

Winsham Jubilee Hall - Hallmarks One, Two and Three

Date of Visit – 29th June 2015

Visitors – Liz Middleton and David House

It was a pleasure visiting such a well-cared for Hall and one with such a welcoming feel the moment we walked through the door. The display of framed photographs on the wall in the main hall and the flower arrangements in the toilets really set the scene for a building that is obviously well maintained. We were met by John Sullivan (Chairman), Philip Kershaw (Treasurer), Sarah Gleadell (Secretary) and Sandy Wells (Bookings Secretary).

Committee meetings are held bi-monthly and are well attended, with representatives on the Committee from eight local groups and with a wide range of ages from those in their 40s to those who are 80 plus. Any new members are given an introduction pack and a copy of The Essential Trustee is on the website.

There are very good lines of communication with hall users and the local community via the Parish magazine, the weekly e-letter which goes out to 220 people, the website and posters. The Committee co-operate fully with other venues in the village to avoid overlapping events. The Café held on the third Thursday in the month is very popular and enjoyed by young and old alike and has made a big difference to the interaction between the Sports & Social Club and the Jubilee Hall.

The hall is used for a wide range of activities throughout the week to suit all ages whilst the weekends tend to be kept free for parties and other bookings. The addition of a digital projector is already proving its worth, and several new groups have, or are about to, join the regular users – a group of youngsters who want to use the internet for 'gaming', a language group and Ballet for the up to 80s! A review of the usage of the hall is an integral part of Committee meetings.

All of the information provided for hall users is clear and well presented, with all users being given a copy of the Welcome Pack on booking as well as a copy of the hall layout showing fire exits, fire extinguishers equipment etc. Minutes of meetings and reports are on the website, as are policy documents and details of all Trustees. All policy documents are reviewed annually.

The annual accounts were formally adopted by the Committee at the meeting prior to the AGM and show a healthy fund of £13,721 of which £5,825 is specifically set aside for maintenance. They have done everything they can to ensure that use of the Hall is 'easy'. There are photos of how to stack the chairs after use; the signing in and signing out book in the kitchen provides clear checklists and a book is available for noting any problems. The whole building is spotlessly clean and well maintained with a very attractive colour scheme in the main hall which is matched by the chairs and curtains.

They have dealt with the problem of dirty nappies left in the baby changing area, by having an open bin which makes clear to users that dirty nappies should be taken home. The Gents toilet has been tiled throughout which has made it much easier to keep clean and looks immaculate. All doors to rooms and stores are clearly signed. Everything possible has been done to ensure full access to the hall with grab rails next to steps and a ramp up into the hall from outside. Also for those with impaired vision, the contrasting colours around door frames and the coloured tape on the grab rails will be of help.

The Hall does not have an alcohol licence and TENS are used when needed. Nor is it registered as a food business but regular checks are made by the Environmental Health Officer.

The Committee are aware of the need for energy efficiency and do all they can in this respect. The Trustees have applied for an Awards for All grant to double glaze two of the large windows in the hall and this should help to reduce their energy bills. A water meter was also installed this year.

They are making minor improvements to the garden but most of the other work was done as part of the 2007 refurbishment.

The committee obviously take their responsibilities very seriously; health & safety, maintenance, policy documents, finances, lines of communication, were all demonstrated to high standards and all paperwork and/or computer evidence was readily available.

All maintenance issues are dealt with as they arise. Two windows at the rear of the property need redecorating but these have been noted and will be dealt with soon.

Those present at our meeting are obviously very proud of what they have achieved since the Hall was refurbished.

We unreservedly recommend that their Hallmarks One, Two and Three be renewed.

Liz Middleton and David House

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Please note that this report is based on information provided by members of the Hall committee present at the time of the visit. It is the responsibility of the Hall committee to report any inaccuracies or misrepresentations within the report to the Community Council for Somerset for correction or amendment.