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Date: 17th December 2025

**INDIVIDUAL CABINET
MEMBER DECISION**

Dear Sir/Madam,

The Cabinet Member for Communities and Public Services (Councillor K. Price) is to consider the following reports and make a decision on **Thursday 8th January 2026** at **12.00pm** in Committee Room D, Town Hall, Nuneaton.

Yours faithfully,

TOM SHARDLOW
Chief Executive

A G E N D A

PART 1

PUBLIC BUSINESS

1. **EVACUATION PROCEDURE**

A fire drill is not expected, so if the alarm sounds, please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside Lloyds Bank on the opposite side of the road.

Exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please also make sure all your mobile phones are turned off or set to silent.

2. **PUBLIC CONSULTATION** - Members of the public will be given the opportunity to speak on specific agenda items if notice has been received.

Members of the public will be given three minutes to speak on a particular item and this is strictly timed. The chair will inform all public speakers that: their comments must be limited to addressing issues raised in the agenda item under consideration: and that any departure from the item will not be tolerated.

The chair may interrupt the speaker if they start discussing other matters which are not related to the item, or the speaker uses threatening or inappropriate language towards Councillors or officers and if after a warning issued by the chair, the speaker persists, they will be asked to stop speaking by the chair. The chair will advise the speaker that, having ignored the warning, the speaker's opportunity to speak to the current or other items on the agenda may not be allowed. In this eventuality, the chair has discretion to exclude the speaker from speaking further on the item under consideration or other items of the agenda.

3. **DECLARATIONS OF INTEREST** - To receive declarations of Disclosable Pecuniary and Other Interests, in accordance with the Members' Code of Conduct.

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made so that interests that are declared regularly by members can be viewed in a schedule on the Council website ([Councillor Declarations of Interests](#)). Any interest noted in the schedule on the website will be deemed to have been declared and will be minuted as such by the Democratic Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule. There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room,

the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit & Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

4. CHETWYND HOUSE- a report of the Communities and Community Safety Manager, attached (**Page 4**).

AGENDA ITEM NO. 4

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to:	Individual Cabinet Member Decision
Date of Meeting:	8 th January 2026
Subject:	Chetwynd House
Portfolio:	Communities and Public Services
Responsible Officer:	Communities and Community Safety Manager
Corporate Plan – Theme:	Aim 2
Corporate Plan – Aim:	Theme 4
Ward Relevance:	All wards
Public or Private:	Public
Forward Plan:	No
Subject to Call-in:	Yes

1. Purpose of report

- 1.1. To outline the funding required for roof repairs to Chetwynd House.

2. Recommendations

- 2.1. That approval is given to part fund roof repairs at a cost of £10,000 to be funded from the Borough Lottery.

3. Background

- 3.1. The charity Mencap are located at Chetwynd House, Nuneaton. They work with people with learning disabilities to provide direct support, change laws and services, and

challenge prejudice. It offers a range of services, such as personalized support for independent living, employment support, and advice for families with children and young people. The organisation also campaigns to ensure people with a learning disability can have their voices heard and achieve their full potential via the following activities;

- Direct Support: Mencap provides personalized support services to help people with learning disabilities live more independently. This includes help with daily activities, supported living, and leisure activities.
- Campaigning and Advocacy: The charity campaigns to change laws and policies, challenge prejudice, and ensure the rights of people with learning disabilities are upheld.
- Advice and Support for Families: They offer advice and support to parents and carers of children and young people with learning disabilities, including help with social care and planning for the future.
- Employment Support: Mencap provides services to help disabled adults find and maintain employment.
- Community and Inclusion: They work to build more inclusive communities where people with learning disabilities can make friends, develop life skills, and participate fully.

3.2 They currently support over 75 members, but with volunteers the building sees around 100 regular users each week. They run activities 6 days a week, with ages ranging from 4 to 80+, and increase sessions aimed at children during the holidays. They play a key role for those with a learning disability as well as parents, guardian and carers.

4. Body of report and reason for recommendations

4.1 Chetwynd House is a large building with a somewhat complex roofline. The building is leased on a 'full repair' basis, meaning that all building defects must be remedied at Mencap's own expense.

4.2 The problems with the roof will only continue to get worse, meaning that the first floor will become unusable initially and will negatively impact the condition of the building. This will affect the level of service that Mencap are able to deliver from this location. The total cost to repair the roof is £13,995.

5. Consultation with the public, members, officers and associated stakeholders
 - 5.1. Ward councillors have been engaged and supportive of the proposal.
6. Financial Implications
 - 6.1. An allocation of £10,000, funded from the Borough Lottery will be made, and the remainder of the project costs will be invested by Mencap.
7. Legal Implications
 - 7.1. If funding is agreed a community use agreement (CUA) will be completed to complement the revised lease agreement.
8. Equalities implications
 - 8.1. The work Mencap do will have a positive impact on supporting those with additional or complex need across the Borough.
9. Health implications
 - 9.1. No specific health implications have been identified following the completion of an impact assessment.
10. Climate and environmental implications
 - 10.1. No direct climate and/or environmental implications have been identified.
11. Section 17 Crime and Disorder Implications
 - 11.1. If the recommendations are approved, the decisions will bring the following benefits from a Section 17 crime and disorder perspective:
 - i. By way of a community use agreement (CUA) there will be the opportunity for other groups to use the venue if/when Mencap do not require it.
12. Risk management implications
 - 12.1. No direct risk management implications have been identified.

13. Human resources implications

13.1. No direct human resource implications have been identified.

14. Options considered and reason for their rejection

14.1. In formulating this report and recommendations, the following other options were identified. Reasons for their rejection or why the option and recommendation proposed in section 2 of the report has been selected are outlined below.

Option Ref	Option Title	Reason for rejection or why the option and recommendation proposed in section 2 of the report has been selected
A	Do nothing	This will lead to continued damage to the building and a halt to services provided to the community.
B	Part fund repairs	This will allow the required repairs to take place and for the organisation to continue to provide services from the venue

15. Conclusion

15.1. It is felt the most prudent option is to part fund the repairs as this ensures continuation of these vital services in a venue that is fit for purpose. Mencap can use the allocation provided by the Council together with its own funds to ensure the repairs required can be completed.

16. Appendices

16.1. Please note there are no appendices attached to this report.

17. Report Writer Details:

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