

## **1 Objectives**

The objectives of Broughton Gifford Village Hall (BGVH) are to:

- provide a meeting place for local community groups
- to encourage and support local groups within the village across the entire age range e.g. pre-school, youth club, friendship club, women's institute etc.
- to maintain clean & functional premises
- to ensure that the facilities provided comply with the latest regulations (e.g. fire, health & safety, licensing act etc.)
- to improve facilities where possible
- to receive hiring fees from hall users and to fund-raise when necessary to ensure income stays on a par with expenditure

## **2 Strategies for Achieving Objectives**

The strategies employed to achieve these objectives were:

- to maintain a hall management committee of elected members and representatives from regular user groups
- to assign key management roles i.e. chairperson, secretary, treasurer, bookings clerk to individuals
- to hold regular (monthly) management committee meetings with minutes (including agreed actions on individuals) being issued prior to the next meeting
- to review the financial position of the hall at the monthly meetings
- to source local (volunteer) help where necessary, in the interests of minimising costs
- to hold an Annual General Meeting (advertised in the Village Magazine and open to all villagers)

## **3 Activities**

In addition to providing occasional facilities for birthday parties, dances and Parish Council meetings etc. the Hall provided a meeting place for the following regular users:

- 1) Friendship Club (members over 60-years of age that live within the village)
- 2) Gardening Club
- 3) Piecemakers (patchwork quilt/embroidery)
- 4) Pre-school (OFSTED registered with three paid staff)
- 5) Short-Mat Bowls
- 6) Skittles (Ladies)
- 7) Toddlers (parents and children aged 0-to-3)
- 8) Youth Club
- 9) Women's Institute

The management committee also organised two (2) fund-raising events:

- 1) Christmas Concert (with music provided by a local brass band)
- 2) Bonfire & Fireworks Night

and resurrected the dormant "200-Club" fund-raising lottery.

## 4 Achievements

The year was a positive one for the Hall, with usage being maintained at around previous years' levels and with many improvements to facilities being made whilst maintaining a substantially balanced budget.

The largest project undertaken (and completed) was the stripping and re-fitting of the **kitchen**. The new kitchen has been very well received by all users and is considered to be an overwhelming success. It makes the Hall more "hireable".

The two fundraising events held by the Hall were also successful. The **Bonfire & Fireworks Night** was well-supported and feedback from attendees suggested that it was one of the best events ever organised by the Hall (the event has been running for 28-years). It also generated a surplus of income over expenditure, allowing some donations to be made to groups that helped with the running of the event and also allowing the Hall to retain some funds. The **Christmas Concert** was also one of the best supported evenings in recent years despite dreadful weather conditions. A good atmosphere was enjoyed by all who attended.

Resurrecting the fundraising **200-Club** lottery was also well-received by villagers. *Two hundred villagers each pay £10/year to the Hall and every month two £10 prizes are drawn. Twice a year, additional prizes of £40, £100 and £250 are paid which, in line with Government guidelines, allows the Hall to keep £980 (49% of total takings).*

The **maintenance/improvement projects** undertaken and completed this year include:

- repairing a car-park wall
- painting the outside of the Hall
- repairing some external floodlights
- renewing the majority of the main Hall's electric fan-heaters
- fitting RCD mains power outlets on the stage for safety reasons

## 5 Plans for the Future

In addition to maintaining the Hall in a clean and useable condition and seeking to expand the use of the Hall, the Management Committee's plans for the coming year include:

- increasing awareness of the Hall's facilities by creation of a new **web-site**
- improving **storage** for items held at the Hall by regular user groups
- starting a major project to refurbish both the ladies and gents **toilets**, including disabled access and baby-changing facilities

## 6 Overview of Accounts

The Hall's financial accounts for the year ended 31<sup>st</sup> August 2005 are attached. Some commentary may help the reader's interpretation.

- 1) The apparent drop of nearly 12% in hiring revenue compared to the previous year is in fact erroneous because in the 2004 accounts fundraising revenues (from the bonfire & fireworks night and from the quizzes held at a village public house) were incorrectly lumped into "Hirings". The correct figure for "Hirings" in 2004 is considered to be around £4,000.
- 2) The substantial increase in "Donation" revenue (£2,370, compared to £522 in 2004) was entirely due to a special initiative to help cover the costs of the kitchen refit. Indeed, it can be seen that the entire cost of the kitchen refit (£2,283) was in fact covered by donations.
- 3) The £1,245 declared as income from the "200-Club" is in excess of the £980 referenced in section 4 above because on 31<sup>st</sup> August 2005 the majority of the 200-Club monies had been

collected but the scheme had still to pay some monthly prizes, as well as the larger bi-annual prizes at Christmas.

- 4) The apparent increase by a factor of over 4.3 in electricity costs for 2005 compared to 2004 is incorrect because a large rebate from the electricity supplier was received during the 2004 year to offset direct debit based overcharging in the 2003 year. The value stated for electricity in 2005 is considered typical of the Hall's current usage.
- 5) A current bank & cash balance of £3,432 is considered satisfactory, even though it is £952 (approx 22%) lower than the balance at the end of the previous year (£4,384), which was in the most part due to the low charge for electricity declared in 2004.
- 6) The management committee will continue to monitor this situation and recommend further fundraising and/or hiring fee increases if appropriate during the coming year.

Report prepared by:

*Andy Rumble*

Management Committee Chairperson  
21<sup>st</sup> June 2006