

Blunham Village Hall

Registered Charity No. 1183856

Trustees' Annual Report

1 March 2021 – 4 April 2022

Names of Trustees who served during the year

Robin Boothby	Treasurer
Michelle Grice	Chair
Beverley Boothby	
Nigel Aldis	
Lindsay Rose	
Phil Rose	
Shell Eves	
Dee Bartholomew	

Sources of advice and support

Barclays Bank plc, Leicester LE87 2BB
Norris & Fisher Insurance Brokers
Bedfordshire Rural Communities Charity, Cardington
Blunham Parish Council
Phil Rose (Maintenance), Shell Eves (Bookings Secretary)
Independent Examiner: Dr Roy Tipping

Governance

Blunham Village Hall was established as a charity by a Trust Deed & Lease date 20 July 1928.

Appointment of Trustees

The Constitution of a Charitable Incorporated Organisation governs the appointment of trustees and the management of the charity.

There must be at least three charity trustees. The maximum number of charity trustees is 12.

Hiring Agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a Premises Licence that permits the provision of regulated entertainment including the performance of plays and live music: the exhibition of films and the playing of recorded music. In 2017 the Trustees undertook the exercise to disapply from the mandatory licensing procedures for the sale of alcohol and hirers who plan to sell alcohol at their events must now apply for a TENS license through the Council.

The hall is registered with the local authority for small society lotteries. The hall is licensed by the Performing Right Society for live and recorded music.

We usually obtain our film licenses from Filmbank Media.

Risk Management

Insurance

The Trustees recognise that they are under a legal obligation to protect the building, its users and contractors through adequate and appropriate insurance. The village hall is insured with respect to property damage (buildings insurance) by Ansvar Insurance who are part of the Ecclesiastical Insurance Group (£443,252 cover). It is insured with the same company with respect to contents (£33,092) cinema equipment (£5,202) public liability (£5,000,000) employers' liability (£10,000,000) property owners liability (£5,000,000) Trustees Indemnity (£500,000) and legal expenses (£100,000).

The excess under the policy is just £100, increasing to £250 for Hirers' Liability/Trustees' Indemnity, £1000 in respect of subsidence and £2500 for Storm or flood.

Building Issues

- Gas appliances and portable electrical appliances and firefighting appliances are tested by qualified personnel annually.
- Volunteers from the Committee carry out other regular maintenance checks.

Objectives of the Charity

- The provision and maintenance of a village hall for use by the inhabitants of the Parish of Blunham without distinction of political, religious or other opinions
- Use of the village hall for meetings, lectures and classes or other forms of recreation and leisure time occupation and with the object of improving the conditions of life for the inhabitants
- The Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit and these objectives have been pursued in the activities of the charity this year.

Principal Activities in pursuit of Objectives

- The hall is in use most days of the week for a variety of activities including St Edmunds Fellowship, Gardening Club, Pilates and Street Dance.
- Volunteers run a successful coffee morning every Monday
- The Parish Council hold their bi-monthly meetings in the Hall
- Blunham Community Cinema holds regular screenings on the last Friday of every month where members of the community have the opportunity to view a recent film at a modest price whilst being able to chat to friends before the performance and enjoy refreshments including ice creams during an interval.
- The hall is available for hire for private functions including children's parties, wedding receptions, funeral teas, village social functions and occasional fund raising fayres.

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. Fundraising activities and the contributions made by users of the hall aim to achieve this.

Volunteers' Effort

Management costs are minimised through the use of volunteers for regular maintenance and supplementary cleaning of the hall. On average 4 hours of volunteer time are given each week to cover routine tasks such as bookings management, additional cleaning and maintenance. In addition, trustees give time each month for meetings and organising and running fund raising events. Without the tireless efforts of the small band of Trustees and volunteers there would not be a village hall. The Trustees would like to recognise, with gratitude, the support given in time, effort and donations over the past year to ensure the hall is fit for purpose and used for the benefit of the community.

The Committee would welcome offers of help from any resident and this could be undertaken ex-committee if desired.

2021 -2022 Achievements

The Hall fully re-opened in this year and saw a return of Gardening Club and the Community Cinema as well as new regular hirers offering Baby Ballet, Street Dance and Pilates classes.

Future Plans

The Chair is part of the Village Committee looking to implement a full programme of events around the Platinum Jubilee in June of 2022.

The Bookings Coordinator has continued the work with interested regular hirers in order to offer a range of activities to the Community.

The Committee is committed to offering a full programme of events and have scheduled a Family Fun Day and Luncheon for the autumn as well as a return of the very successful Race Night for later in the year. There are also discussions around a Family Bingo Afternoon and a Quiz Night in the new year.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) *M Grice*

Full name(s) **Michelle Grice**

Position **Chairman**

Date: **01 November 2022**