

Jubilee Hall Management Committee

Church Street, Winsham, Chard, TA20 4HU

Registered Charity No: 246762



*The Jubilee Hall depends
on voluntary help*

Annual General Meeting held on Tuesday, 15th August 2023 at 2.00 pm,
at the Jubilee Hall.

ANNUAL REPORT & ACCOUNTS- 2022/2023

Introduction

During this past year, exceptional circumstances have caused the Jubilee Hall Management Committee to take stock and take a broad view on what the future may hold in store for us.

The pandemic dominated 2020 and 2021. As 2022 progressed, contagion was still widespread and many people in the parish were infected, but most sufferers were only briefly indisposed, and village life began to return to normal. Whilst lockdowns and general Covid restrictions are not currently in force, the hall's management continues to be cautious, reminding hirers of the risks and providing hand sanitisers but leaving precautions to the discretion of the hirer and users.

However, despite the overall improvement, the winter of 2022/2023 presented a further set-back . The weather was cold, encouraging a good deal of non-Covid respiratory sickness, as well an increase in

Covid itself, now endemic. This created risks for people attending hall events, resulting in reduced bookings and some cancellations.

An important meeting...

The main purpose of our October 2022 meeting was to take stock of the impact of the Covid pandemic, its cost to the Jubilee Hall in financial terms, and the disruption of the social life in the parish, relating to use of the hall.

To summarise the position, the hall needed to make up a shortfall of around 500 hiring hours a year in order to return to the level enjoyed in the year 2019/20 (pre-Covid). To ensure return to a positive cash flow, it would be necessary to increase hire charges for the first time since before the major renovation of the hall in 2006. Following the recommendation of the Treasurer, the decision was made to increase the basic charge hall charge from £4 to £6 per hour and the Winter Heating surcharge would double for the present but be regularly reviewed as energy prices change for better or worse.

This was agreed with great reluctance, although our rates would still remain very reasonable compared with other village halls in Somerset. It was acknowledged that this increase might cause serious problems for some hirers. However, the committee had little choice; we could not continue to allow the hall to have an operating loss.

An increase in the hire tariff would help solve immediate problems, but only an increase in the number of hiring hours could provide a long-term solution. To achieve this the hall's management would need to take the initiative in developing ideas to encourage use of our spare capacity.

It was decided to start weekly table tennis sessions and to encourage further Yoga and Pilates sessions. It was also agreed to start up Short Mat Bowling, if practical and financially viable. In the weeks that followed, all these activities were introduced. If successful on a medium to long term basis, we hope they will solve the current shortfall in hiring hours. These new projects involved minimal expenditure.

It was also agreed at the meeting that a major effort should be made to encourage parish residents to give more support to the Jubilee Hall Lottery, which runs throughout the year and makes a significant contribution to maintenance costs. To achieve this, a letter explaining the Jubilee Hall's problems was delivered to virtually every household in the parish. A special effort would also be made to encourage hall hirers and users to support this important source of revenue.

The response was gratifying, and well worth the considerable effort required. The sale of tickets doubled.

The minutes of the October meeting can be found online in the Jubilee Hall area of the Winsham Parish Web site.

The published accounts can be found in Appendix 1 which accompanies this report.

As Chairman of the Committee, I feel that it is only right to commend to Winsham residents the extraordinary energy and dedication made by the Committee and its Officers during this period to achieve some remarkable results. Our parish residents also deserve our thanks for their encouraging and positive response.

The future

Global warming and Zero Carbon emissions....

Having addressed our immediate problems at the October 2022 meeting, in 2023 our attention was directed to a longer-term issue, which if not confronted could threaten the future of the Jubilee Hall.

The government commitment to reduce UK's carbon emissions to zero by 2050, 75% of which to be achieved by 2035, will create serious financial problems for the Jubilee Hall's management team if and when the proposed legislation comes into effect.

At present the situation is far from clear; there is little reliable technical or financial guidance as to which source of energy should be used to replace, with confidence, our existing oil-fired boiler. One thing is certain; the thermal insulation of the hall's roof will need to be greatly improved. This can only be done at considerable cost, beyond the Jubilee Hall's current resources. Grant aid and specific fund raising is certain to be needed.

A sub-committee has been formed, tasked with watching the legislative situation as it develops and investigating the options for installing a new heating source and improving the hall's thermal efficiency. This group will report back to the main committee on a regular basis

Changes to the Constitution....

The decision to make changes to The Jubilee Hall's Constitution referred to in our last report have now been implemented. They were needed to make recruitment of new committee members easier by widening the

ability to recruit Village Representatives. The benefits of this are already being felt.

The Jubilee Hall Management Committee...

Having amended the Constitution, we now need to implement a 'succession strategy'.

The bulk of day-to-day work involved in the smooth running of the hall falls to three of the committee's officers - the Bookings Officer, the Treasurer, and The Secretary. The Chairman, although working closely with the other officers, is more concerned with the general direction of policy and fund raising. This is an integrated and harmonious team, each supporting the other. However, the combined service of these four Officers now totals 70 years! Who will follow them in their essential roles when they are unable to continue? Over the months ahead potential successors will be sought, hopefully from the existing committee, providing the opportunity for knowledge and experience to be passed on, for future use, and possibly more immediate assistance.

A rapid 'changing of the guard' is not suggested, but we must accept the inevitable and take steps to mitigate its effects.

The volunteers...

The Jubilee Hall is also dependant on volunteers, who have no specific links to the hall's management but nevertheless often help with tasks such as the watering and maintenance of the hanging baskets which add colour to the front of the hall during the summer months, and with various maintenance tasks that require special skills.

John Sullivan – Chairman

Jubilee Hall booking report 2022 – 2023

Looking back and comparing the hours booked in the hall pre COVID and this financial year we have now reached just over 2/3 of the 2019-2020 figure.

	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
April	147	123		6	90
May	160.5	160		54.5	98.5
June	145	145		74	103
July	143	109.5		62.5	63.5
August	79	81.5	4.5	73	77

September	134.5	140.5	20	86.5	91.5
October	145	148	36.5	88	81.5
November	186.5	154	5.5	99	100
December	159	131		60	70
January	135	135		58	87.5
February	134.5	138.5		77	97
March	169.5	75		84	119
	1738.5	1541	1541	822.5	1078.5

COVID not only caused closures and then restricted use of the hall it also changed some people's attitude to meeting in public places- people either preferring not to or having found alternative ways of doing things continuing to do so. Zoom meetings and exercise classes online had become the norm for some people and this inevitably resulted in a reduction in the activities booked in the hall.

There was also a reduction in party bookings over the year- particularly children's parties- people preferring to use the recently refurbished sports and social club now called the community club. We welcomed this as the community club is more ideal venue for such events. As a result of the reduction in hours booked we looked to diversify and encourage new activities for which the hall is more suitable. Table tennis and short mat bowls are examples of this, and these new and successful ventures brought new people into the hall. Having managed to find a new instructor we were able to reintroduce Pilates. This proved to be an extremely popular group with an above average consistent attendance. The installation of Bluetooth revolutionised the use of music in the hall particularly benefiting the very popular ballet groups and party bookings. The new projector enabled the Ad Hoc group to continue to meet and the number of people attending regularly to exercise and socialise increased. The other groups that continued to meet regularly were Aikido, Yoga, Language, Parish Council, Art and the Jubilee Cafe.

Additional bookings

There were some new and interesting additional bookings over the year. A Tai chi workshop drew people from classes held elsewhere thus providing the opportunity for people to practise and work together.

The hall was used as a control point for an all-day cycling event organised by Audax the world's largest long distance cycling club. The Horticulture Society organised a series of interesting talks and held their very popular plant sale raising a staggering £460 . The PCC held two services incorporating presentations supporting their chosen charities

and also a very successful lent lunch. The Parish Council used the hall as their venue for the Platinum Jubilee Celebration which was an extremely successful event- the armchair from the committee room was transformed into a throne providing an excellent opportunity for a photoshoot.

There was a “de-stress” Saturday workshop and a learn to meditate course run by an experienced meditation teacher

The art group held a very successful three-day exhibition opening with a preview evening incorporating live music.

The Chard Action Resilience Group who work to help and benefit the community held a meeting raising awareness of their activities. The hall, along with the School and Community Club was used as a venue for a walking craft event along with the school and community club. This event raised funds for the Thorncombe First Responders.

Christmas events included the Arty party and My Ballet bring and share lunches and there was a Christmas Garland workshop.

A very successful Short Mat taster weekend was held as an initiative to establish a new activity in the hall. The year ended with a classical music and singing workshop weekend. Much praise was given regarding the facilities in the hall and the group were delighted with the halls acoustics and they are planning to make a return visit soon.

There is room on the timetable to broaden even further what could be available- a new venture or a rekindling of something that may have been popular in the past such as line dancing, ballroom dancing or drama. The hall is an ideal place to give something old or new a try and the J H committee supports any new venture by offering a no charge policy for the first two sessions booked.

Sandy Wells-Bookings Officer

Treasurer’s Report Year 2022-23

The Trust’s Accounts can be found at the end of this report-Appendix 1

This year I am pleased to report that our income has exceeded our expenditure by £1960 due to the bequest left to the Hall by the late Audrey Middleton of £5000.

We put this bequest to good use and replaced our digital projector which is now being appreciated by all that use it, it has more power than the

old one and the picture shows up more on the wall even in reasonably strong sunlight.

Lottery income increased to £2930 from £1290, a record number of tickets were sold, all due to our decision to letter drop all residences in the village (and some outside). It was good to see newer people to the village buying into the lottery and hopefully they will purchase again next year as it does constitute our main fund raiser.

Our Ballet and Movement groups, Aikido, Yoga and our new Short Mat Bowls club are the leading contributors and taking out the previously mentioned bequest help us to an increase of about £10000 above last year.

The October 2022 Committee meeting discussed additional ways to increase the Hall usage and Table Tennis followed by the Short Mat Bowls were favoured; the latter has added in £642 from End Jan to April.

Our new Pilates group is building strength but our long running Yoga group is beginning to reduce in numbers and we are watching the situation closely.

On the Expenditure side the biggest increases were Utilities (Electric, Oil and Water) nearly doubled, Insurances increased by £200 and Maintenance up £4500 (Boiler, New Projector, 5year Electrical inspection, an insurance requirement, and the Upper Window repair and repaint.

Our reserves and current accounts remain fairly level in comparison to last year however we have little 'wiggle room' should anything untoward occur and as our Chairman has pointed out we are beginning to investigate what Zero Carbon Government policy will entail and what costs we will have to endure in the not so distant future, so I would end by asking all to consider, like Audrey Middleton did, leaving something in their will to the Jubilee Hall to enable us to continue to enjoy the use of this wonderful resource in the village.

Bryan Goodman-Treasurer

Trustees & Officers

Chloe Besley, Paula Bramley Ball, Sarah Gleadell (Secretary), Bryan Goodman (Treasurer), Terry Goodman, Trevor Harris, Karen Hodgson, John Sullivan (Chairman), Steve Weller, Sandy Wells (Booking Secretary), Paul Welters, Karen Whitworth.

General Information

Information regarding the governance of the Jubilee Hall

The Jubilee Hall was built for the village as a Reading Room in 1887. In 1904 it was gifted to the village. It was administered by Winsham Parish Council until 1965, when it became a charitable trust. It is managed under the Trust Deed dated 15 September 1965. Amended in 2022 to change balance between Representative Members and Village Elected Trustees and administrative updates.

Objectives of the Charity

1. Provision of a village hall for the benefit of the inhabitants of the Parish of Winsham without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious, or other opinions.
2. Use of the village hall for meetings, lectures and classes or other forms of recreation and leisure time occupation in the interests of social welfare and with the object of improving the social conditions of the life of the inhabitants. The Trust Deed governs the appointment of trustees and the management of the charity

Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:

1. Health & Safety
2. Hiring of Hall
3. Equality & Diversity
4. Concerns and Complaints procedure
5. Financial Policy
6. Child Protection
7. Data Protection

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 terms and conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences The hall has a Premises Licence (not including alcohol) and is registered with the local authority for small society lotteries. The hall is licensed by the PRS/PPL for live and recorded music.

Risk Management Insurance

The village hall is insured with respect to property damage (buildings insurance) by Allied Westminster (£500,000 cover). It is insured with the same company with respect to contents (up to £100,000) public liability (£5,000,000) employers' liability (£5,000,000), Contents and legal assistance (£20,000). The Management Committee recognises that it is under a legal obligation to protect the building, its users, and employees through adequate and appropriate insurance.

Building & Maintenance

1. A building condition survey is undertaken at 5-year intervals by a qualified surveyor.
2. The mains electrical installation is checked by a qualified engineer every 5 years.
3. A Fire Safety Risk Assessment is updated annually by the Committee's own Fire Safety Officer as required by law. Firefighting appliances are inspected annually under contract with the supplier.
4. Volunteers from the Committee carry out regular maintenance checks.

Sources of Advice & Support Bankers:

NatWest, Ilminster

Surveyor: R. Wells, FRICS, Church St; Winsham

General: Community Council for Somerset, ACRE,