



Policy & Finance Committee

Date: 27 February 2023

Title: White House fees and charges

Purpose of the Report:

To seek committee approval that no increase be applied to White House charges from 1 April 2023.

Contact Officer:

Sarah Sandiford, Deputy Town Clerk

Corporate Objective/s	n/a	
Implications:		
Financial	No	Income target no longer applicable
Human Resources		
Operational/Service delivery	No	
Procedural/Legal	No	
Risk/Health and Safety	No	
Environmental Aims		

1 RECOMMENDATION/S

Should the Committee be minded, the proposals are:

1.1 To note the report.

1.2 To endorse that no increase be made to White House room hire fees and charges from 1 April 2023.

2. BACKGROUND

2.1 Committee last received an update report on hire of White House meeting rooms in January 2020 (attached for information).

- 2.2 At that time, it was agreed to prioritise firstly Council use of meeting rooms and secondly, free of charge use by local not for profit groups and organisations (subject to availability), ahead of commercial/private hire.
- 2.3 In line with other Town Council facilities, it was agreed that an annual increase in commercial/private hire fees be applied each April, based on the previous September's RPR rate plus 1% and rounded up to the nearest 50p.
- 2.4 During 2020 and 2021, the White House was closed to the public for significant periods of time due to the Covid pandemic. The minimal income budget (previously £1000/year) was removed from the revenue budget to reflect this.
- 2.5 In 2022, use of meeting rooms by various not-for-profit groups resumed (free of charge).

3. UPDATE

- 3.1 The RPI in September 2022 was an unprecedented high of 12.6%. Adding a further percentage point and rounding up, in accordance with the previous resolution, would result in a marked increase in fees and charges. Current White House fees and charges are as follows:

THE WHITE HOUSE - COUNCIL CHAMBER (35 people)	NET	GROSS
Per Hour	£56.00	£67.20
Half Day Hire (09:00-13:00 or 13:00 -17:00 hrs)	£123.00	£147.60
Full Day Hire (09:00-17:00 hrs)	£213.50	£256.20
THE WHITE HOUSE - MEETING ROOM (12 people)	NET	GROSS
Per Hour	£45.00	£54.00
Half Day Hire (09:00-13:00 or 13:00 -17:00 hrs)	£92.00	£110.4
Full Day Hire (09:00-17:00 hrs)	£183.50	£220.20
* The White House charges relate only between the hours of 9am-5pm, any bookings outside these hours by special arrangement only and will be charged at £30 per hour in addition to the normal hourly rate as above.		

- 3.2 It is proposed that in line with the resolution made by Grounds & Environmental Committee in December 2022, no increase be applied to fees and charges from 1 April 2023.
- 3.3 It is suggested that fees and charges remain static as stated above until such point as it is considered necessary to review them.

End.

Appendix A: committee report 20 January 2020 for information