TODMORDEN TOWN COUNCIL

Report to	Resources Committee
Report Author	Naomi Crewe, Town Clerk
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Date	9th September 2026
Subject	Pavilion Storage

Purpose of Report

1. The purpose of this report is to seek approval from the Resources Committee to formally confirm the Town Council's position regarding the allocation of storage space to the Bowling Club at the pavilion.

2. The Committee is asked to note that the Bowling Club's current storage provision is considerably greater than the allocation originally agreed and to approve the Council informing the Bowling Club that no further storage can be provided.

Background

3. Following the creation of the pavilion, discussions took place regarding the storage requirements of the Bowling Club and the Town Council.

4. In correspondence dated 15 December 2025, it was confirmed that the Bowling Club would have use of:
   - The plant room;
   - One cupboard within the kitchen; and
   - Two of the three shipping containers.

5. It was also confirmed that the third shipping container would be retained by the Town Council for the storage of equipment required for the maintenance and operation of the park.

6. The storage arrangements were subsequently discussed further in correspondence dated 3 February 2026 and 5 February 2026. During this correspondence, the agreed allocation was reiterated, including the intention that the third shipping container would be retained for Town Council use.

7. The Town Council subsequently requested that the third shipping container be vacated so that Council equipment could be transferred into it. Some of this equipment is currently being stored beneath the bandstand stage, where it is at risk of damage due to the lack of suitable storage. The third container is therefore required to provide appropriate protection for Council equipment used in the ongoing maintenance and operation of the park.

8. When the keys to the third container were returned to the Town Council, it was found that Bowling Club equipment remained stored within the container.

9. Following discussions with representatives of the Bowling Club and Greens Team, it became apparent that the requirement for the third container to be vacated had not been understood by all parties, despite the matter having been communicated to the Committee through previous correspondence.

10. In recognition of the Bowling Club's storage requirements and in an effort to support the continued operation of the Club, the Town Clerk subsequently agreed to an increased storage allocation.

11. The Bowling Club's current storage provision is therefore understood to comprise:
    - All three shipping containers;
    - The plant room;
    - Two full-length cupboards within the pavilion;
    - The kitchen cupboard; and
    - Several smaller cupboards located around the serving hatch.

12. The current allocation is therefore substantially greater than the storage provision originally agreed with the Bowling Club.

13. The Bowling Club has subsequently requested additional storage. The Council has reviewed the current arrangements and its own operational requirements.

14. The Council's available storage capacity at the pavilion is now fully utilised. In addition, the Council itself has a requirement for suitable storage for equipment used in the maintenance and operation of the park.

15. There is no suitable alternative storage capacity available at the Town Hall, and it would not be practical for operational equipment required at the park to be routinely transported between the Town Hall and the park.

16. The Council therefore needs to retain sufficient appropriate storage for its own operational equipment and cannot reasonably allocate any additional storage to the Bowling Club.

Financial

17. There are financial implications arising from the current storage arrangements.

18. The Town Council requires suitable storage for equipment used in the maintenance and operation of the park. As the storage currently available within the pavilion and shipping containers is being utilised, the Council will need to identify and potentially secure an alternative storage solution for its own operational equipment.

19. This may result in additional expenditure for the Council, including potential costs associated with the provision, purchase, hire, adaptation, transportation or ongoing maintenance of alternative storage facilities.

20. At this stage, the exact financial implications cannot be quantified as the most appropriate alternative storage solution has yet to be identified. Any significant expenditure required to provide additional Council storage would be subject to the appropriate budgetary and Committee approval processes.

21. The financial implications therefore provide an additional reason for the Council to retain control of the storage capacity currently available and not commit any further storage space to the Bowling Club.

22. There is currently funding for a additional storage container that the Council could place in the park,however there is a issue on where it could be sited.

Recommendation

23. Note the history of the storage arrangements agreed with the Bowling Club and the subsequent increase in the storage currently provided.

24. Note that the Bowling Club's current storage provision is substantially greater than the allocation originally agreed.

25. Approve the Town Council formally advising the Bowling Club that the current storage allocation represents the maximum storage provision that can reasonably be made available to the Club.

26. Approve that no further storage space is allocated to the Bowling Club.

27. Agree that the Council may discuss with the Bowling Club whether the existing storage can be reorganised or utilised more efficiently, but that such discussions will not constitute an agreement to provide additional storage.

Reasons For Recommendation

28. The recommendations are made to establish a clear and consistent position regarding the storage available to the Bowling Club and to ensure that the Town Council retains sufficient storage capacity for its own operational requirements.

29. The Bowling Club is currently benefiting from storage provision considerably in excess of the allocation originally agreed. While the Council recognises the Club's need to store equipment safely and securely, the pavilion has limited storage capacity and there is no reasonable additional capacity that can be allocated.

30. The Town Council also has an operational requirement to store equipment used in the maintenance and management of the park. Some Council equipment is currently being stored beneath the bandstand stage and is at risk of damage. The Council requires appropriate storage for this equipment to ensure that it remains protected and available when required.

31. The Council has already increased the Bowling Club's storage allocation beyond the original agreement in an effort to accommodate its requirements. Providing any further storage would adversely affect the Council's ability to store its own equipment and would not represent a reasonable or sustainable use of the limited storage available.

32. Formal confirmation of the Council's position will provide clarity for both the Town Council and the Bowling Club and will establish that any future discussions should focus on the effective organisation and utilisation of the storage already allocated rather than the provision of additional space.

Policy Implications:

33. There are no specific policy implications arising from this report.

34. The recommendation supports the Council's responsibility to manage its assets and facilities effectively and to ensure that available Council resources and accommodation are used appropriately.

35. The recommendation also provides a clear and consistent basis for managing the allocation of storage within the pavilion and associated facilities.

Details Of Consultation:

36. The storage arrangements have been discussed with representatives of the Bowling Club and the Greens Team.

37. Previous correspondence with the Bowling Club Committee dated 15 December 2025, 3 February 2026 and 5 February 2026 established and reiterated the original storage allocation.

38. Further discussions subsequently took place regarding the requirement for the third shipping container to be made available for Town Council use.

39. The Bowling Club will be formally advised of the Committee's decision following consideration of this report.

Climate Change:

40. There are no significant direct climate change implications arising from the recommendations.

41. Maintaining suitable storage for Council equipment may, however, help to extend the useful life of equipment by protecting it from damage and deterioration, thereby reducing the need for premature replacement.

Impact Equality Assessment

42. The recommendation relates to the management and allocation of Council-owned storage facilities and does not seek to restrict access to Council services or facilities on the basis of any protected characteristic.

43. No adverse equality impact has been identified as a result of the recommendation.

Supporting Papers:

Appendix 1 - Email correspondence regarding the requirement for the third shipping container to be vacated;

Further Information, Please Contact: Naomi Crewe

Appendix 1

On 15 Dec 2025, at 12:22, Community <community@todmorden-tc.gov.uk> wrote:

Hi Lainy,

I'll address a few of these points in Colin's absence (he's currently on holiday but will be back soon).

Greens Treatments

We are still waiting to see if there is remaining capital in the build project. We had hoped to know by now, but unfortunately this has also been pushed back as the builds have been delayed.

This is what had been discussed with yourselves from Colin back in August:

End-of-season treatment options (per green)

· Hollow Tining – £2,400 per green (more labour/4-5 ton materials; specialist machinery)

· Solid Tining – £1,600 per green (less labour/ 3 ton materials)

Both include scarifying, overseeding, pressed fertiliser, top dressing, and seaweed treatment. Phillip's advice is that the difference in playing surface between the two methods will be minimal.

Proposed way forward

· Town Council funds Solid Tining for two greens at £3,200 (an increase of £800 over our initial commitment).

· If the club wishes Hollow Tining for these two greens, the additional £800 per green would need to be met by the club.

· For the remaining two greens, Solid Tining will cost £3,200.

Subject to available capital at the end of the build project, we can contribute a further £1,800 (total investment by TTC of £5k in to "end of season" treatments , which we hope to recoup from the capital programme) but this last level of investment is subject to the club providing a "matched" contribution of £1,400. This is standard for all of our Town Deal capital project to have an element of match

Together, this would mean all four greens receive treatment totalling £6,400 giving us a stronger platform for the future maintenance of the greens.

Timeline

· First two greens could be treated in October and may be playable from November (weather permitting).

· The Pavilion handover to the Council is scheduled for end of November.

· Remaining greens work will be confirmed once final capital availability is known in December.

Decisions needed by 22 September

(so we can take this to the Resources Committee in October):

1. Will the club contribute the £1,400 towards the remaining two greens?

2. Does the club wish to upgrade the first two greens to Hollow Tining (at club cost)?

Did you confirm that the Todmorden Bowls Club Committee are happy to contribute the £1,400 towards the remaining two greens?

Storage

The room with the window on the Pavilion was never intended for storage - initially it was going to be a workshop. I know it got mentioned in relation to storage at some point, but we made the decision that given that it has a window it would be less secure for storage, and the window also makes it usable as an additional space for the Pavilion as a venue.

You will have the back storage room and two shipping containers for storage, plus a cupboard in the kitchen.

Do you have a list of what you are wanting to store?

It might also be worth being aware that as we will be hiring out the Pavilion outside of the times that you've pre-booked, internal storage will only be accessible when you have pre-booked the Pavilion.

Completion Date

Colin will update you on the Pavilion completion date, he is due back from his holiday soon.

Booking Timings

Thanks for sending through the booking requirements for the coming year. Please also provide us with the timings for each session (eg afternoon = 13:00 - 16:00), so we can block it out on the bookings calendar.

Storage Container Locks

Please confirm what the issue is with the lower lock asap, as they should be lockable using the same key, and if they aren't we need to get this fixed as there are currently security concerns around people being able to get a crowbar in, and therefore damage the storage container.

These are the same storage containers that will be used behind the Pavilion when the build is complete.

Welfare Unit Key

We have the additional key for the Welfare Unit, please arrange a time to come and collect it. We finish this Friday (I should be in the office until 3), and are back on the 5th of January.

Thanks,

From: Community
Sent: 20 May 2026 4:21 PM
To: Bowls Committee

Cc: Naomi Crewe <townclerk@todmorden-tc.gov.uk>
Subject: Storage Containers

Hi everyone,

Just a reminder that the storage containers are being moved tomorrow with their contents - hopefully you've been and moved out anything delicate that could get damaged in the move, or anything heavy that could damage other things.

You don't need to be on site when they are moved.

Please could you let us know which of the storage containers you have completely emptied for us to use? And we will also need the keys back for that container - please arrange getting those back to us.

Thanks,

Hi Naomi.

Thanks for your reply I look forward to further contact with yourself regarding hopefully more capacity for storage .

Regards Andrew.

On Wed, 24 Jun 2026 at 9:36, Naomi Crewe

<townclerk@todmorden-tc.gov.uk> wrote:

Hi,

Thank you for your email and text.

Firstly, I would like to clarify that our working hours are 9am to 4pm and, whilst I did receive your text message on Tuesday morning, I had not yet had the opportunity to respond. We are currently managing a significant workload and are not always able to provide an immediate reply. Please be assured that your concerns have been noted and are being considered.

I am fully aware that this issue is not going away, and I understand the frustration and disappointment felt by members of the Bowling Club committee. We are actively trying to identify solutions that work for everyone involved.

However, it is important to acknowledge the current situation. The Bowling Club is currently using three storage units in addition to the plant room for storage purposes. This is considerably more storage space than was originally agreed and has placed the Council in a difficult position, as we no longer have access to the storage space that was intended for Council equipment.

With regard to the suggestion of an additional shed within the compound bin store area, the discussion around whether it would be plastic or metal was not the key issue. The suggestion was intended as a potential compromise and, when it was indicated that a metal unit would be preferable, that was simply acknowledged as an alternative. The material itself was not the determining factor.

You are absolutely right that the current situation is frustrating Unfortunately, we are working within the constraints of the space and facilities available. As a result, we are trying to explore options that involve a degree of compromise from both sides whilst ensuring that neither organisation is exposed to additional operational, health and safety, environmental, or security risks.

I appreciate that your preferred solution is the provision of an additional shipping container for the Bowling Club, and I can confirm that this option is being explored. However, there are a number of considerations and constraints associated with that proposal, many of which are outside the control of Todmorden Town Council and require input and approval from other parties. As such, this is not something that can be resolved immediately.

Whilst no final resolution has been reached at this stage, this should not be interpreted as a lack of flexibility or willingness to engage. We are continuing to investigate all realistic options available to us and will provide further updates as soon as we are able.

From: Bowler

Sent: 23 June 2026 10:27

To: Naomi Crewe <townclerk@todmorden-tc.gov.uk>

Subject: Storage

Hi Naomi, I've sent you a text message stating I was not happy with the outcome.

Yes Todmorden bowling club has 2 storage units

But only 1 for maintenance equipment the other park run and academy items.

Suggesting moving chairs and moving things around is not the answer neither is having mowing machines in the function room, very surprised you suggested that.

Also you came up with the idea of a plastic storage unit , when challenged ,oh we can have a metal one.

As you said we cannot have another storage unit

Next to the 3 that we have due to environmental issues, but we can fit one in the compound , it needs to be considered .

I learned a lot yesterday, it seems that there is no flexibility from your side, I hope I'm wrong .

The bottom line is we cannot operate as things are now it's frustrating and demoralising.

There is a lot of anger within the bowling committee which needs defusing.

I've informed the committee of our chat and what was discussed and that there was no resolution

To the problems we face. To sum things up storage and room to work is essential.

I hope I receive a reply as this topic is not going away.

Regards.