

## **Chairman's report: 2006/07**

The Committee this year has taken a different approach to previous committees with a more pro-active attitude to the Village halls management. Instead of concentrating on the problems that arise at the meetings each month, we have planned where the problems will occur and prevented them from requiring a Knee jerk solution at the last minute.

Under the committees request, a great deal of Kath's time as the secretary was spent investigating the various legal necessities that surround the management of the hall and its relationship with the C.V.E. Months of work has gone into this and there is still work to do to put all the paperwork in order. Once completed, future committees will be in no doubt where they stand and the C.V.E will be able to carry on their work without interference from the C.V.H.

A new structure was adopted by this committee. Sub-committees made up of committee members and interested volunteers were set up to deal with the bigger issues in the running of the village hall.

The 1<sup>st</sup> was the development in the community sub-committee. This was formed after a discussion on the use of the hall and the conclusion that many areas of the community did not. It was pointed out that the village hall is for the whole community of Claverham, so Andy Pope, Brenda Smith, Steve Hunt and Tandy Burge volunteered to form this sub-committee to encourage those who don't use the hall at present.

To date, this sub-committee, with the help of various other volunteers has provided regular Bingo nights, Quiz nights with special thanks to Jenny and Alan Plaistow, Children's film mornings and Adult film night. Most of these have and continue to be successful and will continue in the future.

On top of this, the May Day celebrations were organised this year for the 1<sup>st</sup> time in over a decade. The event was a huge success and hopefully the success of the event will encourage others to give of their time to ensure that this becomes a regular annual event as it was when I was growing up within the village.

A second sub-committee was formed at the same time. This was the Respect for the building sub-committee. This was formed after numerous comments and complaints about the general tidiness of the hall and the state of the storage areas, the kitchen and the office. At the time Kath Panes, Jean Watson, Mark Jenkinson and I volunteered for this sub-committee although myself and Mark dropped out later on.

This subcommittee started off by creating a complete itinerary of everything within the hall, from the numbers of tables and chairs through to the cutlery in the kitchen.

The storage area at the rear of the hall was tidied with years' worth of dumped rubbish removed.

The Office was updated with new filing cabinets, and up to date telephone and answering machine and a new copier purchased.

Risk assessments, a legal necessity for the hall were produced for every relevant area. More recently a deep clean of the hall floor has been arranged to take place soon to remove the past 2 years of in ground dirt.

The 3<sup>rd</sup> and final sub-committee to be formed was the Maintenance sub-committee. Previously, it had been the responsibility of a single committee member to deal with all the maintenance generated by the Village hall. It was agreed that this was too big a job for one person and the maintenance sub-committee was formed. The committee members who volunteered for this were Barry Sullivan, Brian Mellor and Mark Jenkinson.

Along with the general day to day maintenance, some larger projects have taken place and been organised by members of this sub-committee.

CCTV has been installed both inside and outside of the hall. This not only protects the contents of the hall but also prevents trouble within it.

Air conditioning was installed in the bar area. This was after the notorious under floor heating burst another pipe during last winter and left the area heated with just portable electric heaters. As part of this project, advice and preliminary quotes were obtained for a similar system in the hall area as it can only be a matter of time before this area becomes a problem.

All the exterior paintwork of the doors and fascia boards has been re-done for the 1<sup>st</sup> time since the Village hall was opened.

A tower was purchased that is essential for the changing of the fluorescent tubes within the hall.

A quote has been accepted and work will progress soon on a small wooden fence and gates to surround the garden. This will completely enclose it and help to contain younger children and prevent them from running into the car park. 3 further gates are to be erected at the entrances to the field to the left of the hall to ease access to it for future events.

These 3 sub-committees have been hugely successful with each committee member working hard to make them that way. They are reliant on others outside of the committee to help in any way that you can and if you are interested in helping, speak to a member of the committee who will gladly make use of your services and possibly co-opted you onto one of them.

The Country market is becoming more and more successful and special thanks must go to Jean Watson who, after the sudden resignation of Alison Knowles was asked by me to take it over with only a week to go before the next market took place. Jean has also continued to organise the production of the Quarterly newsletter for the Village hall which has proved to be a valuable tool in advertising events and services that we provide.

Andy Pope has organised the renovation of the website for Claverham village hall. This also provides a useful tool for advertising and in the near future will allow bookings to be taken over the net, bringing us into the 21<sup>st</sup> century.

Edgar Watson continues to tend to the garden and surrounding areas of the hall and does a fantastic job of it. These are a real asset to the village hall and are an asset to the hard work he puts in.

I would specially like to thank both Kath and Brian.

My secretary Kath Panes has had huge amounts of work dumped on her from myself this year. Most of this has been trawling through legal documents and she has taken it all on top of her other responsibilities as the secretary without a grumble.

Brian Mellor continues to do a fantastic job as Treasurer for the Hall. This year the committee requested a revue of the hall charges and Brian put a great deal of work into this. We subsequently requested an annual Budget for the hall and Brian again got on and produced a detailed document for the committee. The role of the Treasurer is a time consuming and sometimes complicated job and Brian does this both thoroughly and professionally.

The whole committee this year has worked hard to improve the village hall and further the objects of the charity. They have all freely given up there time in this pursuit and a great deal of good work has been done. It has been a pleasure to work with them all and therefore to conclude my report I would like to thank them all and wish them all those who continue good luck for the next year.

Chris Olive, Chairman