



# Property Information Pack Denbigh Town Hall June 2026

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## Asset Management Process

This information pack has been prepared to support Denbighshire County Council's asset management process and to provide prospective occupiers or operators with key information about the property.

The pack brings together a range of information, including property plans, compliance information, utility costs, building information and a brief background of the building. All this is intended to help services in assessing the property's suitability for any proposed operational requirements.

As part of the Council's approach to effective Asset Management, the property is first being made available for consideration by internal services in the first instance, helping to ensure that council assets are utilised in a way that maximises operational, community and financial value.

Should no suitable internal Expressions of Interest (EOI) be identified, alternative options for future use of the property may be considered in accordance with the Council's Asset Management strategy.

## Background

Previously operated by the CSS: Performance, Digital & Assets service, the building has been declared surplus to service requirements.

Denbigh Town Hall occupies a prominent position within Denbigh town centre and continues to function as a well-established civic and community facility. The building accommodates a range of public and community uses, including council meetings, community events, cultural activities, exhibitions, markets and private hire functions. Its central location and accessibility contribute to its ongoing role as a focal point for civic engagement and community activity within the town.

Recent activity at the Town Hall has included a programme of community events, seasonal celebrations, local markets and cultural initiatives delivered by local organisations and community groups. The venue continues to support a diverse range of users and visitors throughout the year, reflecting its flexibility as a multi-purpose public building. The level and variety of activity demonstrate the building's ongoing contribution to community life and its potential suitability for a range of public service, cultural, community or operational uses, subject to the requirements of individual services.

A list of such events is as follows

- Christmas Light Switch On
- Beer Festival
- Plum Festival
- St David`s Day Festival
- Young Farmers Eisteddfod
- Craft, Cd and Eco Fayres
- DCC Conferences/Away Days
- Wrestling
- Charity Concerts
- Floral Arts Showcase
- Boogy Bingo
- Denbigh Town Council Annual Meeting (Mayor Making)
- Events for Coronations, WW1 & WW2 etc
- GP Referral Scheme
- NHS Dietitian Classes
- Junior School Christmas Performances
- Public Consultations
- Cage-bird Society Annual Showcase
- Town Council
- Birthday Parties (On Occasion)
- Auctions of Promises
- Monthly Women`s Institute
- Scouts
- Denbigh High School Prom and Sixth Form Open Evening
- Denbigh Town Junior Presentation Evening
- Annual Series of Lectures Hosted by Denbigh

## Building Summary

Details	
<b>Site Ref</b>	0704-000
<b>Site Address</b>	Denbigh Town Hall, Crown Square, Denbigh, LL16 3TB
<b>Map location</b>	<a href="#">Click here</a>
<b>Tech Forge</b>	N/A
<b>Tenure</b>	Freehold
<b>Building GIA (Sqm)</b>	1,312.40
<b>No. of rooms</b>	53 (Including toilets, offices, stores, hall, stage)
<b>Construction date</b>	1915 - 1917
<b>Construction type</b>	<ul style="list-style-type: none"> <li>Reinforced Concrete Frame</li> <li>Roughcast brick with limestone facings and sandstone dressings</li> <li>Pitched slate roofs</li> </ul>
<b>Condition Survey</b>	<p><b>Score – B (Satisfactory) (2024)</b></p> <p>This is where the property is performing as intended but is showing minor deterioration.</p>
<b>Other</b>	<ul style="list-style-type: none"> <li>Grade II* listed building</li> <li>'Arts and Crafts' Architecture</li> <li>Large hall space with balcony and stage</li> <li>Lift</li> <li>Bus stop approx. 282 ft away from building</li> </ul>

## Facilities & Amenities

The building contains 53no. rooms, this includes halls, meeting spaces, kitchens and toilets. A full breakdown of room types and sizes can be found via Technology Forge (link in the building summary table)

A dedicated Car park is present to the rear of the building and contains approx.15 bays.

## Tenants

Denbigh Town Council currently operate out of the building, and it is anticipated this arrangement could continue, subject to agreement with any future occupier / operator as it is their preference to remain as a sitting tenant.

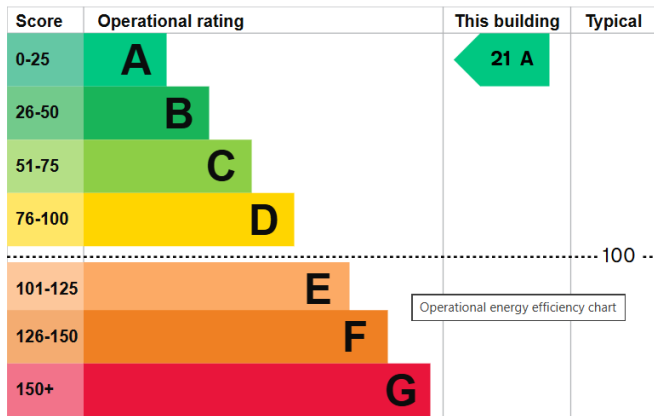
There are also two commercial office units within Denbigh Town Hall, both with their own independent external access. One of these units is currently let on an ongoing commercial tenancy. The tenant continues to operate as normal, and their occupation is unaffected by the upcoming Community Asset Transfer (CAT) process.

The unit is used for standard office-based activity, and the tenant has secure access arrangements in place. No changes to their lease, access, or day-to-day operations are proposed at this stage, and they have been reassured that it remains business as usual while the CAT process is underway. Further tenancy details can be provided if required.

**Note** – The two commercial units are identified as Buildings 1 & 2 on the plans accompanying this document.

## Performance Summary

### Display Energy Certificate – Operational rating A



**Certificate number** 7629-2760-5210-3408-0743

*(Note – New certificate currently in progress)*

## Utility Data

Whilst usage will obviously be influenced by occupation type and associated demands, an indication of energy consumption and cost is as follows

Utility	Usage	Cost (FY 25/26)
Gas	102,491 kWh	£5,979
Electric	16,989 kWh	£4,604
Water	-	Approx. £4,758

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## H&S Compliance Summary

This section contains information in relation to the Health & Safety compliance, namely Asbestos, Fire & Legionella. Further information can be obtained by contacting the relevant teams within the property department.

Summary	
<b>Asbestos</b>	Compliant building / Periodically inspected Low risk ACMs Next Risk Assessment due April 2027
<b>Fire</b>	Compliant building Next Risk Assessment due September 2026
<b>Legionella</b>	Compliant building Monthly monitoring & TMV servicing in place Expansion vessel servicing in place Valid risk assessment in place
<b>Gas</b>	Compliant building Annual gas servicing of the boiler in place Last serviced in September 2025 with no issues raised on the certificate

## Recent Building Investment

Summary	
<b>Building Maintenance</b>	<ul style="list-style-type: none"><li>• Reinforcement works to front elevation balcony (in progress)</li><li>• Investigation works to determine required remedial works to concrete columns (following subsequent condition surveys)</li><li>• Maintenance to resolve intermittent lift door issue</li></ul>
<b>Legionella</b>	<ul style="list-style-type: none"><li>• Revised Risk Assessment</li><li>• Repair works to expansion vessels</li></ul>
<b>Fire</b>	<ul style="list-style-type: none"><li>• Replaced 8no. Emergency lights</li></ul>

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## Site Photos



**Photo 001 – Front Elevation**



**Photo 002 – Accessible entrance / Steps**



**Photo 003 - Lift**



**Photo 004 – Entrance / toilet lobby**



**Photo 005 – Market Space**



**Photo 006 – Market Space**

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**Photo 007 – Meeting space**



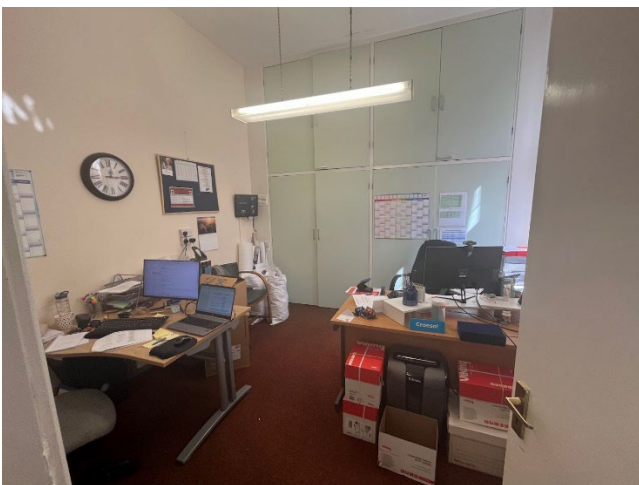
**Photo 008 – Storage space**



**Photo 009 – Storage space**



**Photo 010 – Office**



**Photo 011 - Office**



**Photo 012 – Kitchen area**

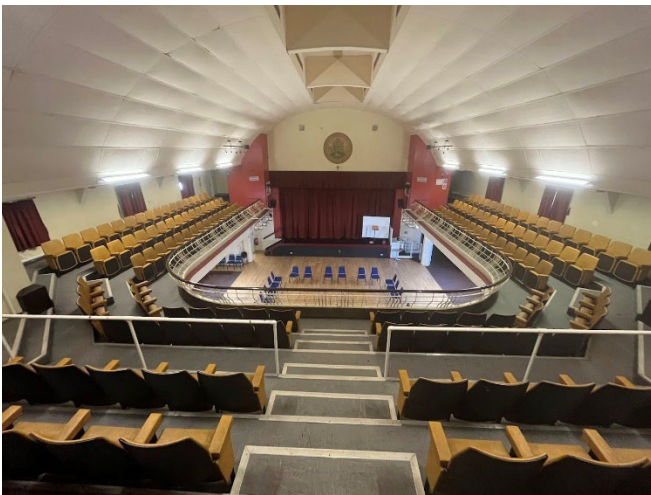
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**Photo 013 – Bar / Counter**



**Photo 014 – View of hall**



**Photo 015 – Balcony view of hall**



**Photo 016 – View of Balcony**



**Photo 017 – Dressing room**



**Photo 018 – Circulation / Lobby**

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**Photo 019 – Side elevation**



**Photo 020 – Car park**

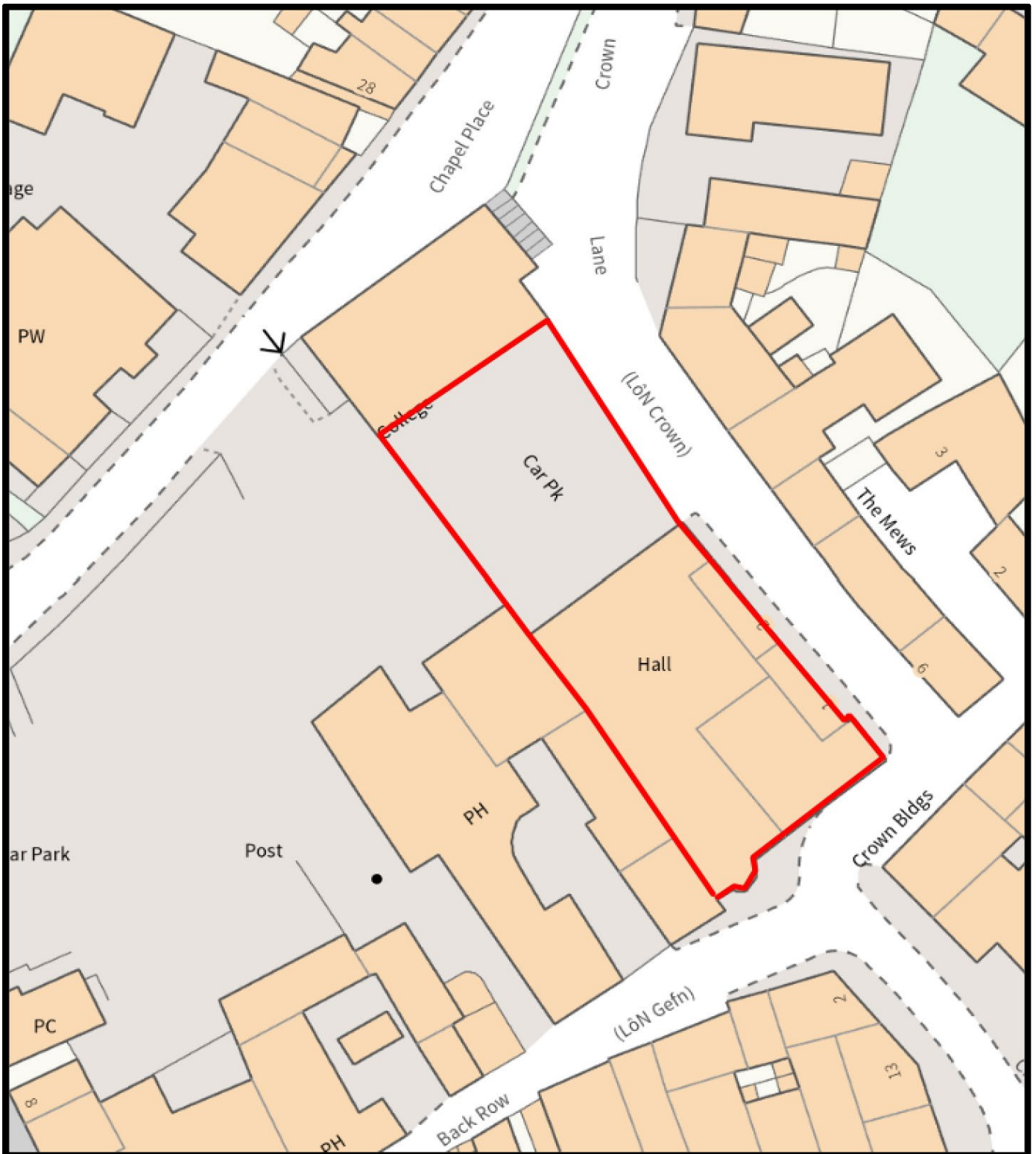


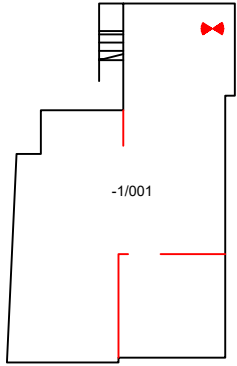
**Photo 021 – Rear elevation**

## Site Plans

- **Site Demise**
- **Floor Plans**

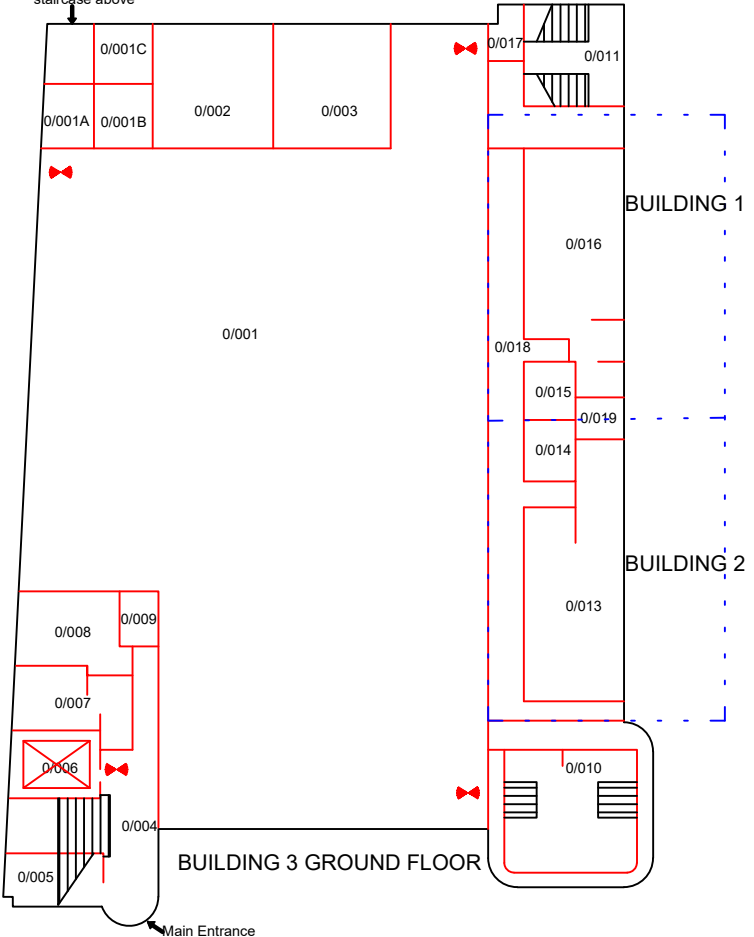
## Site Demise



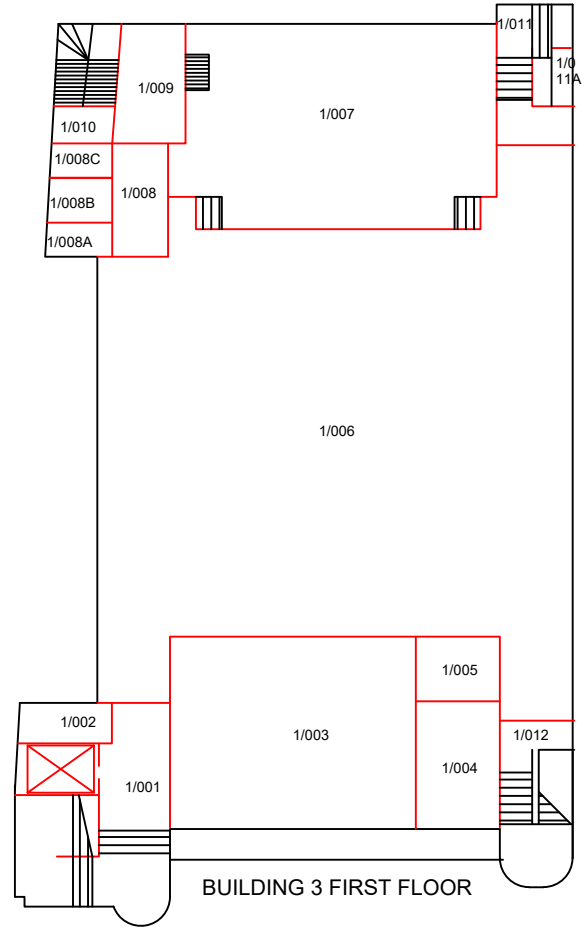


BUILDING 3  
HEATING CHAMBER

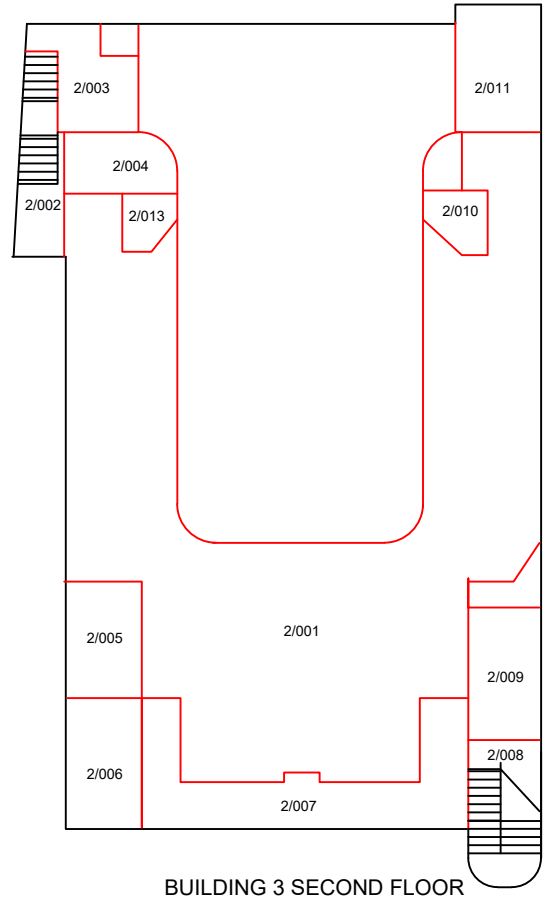
Fire Exit from staircase above



BUILDING 3 GROUND FLOOR



BUILDING 3 FIRST FLOOR



BUILDING 3 SECOND FLOOR

UPRN:	0704-000	CLIENT	Denbighshire County Council	SCALE	N.T.S	DRAWN BY:	RBW	DISTRICT:	Denbighshire
NAME:	Denbigh Town Hall	REFERENCE		DATE	23/04/2018	CAD REF:	0704-000	SHEET NO.:	
									FLOORPLAN LAYOUT