

Issue 19

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Village Halls News and Information

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Electrical Inspections

The frequency of electrical inspections is a question that has been raised regularly over time but more so because some local authorities have required annual inspections as a condition of the hall's Public Entertainment Licence and no longer do so.

The Institute of Electrical Engineers (IEE) has set out guidance for inspections under Guidance Note 3—*Inspection and Testing* which complies with BS 7671: 2001 *Requirements for Electrical Installations*. This states that routine checks should be carried out once a year as appropriate to the nature of the premise and its use and that these routine checks need not be carried out by an electrically skilled person but should be by someone who is able to safely use the installation and recognise the defects. However it may be appropriate for routine checks to be carried out more frequently. For instance it would be wise to keep an eye on kettle cables and plugs particularly if they are used every day.

A full inspection of all the electrical installations should be carried out every five years according to the guidance.

Some electrical appliances might have manufacturer's instructions requiring more frequent checks and some village halls may also find that their insurance policy requires a full check at different intervals than those laid down in the guidance.

It is the village hall management committee's responsibility to ensure that the necessary checks are carried out when they are required whether or not it is a requirement of a licence.

Village Halls Away Day on 1 April 2006

A leaflet and booking form is enclosed with this mailing. Do come along if you possibly can. ACRE's new Management Toolkit will be introduced and there will be workshops and presentations which we are sure you will find interesting.

It will also be a good opportunity to meet other village halls people in a relaxed atmosphere and exchange information and experiences.

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Licensing Act—TENS

ACRE continues to express their concern to DCMS about the impact of TENS on village halls. ACRE has written to the Minister responsible, James Purnell, asking for an urgent review and pointing out the significant operating problems facing many halls, forcing their management committees into

- ◆ making decisions to undertake time-consuming activity (training for personal licence holders or submitting full licence applications) which may, in the future, be irrelevant if modifications to the TENS limits come into force
- ◆ reducing the usage and viability of their halls to match their licensable status
- ◆ risk of non-compliance with the regulations

The second stage of ACRE's survey is underway and participating Derbyshire halls are encouraged to respond. If you have any experiences to share about the operation of TENS, please let us know and write to your MP about any problems you are anticipating.

Defra Village Halls Website

Defra has launched a Village Halls website: www.defra.gov.uk/rural/communities/halls. It was prepared in close collaboration with ACRE and launched just before Christmas. It contains links to funding sources, regulations, news and information.

Telephones

If you have a public telephone in your hall, ensure it is registered as a public pay-phone with your service provider and that it bars a premium rate number.



On-line Banking

Treasurers may well want to move to on-line banking. The Charity Commission offers the following advice:

“Broadly speaking the Charity Commission's view is that trustees of a charity will be justified in deciding to use electronic banking if they can identify overall advantages for the charity in doing so, they put in place adequate financial controls and they have, or can acquire, the necessary legal power.

It is important that any decision to adopt electronic banking be made with benefits and advantages to the charity in mind. With electronic banking we would expect the same level of internal financial controls as we would expect with the traditional forms of banking. There should continue to be clear segregation of duties to prevent any single person from being able to control substantial resources or obtaining unauthorised access to information. There should be proper approval at, or delegated from, trustee level for movements and payments from bank accounts (eg ensure it requires two people to move money online, in the same way that we recommend two people should sign a charity's cheques).

Further advice on internal financial controls can be found in our publication CC8: *Internal Financial Controls for Charities*.”

Management Tip

Motorised Vehicles in village halls

The following points should be noted:

- ◆ Motorised carriages are exempt from any requirements for insurance or driving proficiency
- ◆ The users of the hall need to exercise care when allowing the vehicles into the hall, ie taking into account the size of the hall and the number of people at the event
- ◆ Liability for accidents rests with the owner/driver of the vehicle



Fire Safety Changes

In Issue 14 of the Newsletter, in February 2005, there was a reminder that the Regulatory Reform (Fire Safety) Order (RRFSO) was at that time going through the Parliamentary process. The Order was approved by Parliament on 7 June 2005.

We have been informed that the Government has decided to postpone the introduction of the new guidelines to give "business and fire safety experts" more time to prepare. The new date for their introduction has not been announced. The relevant guide is *Guide 6 Small and Medium Places of Assembly* and it is still in preparation.

The Government website for further information is: www.odpm.gov.uk

Get to Grips with the Planning system ... over breakfast!



A series of free breakfast briefings (7.30-9am) is being held in March to help voluntary and community groups influence change in their environment, in local plans and developments.

For more information call Planning Aid on 0115 852 4280 or email emsupport@planningaid.rtpi.org.uk.

Nationwide Awards for Voluntary Endeavour

Who are the local heroes in your community? The awards are designed to recognise those who have made an outstanding contribution to the local community. Developed by Nationwide Building Society with the support of the National Council for Voluntary Organisations, and the Newspaper Society the awards will be judged in ten regions around the UK. The closing date for nominations is 28 April 2006.

There are four categories: Young people under the age of 18 individual; Young people under the age of 18 group; Adults, as individuals; Adults as groups.

For information, please contact the Community Affairs Department, Nationwide Building Society, Pipers Way, Swindon SN38 3FN

Derbyshire Dales CVS Free Training Workshop Programme

Managing a youth group – the importance of planning

Facilitation Marion Beloe, DDCVS Development Worker on Wednesday February 1st. 10am. – 12.30pm

How to plan successful meetings and improve the outcome through inspired facilitation

Facilitation John Powderly, DRCC Rural Officer on Tuesday February 14th. 10am. – 12.30pm
Note: Not Wednesday February 15th

How to Prepare a Business Plan

Facilitation Paul Beeson, Shorts Accountants on Wednesday March 1st 10am – 12.30pm

To trade or not to trade – the value in becoming a social enterprise

Facilitation John Chell, Social Enterprise Development Worker on Thursday March 16th 10am – 12.30pm

How to attract and retain volunteers

Facilitation Gill Geddes, Manager, Ashbourne Vol. Bureau on Thursday March 30th 10am – 12.30pm

Charities Bill 2006 – understanding the new Act

Facilitation Neil Mouldon, Chief Officer, Derbyshire Dales CVS on Wednesday April 5th 10am – 12.30pm

To find out more please get in touch. For up to the minute news try our new website www.ddcvs.org.uk

Derbyshire Dales CVS, 3 Bath Street, Bakewell, DE45 1BY

Tel 01629 812 154 Email enquiries@ddcvs.org.uk

Live & Local around Derbyshire Spring Programme



February

3	Sheena Davis Group	Heage VH	01773 853358
11	Comedy Impro Show	Bamford Institute	01433 659779
15	Kathryn Tickell & Corrina Hewatt	Ashford War Memorial Institute	01629 812559
15	Changed Priorities	Calton VH	01538 308619
18	The Little Rumbas	Upper Town Social Centre	01246 590502
18	Taylor's Tickler	Weston on Trent VH	01332 702386
18	Kathryn Tickell & Corrina Hewatt	Coal Aston VH	01246 414042
23	Kathryn Tickell & Corrina Hewatt	Uttoxeter Town Hall	01889 564085
25	Ashley Hutchings' Rainbow Chasers	Tideswell URC Hall Theatre	01298 871063
25	Kathryn Tickell & Corrina Hewatt	Breadsall VH	01332 831577

March

3	Travelling by Tuba	Florence Nightingale Memorial Hall, Holloway	01773 856545
3	Ashley Hutchings' Rainbow Chasers	Dronfield Peel Centre	01246 414265
4	Lady Molly of Scotland Yard	Swanwick Hall School	01773 602106
10	Sheena Davis Group	Shardlow VH	01332 792514
11	Dr Teeth Big Band	The Glapwell Centre	01623 810979
11	Hell & High Water	Dove Holes Community Hall	07817 984216
17	A Magical Tour of the Andes	Barrow on Trent VH	01332 691277
18	Sheena Davis Group	Doveridge VH	01889 566093
18	Boka Halat	Hope Valley College	01433 650446
24	Fanny Cradock—The Life & Loves of a Kitchen Devil	Marchington VH	01283 820407
25	Bawdy Stories	Ashover Parish Hall	01246 590005
25	Sheena Davis Group	Stramshall VH	01889 563321
30	Corvus Corax: The Crow in the Know	Ashbrook Junior School, Borrowwash	01332 673785
April 1	Daniel Smith Blues Band	Tutbury VH	01283 812248

For more information or to book tickets please ring the contact number