

Meeting Type: Full Council	Agenda Item:
Date of Meeting: 08 April 2026	

OAKHAM TOWN COUNCIL	
Report Author: Cllr Ainsley	Purpose: Decision / Discussion / Update
Title: Victoria Hall Refurbishment Project	
<p>Background: This proposal seeks Full Council approval to progress the next stages of the Victoria Hall refurbishment, with the aim of bringing the Hall back into the centre of Oakham life as the Council's civic home and a vibrant community and cultural space.</p> <p>Members are asked to approve Phases 1 and 2, including early priorities such as the WC reconfiguration and the new accessible first-floor WC, and to endorse the Phase 3 focus on the Council Chamber and main entrance. The tender process closed on 11 February. Fylde Conservation submitted the most competitive quotation and provided notable added value, by conducting a drone roof survey which was shared with all bidders.</p> <p>The proposal also includes essential legal and professional work to register the Hall's land and update the Charity's objects, following confirmation in Phase 1 that no title documents exist. The Working Group was advised that the most robust and sustainable solution is to replace the existing trustees with a structure in which Oakham Town Council becomes the sole corporate trustee, with ownership of the building transferred to the Council.</p> <p>The project will be funded through the Community Infrastructure Levy, with confirmed payments due on 28 April 2026, bringing the available balance to £325,352. A 10% contingency is included to manage financial risk.</p> <p>Finally, members are asked to note the planned public consultation, which will include flyers, a QR-linked survey and an in-person event in Victoria Hall, to be held before the end of April 2026.</p>	
<p>Proposal:</p> <ol style="list-style-type: none"> 1. Scope of Works Confirm Phases 1 and 2 as essential works requiring approval and progression and endorses P3.5 (WC reconfiguration) and P3.16 (Accessible First Floor WC) as essential elements of the initial works. Approve the Phase 3 prioritisation approach, including the focus on the Council Chamber and entrance refurbishments as detailed in the Kingsmead Design - Preliminary Scope of Works & Outline Specification 2. Legal Work to Protect the Council's Investment & Establish a Robust Legal Framework That Council authorises expenditure of £9,850 for the revised Stage 2 legal work by Anthony Collins Solicitors, as set out in Solicitors revised fee proposal - Anthony Collins, noting £4,500 already committed for Stage 1. 3. Contract Management and Professional Oversight Authorise expenditure of £38,000 for the revised Kingsmead Design fee quotation for Stages 1, 2 and 4, as set out in Specifications, Legal Advice and Quotations April 2026 (agenda item2.2), noting £800 already committed for Stage 3 4. Appointment of Contractor Agree the preferred contractor (subject to separate recommendation) and authorise progression to contract award. 5. Public Consultation (Planned Activity Subject to Council Approval) Notes the planned public consultation on the future of Victoria Hall, including the distribution of over 5,000 A5 flyers, a QR-linked survey, and an in-person engagement event at Victoria Hall, with associated printing and delivery costs of £1,600 authorised under Minute 09/25 16 VICTORIA HALL. 	