

IBBERTON, BELCHALWELL & WOOLLAND VILLAGE HALL

Reg. Charity No. 1095817

www.ibbertonvillagehall.co.uk

THE ROLE OF MEMBERS OF THE VOLUNTEER MANAGEMENT COMMITTEE, THE TRUSTEES OF IBBERTON, BELCHALWELL & WOOLLAND VILLAGE HALL

Background to the Ibberton & Belchalwell Village Hall

- 1892 The corrugated-iron building was constructed on the Glebe Land (Bean Close) as a temporary Church for the use of Belchalwell and Ibberton, as both Churches were in a state of disrepair.
- 1893 First service held.
- 1909 Ceased being used as a Church and used instead as a Church Room for meetings, clubs, entertainment etc.
- 1948 The building, along with the surrounding Glebe land, was put up for sale, the purchaser being the Pitt-Rivers Estate (owner of much land and property in the area at the time)
- 1949 Became the "Village Hall" with Trustees and a committee and let by the Pitt-Rivers Estate on a 21year lease with a nominal rent of £1 per annum.
- 1953 Connection was made to the electricity supply that was then being laid on to these villages.
- 1957 Extension-kitchen etc-were built at a cost of £445.
- 1977 The Pitt-Rivers Estate offered to sell the Hall to the Village Hall Committee for £250 (plus legal costs). The offer was accepted.

Responsibilities and role of the Volunteer Management Committee

To provide:

1. The name of the hall shall be called the Ibberton, Belchalwell and Woolland Village Hall.
2. **Charity Objective:** The provision and maintenance of a village hall for the use of the inhabitants of Ibberton, Belchalwell and Woolland without distinction of political, religious or other opinions, including use for:
 - (a) meetings, lectures and classes, and
 - (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.
3. The management and control of the Hall shall be by a Committee made up of the three Trustees, ex-officials, and another twelve persons, who shall be elected from amongst the residents of the three Parishes. The Committee shall have the power to co-opt up to three other members, who must retire at the next A.G.M. but who will be eligible for election. The Committee shall elect officers from its number at its first meeting following the A.G.M. All Committee members will retire annually at the A.G.M. but will be eligible for re-election. The A.G.M. to be held in February.

Committee meetings to be held at such times as are deemed necessary, but at least twice a year. Notice to be circulated by the Secretary.

The Committee are empowered to enforce bye-laws (if deemed necessary) not provided for these Rules, and to appoint a sub-committee to regulate generally the proceedings and business of the Hall.

No intoxicating liquor shall be introduced into the Hall without the consent of the Committee.

Anyone leaving the Hall in a dirty condition will be liable for cleaning charges and wilfully damaging or destroying any property of the Hall shall be expelled and held liable for damage.

Any person causing annoyance to other users of the Hall or causing a disturbance shall be expelled from the Hall.

No posters or placards may be displayed in the Hall without the consent of the Committee.

On a requisition signed by not fewer than six committee members setting forth the subject for consideration, the secretary shall convene a meeting to consider same.

The Committee shall set the Hire Charges for the Hall sufficient to cover the costs of running the Hall.

Any surplus funds held by the Committee, after expenses have been met, may be used for the upkeep of the Hall and for no other purpose.

Ibberton and Belchalwell Village Hall Management Committee is committed to the principle of equal opportunities. This means that the facilities will be made available to be enjoyed by all members of the community regardless of race, sex, age, colour, creed, sexual orientation or physical or mental disability. In addition, the Committee will take active steps to encourage its use by all members of the community, particularly the most disadvantaged.

The Committee will not accept bookings from people outside the area of benefit, which includes amplified music or a disco.

No smoking, nor spikes or studs to be worn inside the Hall.

Users of IT facilities to abide by the Acceptable Use Policy

Good Governance

To ensure good governance of the Village Hall charitable trust, the Volunteer Management Committee must ensure that they;

1. Follow the governing document,
2. Attend meetings,
3. Act collectively,
4. Keep minutes of decisions,
5. Ensure regular financial reports are given and an annual budget prepared,
6. Ensure that the property and the committee are properly insured,
7. Obtain professional advice,
8. Act with due care and prudence,

9. Maintain the property,

10. Keep all licenses up to date.

Good governance requires that the Volunteer Management Committee follow the governing document. To simplify and encourage this governance, a plain English interpretation of the trust deed has been drafted, though in any legal dealings the full original trust deed must be used.

The Structure of the Volunteer Management Committee

Under the constitution the Volunteer Management Committee is made up of volunteers from the community who undertakes one or more of the following roles;

1. Chairman

2. Vice-Chairman

3. Committee Secretary

4. Booking Secretary

5. Treasurer (including budgeting, cash flow, insurance, and hire fees)