
REPORT OF THE WINDMILL SUB-COMMITTEE

1 RAYLEIGH WINDMILL

1.1 This item of business was referred by the Windmill Sub-Committee on 22 November 2005 to the Community Services Committee with a recommendation that the Committee notes the progress of the development of the project and agrees the principle of management arrangements, as set out in the appendix to the officer's report, subject to some minor amendments, and that final negotiations proceed with the other parties involved. A copy of the officer's report to the Sub-Committee is attached at Appendix 1.

1.2 The Sub-Committee noted that:-

- The outcome of the bid for further funding for the Rayleigh Windmill project to Thames Gateway South Essex was not yet known. If successful, it would enable a consultant to be appointed to design the interior of the windmill display system in order to facilitate a museum display in time for the official opening of the Windmill in April 2006.
- It was vital that the momentum gained by the open day and other public events at the Windmill should not be lost. There would therefore be merit in developing a temporary museum display for the Windmill early in the New Year.
- Membership of the Management Group should be extended to include two Members of Rochford District Council and one Member of Rayleigh Town Council.
- Rates for hiring the Windmill for commercial events should be in line with the Council's existing charges for hiring rooms at the Civic Suite, ie, £17.00 for 3 hours doubled for commercial, per floor of the Windmill. This should be subject to review, particularly in the event of there being a high demand for use of the building.
- The Management Group should determine reduced charging rates for charities and community organisations.
- A new lease agreement was required for the Historical Society of Rayleigh to replace the old lease, which had been formally terminated. This to be in the sum of £500 per annum, to be grant funded each year by Rochford District Council.
- The Management Group should determine whether or not an entrance fee should be charged for Rayleigh Windmill or whether a donation box should

be utilised.

- The possibilities for developing a Friends of Rayleigh Mill organisation should be explored as this could offer the potential for increased numbers of volunteers to work at the Windmill and for increased revenue.

1.3 It is proposed that the Committee **RESOLVES**

- (1) That the progress of the development of this project be noted.
- (2) That the principle of management arrangements, as set out in the appendix to the officer's report, be agreed, subject to the amendments listed below and that final negotiations proceed with the other parties involved:-
 - Membership of the Management Group to include two Members of Rochford District Council and one Member of Rayleigh Town Council.
 - Section 4 of the Agreement should be re-titled to reflect that it is a summary of the aspirations of the Management Group with respect to Rayleigh Windmill.
 - In item 4.2, "registered museum" should be replaced by "accredited museum".
 - In item 4.3, the first sentence of the second paragraph should read: "The NTLC will also seek to maintain and enhance its existing Guardianship Scheme and to reach other schools by means of a range of activities".
- (3) That the appointment of a consultant be agreed to design the interior of the windmill display system, subject to a successful outcome of the bid to TGSE.
- (4) That the commercial rate for hiring the Windmill should be set initially at £17.00 for 3 hours, doubled as set out in the budget book, per floor of the Windmill and that the Management Group should determine a reduced charging policy for charities and community organisations.
- (5) That a new lease be drawn up for the Historical Society of Rayleigh, at a cost of £500 per annum, to be grant funded each year by Rochford District Council.
- (6) That officers liaise with the Historical Society of Rayleigh to explore the possibility of a temporary museum exhibition being developed, to be placed in the Windmill early in the New Year. (CD(F&ES))

Sarah Fowler

Head of Administrative & Member Services

Background Papers:-

None

For further information please contact Sonia Worthington on:-

Tel:- 01702 318141

E-Mail:- sonia.worthington@rochford.gov.uk