

OTTERHAMPTON VILLAGE HALL TRUSTEES REPORT - May 2013

Welcome to the Otterhampton Village Hall AGM and thank-you for coming along. We are a registered charity governed by a trust deed and the managing committee are responsible for maintaining and promoting the hall on behalf of the community. The committee currently comprises of seven elected members, three co-opted members and four user group members, although our Charity Commission Constitution allows up to eighteen members, seven elected and eleven representative members.

The Village Hall has been used for a wide variety of activities over the last year, with twelve user groups and forty four casual bookings. During the year we were able to co-opt three new committee members and a new representative from the coffee club to help with fund raising and planning for the future refurbishment. I would like to thank them for coming on-board.

Our regular user groups are Short Mat Bowls Club – Doctors Surgery - Social Club – Art Club – Chat & Chill – Choir – Coffee Morning – Patchwork and Quilting and we would like to thank them all for their support. Unfortunately we have lost the Aerobics group and Play and Learn due to lack of support. However we will be trying hard to replace them with other activities.

Fund raising is a crucial part of our income;

- The Village Market contributed over £1000 in their first year from stall fees and refreshments. Our thanks to Lyn Palmer & Elizabeth Marriott for running the market every month and to Sue Barras and Bethan Austin for serving the refreshments and to all the stall holders who after nearly two years are still selling their produce and crafts every market day.
- We have had a quiz night and a tea dance so far this year raising £276 and we will be trying other activities to increase our income. We do benefit from some of the musical events held in the hall with the additional spin off for the social club bar.
- The social club have had some difficult times over recent years, however during last year it benefited from the jubilee celebrations, the OPRA fete and several other casual activities.

Hallmark is a village hall 'Quality Standard' system run by the Community Council for Somerset and we have applied for Hallmark one & two. To achieve these levels we have put in place a hiring agreement, an information sheet for hirers, a standard conditions of hire and a health & safety risk assessment. Health & safety policy and fire risk assessment are in progress.

The committee held a de-cluttering morning earlier this year and we now have lots of empty storage space. Our thanks to Bruce Barton, Geoff Smith and Chris Lloyd-Williams for their help. We now have hot water in the toilets and the kitchen hand wash basin and a time clock has been installed on the heating system. Our thanks to Paul Bradbury who last year spent hours patiently scanning and repairing all the documents and photos from the display boards so we now have electronic records and we can reproduced them at any time.

Although we are embarking on a refurbishment project we still need to carry out ongoing work to maintain the building. This year we will redecorate the toilets and maybe the kitchen and we need to urgently find a solution for the damp walls.

Refurbishment- Last year we selected an architect to work with us on an extensive refurbishment project. The committee prepared a list of requirements based on the survey carried out in January 2012.

- To improve the versatility of the hall,
- To meet the demands of a changing society
- To improve disabled access

The architect has completed provisional outline plans based on the committee's instructions and these will be on display at the end of this meeting when you are all invited to join us for tea/coffee, to look at the provisional plans and make your comments or suggestions on the 'postit' slips provided. Committee members will be on hand to answer any questions you may have.

Finally I would like to thank all the committee members for their support during the year and especially the officers, Tina the Treasurer, Elizabeth the Secretary and Di the Bookings Secretary, and lastly and by no means least, to Alex our cleaner, for keeping the building clean and tidy.