



Harston Village Hall

www.harstonvillagehall.org.uk

NEWS LETTER ~ February 2016

Registered charity 300397

The Trustees of the Village Hall feel that from time to time it would be useful to update our regular hirers by way of a newsletter and we hope you will appreciate this approach.

Hall Improvements

Good news on the premises front as we have invested in 150 new padded chairs although a reminder that they should not be stacked more than about 8 high as they are heavier than the last ones. We are also looking at getting some more tables, once the storage issue described below has been resolved, and are interested to hear if anyone knows who provided the six green topped card tables currently in the 'green' store room.

The Trustees are keen to make better use of the two storage sheds located to the side of the hall. Currently the large shed is filled with 24 large wooden tables, some trestle type, some folding. These are all old style and unlikely to be any use to current users of the hall. If anybody knows who owns these tables we would like to hear from them, otherwise we will dispose of the tables in the near future. Also thanks to a kind donation we now have a new electronic piano. We are bringing the Balcony back into use following the Health and Safety issues being resolved.

The state of the driveway was an issue. This is not owned by us but by BT, and after putting pressure on them they have now resurfaced it. Looking to future maintenance we are planning for work to be done in the Main Hall in August 2016 and have booked out a week in the calendar for this to take place. As access will not be possible we will try and move the affected hirers to another room. More significant, structural work on the roof of the Hall has been planned for August 2017 but this will largely depend on fund raising. However we are warning you now that the Hall may be completely closed for some weeks then.

Booking Procedures

A reminder that hirers must confirm bookings they have only enquired about with the Booking Secretary. Usage of the Hall has increased following the refurbishment and we have had a couple of clashes because hirers haven't confirmed and received an email acknowledgement that their event is booked.

We are taking the opportunity to clarify the booking procedure and remind all regular hirers that the onus is on them to tell the Booking Secretary what dates they require. This is particularly relevant for term courses as you could be charged for dates which you did not use. Also additional one off bookings for events such as exhibitions or exams particularly at weekends need to be booked early as the hall now attracts a significant number of private

bookings and weddings at the weekends. To be fair to all we will release blocks of dates available for bookings on the following basis.

We have now released all dates for bookings up to 31st December 2017 and you are advised to get your requests in as soon as possible. Even if you have had the same regular weekly booking for years we still need you to tell the Booking Secretary that you wish to continue in 2017. We constantly have new hirers wanting to use the Hall, so we need to know what is still available for them. In the next Newsletter we will tell you the cut off date for 2017 bookings after which, you are at risk of losing your regular dates as all un-booked remaining dates will be free for anyone to book on a first come first served basis. Later in 2016 we will release 2018 dates for a similar process.

Hire Charges from April 2016

Attached is our latest hire charge list to take effect from April 2016. Most changes relate to private hiring's although we are changing the weekend rates for regular hirers. For existing regular hirers like yourselves we have not increased the weekday session rates for the second year in a row but instead we are phasing out all discounts. Some groups have had discounts but others not and it is these anomalies we are seeking to address. Whilst we acknowledge that some people will be paying more as we plan to reduce discounts from 20% to 10% with a further reduction at a later date, we feel it is more appropriate to have all paying the same rather than an overall increase. No new hirer will be given a discount regardless of their circumstances. We will contact individual groups that will be effected by this and advise them what their charges will be from April 2016 onwards.

In order to complete as much refurbishment as we can we organize our own fund raising such as Quiz nights and the sale of cakes at the Saturday Better Brew café on the first Saturday of every month. Our next event is a Quiz Night on Saturday 19th March 2016. People can make up teams on the night so please support us by contacting Brian Nash to buy your ticket bandmnash@hotmail.co.uk or 01223 874321 Cost £10 per person includes food.

We do value your support and thank you for taking the time to read this newsletter, a copy will be placed on the Village Hall web site and on the noticeboard in the atrium, but by all means bring it to the attention of members of your group and if they have any questions or ideas then please contact those below. We welcome feedback from regular hirers such as yourselves.

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