

Simplified Summary Report – Pre-Acquisition Survey

Kinmel Bay Community Centre

The building survey confirms that the Community Centre building is generally structurally stable and suitable for continued use. However, the building is ageing and has a number of maintenance and repair issues that will require ongoing investment if the Town Council proceeds with acquiring the freehold ownership.

Main Findings

Overall Condition

- The building is considered usable and operational.
- No major structural failure or dangerous movement was identified.
- The building has been heavily altered and extended over many years, creating a complex structure with different construction types.

Key Concerns Identified

The surveyors identified several areas requiring attention:

Roofs & Water Ingress

- The flat roofs are one of the biggest concerns.
- There is evidence of active leaks, water ingress, damp staining and failed waterproofing in several areas.
- Some roof areas are likely reaching the end of their useful life and may require replacement in the medium term.
- Water ingress near electrical infrastructure was highlighted as a priority repair item.

Rainwater Goods & Drainage

- Gutters and downpipes are blocked or deteriorating in places.
- Overflowing rainwater systems are contributing to damp problems internally.
- A programme of gutter clearance, repairs and replacements is recommended.

Windows & Doors

- Many of the older timber windows and doors are deteriorating and weathered.
- Some glazing seals have failed, allowing moisture ingress.
- One blocked-up doorway was considered a security concern and should be properly secured.

Internal Condition

- Internal finishes show signs of age, damp staining and wear and tear.
- Ceiling tiles and plasterwork have been affected by roof leaks in some locations.
- Kitchen units and some flooring are deteriorating due to moisture exposure.

Structural Issues

- Some historic cracking and settlement were identified, but these appear longstanding and not actively worsening.
- The boiler flue tower leans slightly, likely due to historic settlement, but no immediate danger was identified.

Fire Safety & Compliance

- The survey identified deficiencies relating to fire protection and wider compliance matters.
- Further review and ongoing compliance management will be required as part of ownership responsibilities.

Asbestos

- Some materials within the building may contain asbestos.
- An updated asbestos survey/register is recommended before intrusive works are carried out.

Ownership Implications

If the Town Council acquires the freehold:

- The Council would become responsible for the structure, roof, external walls, common areas and overall compliance obligations.
- Existing lease arrangements with the library and NHS clinic would transfer to the Council as landlord.
- The Council would inherit future repair and maintenance liabilities for the building.

Surveyors' Conclusion

The surveyors concluded that:

- The building remains a viable community asset.
- The issues identified are manageable through planned maintenance and phased investment.
- The building is suitable for continued occupation and potential acquisition, provided the Council carefully considers the future repair costs and ongoing responsibilities involved.

Suggested Summary for Councillors

The survey confirms that the Community Centre is structurally stable and capable of continued use; however, the building is ageing and carries significant ongoing maintenance responsibilities. The main concerns relate to roof leaks, damp issues, ageing services, rainwater systems, windows, and future compliance obligations. While no immediate structural dangers were identified, the Town Council should expect phased repair and refurbishment costs over future years if it proceeds with acquiring the building.

Priorities works			
Issue	Recommendation	Timescale	Approx cost
Flat Roofs	Urgent remedial repairs to all flat roof covering, flashing arrangements and rooflight interfaces, particularly surrounding the common areas, WC and ancillary spaces where moisture ingress was identified.	Urgent work required 0-12 months	Unknown
Tower and lean to roof structure	Immediate investigation as its adjacent to the incoming electrical supply and evidence of water penetration and saturation has been observed.	Immediate work required 0-12 months	Unknown
Pitched roof	To ask a qualified roofing contractor to undertake a comprehensive review of the roof coverings, parapet details, gutter interfaces and associated weatherproofing systems throughout the building.	Immediate work required 0-12 months	Unknown
Down Pipes and gutters	Immediate clearance of vegetation, debris and standing water from gutters and outlets together with replacement or repair to downpipes and joints.	Immediate work required 0-12 months	£1,000-£2,500
Defective suspended ceilings	Repair and replace defective suspended ceilings, saturated finishes and moisture damaged internal elements once the weatherproofing works are completed.	Immediate work required 0-12 months	Unknown
External fire door	Repair or preplace the insure fire door at the back of the building (South Western)	Immediate work required 0-12 months	Unknown
Boiler flue tower and southern eastern settlement	Establish if movement is historic and create a base line for future monitoring	Immediate work required 0-12 months	Unknown
Tree Assessment	Commission a tree assessment for the vegetation near the clinic.	Immediate work required	£750-£2000

		0-12 months	
Toilets	Repair leaks to toilet waste/trap pipe works (or replace whole toilet block) and replace flooring.	Immediate work required 0-12 months	Unknown

Health and Safety			
Issue	Recommendation	Timescale	Approx costings
Asbestos Survey	Obtain and review and up-to -date asbestos survey and register prior to undertaking any works.	Urgent 0-3 months	£500-£2,000
Fire Protection	Undertake a detailed review of Fire Protection measures, fire compartmentation and fire stopping measures throughout the whole building.	Urgent 0-3 months	£1,500-£3000
Emergency Lighting	Undertake a detailed review and installation of emergency lighting	Urgent 0-3 months	£500-£1,200
Electrical Testing	Undertake an electrical safety review and inspection of all areas affected by moisture ingress.	Urgent 0-3months	£750-£2,000
H&S Check	Full H&S Policies implemented and audit undertaken to ensure compliance.	0-12 months	

Following a meeting with CVSC to discuss the best way forward regarding future grant applications for the Community Centre, it was advised that, to maximise the likelihood of securing grant funding for improvement works, the Town Council would need to directly operate the Community Centre element of the building rather than leasing it to a separate community group.

CVSC advised that if a community group were to hold the lease, the Town Council would not be eligible to apply for grants relating to internal improvement works within the building.

It was further noted that the existing funds held by the Kinmel Bay Community Centre Charity cannot be transferred to the Town Council, as the Town Council is not a registered charity. CVSC advised that the funds could only legally be transferred to another registered charity.

As a result, it was suggested that the most practical use of the Charity funds would be to undertake urgent repairs and maintenance works to the building. It was also noted that, as the works would be funded through the Charity, the Town Council would be unable to reclaim any associated VAT costs.

It is suggested that any proposed works funded through the Charity would be presented to the Town Council for consideration and determined by Members through a democratic vote.