms on a day-to-day basis?

Well if the loan is taken out to provide this facility for the current Pottonians, their children and future generations **it would equate to a weekly spend of 35 pence on a band D property.**



This would buy you:



2½ medium eggs



Not even 1 pint of milk



Only ⅓ of a loaf of bread

Will the loan cost increase in future years?

The loan will be taken at a rate fixed for the full period of the loan, so no, it will not need to rise, indeed it may reduce as more houses are built in Potton. Interest rates are low at the moment, so this is a good time to do this.



“The hall will provide a fabulous space for many groups and organisations, as well as a venue for large parties and social functions.”

Cllr Adam Zerny



“The Hall4All team have worked so hard to get this amazing facility built for Potton. We hope people show their support for the project as it enters the final straight.”

Cllr Tracey Wye



#SupportPottonHallforAll

Key FAQs

Below we have added one of the most frequently asked questions from Potton Residents and provided the all-important detailed answer. We also highlight how you can raise your own questions as part of the current consultation too.

We will add any further questions raised to the Frequently Asked Questions (FAQs) section on our website, which will be regularly updated and promoted through the Potton Town Council and Potton Hall for All websites plus Facebook pages.

Got your own question about the hall?

Head to our website at www.pottonhallforall.org.uk where we've published a full list of FAQ's received to date, and the all important answers too.

Q. How will the hall be run once it is built?

A. Whilst the hall is not yet in existence, the hall team has already considered the approach to take in managing the building once it's up and running. The hall will be owned by Potton Town Council. Potton Hall for All Charity will be the agent through which the hall will be built and run. Potton Town Council will nominate members onto the charity board of trustees and will closely monitor the performance of Potton Hall for All in running the hall for Potton residents. In addition, there will be a friends' group or community committee to help with the running of the building.

The Potton Hall for All Trustees have undertaken extensive research into the running of other community halls and consulted with local groups and individuals to understand how Potton Hall for All should run. We have also had support and advice from the Bedfordshire Rural Community Charity, a body which provides help and advice to groups running community halls.

The evidence suggests that the hall can cover its costs by the letting income. The charging structure will give lower rates to local people and to community groups. Prices will depend on the time of the week and how popular they are. We anticipate some commercial hiring, which will be used to subsidise local community activities.

Want to have your say? Submit your consultation response online at www.pottonhallforall.org.uk or use the tear-off form on page 24 of this newsletter. **Deadline for responses 11.59pm 23rd October 2020.**

Have your say

You can help make Potton Hall for All a reality at this crucial project stage. Confirm your approval for the funding approach outlined and we can bring the hall to the town.

Our formal community consultation is running from **19th September to 23rd October**. A consultation response in favour of the Hall for All proposal and funding plan will mean Potton Town Council and the Potton Hall for All charity moving to the next stage to design and build the hall as soon as possible.

Ready to play your part?

- Visit the Potton Hall for All website at www.pottonhallforall.org.uk for all of the project details you need to know

- **Send any questions or comments** to the project team at hall4allpotton@gmail.com or through our Facebook page at www.facebook.com/pottonhallforall
- **Follow and share** the campaign on Facebook using the hashtag **#SupportPottonHallforAll**
- Make sure you confirm your views on the Potton Hall for All funding approach – by **submitting your response** on www.surveymonkey.co.uk/r/FJFYBMZ, or by filling in and returning the **form** in this newsletter

✓ Purpose-built facility

✓ Land, planning permission and significant grants in place

✓ Truly a multi-use space for all

✓ Versatility for every function, group and task

See consultation response form on the back page >>



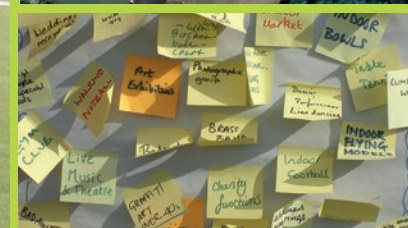
#SupportPottonHallforAll



Your new hall, your unique space, in your town

Potton Hall for All community consultation
19th September - 23rd October 2020

Help make Potton Hall for All a reality.
Confirm your agreement for the funding plan now



Find out more at
www.pottonhallforall.org.uk

@PottonHallForAll
#SupportPottonHallforAll

POTTON HALL FOR ALL IS A REGISTERED CHARITY, NUMBER 1158751
IN PARTNERSHIP WITH POTTON TOWN COUNCIL



See consultation
response form on
reverse

Consultation Response Form

Potton residents are asked to confirm their agreement for the final funding proposal for Potton Hall for All. Please answer both questions below and share your details to validate your response. Once completed return this form to the address below.

You can also respond **online** if you prefer, the form is available at **www.pottonhallforall.org.uk**

Return Address for form: Potton Town Council, The Community Centre, Brook End, Potton, Beds SG19 2QS (letter box in the door to the right hand side) or in the secure box at the event where you obtained this form.

Consultation Questions (please answer both questions)

Q1. Are you in **FAVOUR** of Potton Town Council proceeding with the Potton Hall for All project?

☐ Yes ☐ No

Q2. Are you in **FAVOUR** of Potton Town Council going ahead with the Potton Hall for All project if it includes an average council tax precept increase of £18.43 per year for the purpose of the loan repayment? This equates to an increase of 13.3%, out of a total proposed increase of 17.8%, which is the equivalent to an average of an additional £24.70 per year.

☐ Yes ☐ No

Consultation responses will be considered only from households in the Parish of Potton. Only 1 response to the consultation will be valid from each residence. In the event of multiple entries, the earliest response will count. A response will be considered spoilt if the counters are unable to determine your intended preference.

To allow eligibility checking please give your name, address and date. If you do not provide this information, your response will be invalid.

***First name:** _____

***Surname:** _____

***Address Line 1:** _____

Address Line 2 (optional): _____

Potton

***Postcode:** _____ ***Date submitted:** _____

**Mandatory*

Data protection statement: The way in which your data is handled varies depending on how you submit your response to this consultation, but all information submitted to us and our partners will be treated in accordance with General Data Protection Regulation (GDPR) principles.

We collect your personal data as part of the consultation process because we need to check you are a resident in Potton parish and that we have received only one response per eligible household. We will only retain your personal data for as long as it is needed for the purposes of the consultation. Your data may be used by Potton Hall for All, Potton Town Council and Keystone for the purposes of verifying your response eligibility.

Email address: _____

If you wish to be updated about the project in the future, please provide your email address which will be securely kept in accordance with data protection principles