

# **Colmonell Community Association**

## **Business Plan: Former Public Convenience, Colmonell**

**Lead applicant (for and on behalf of Colmonell Community Association):**

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## **Executive Summary**

This business plan sets out why Colmonell Community Association (CCA) is interested in the purchase of the former public convenience in Colmonell. It covers what the CCA intend to do with the building, estimated costs associated with reopening the public toilets and how these costs will be met. It explains the need for this facility in the village, as well as highlighting the local support CCA has from the village to do this. The business plan then explains how the toilets will be run.

### **Section 1 - Background**

Colmonell Community Association (SCIO) (also known as CCA) has been in existence since 1975 and manages the hall lets and maintenance of Colmonell Community Centre in partnership with South Ayrshire Council. CCA organises events and activities for the inhabitants of Colmonell, and fundraises in order to cover all of these costs. CCA has worked in partnership with other organisations from Colmonell to become a Scottish Charitable Incorporated Organisation in March 2019. There are 6 Charity Trustees which include representatives from CCA hall committee, Colmonell Development Group, Colmonell Bowling Club, St Colmon Church, Colmonell Primary School Parent Council and Colmonell Baby & Toddler Group.

CCA is interested in purchasing the public toilets in Colmonell which have been closed for around 15 years, and aims to reopen the toilets for use by the public, free of charge. This will include villagers who are out walking or visiting the playpark or community garden; passing motorists; service bus users (the bus stops being directly beside and opposite the public convenience); people fishing the nearby River Stinchar; passing cyclists and walkers (Colmonell being on the Whithorn to Glasgow Pilgrim's way) and people visiting Colmonell for local events such as the village Fun Week, Colmonell and Ballantrae Agricultural Show and St Colmon Kirk Fair.

### **Section 2 – Leadership**

CCA members are committed to making improvements to ensure events and activities which help to sustain the village hall are done on a regular basis. The group co-ordinate a successful Fun Week every year which includes a football tournament, clay pigeon shoot, quiz night, children's activities and a Fun Day with entertainment suitable for young and old alike. Several other events are also organised throughout the year, including children's Halloween and Christmas parties, a senior citizens Christmas meal, biscuit delivery for senior citizens, social events and fundraising activities. CCA were successful in securing funding to purchase a new multiunit suitable for older children for the playpark, as well as a grant to purchase a laptop and printer for the village hall, to allow community members to use this and have access to the internet, free of charge.

In 2016/17, members of CCA were instrumental in co-ordinating a group to represent Community Associations from villages across South Carrick, to oppose charges being

imposed by South Ayrshire Council for village hall electricity use and gala equipment hire. Two petitions were presented to local Councillors for consideration, and at the local election with a change in Council Administration, the charges were rescinded.

The current committee members have a range of skills and expertise which includes: book keeping, project planning, partnership working, communication skills and hands-on practical help, all of which will be useful in managing the project to get the toilets operational and open for public use once more. There are also a number of volunteers from the wider community who have said they would be willing to help with cleaning, opening and locking up the toilets.

CCA is working in partnership with Asset Management Department, South Ayrshire Council who are keen to transfer the building to community ownership. South Ayrshire Council has now refurbished the toilets to bring them up to standard and they are now ready to be passed back to the local community.

### **Section 3 - Market analysis**

There are currently no public convenience facilities in Colmonell for residents or visitors to use. Both the village community centre and local pub, the Boars Head, have toilets but neither of these buildings are open on a regular basis throughout the day. This means that it is challenging for people who wish to spend a period of time in the village as there are no facilities available. It is also problematic particularly for families who spend time at the park or community garden with no public convenience available for children to use.

A village survey completed in summer 2016 by Colmonell Development Group highlighted re-opening the public toilets as one of the key priorities for residents in Colmonell. A recent poll on the Colmonell Facebook page conducted by CCA showed that an overwhelming majority of 70 people were in favour of the toilets reopening and 2 people were against this. Colmonell & Lendalfoot Community Council and Colmonell Development Group are both in support of CCA taking over and reopening the public toilets and have pledged to work with the group where needed.

A similar initiative is being run successfully in Straiton, where the local community have taken ownership of the public toilets. Annual running costs are around £3000, however most of this (around £2500) goes on a paid cleaner. The community receive £1200 per year from South Ayrshire Council's comfort scheme, and the remaining costs are fundraised through an annual 'pop-up' charity shop, and some donations from organisations in the village. Straiton do not pay water charges as the organisation running the public toilets have SCIO status and receive water rates relief.

Ballantrae public toilets are still under South Ayrshire Council ownership, and the cost to run this facility is around £1900 per annum, with £800 for the annual electricity charge and £1100 for the water charge.

## Section 4 - Finance

This table illustrates the estimated costs associated with the purchase and ongoing expenses associated with the public toilets.

Item	Estimated cost	Recurring fee?	How costs will be met
Refurbishment of toilets (e.g. electrics, plumbing, roof, repair work, replacing toilet wall)	tbc	No	South Ayrshire Council have completed works to bring toilets up to standard before being returned to the community
Water charges	£1000 per annum	Yes	CCA is now a SCIO and can apply under the Scottish Government's Water Charges and Sewerage Exemption Scheme
Electricity charges	£700 per annum	Yes	CCA will apply to South Ayrshire Council's comfort scheme, which will help cover electricity charges
Buildings insurance	£300	Yes	CCA will fundraise, apply for grant funding and place donations boxes in the toilets
Legal fees for the sale of the public toilets	£1000	No	CCA will use reserves
Repair and maintenance costs	£500 per annum	Yes	CCA will fundraise , apply for grant funding and place donations boxes in the toilets
Cleaning materials, paper towels, soap	£100 per annum	yes	CCA will fundraise , apply for grant funding and place donations boxes in the toilets
Cleaning fees	N/A, cleaning will be done by volunteers	Yes	N/A

## Section 5 - Operations

The toilets will be open on a daily basis in winter from 9am until 5pm. In summer the opening hours will be 9am until 9pm. The Community Centre Hallkeeper who stays in the village close to the public toilets has offered to hold a key and open and close the toilets daily.

Checks of the toilets will be done on a daily basis and cleaning will be done on a rota by several volunteers from the village, on a weekly basis. Several people have already said they would be willing to get involved and help to clean the toilets.

## Section 6 – Risk analysis

The following table sets out the type of risk which may be involved in reopening the public toilets, and plans which will be put in place to mitigate these risks.

Type of risk	Risk	Mitigation plans
Financial	No one leaves money in donations box	CCA have enough reserve funds to cover cleaning materials
	Donations box is stolen	Box will be chained and padlocked inside building CCA have enough reserve funds to cover cleaning materials
	There are costly maintenance issues	South Ayrshire Council have already spent time and money refurbishing the toilets to bring them up to standard before passing them over to the community. Funding support and advice (external funding officer South Ayrshire Council) will be sought if there are large maintenance fees to be met
Physical	Someone slips and injures themselves	Toilets will be checked on a daily basis and any water spills cleaned up immediately Public liability insurance will be in place
	Someone gets locked in toilet	Regular maintenance checks of equipment will be done by CCA committee. A record of this will be kept Public toilets are in a central village location therefore if someone is locked in it would be likely that they would be heard and help could be called. Toilets

		will be checked before being locked in the evening
	The toilet is left in a mess	Daily checks will be done on the toilets before locking up. A contact number will be left on the outside of the building to call someone if there are any problems with the toilets
	There are no volunteers to clean the toilets	There are 8 members on CCA committee, all of whom have volunteered to help clean the toilets on a rota basis. Other people from the village have also volunteered, giving a large pool of people to call on