

NEWTON IN CARTMEL VILLAGE HALL

MANAGEMENT STRATEGY

2022-23

THE COMMUNITY

The Trust Deed that established the Village Hall as a charity states it is to be used for “the Area of Benefit”. This is currently interpreted as:

Ayside
Barber Green
Field Broughton
High Cark
High Newton
Low Newton

The number of households in these hamlets is approximately 200 and are referred to here as ‘the Community’.

PURPOSES OF THE VILLAGE HALL

- To be an easily accessible resource for the Community
- To act as a resource to other individuals/groups that contribute to its sustainability.

The priorities for use are, in order:

1. Individuals and informal groups in the Community
2. Local, organised groups, e.g., WI/Guides/Parish Council
3. Other groups (commercial and non-commercial)

Principles of Hall Use:

- All users pay for hire - Every user contributes to its sustainability
- Ease of Involvement. - More people engaged, low effort by users and Committee
- Ease of Use. - Low effort/More attractive to users
- Ease of Management and Maintenance. Low effort, low cost and safe

THE VILLAGE HALL COMMITTEE

PURPOSE

- To ensure that the Hall's resources suit and are available for the Community
- To develop and maintain the sustainability of these resources.

TRUSTEES

- Committee members are Trustees who have individual and collective responsibility for the proper management of the Hall's resources. The way that this is conducted is by attendance and participation at the Trustee meetings
- There is a formal induction process to explain Trustees' duties and liabilities.
- The Trust Deed (amended 2020) allows for 8 elected members plus two extra places reserved for outside bodies (currently Lindale and Newton-in-Cartmel Parish Council and Field Broughton Parochial Church Council) to bring in a wider perspective.
- 2 extra members can be co-opted if particular skills/ experience are needed.
- Trustees must stand down/ be re-elected each AGM.

PRINCIPLES OF COMMITTEE PARTICIPATION

- Provide support for users without removing their responsibility
- Make decisions in accord with this Strategy, our policies and the resources available
- Make decisions without "fear or favour"
- If practicable, work done by community volunteers not outside professionals
- Work as a team - sharing information; mutual respect; an equitable workload.
- Have a succession plan

GOOD GOVERNANCE SYSTEMS

- Trustees develop and apply systems which ensure everything is legal, safe and managed to the highest standards.
- These include formal policies, procedures and risk management and are reviewed regularly.
- These inform decision making and make us accountable to outside scrutiny.
- Outside advice on standards and best practice is frequently sought (eg from ACRE – the body that oversees and supports village halls.)

ROLES AND RESPONSIBILITIES

There are four named roles:

Chair Leadership/Authority to make decision on behalf of committee (after consultation)
Publicity/Coordination

Booking/Access – Publicity/Booking/Receiving booking income/Banking

Treasurer Provides quarterly and annual running costs/Cash book reports/Maintenance budget/3-5year plan/emergency reserves

Secretary Good governance in accordance with legal and Charity Commission expectations. Planning content of meetings and recording.

Different Trustees may take the lead for varying areas of work as appropriate to their skills and interests. It also depends on the Objectives for the year and the particular tasks these generate.

ACCOUNTABILITY

This Strategy is supported by the following documents which are made available to the public on the website.

- **Annual Report** – presented at the AGM - summary of the year gone - includes
- **Objectives** for coming year – draft presented to the AGM for comment – finalised by the new committee.
- **Policies and Procedures**
- **Report to the Charity Commission**
- **Minutes of meetings and decisions made**

