

Coaley Village Hall Chairman's Report to the AGM on the 9th October 2018

Registered Charity Number - 1062503

This evening I begin by introducing new members of our team. In November last year, Anne Williams came to our rescue when Gemma stood down as the Hall Caretaker. Anne lives locally to the Hall and has impressed everyone with the way she looks after the building. We contracted Anne's company to carry out a deep clean of the facility over the Christmas period and we were most pleased with the result.

On the Finance Committee, Gemma Carter has moved in to fill the vacancy left by Elizabeth and was co-opted on to the Committee at the March meeting representing the Parish Council. Councillor Carter is already proving to be a active member of the Finance Committee and I trust you will be able to ratify her position later in the proceedings.

The air conditioning system now has frost protection activated and with the installation of the air operated hand driers the redundant paper towel holders and frost protection heaters have been removed. The affected areas have been repaired and decorated by Clive Hill.

Some customers have experienced problems with the new Dishwasher and we advise that it is operated on the three minute cycle and that a few minutes should be allowed to pass after the cycle has finished before opening the door. This will allow the drying process to take effect.

Committee members have received training from GRCC in relation to the Personal Data Protection Act now in force. The Hall's officials only use data supplied by customers for legitimate business purposes related to the operation of the Charity and do not use the information we hold to solicit new business or pass the information to a third party. Information that is no longer relevant to our business is destroyed and anyone who has a concern regarding retention of their data by the Hall Management Committee or their agents should contact the secretary in the first instant.

Parking issues have been highlighted again this year. Regrettably we are not able to allow general parking in the Hall car park, the area is reserved for customers who have hired the facility. Many businesses and social groups rely on the parking space, we have to offer, to permit their activity to proceed. I would like us all to remember their continued use of the building is paying for the improvements to our community space.

I must take this opportunity to thank all our patrons for their tolerance during the work carried out to improve the areas around the emergency exits. This work was contracted following an audit by our Fire Safety provider, Mainpoint, who highlighted the risk regarding unsafe ground works at the fire exits. New regulations require an area, level with the internal floor, outside all such exits and you will notice that where practicable we have continued the surface to blend in with the surrounding area. We have the Parish Council to thank for a grant towards improving the safe egress from the building, which enabled the project to be complete in a timely manner. The audit also highlighted the need for a fire system sensor to be installed in the Jubilee room loft to monitor the air conditioning equipment installed there. This work has just been completed in parallel with the annual fire systems inspection of the fire alarm, fire extinguishers and emergency lighting. One fire extinguisher on the stage has been relocated.

In tandem with the work on the fire exits we laid the base for the wood framed storage facility. The store was constructed by Steve Birkbeck and made large enough to hold items stored in the loft space over the Jubilee room and those stored underneath it. We have used funds donated from last year's pantomime, 'Robinson Crusoe and the Pirates', to help fund this project. The fitting out of the store continues. The loft space has been emptied, but the underneath store is work in progress and will probably require quite a sizeable skip.

With quite serious disruption in prospect, during June, we took the opportunity to repair the foyer floor which houses the coir matting. The surrounding area had broken up and had become a tripping hazard. The Aldridge team replaced the frame work and Connor Clements supplied and fitted the new matting, the original was well past its sell-by date. To improve the surrounds we have laid the 'garden' area down to stone to match the area around the air conditioning heat exchanger. These changes have made a huge improvement to the ambiance of the entrance.

A replacement polisher has been obtained through the good auspices of Derrick Dedman and we are again able to maintain the Hall main floor to a welcomingly high standard. The damaged Dyson cleaner, kept in the Jubilee room

has been repaired and I hope it can stay that way. An Environmental Health Food Safety Review has taken place by Stroud District Council in the form of a paper audit. There has been no response to our submission to date.

Our fund raising continues with Lotto, the Pantomime, (this year The Emperor's New Clothes by P.L. McQueen and directed by Gemma Sirett), Film Club, Quiz Night, Whist Drives and Lunch Club. May I thank all those providing the services and those who so generously support them. We continually try to provide a friendly, social atmosphere for our Village community and helpful suggestions will always be considered.

Well! As you can see the Finance Committee have had a fairly quiet year to date, but we have one or two projects ongoing just to stop us getting too bored.

1) We have commissioned Lyndon Harris to up-date the hot water system. Now we no longer have a need for the massive amount of hot water required in previous years, we are removing the cold and hot water storage tanks from the area above the foyer and converting the system to a pressurised on demand system similar to that in the disabled cloakroom. At the moment every time our customers switch on the system about forty gallons of water are heated up to 65^oC. We are really hoping that this work can be completed before the pantomime, but Lyndon has been very busy of late.

2) The Shop lease is in the process of being renewed for a further ten years with the caveat that COSPA continues to enjoy planning authority for the building.

3) As you will have heard last year the Charity has been gifted some property from the estate of David John Billett. We currently understand this consists of a block of four flats and a small house. We are expecting to receive the deeds to the flats by the end of October together with a monetary sum of £10,000.00p. Provision has been made to direct the £10,000 cash sum, plus any income from the properties, into a restricted account, which will be used in the first instant to meet the Charities obligations as landlord and for the maintenance of the said properties. Once the entire port folio has been transferred and the extent of the Charities liabilities are fully understood, surplus funds will be available for use as restricted by the gift.

4) For some time the Committee has been wrestling with idea of installing a hearing loop, which will dovetail into the three sound systems currently operated in the building. Our grateful thanks goes to Les Compton who has stepped up to help project manage this task. After sounding out various local support organisations Les has approached the Somerset firm of Gordon Morris Ltd., who specialise in the work required. An initial assessment has been made and consultations are ongoing. It's unlikely we shall be able to install the equipment before Christmas, but we are looking to complete without delay and as soon as funds allow. We are looking for something in the order of £7,000.00p to complete the entire project, but the work could be broken-down into three modules, consisting of the main hall, the Jubilee room and a Public Address system.

5) Also in the pipeline is the reconstruction of the main entrance porch. The slab of concrete in the floor outside the main door is worn and fractured in several places. This is compounded by subsidence of the porch roof support pillars and corrosion of the reinforcing bars in the porch roof itself. The subsidence of the cantilevered roof support is lifting the stonework above the porch; as witnessed by the repeated attempts, over the years, to re-point the stonework.

From my report you can see we have plenty to address and, of course, a finite resource with which to manage these aspirations. However the Finance Committee is focused on our ethos of continual improvement and I have every confidence we can complete this work in 2019.

To close, on behalf of the Management Committee, may I thank again everyone who has been involved in any way in the fundraising for the recent developments, be it the organisers who work so very hard or the patrons whose support we value immensely. For my part, may I personally thank the members of the Finance Committee, Lesley our booking clerk and Anne our caretaker, for their contribution to the running of the facility again this year and to Louise Green for the oversight of our accounts and for providing the independent examiner's report for the Charities Commission. Penultimately may I remind you that you can contact us or request bookings via our web site www.coaleyvillagehall.org.uk by courtesy of Julian our web master or e-mail us with your requests or comments at coaleyvh@gmail.com , additionally Barbara operates the face book page titled 'coaleyvillagehall', which you can also use to follow us. Last, but not least, if you are making a donation to us please 'Gift Aid' it if you can, forms are available from the booking clerk. Thank you.