

UTKINTON VILLAGE HALL ANNUAL REPORT 2019

Annual General Meeting 25 February 2020

The Annual income for 2019 is £5459 and Expenditure £5727. The hall has thus made a small short fall on the year of £268.

There have been two one off expenses. A new hot water boiler £320. The repair to the water leak £1186. Adjust for these costs and the hall returned a surplus of £1240.

The hall has seen a fall in user fees. The Fitness Group who met on a Monday morning has finished, due to a falloff in support. Also, a group that met on Tuesday mornings, however, this slot has been taken up by Pilates who meet on Thursdays and will now meet on Tuesdays as well.

The Friday line dancing group is no longer meeting.

The yoga group who met on Monday evenings and from September on Thursday evening, will not be using the hall in 2020 as they have relocated to the Barn at Rose Farm Shop. A new group meets on Saturday, (Karate) late morning, but as yet not sure they will be with us for a full year.

The hall is not used on Mondays, so available for a new group. One of the Difficulties in gaining a greater use of the hall is that the main preference is for a morning slot, not afternoons or evenings.

The hall recently lost two potential users to Cotebrook Hall. The reason given; "The Small hall room is more suitable to our needs." Since the Cotebrook Hall renovations, there are two rooms The Main Hall and a Smaller Room.

The Management Committee should recall that the Lease states that if the Utkinton WI were to disband then the land on which the Hall Stands reverts to Arden Estate, what happens to the Hall building is unclear. Once the land is returned to Arden Estates, they may seek Planning Permission. This may not be allowed as The Village will be losing a Community Asset.

Apart from this factor, if the Hall cannot meet its Financial Commitments, as a result of this situation it may have to cease to Function.

Looking ahead to 2020, it is estimated that the Hall income could be a core income of £4668, expenditure of £5,237 (a built-in contingency of £200). This results in a shortfall of £702. This can be met out of reserves, but the hall cannot keep covering costs in this way. It also means the hall is not putting monies aside to cover any future developments or improvements or help fund any Grant Claims

The Annual Garden Fete brings in a contribution of £800. However, there is a concern as to it taking place in 2020. This would leave a big hole in the hall income.

The Committee must seek ways to increase the Hall Income.

One of the major concerns during 2019 has been with the water supply. It came to our notice in April that the hall could have a water leak. The hall water invoice recorded a large increase in water used. The leak was not visible anywhere in the hall or outside in the hall grounds. It needed investigating to see if the problem rested with the Hall or the water supply company (WaterForce, Pan of United Utilities) as this would define who had to meet the repair costs. This took some time.

The responsibility for the repair was with the Hall. The repair was due to take place in August but this was delayed. The Leak was repaired in Early November. This cost £1186. The monthly water charges had in the meantime moved from £36 a month to £64 and as of now £115, or £1380 a year against £432 a year. An extra cost of £948 a year.

The Hall is seeking a refund for the leaking water as it ran to ground. The leak was found to be under the pathway by the front door. The finding the location of the leak and its repair was quite a complicated job. The hall is also seeking to have the monthly charge altered back to £31 a month. Once we know the level of the refund, the hall may pay off some of the outstanding monies due out of reserves.

Another one-off cost was for a new hot water boiler in the Kitchen £320.

The roof needs attention from time to time, as in heavy weather it can leak. David Woodward keeps an eye on this.

There was another boiler in the Kitchen, this provided hot water direct to the two sinks. This was not in use for some time. It was looked at when the two new hall heaters were put in place. It was possible to have it brought back into use as a hot water supply direct to the sinks was a benefit. However, it was appreciated that this boiler was far from new. It recently failed, as the heat exchanger was not controlling the heat of the water and overheating to steam. It was looked at, but a spare part needed was no longer available, so it has been put out of action. It can be replaced with a new boiler at a cost of £1000. It may be sensible to remove the old boiler and make good around it. There is now no direct hot water supply to the sink units through the sink taps.

HALLCOSTS

The Hall has reviewed its cost base over time. The servicing of the hall heater was provided by British Gas at £800 a year. This servicing moved to a new contractor at a new cost of £389 a year. The installation of the two new heaters was costed at £900.

However, the contractor serving the old heaters offered to do the work for £400, so the work was placed with them.

The hall insurance was reviewed and the cost reduced. The Hall is a wooden building and this adds to the premium.

The Hall Cleaner retired many years ago and due to not being able to get a

replacement and costs, it was felt The Users Groups could clean up after use. This proved not to be a good arrangement and a cleaning contractor was engaged. This has recently been reviewed by The WI and a new programme put in place.

The cost £794. The previous cost were held for six years, so an up lift was reasonable. The cleaning standards are monitored by The WI.

The maintenance of the tennis court was costing £450, but fees to the club do not cover this. A new arrangement is in place at £200.

The Hall Ground are looked after by a local resident at, almost nil cost. So, a big thank you for this work.

The running costs of the hall are kept under review and where it is possible and sensible reduced.

FUND RAISING

The Hall continues to fund raise by way of The Quiz Night, The Hall Draw, The Garden Fete. The Garden fete is a very important income provider at £800. So a big thank you to all who help pull it all together. Without this income the Hall would be very much underfunded.

I feel The Hall needs to pause and Appreciate the work of Richard Francis, who has played a major part in hall fund raising. The Chair of the Garden Fete Organising Committee for 23 years. The Management of The Hall Draw. The wonderful Quiz Master at the Quiz Nights. Over The year these Fund raising endeavours have brought in £30000 plus. Which has greatly helped fund many of the improvements.

So, a big Thank You Richard.

The Hall hire fees have not been increased for some time. The Rates are £7 an hour, £20 for Party hire Morning, Afternoon, Evening. New hire rates could move to £10 an Hour and Party Hire to £25.

THE SPORTS COURT.

The court is available for Membership at £25 per Family, per year. The income from a high of £900 has fallen to £185, a membership of about seven. Sue Patten is standing down from organising the Sports Court/ tennis. We thank Sue for all the work over the last three years. This Role is being taken on by Kathy Dahill and Karen Murray.

Hall Committee members may recall that when Funding Grants were being sought, it was thought the hall being seen as for WI use only may prevent Grants being awarded. The hall had to be available to the wider community. Thus the lease was amended to make this provision.

Thus when grant funding was given to improve the tennis court it was not to be, just for tennis use only. It was defined as a Sports Court for the benefit of the Community and open to a wider range of sport activities. It may have been seen that tennis use

only, could have been seen as too limited. The court rules sets out the conditions of use and the Guide Lines for other sports use

It should be the Halls aim to increase membership. If we can get back to £900 that would be great. The Sports Court income level will be kept under review and if income remains low, then hall may have to give thought to other uses for the court.

The Court requires to be tidied up at the start of the Summer. This has been the spraying and removal of the moss and sweeping up the leaves. Also, any repair work to the playing surface. This has in recent times been carried out by the person who attends to the hall grounds. But this service is in question and may no longer be available.

The Sport Court has been given a Deep Clean from time to time. This has cost in the region of £400 to £500, it may cost more today. The Fee paid for court use do not cover this. If this is needed, one way to consider, the fees meet part of the cost, or even all, if the money is there, any outstanding amount is shared among the court membership.

Consideration has been given to re lining the court area, the cost of this is in the region of £500 to £600.

Attached to this report is the latest state of User Groups. New users would be most welcome and use of the Hall in the afternoons and the evening.

The Hall may wish to consider other fund raising events for 2020.

THE FUTURE.

For the future well being of the Hall The Management Committee should seek a larger membership base of local people who wish to play a part Village Life and help and support the Hall as it moves forward

I have been serving The Utkinton Village Hall since 1999 as Treasurer and since 2008 as Chair and Treasurer. As well as serving on the Parish Council, since 2001. Chairing the Parish Council for 8 years. I have been pleased to make a contribution. During this time and under the time of the previous Chair, Jim Pownall, the Hall has been greatly improved. The Sports Court, The Disabled toilet facilities, Painting the outside, The new roof, the complete rebuild, insulation, new door and windows, and inside entrance doors., The Laying of a new floor, the redecoration inside. Many remark on how well the Hall looks. It has kept its traditional look and at night when fully light how inviting it is. All who helped are much thanked.

A new Chair should come from an existing committee member. Who has a record of playing, a full part in supporting the hall over the years. If this is not possible then The new Chair should be able to demonstrate how they have supported the Hall and set out a vision for the future and how they wish to bring benefits and commitment to the hall.

To help with this, is attached to this report is a detail of activities covered by The

Chair of The Hall Management Committee and also of The Treasure.

Also a listing covering Hall Maintenance actions.

I have enjoyed my hall work, at times difficult and frustrating, but non the less rewarding. I am happy that I have served.

It will be appreciated that a great deal of Hall work falls on the Chair. It may be that some of this could be shared.

I would like to say a big thank you to all who have helped and supported me at The Hall I will continue to help out where I can.

I wish The Hall and The Management Well for the Future. The Hall needs to play a key role in Village Life, be continuously improved and cared for. For The Hall to be kept to a high standard in needs TLC (Tender Loving Care) and an eye for detail in the approach to it's Maintenance and improvements.

Graham Stewart

Chair Management Committee February 2020.

If I may I would like to pay tribute to my late wife, Maggie, who although not a member of the hall committee, played a great part in helping with the grant funding claim form to Wren and Awards for All for the hall refurbishment. The Organising of the improvements to the Hall Kitchen.