

Attachment 2

Venue	Office space cost inc. electricity	Room hire for meetings	Business rates/BID levy	Comments - Office Space	Comments - Meetings Space	Total
					Meeting space - Assuming there are four Committees - Planning, Human Resources, Finance & General Purposes and Policy & Resources as well as Full Council - HR 2 hours per meeting bi-monthly, Planning 1.5 hours per meeting monthly, F&GP 1.5 hours per meeting monthly, P&R 2 hours per meeting bi-monthly. Full Council 2 hours for 11 months. Total of 82 hours per year. There is also an Annual Parish Meeting which would be required which would be at least two hours with one hour set up and one hour derig.	
Blackridge Community Centre	£6.25 per hour = £12,750.00 plus £3,000 electricity = £15,750.00	£17.50 per hour = £1,505.00	Estimated £600.00	Office space - Assuming office used five days a week for eight hours per day for 51 weeks a year - 8hrs x 5 days for 51 weeks a year = 2,040 hours		£17,855.00