
Fawkham Village Hall - Annual Report for 2021

The Parish Council became the sole trustee of the village hall charity in November 2019 following the retirement of the previous Management Committee.

Covid Pandemic

For some of 2021, the hall had to be closed due to Government restrictions, but it was available to hirers when possible. Hall users were refunded any deposits or future hire payments they had made during periods of closure. FPC was successful in obtaining several COVID grants for the hall from SDC for January to March 2021, totalling to £9,431.

Refurbishment/Repairs/Maintenance

Extensive internal refurbishment took place during 2020. External redecoration was undertaken in 2021 when the hall's exterior was repainted at a cost of £1035.

The hall has had some electrical issues this year due to rodents causing issues with electrical cables in the store cupboards of the hall. These were resolved and fixed by Evergreen Electrical who were chosen as they know the hall electrical set up very well. Outside lighting issues, leading to a new motion sensor light being fitted, were also resolved by Evergreen Electrical.

A cracked window unit was replaced at a cost of £205.

There have been a number of instances of fly tipping at the hall in the Fawkham Parish Council car park with once instance being removed free of charge by MSY Grab Hire Ltd. CCTV is now being looked into to try and prevent this happening further.

Review of Prices

A review of hire charges was undertaken in 2020, including a comparison with those of other halls in the area. As a result, prices were increased from January 2021, although they remain competitive. A reduced price is available for Fawkham residents. Full details can be found here: <https://fawkhampc.org.uk/village-hall/>.

A review of hire charges will be undertaken annually at the hall AGM to ensure we are charging enough, especially with the increase of energy costs.

Website

The hall has its own pages on FPC's website, covering information about the hall and how to hire it, plus the regular clubs and classes which use the hall. This can be found here: <https://fawkhampc.org.uk/village-hall/>.

The website has continued to be updated to keep all information for the hall up to date.

Policies and Procedures

The booking form was updated to reflect public liability and the maximum capacity for the hall. A risk assessment was also carried out in September 2021, the first aid supplies reviewed/replenished and a first aid accident book was added into the kitchen to record any accidents during use of the hall.

The annual fire inspection and electrical inspection were both completed with no issues arising.

The hall is insured for buildings, contents and public liability with Zurich. This insurance policy is for a 5 year long term undertaking.

Accounts for 2021

The income and expenditure accounts for 2021 show that income exceeded expenditure leaving a healthy balance of £10,107.61 (£676.61 excluding grants received).

Regular Hirers for 2022

A number of different clubs and classes are currently run at the hall, which is in use every weekday, for a total of 11 hours 15 minutes (some term time only):

Adult Dance class
Children's music class
Furniture Restoration
Karate

A couple of clubs left the hall following covid and we will be looking to refill these regular hired hours.

Forecast Income and Costs for 2022

Current income from regular hirers is forecast for 2022 to be around £4826 with additional income expected for one-off bookings for parties and events, which has increased significantly. The hall also received £275 in payment for its use in a local election in May 2022. Ad hoc hire booking fees for 2022 currently stand at £819.00 (May 2022).

The forecast annual running cost of the hall is due to increase due to the rise in the price of electricity. We anticipate the running costs to be around £4706 but with ad hoc repairs and the increase in electricity prices this is likely to be around £5400 a year. Even with these costs, the hall is forecast to retain a healthy surplus taking into account both regular hirer and ad hoc bookings.

The FVH charity is also set up to receive contributions via AmazonSmile, which will result in further ongoing income, albeit of a small amount.

Laura Evans
Chair of Fawkham Parish Council, sole trustee of Fawkham Village Hall registered charity number 802536
May 2022