

Castle Camps Village Hall

Annual Report

2023 – 2024



Registered Charity no. 300375

Introduction

This report is for the year from 6th April 2023 to 5th April 2024. Annual Reports are presented at the Annual General Meeting in Spring each year, but two AGMs and annual reports did not happen in 2020 and 2021 as the Hall was closed due to Covid for nearly eighteen months, from March 2020 to July 2021.

Castle Camps Village Hall remains at the social heart of our village, parish and the local area. It was regularly and well used before the Covid pandemic by many local clubs and groups, a few of these clubs and groups have since fallen away, but many restarted their activities and new groups formed. We now have: an Art Club, the Camps Amateur Theatrical Society (CATS and Top Cats), a Craft Club, the Baby & Toddler Group, Yoga Classes, a Dance Club and Castle Camps Parish Council. Bingo evenings are also occasionally held by supporters of the Hall who donate some profit to us, thank you Gillian and Joan Blackmore!

Hiring for family celebrations such as wedding receptions, anniversaries, birthday parties, commercial activities etc. and business meetings have also picked up very well. The Hall's management committee of trustees encouraged the formation of a "Friends of Camps Village Hall" group that will organize some fund raising events in the near future. All these activities generate income to help cover our running costs and maintenance needs.

Hall History

The SCDC Planning Dept. history log shows that a village hall was approved for the site now occupied by "The Limit" in 1954 and was again approved for the Norwood site in 1963. Finally there was approval in 1965 to move the hall to the recreation ground. The old wooden hall was then erected and opened in 1966 but eventually had to be closed in 2000 as it had badly deteriorated and didn't meet current Health and Safety, disabled access and hygiene requirements. It gave 34 years of service to the village, not bad for a second hand "flat pack" from Duxford aerodrome!

We opened our new hall in 2001 and being built of brick on solid foundations and to current regulations, should last for 100 years and more if well financed and with enough trustees to manage, maintain and fund-raise to keep the hall in good repair.

Improvements History

2001 - A bund to surround the oil tank was built to satisfy the insurers.

2003 - A hearing loop was installed. Thanks to a £1,000 donation from the estate of Mr and Mrs Mills who were long term residents of Castle Camps.

2005 - A new footpath to the hall was opened by Sam Agnew, our then District Councillor, and the late Bill Frensham, who greatly supported the project. This was funded by the Lottery, the Parish Council and the Village Hall.

2006 - A chair rail was installed by Neil Piper in the main hall and Malcolm Harding was able to obtain some comfortable seating for the hall and meeting room.

In later years, the Lunch Club group was able to donate new lightweight tables and Neil Piper thoughtfully built an effective racking system in the storeroom to hold them.

2012 - Camps Amateur Dramatics Society donated a hanging grid for the stage. This was kindly installed by Clive Germany.

2016 - Camps Amateur Theatrical Society (same group but new name) donated 120 splendid new upholstered chairs to replace our old plastic seats.

2019 - Camps Amateur Theatrical Society donated and fitted adjustable blinds for the skylights.

Maintenance History

2005 to 2006 - The hall was redecorated mainly by *volunteers*.

2009 - Floor refurbishment was started and was only partially completed. This had been funded by a grant from SCDC and a promised grant from CCPC, but payment was not made. We were unable to find another contractor to complete the work.

2013 - Further redecoration of hall by volunteers.

2017 - We sanded and repainted our rusty oil tank in September.

2018 - The floor refurbishment was restarted and beautifully completed by a new contractor.

2021 - Extensive replacement of emergency and main room lighting was completed, using updated signage and LEDs for energy saving and brighter illumination.

Rotting door panels in Main Hall doors replaced and decorated by our Chair, Richard Moore. Full exterior redecoration of all woodwork also completed.

2022 to 2023 - Remaining lighting replacement by LEDs now completed. New refrigerators purchased.

2023-2024 the last remaining old emergency lamps were replaced with modern and compliant LED types.

Spring 2024 – Significant repairs to plumbing systems were completed. Perimeter security lamps were also replaced with modern LED types, together with “eyelids” to reduce light pollution.

Spring 2024 – Complete internal redecoration of main hall and meeting room (with lobby and toilets underway) with funding from CATs and help from volunteers.

Finance

We have had a couple of years of worry regarding the Hall finances, but bookings have picked up well and we are now in a much better position as can be seen in the annual financial statement.

We do not usually have much of a reserve, so we are grateful to Castle Camps Parish Council for keeping an emergency reserve account for us, which was not called upon.

We also thank Shudy Camps Parish Council for its annual grant of £250, and to Christine Swan for inspecting our annual accounts.

Charitable Objectives

The Charity was formed by a Conveyance and Trust Deed dated 1952, which is the basis of our constitution and rules. It gives our objectives that can be summarised as follows:

We aim to provide a good quality, village hall facility at affordable hire charges for residents and groups from our local area, supported by fundraising and differential booking rates.

By providing this facility for leisure, pleasure, social and educational purposes, your Committee and the Hall play their part in promoting and enhancing good community activities and relations between individuals and local, mainly voluntary, groups.

A copy of the Conveyance and Trust Deed may be requested from the Secretary at the following contact address:

Castle Camps Village Hall
C/O: The New House
Camps End,
Castle Camps
Cambridge CB21 4TR

The Village Hall Committee

The Trust Deed requires that the Management Committee is elected annually at the AGM and can have up to 12 members who become trustees of the Charity. Our Deed allows the Committee to co-opt a further 2 members as needed.

At the AGM in May 2023, nine of the previous committee members were re-elected, leaving four vacancies. At the committee meeting immediately after the AGM, the same officers as last year were re-elected.

Current Trustee Committee membership

Dicky Moore	Chairman, Treasurer and <i>de facto</i> Janitor
Susie Culpin	Hall and Bookings Manager
Terry Chapman	Minutes and Correspondence Secretary
Sue Coxall	
Jo Bishop	
Linda Shepherd	
Caroline Parkinson	
Mike Peirson	
Beverley Garbutt	
Cindy Smith	(co-opted at November meeting as future treasurer)

Clive Germany remains as our Honorary President and the current Custodian Trustees for the land lease and hall are Susie Culpin, Sue Herbert and Paul Sherville.

Overview of Activities

From 6th April 2023 to 5th April 2024 we held our AGM in May and seven committee meetings. These meetings dealt with the standard agenda items that a charity is required to document for good practice, such as Finance, Correspondence, Administration, Health & Safety, Security and Maintenance.

Another important regular agenda item was our **Action Plan Progress Review** that carried over from the previous year. This was subdivided into **Communications, Fund Raising and Social Activities** to help develop our purpose and objectives for the Hall as given in our Mission Statement that was approved in May 2022 being:

“A meeting place for everyone, an asset for the village of Castle Camps and beyond”

An Open Day/Community meeting was held on Saturday 20th May, in conjunction with the Parish Council, to allow residents to experience the Hall and to cover the Councils Annual Parish Meeting requirement.

Many maintenance projects, jobs and weekly checklists were carried out by our Chair, Richard Moore during the year to keep the Hall working safely and efficiently. Thank you Richard!

We had one fund raising activity this year being a December jumble sale, which successfully raised £ 434, thanks to Susie Culpin and helpers. Caroline Parkinson’s Craft Club which started last year has been very successful and is a very sociable morning.

In November, we agreed a marginal increase in our hiring rates to help cope with the increased energy and other costs.

The secretary also continued to submit quarterly articles to the Camps Review to keep the parishioners updated on Hall and committee activities. He also started the tortuous process of replacing the custodian (holding) trustees, as requested at the last AGM, by the Charity Commission.

In preparation for the future retirement of both the Chair (at the 2024 AGM) and Secretary, their various functions were regularly discussed and systems/procedures/policies updated. Melanie Laing was invited to our February meeting as an interested observer with a view to being our new Chair at the 2024 AGM. Chris Swan was also invited as leader of the "Friends of Camps Village Hall" group to participate in our social and fundraising activities.

In June, our Chair Richard Moore instigated a Village Hall WhatsApp group for committee members and helpers. Chris Swan also started a WhatsApp group for the "Friends of Castle Camps Village Hall" in January. Both have proved very useful for updating us on current activities.

Charitable Status

Your Hall Management Committee consists of local residents who volunteer their time and efforts on your behalf. We are all trustees of this non-profit making charity, which is registered with the Charity Commissioners, to whom we make an annual return. You can access historical financial and other data about us on their web site:

www.charitycommission.gov.uk simply by entering our registered charity number below in the search box.

Contacts

The Hall can be booked by ringing our bookings manager, Susie Culpin, on 01799 584596 or by ringing the mobile contact no. 07967 626919.

Emails could be sent to: castlecampsvillagehall@gmail.com or to the secretary at: terry.chapmanccpc@gmail.com

CambsACRE promote us on their "Halls for Hire" scheme, the website is: www.hallsforhire.org.uk

Details can also be viewed on: www.castlecamps.org.uk and on: www.venues4hire.org

Richard Moore
Chairman

Terry Chapman
Secretary

Castle Camps Village Hall Management Committee.

Dated: 15th May 2024

Registered Charity 300375