



GREAT DENHAM COMMUNITY HALL

Minutes of the Information Evening held at 7.30pm on 26th April 2016 in Great Denham Primary School, Greenkeepers Road, Great Denham, MK40 4GG

Present: Trustees

Tony Cortese – Chair (TC); Gemma Dille (GD); Paula Dunne (PD); Jennifer Grimshaw (JG); David Maguire (DM); Suzette Maguire (SM); Chris Ruvolo-Jones (CRJ); Rachel Smith (RS); Martin Stuart (MS); Debbie Taylor (DT); Pfungwa Tekeshe (PT); Jim Weir (JW)

Clerk

Roz Buchanan (RB)

In Attendance

57 members of the public were present

Apologies

Apologies were received from Kit Rowland and Will Sinclair.

Resolved: The apologies were accepted.

Introduction

TC welcomed everyone and thanked them for coming. He said there would be an open session for questions but invited anyone who had a question to ask it as he went along. The Trustees would also be available to answer queries at the end of the evening.

The Community Hall (CH) was on target for completion by July/August and it is planned to open in September. A Charitable Incorporated Organisation has been set up to manage the CH consisting of 14 trustees, all of whom are unpaid volunteers. The objects of the Charity are to make the facility available to the community and beyond, but the benefit of the inhabitants of the parish of Great Denham must always come first.

There are a range of rooms of different sizes, all of which have been given names based upon the Saxon heritage of the area. On the ground floor the main hall can hold 200 and there will be a catering standard kitchen, a bar and a stage. There is a lift available to the first floor where there will be a hall with a capacity for over 70 people, meeting rooms, a lobby area and a kitchenette. Conference facilities will be provided and it is hoped to have computer terminals available. There are disabled toilet facilities and children’s toilets on both floors and changing rooms on the ground floor. The rates of hire are competitive and sheets detailing these are available to take away.

The first bookings will be taken in time for the opening in September and anyone who would like to make a booking should complete a Registration of Interest form. The trustees are seeking volunteers to help run the CH and anyone who feels they would like to contribute should provide their contact details. It only remains to spread the word about this wonderful facility using all available means including social media.

Open session

Questions were put as follows:-

What parking will there be?

There will be 9 spaces at the rear of the hall, twelve are available at the front and there is parking in the Sainsbury’s car park as well as in the Great Denham car park.

What are the hourly rates for local businesses and will there be boards local businesses can use to advertise?

The hourly rates are available on flyers and whilst the CH is not seeking a profit it must pay its way. There will in due course be boards for information. The Management Committee (GDCHMC) wants to work with local businesses and will be happy to receive recommendations for events e.g. bouncy castles.

Where will the entrance be?

On Saxon Way.

Who do the other parking spaces belong to?

Toybox Nursery has 24 of the 33 spaces at the rear of the CH.

How noisy will it be?

A noise reduction scheme is in place with insulated windows and doors. The windows will not be opened when events are taking place and there is an air handling system to keep the hall ventilated. There will be a limiter on the volume levels for music.

Is there a time limit on evening use?

This needs to be established. There are discussions taking place about the possible installation of a gate to prevent access to the rear. There will be a state of the art electronic access system for the CH itself.

Will there be any outside space?

No.

What are the catering facilities?

There will be a catering kitchen downstairs which can be hired and the kitchenette upstairs will be free of charge to those hiring the hall.

Will the hall work closely with the school and faith groups?

Yes, in fact the Parish Council (PC) had tried to change the location of the CH to a site next to the school to allow sharing of facilities but this had been rejected.

Will residents get priority of use?

Yes.

What are the community rates?

This is specified in the flyer which is available this evening.

Will the community rate apply to residents putting on dance classes?

Those residents hiring the hall for business use i.e. dances classes will pay the business rate but for parties and community groups such as Brownies the community rate will apply.

How will internet access be used?

It will be used mainly to provide educational activities such as improving computer literacy rather than space being hired as, for instance, an internet cafe. Note:- one member of the public thought an internet cafe would be a good idea and it was agreed that this would not be rejected as a possible future use.

Will there be a caretaker?

There will be online booking and electronic access to the building and it was hoped that initially volunteers would manage the day to day use/maintenance of the hall. However, it is envisaged that a part time caretaker will be employed alongside such volunteers in due course.

If someone was hiring the upstairs hall would it be necessary to go up and downstairs to let class members in?

No. The access system would accommodate this by keeping other areas locked.

What type of flooring will there be?

Wooden sprung flooring in the halls and carpet tiles elsewhere.

How were the trustees appointed?

The PC had invited volunteers to apply via their newsletters and on their website and notice boards. All 14 who were appointed live in Great Denham. There is likely to be a vacancy in December. Meanwhile the subcommittees can include non trustee members and anyone interested can volunteer to serve.

It was stressed that this is "our" CH and the aim is to provide what the community want.

How can such feedback be provided?

The Community Engagement team are establishing links within the community and everyone was invited to contact them with any ideas they might have. Whilst no promises can be given the trustees will do their best to provide what the community would like whenever it is practicable. There is a suggestion box in the doctors surgery and contact details are available this evening and will be online once the official website has been launched.

Who will be liable if the CH does not break even?

A strict budget has been set and the trustees have been very prudent in their forecasts. There is a

management fee available from the S106 Agreement between the developer and the Borough Council which can be used until an income stream becomes available. There have been a lot of enquiries and the GDCHMC is optimistic.

How will the bar in Saxon Hall work?

It will not be a stocked bar. Hirers will need to provide the drinks and staff, and to obtain their own license.

Will the hall have its own licenses for music and film?

Yes. It is the intention to show films and to have live streaming events.

What clubs have been confirmed?

There have been enquiries from slimming clubs/dance classes/aerobics classes. It is the intention to try and provide a balance of activities. The booking system which is currently being trialled is Hallmaster, and it is hoped it will go live in a few weeks when everyone will be able to see what is available. The CH website is under development and once it goes live there will be schedules and contact details.

Will a deposit be required and how much will it be?

Yes. The amount is being debated. It is hoped that trust will be built up with regular bookers which could mean the need for a deposit is not required.

Will hirers need their own insurance?

Yes.

Are there any sporting activities which will be discouraged?

Those which will damage the floor.

What footwear will be required in the hall?

Non marking footwear. It is likely stilettos will be allowed but this point will be checked.

There were no further questions and the meeting ended at 8.25pm.

TC invited everyone to help themselves to the tea, coffee, squash and biscuits and to ask any further questions, or seek clarification about any issues, from the trustees.