

Cheswick Green Village Hall Management Committee

Chairperson's Annual Report

May 2019

It is now almost two years since this committee was formed and formally took over the management of the Village Hall from the Residents Association, the reasons for which were fully documented in my annual report last year.

In October 2018 I presented an interim report which summarised our management since the AGM in May 2018, this was sent to both the Parish Council and Residents Association and also appears on our website.

In summary I reported the following:

- We now had an updated Fire Risk Assessment and that regular safety checks are conducted and formally recorded at all our meetings.
- The website was almost complete and I'm delighted to say has now been live since November 2018. I wish to formally thank Sam Sedgley for volunteering her time to build this website for us, she saved us a considerable amount of time and money.
- A fully updated terms and conditions package was developed and distributed to all of our regular users.
- We continued to support community events including, Party in the Park, defibrillator training and first aid training. We have since supported the opening ceremony for the Boar War Memorial which saw the hall packed with residents, the switching on of the Christmas lights and a Community Christmas Concert which not only provided festive entertainment for the community but also raised £718 for a local charity.
- I reported how pleased I was that we were supporting the Friday night youth club and that almost 40 local teenagers now attend this facility.
- We secured a five year deal with a specialist village hall insurance company and increased some levels of financial protection.
- Under general maintenance items we had all of the chairs cleaned, repaired the fixings for the screens in the large hall and treated all of the curtains with a fire retardant product.
- Both halls now benefit from LED lighting which should now save us a considerable amount of electricity and provide longevity to the lighting systems.

Since October the momentum and efforts of the committee have continued to exceed all expectations. It's when some of our members are on holiday, and I start receiving calls relating to village hall management, that I really do get an understanding of the amount of time they give to village hall matters.

We now have a 'HIVE' internet controller fitted to the central heating system so that we can remotely control the times at which the heating comes on and off so as to ensure that the hall environment is suitable for all our users. We initially had some teething problems with this but hopefully things have settled down now and we can begin to benefit from the cost savings this system brings. In addition to this we have replaced the radiators in the small hall.

The 'zip' style boiler was fitted in the Kitchen just before Christmas and now provides instant boiling water for the making of hot drinks. We had installed a large capacity system at the request of one of our regular users, the U3A, who generously funded over 50% of this product including its installation. All of our users now benefit from this additional facility which replaces the tea urn and increases safety in the kitchen area. Some of the committee gave up their time to give the kitchen a good clear out and deep clean, we have now replaced the old cooker and fridge, worthwhile investments updating our kitchen making it fresh and fully functional for all our users.

We are still working on the toilet refurbishments which are being funded by the Parish Council. This will not only bring these facilities up to date but also make the disabled facilities more user friendly and in line with disability recommendations. It is our intention that the chosen contractor will carry out the works causing minimal disruption and to a schedule that will ensure we can remain open to all users.

The hall looked very festive on the run up to and over the Christmas period. It was decorated by committee members and this year we purchased a new Christmas tree to replace the old and tired looking one. We now have two modern artificial trees and an array of decorations packed away for future use.

I wish to formally thank Soraya for all her hard work as our booking clerk. Yet again she has done an excellent job managing all of our booking requirements and dealing with the many weekly booking enquiries and issues. Soraya's commitment and consistent approach to this area of business makes the booking of the hall a pleasant experience for all our users.

Finally, we were all very saddened to hear of Barbara Sill's sudden passing. She was a dedicated member of the village hall team and has been actively involved in the village hall with Ian for many, many years. Above and beyond her duties as our cleaner, Barbara has had an overwhelming impact on the community of Cheswick Green, organising events such as the Children's Christmas Party, New Year's Eve Parties and would always be seen working tirelessly at Party in the Park. I not only speak for myself, but all of the committee, when I say that she will be greatly missed, not just as our cleaner but also as an active member of this community. At this very sad time we offer Ian and his family our deepest sympathy and condolences and have offered our full support to him in both his and Barbara's wishes that he takes over from her in this role.

In conclusion, we have had another busy and very productive year as we continually improve and manage this facility for the residents and the community of Cheswick Green. We are financially very stable benefiting from a very busy booking schedule. Yet again I wish to formally thank the committee for all their hard work during the last 12 months, they have committed many hours of their own time on village hall management matters and it hasn't gone unnoticed. The year has ended under very sad circumstances and the village hall will not be the same without Barbara's presence, we all have our own memories of this wonderful lady who leaves behind a legacy of true community spirit. Barbara will be remembered for all her efforts in keeping this community asset flourishing.

Martin Williams

Chair of the Village Hall Management Committee