

**Woodhurst Village Hall
Report to Parish Meeting
2015/16**

Standing Items

1. Background

Woodhurst Village Hall is constituted by a trust deed made by Woodhurst Parish Council dated 6th March 1987. The management committee has the responsibility for the management of the hall for the use of inhabitants of the Parish of Woodhurst (without distinction of political, religious or other opinions) including for the use of meetings, lectures, classes, recreation and leisure, with the object of improving the conditions of life of the inhabitants of the parish. The Village Hall is registered with the Charity Commission (No: 297010).

2. Management Committee

Members of the committee are elected at the Annual General Meeting of the Village Hall, casual vacancies may be filled during the term. During the past year the following served as members of the committee:

Chair	Mr Simon West	Letting Officer	Mr Simon West
Vice Chair	Post not filled	Parish Council Rep	Mr Alistair Marr
Secretary	Mrs Annabel Farbon	Other Members	Mr Gary Davis; Mr Alan Bosworth (co-opted during year), Mrs Liz Bosworth (co-opted during year)
Treasurer	Mrs Tracy Bass		

Tracy Bass reported to the 2015 AGM that she would be stepping down from the committee and as Treasurer in 2016. The committee would like to put on record their thanks for the many years' service that Tracy has given the role as Treasurer.

3. Letting Procedure

A formal letting agreement is being used for all bookings, attached to this is a copy of the Hiring Rules. A hiring agreement has been drawn up for the Village Hall equipment which is available for hire to villagers. Equipment now held by the Village Hall kitchen includes catering-scale food warmers, crockery, cutlery, glasses and serving bowls. The catering equipment, along with the gazebos, tables and chairs, have been hired out during the year for various private functions held in the village. Copies of the terms of hire are available on the Woodhurst Website.

Annual Report

The committee members and volunteer villagers have once again organised and helped at a variety of village events at the Hall and it has also been used in support of other events held at the Church.

During the year the Hall committee has arranged a number of Village Bar Nights, the Christmas Quiz, 100 Club Draw and, for the sixth year running, a pensioners Christmas lunch where 30 Woodhurst pensioners and the Rector, enjoyed a full home cooked Christmas lunch with all the trimmings. Donations from villagers enabled the lunch to be laid on at no cost. Our thanks go to all who helped with the food preparation, cooking, waiting on, washing up and with the raffle. A children's disco was held on the 21.12.15 with around 34 village children and some of their friends attending for a fun filled early evening of dancing and games.

Woodhurst Feast Week is a week of fun and fundraising events when those that wish to in the village join together, as has happened for many hundreds of years. Feast Week is arranged by a small group of people with representatives from the Church, Hall and Natural Woodhurst.

The theme for Feast Week 2015 was Tudor Woodhurst and our thanks go to Shirley Firth for the time and research she put in to compile the very interesting Feast Week service and accompanying booklet. There were some excellent Tudor scarecrows on show for the annual scarecrow competition, which was won by the Augstein's at Silver Birches with Henry VIII's unfortunate wives. The Feast Week 100 Club was once again organised by Tracy Bass. Anne Griggs and the Earnshaw family organized a fantastically well supported tabletop sale held in the field at Manor Farm on 21st June. Alan and Liz Bosworth manned the bar tent and the first Great Woodhurst Bake-Off was held at the same time. The sunny afternoon was enjoyed by many for the Pot Luck Picnic and family sports day including the start of trying to collect the Woodhurst Mile of Money, arranged by Andy Notman. Neil Farbon set the annual anagram quiz. A family bar and barbecue evening was held on 27th June with the annual Woodhurst Cream Teas being held on Sunday 28th with a selection of stalls in the village hall car park.



Feast Week 2015 raised £1,768.83. The proceeds are normally split between the Church, Natural Woodhurst and the Village Hall. In recent years the Hall has used the Feast Week profits to replace the tables, for some portable display boards and for two pop-up large gazebos. Some funds have been allocated in 2015 towards supporting a Woodhurst First Responder Group (subject to receipt of details as to how the group is constituted, equipment is owned and serviced, etc).

The Hall has been and continues to be used as a venue for a number of different events including a Polling Station for HDC, the meeting room for the Parish Council, Natural Woodhurst events and Village meetings. The Hall has been privately booked during the year by residents for a number of family events, used as a rehearsal space for locally based actors and comedians and used for filming some children's TV productions. The Hall's facilities have also been made available to the Church for various events.

Forthcoming events planned by the Committee this year include the usual Feast Week events, Village Bars the Christmas quiz and pensioners lunch.

Premises Report

The Village Hall Committee are delighted to present their plans for the replacement of the existing structure with a purpose built Hall, incorporating energy efficiency measures and a flexible design to facilitate a variety of community uses of the new building. The plans have been publicised on the village Facebook page and are available on the display boards in the

Hall. Immediate neighbours are to be provided with a copy of the plans and invited to attend the AGM to express any opinions. A planning application will now be submitted, once that has been determined grant applications will be made and fundraising will commence. In addition terms for a long-term lease of the site, as required by some grant applications will be sought from the owners, Paul Ian and Neil Farbon.

PAT testing has been completed to all portable electrical equipment, fire extinguisher servicing takes place annually. A pest control contract is in place. Ground maintenance (particularly the collection of leaves falling from trees in adjacent gardens and weed control for the gravel) is undertaken by committee members.

An insurance policy is held with Allied Westminster (Insurance Services) Ltd. The public liability cover is in place under this policy for a sum of £5 million.

Finances

A full financial report will be made available at the Village Hall AGM.

The non-domestic rates bill from HDC for the 2016 financial year has been charged at £166.50, a substantial discount for mandatory charity rate substantially reducing the £832.48 full charge.

Annabel Farbon

Secretary, Woodhurst Village Hall Committee

8 April 2016 for meeting 13.04.16