

Purpose of the Report

This report sets out the various premises which the Town Clerk has considered as suitable for Frodsham Town Council and examines the costs.

Background

The Council is currently based on the first floor of Castle Park House, a building now largely occupied by Ancora House School.

Current challenges include:

- Safeguarding concerns from shared access with the school.
- Lack of lift access, making the premises inaccessible for residents with disabilities.
- Shared corridors, meaning sensitive matters are discussed without privacy.
- Noise from school activity.
- 28-day notice period with no long-term security.
- Limited parking, constrained by school activity.

Annualised Financial Overview

Feature / Cost	Castle Park House	Station Approach	Eddisbury Square	44 Main Street
Annual Rent	£6,300	£16,800	£25,000	£10,200
Annual Business Rates	£1,620	£3,143	£7,235.50	£2,800
Service Charge	N/A	N/A	£1,861	N/A

Feature / Cost	Castle Park House	Station Approach	Eddisbury Square	44 Main Street
Accessibility	Poor – stairs only	Excellent – step free	Ground floor accessible	Excellent
Facility Control	Shared with school	Full FTC control	No control	Full FTC Control
Private Meeting Room	None	Yes	None	None
On-Site Storage	External lock-up (£1,101)	Yes	External lock-up (£1,101)	External lock-up (£1,101)
Allocated Parking	None	None	None	None
Meeting Room Hire (est)	£2,160	£0	£2,160	£2,160
Lease Security	28-day notice	3–6 years	Not exclusive	3-6 years
Rent free period	N/A	3 months	None	3 months
Rent review	Review due	Annual 3% increase	Annual	None during lease period