

Village Halls News and Information

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Energy Auditing Event

Twenty eight delegates attended the 'How to Energy Audit your Community Building' event on 4th March at Ashford-in-the-Water Memorial Institute.

This free event was facilitated by Community Action for Energy (CAfE), part of the Energy Saving Trust. The course included helpful information on energy efficiency

measures and renewable energy technologies with delegates taking home resource packs. The day incorporated clear practical exercises on how to save energy and cut fuel bills. The tutor highlighted the fact that significant savings can be made by being more aware of energy use, heat loss and how to introduce simple measures to help reduce both of these.

We are hosting another CAfE event on **Tuesday 15th September** called '**Making it Happen**'. Information will be circulated and advertised on the website when full details are confirmed. Venue to be arranged.

Lobby Government for Funding!

- 1 Action in Rural Sussex has put a petition on the No.10 petitions website calling for a dedicated funding programme for improvement in rural community buildings.
1 If your hall or members of the committee would like to support the petition please register names at: <http://petitions.number10.gov.uk/VillageHeart/>

National Village Halls Survey

- 3 On behalf of Action for Communities in Rural England (ACRE), DRCC would like to thank all of the halls that participated in the National Village Halls Survey. This is carried out every 10 years to help inform national and local policy makers of any trends in the provision of community facilities. A survey report will be available shortly on ACRE's website: www.acre.org.uk
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ACRE Quality Standards 3

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6 As a member of the Rural Community Action Network (RCAN), DRCC is working hard to achieve the top level ACRE quality standards. We will be assessed in the autumn of 2009 and if successful, this award should demonstrate that the organisation operates to a recognised high standard. I shall keep you informed.



Free energy audits for community buildings



Community buildings in Amber Valley, Chesterfield, NE Derbyshire, South Derbyshire and Bolsover can now apply for a free energy audit from sustainable energy charity Marches Energy Agency. The funding is open to all community buildings, including churches, village halls and community centres.

The audits will assess the possibilities for installing a range of green renewable energy technologies in each community building, including solar panels, ground source heat pumps and wood pellet boilers. They will also give recommendations for energy and cash saving measures such as insulation and low energy lighting.

A limited number of studies are being offered completely free of charge to community groups, on a first come, first served basis. Costs are covered by funding from Big Lottery's Community Sustainable Energy Programme (CSEP), and by the District and Borough councils.

Joe Bentley, of Marches Energy Agency, said "This is a fantastic opportunity for community groups to find out how they could best cut fuel bills, keep buildings warm and invest in a sustainable future".

The studies are intended to be a stepping-stone towards an application to capital funding available under the Big Lottery's CSEP programme. The programme will cover up to 50% of the cost of purchasing and installing the renewable technologies recommended in the audits. Applications are most likely to succeed where community buildings face high energy costs, where a high level of building usage would offer an opportunity to raise the profile of renewable energy technologies, and where significant CO₂ savings are likely to be made.

For further information or to register your interest in the free audits, contact Joe Bentley at Marches Energy Agency on 01743 277108 or email joe@mea.org.uk. For further detailed information about the CSEP funding, see www.communitysustainable.org.uk.



Village Halls Service

Thank you to the 70 halls that joined the village halls service last year and to those that have already subscribed as members for this financial year. Your contribution is vital for the service to continue at its current level. If you recall, a membership scheme was introduced last year to help DRCC maintain the service to some 240 halls which was then linked with an option to join both the village halls service and DRCC at a reduced rate.

To encourage more halls to join this year, the rates have been changed in order to simplify the scheme. There is now a flat rate of £15 to join the village hall service and a separate rate of £25 to join DRCC. Halls can become members of either or both at their discretion. Further details regarding membership are available upon request and can also be viewed on the website. Your support is vital for the service to continue.

How can we improve the service?

We continually strive to provide the most appropriate support and information to village hall trustees and managers of many other types of community buildings. We hope that you find this publication a useful resource for now and in the future. Your comments and feedback are always welcome to help us to provide an interesting and informative newsletter.

Legislation Updates:

Licensing Act 2003 - Legislative Reform (Supervision of Alcohol Sales in Church and Village Halls) Order 2009

A legislative reform of the Licensing Act 2003 (introduced in November 2005), received Parliamentary approval in March 2009 and is now subject to final agreement of the regulations and the fees. One proposal is to remove the requirement of management committees to appoint a Designated Premises Supervisor (DPS) who, under the current legislation, has to hold a Personal Licence Certificate (in halls that are licensed to sell alcohol). Instead, the management committee will take joint responsibility for all sales of alcohol in the hall with no legal requirement to undertake the personal licence qualification. However, they can still choose to have one if management committees consider it appropriate for them to hold one.

For example, if a hall is used regularly for events where alcohol is sold, possibly in more than one function room at a time, then it may be advisable to appoint or retain a DPS. The committee can then support that person in undertaking the relevant training whilst being more confident that at least one person thoroughly understands the law and can advise the committee of its responsibilities. However, smaller halls that are used less frequently and by local people known within the community, then the new regulations will provide a suitable alternative system that is much simpler. The committee needs to think carefully about the users of their hall and what best suits their needs. This could be a combination of the new system and the use of Temporary Events Notices (TENS), with a TEN being used where a larger event or licensable activity is taking place outside of the scope of the Premises Licence and the committee want the hirer to take full responsibility for licensing issues.

Forms and details will be available from your local authority licensing department in due course, once the reform has been laid down by Parliament. Please note however, that licensing authorities can insist on the appointment of a DPS if they consider that adequate controls and processes for the sale of alcohol are not in place.

There are no proposed changes to the maximum number of TENS permitted each year; this remains at 12.

Neither ACRE Village Hall Information Sheet 9: The Village Hall and its Premises Licence and VHIS 10: Alcohol in Village Halls, cover the new regime at this stage. They will be amended when legislation is confirmed.

CORGI replaced by new Gas Safe Register - from April 1st 2009 only gas fitters on the new Gas Safe Register can carry out approved gas work. For further details go direct to www.gassaferegister.co.uk

Land Registration may be triggered when new trustee is appointed - from April 6th 2009 any land not already registered with the Land Registry will be subject to compulsory registration when a new holding or custodian trustee is appointed. This requirement also applies to leases of more than seven years. Subsequent changes when the property is vested in a new individual trustee, is subject to a Land Registry fee based on the value of the property.

To avoid having to pay this fee whenever an individual is appointed to hold the land, the organisation may want to appoint an incorporated body to hold the land, such as a Parish Council; or if it is a charity, to vest the land in the Official Custodian for Charities at the Charity Commission. The land will have to be registered when the incorporated body or Official Custodian is appointed, but once this has been done, there will never, or hardly ever, be a change of holding or custodian trustee.

Guidance from the Land Registry is available under "Important developments/First registration - advice for trustees" at www.landregistry.gov.uk

Energy Display Certificates in Community Buildings

New regulations were introduced from 1st October 2008 by the Department for Communities and Local Government regarding the Display Energy Certificates (DEC) and Energy Performance Certificates (EPC).

The requirement for a DEC only applies to larger halls (e.g. Town Halls) run by parish and town councils which exceed 1000m². Those run by charities are not affected, as they do not fall within the definition of 'public authority' or an institution.

The requirement for an EPC is only required for new public buildings or when a building is sold or rented or part of a building is sold or rented.

Certain conditions apply to both of these certificates and further information can be found on the DCLG website: <http://www.communities.gov.uk/planningandbuilding/theenvironment/energypformance/>. Alternatively, if individual queries arise, contact Trading Standards at Derbyshire County Council as Trading Standing Officers now enforce these new regulations.

New Accounting Thresholds

All registered charities must prepare a Trustees' ***Annual Report*** - a concise review of the activities of the Charity prepared by the trustees.

Those with a gross income which exceeds £25,000 must file it with the Charity Commission.

Those with an income exceeding £10,000 have a legal duty to complete and submit an ***Annual Return*** to the Charity Commission. The annual return provides basic financial details, details of contacts, trustees, activities and of the charity's classification.

The new Charity Commission publication is very useful - I have put a link to it below and it can be downloaded from the CC website.

<http://www.charity-commission.gov.uk/Library/publications/pdfs/cc15btext.pdf>

Charities Act 2006 - What trustees need to know

This is an essential guide published by the Charity Commission that summarises what trustees need to know about the Charities Act 2006. Copies can be obtained free of charge from the Charity Commission or downloaded from their website.

ACRE Village Hall Information Sheets - Updates

VHIS 3 - Post Office services in Village Halls (January 2009)

VHIS 23 - Village Halls and Community Centres: funding their provision (withdrawn October 2008)

VHIS 30 - The Village Hall: Heating (withdrawn October 2008)

VHIS 31 - The Village Hall: Floors (withdrawn October 2008)

VHIS 34 - Sale of Goods (March 2009)

VHIS 35 - Trustee liability and trustee indemnity insurance (February 2009)

There are 38 ACRE VHISs which are available FREE of charge to village hall members. Information sheets are available to purchase by non-members; prices range from £1 to £5 each plus postage. Please let Helen Faraday know if you require a copy of any of these resources. A full list of these and other ACRE village hall publications is available upon request and can be viewed on the website: www.derbyshirercc.org.

Quality Standards



Hallmark is a new quality standards specifically designed for village halls. The scheme has been developed and run successfully by the Community Council for Somerset for over four years. To share this good practice, the scheme has been further developed and promoted nationally by ACRE with the help of funding from the Capacitybuilder's Improving Reach Programme.

There are three different Hallmark awards to aim for, each of equal status. However, Hallmark1 has to be achieved before Hallmark 2 can be applied for, and Hallmark 2 has to be achieved before applying for Hallmark 3.

Two main benefits of this quality standards scheme are that:

- It provides funders and other organisations interested in village halls with a benchmark for a well managed hall
- It gives village hall volunteers confidence that they are running the hall in the correct way
- It can help market village halls to potential customers

DRCC plans to launch Hallmark across Derbyshire in the autumn. Training workshops will offer management committees the opportunity to learn more about what is required to achieve Hallmark status and enable them to be fully prepared for being reviewed.

How will halls be assessed? - Assessment will be made by two trained visitors to the hall. Visitors will be volunteers who are either members of other hall management committees in the county or who have been closely involved with the work of village hall committees. To ensure that assessor standards are consistent, visitors need to sign up to a code of conduct and to attend a training session provided by DRCC.

If anyone is interested in becoming a Hallmark visitor, please contact Helen Faraday at DRCC on 01629 821928. Visitors cannot be paid for their time but will be able to claim for travel expenses.

Funding Update

WREN - From the 19th March 2009, WREN no longer accepts applications from Derbyshire WRG sites as these have now all closed. For further details of remaining Landfill operators in the county, contact the Derbyshire Environmental trust

Biffaward 2009 Small Grants Scheme - is now accepting applications for grants of between £250 and £5,000 to support improvements and access to local amenities such as a community building, nature reserve, cycle path, playground, cultural facility or outdoor space. Applications can be submitted at any time. The Small Grants Panel meets approximately every eight weeks.

E-ON - recently launched their new Sustainable Energy Fund, which replaces their 'Source Fund'. They can provide up to £20,000 to community groups who wish to consider and implement sustainable energy projects in their buildings - from energy efficiency through to micro-generation. The next deadline for applicants is 12th June. Refer to their website for further details: <http://www.eon-uk.com/about/2654.aspx>

Village Hall Funding Sheets - The following DRCC funding sheets are available: Buildings & Refurbishment and Grants for Renewable Energy Schemes. Please contact Helen Faraday for further details.

More Big Lottery awards for Derbyshire's Community Buildings!

In the last newsletter, we reported the success stories of Parwich Memorial Hall, Clifton Smith Hall and Over Haddon Village Hall in securing major funding from BIG's Community Buildings Programme.

The following and final round of awards include:

- Little Eaton Parish Council receive £406,608 towards a new village hall
- Alderwasley Parish Council receive £262,373 towards the renovation of their Grade 2 listed village hall which is classed as an Ancient Monument

The total funding allocated to Derbyshire from this BLF programme amounts to an impressive £1,928,997. In addition, these projects should attract a similar amount of match funding into the county in order for these communities to realise their dreams of these much needed new and improved facilities.

Congratulations to everyone involved in these major capital projects.

Other success stories:

Barrow upon Trent - Applications by Barrow upon Trent Village Hall Committee for two grants to help finance the refurbishment of the Village Hall to include the replacement of windows and front entrance door, removal of the stage to create more flexible space and replacement of kitchen flooring have been approved. Lafarge Aggregates Limited awarded £12,000 (net), under the Landfill Communities Fund in partnership with the Derbyshire Environmental Trust & South Derbyshire District Council Community Partnership Scheme awarded £2,264 towards the project.

Willington Old School Trust - Community Leadership Scheme

The Trust has been awarded a grant for £1200 by Councillor Martyn Ford and on behalf of Derbyshire County Council's Community Leadership Scheme. The grant covers the cost of the materials for a new floor in the School Hall which will greatly enhance the facilities that are offered to the residents of Willington and surrounding areas.

Community Events Toolkit

South Derbyshire District Council has produced a guide, 'The Community Events Toolkit' to help take the stress out of planning a public event. This useful resource provides advice and guidance on organising community events and projects.

The toolkit has sections on planning your event, including key issues such as the necessary insurance, risk assessments and how to plan for emergencies. Further advice is provided on a wide range of topics such as safeguarding children, policing requirements for your event and licensing. It will help groups to hold well-organised events and suggest ways to raise the most money possible. Visit www.south-derbys.gov.uk/cet

Festival Toolkit

Arts Derbyshire has developed a new Festival Toolkit. It provides key information and guidance for all festival and event organisers in Derbyshire; the toolkit provides practical information needed to run an efficient and professionally organised event.

Visit: www.artsderbyshire.org.uk/advice/festivals

Future Date for your Diary: CAfE training Tuesday 15th September 2009