



# ADISHAM VILLAGE HALL IMPROVEMENTS

Draft Business Plan 6th February 2024 Revision 2

## ADISHAM VILLAGE HALL

Registered Charitable Organisation  
No.1048221

### The Management Committee for Adisham Village Hall

Martin Jones – Chairman & Trustee

Robin Dane – Vice Chairman & Trustee

Anne Rowe – Treasurer

Adrian Bennett – Secretary

Sue Nyirenda – Booking Secretary

Derek Butterworth - Committee Member

Hannah Paige - Committee Member

Tom Challinor - Committee Member

Cherie Jones - Committee Member

Kelly Ovenden - Committee Member

Christina Leidig - Committee Member

Nick Bellamy – Committee Member





## Table of Contents

Executive Summary.....	2
Introduction.....	5
Mission statement.....	7
History.....	8
The Lease.....	9
The Lease Value.....	11
The Present.....	12
Condition status.....	13
Key Consultees.....	18
Parish Council.....	18
The Holy Innocents PCC & Canterbury Diocesan Board of Finance.....	19
Village Hall Users - overview.....	20
Patrons of the Village Hall.....	21
Fundraisers & Donators too Adisham Village Hall.....	22
Opportunities.....	24
Adisham Primary School.....	24
Adisham Pre School.....	25
Adisham Tea Shop & Shop.....	26
Adisham Pop up Bar - Social Lounge & Sports Bar.....	27
Other Lost organisations or potential users of the hall:.....	28
Summary of opportunities:.....	30
Village Hall proposals.....	32
Refurbishment proposals.....	33
Replacement New Build Proposals.....	37
Cost conclusion.....	38
Do Nothing Option.....	39
Proposed Maintenance Plan.....	40
Revenue Costs.....	41
AVH financial review.....	42
Funding Sources & Grants.....	46
Project Time Line.....	49
Conclusion.....	51
Appendix.....	52



## Executive Summary

The purpose of Adisham Village Hall Trust business plan is to support funding applications for the improvement of Adisham Village Hall (AVH).

Adisham is a village and civil parish in the English county of Kent identity as a rural community. It is twinned with Campagne-lès-Hesdin in France. Its location within the Canterbury District provides it with good access to road and rail links, its agricultural history and unspoiled environment. It has had a village hall since 1909

Adisham Village Hall Charitable Trust was established as a registered charity to operate a village hall for the use and benefit of all residents of Adisham.

The current village hall is in desperate need of upgrade and repair. With a lack of capitol and the building approaching its end of life, its facilities are found to be in poor state. All monies raised and spent by the Hall currently barely meet the ongoing maintenance and upkeep of the building for the purpose of providing a village hall for Adisham residents.

Exhaustive searches were carried out by members of Adisham Village Hall committee to identify further fund raising and grant applications for the village hall. Almost all options for funding the repairs/modifications of the village hall, have been turned down on discovery ownership of the building is in the name of others. The only viable option is for AVH to pursue grant funding is for AVH as applicant to own the site of the village hall before application before raising further funds for the improvement.

What Adisham residents want from their village hall was identified by a consultation process. A village meeting was held where questions were asked, and comments made. Over 80% of those participating in the consultation (which was open to all) said they were in favour of retaining a village hall with capacity for 100-200 people. The activities to be accommodated in the village hall were identified and reflected the desire to serve all ages and interests.

It is stressed that the village hall is not a commercial venture. The financial objectives are secondary to the purpose of the hall to benefit residents and surrounding areas of Adisham. The hall is intended to remain being operated on a break-even basis.

Positive outcomes of the plan to renew/refurbish a village hall in accordance with plans are considered to be beneficial, the disadvantages will inevitably see the hall close due to a significant H&S failures that AVH Charity cannot find funding to address. The Trustees of the AVH have identified outcomes that will have a significant benefit for the Residents of Adisham and the users of the hall. Importantly these cannot be accommodated elsewhere within the village including the new facilities in the PCC Church's plans.

- Main hall to accommodate between 100 and 200 persons sitting at trestle tables.
- Demountable stage in the hall.
- A Committee room to accommodate up to 20 people.
- A Office space to accommodate small groups (available for use by residents)
- A Provision for a shop to be run by the local community.
- A Provision for a social evening to be run by the local community
- Kitchen, WC facilities, storage, plant rooms, and other facilities commensurate with the above requirements. The facilities will provide for the activities to be accommodated:
- Safe areas for Activities for young people e.g., use by Adisham Primary School, Youth Club, Scouts, Guides, Cubs, Brownies, Rainbows etc;
- Yoga/Pilates/adult exercise classes
- Recreation, Party Venue



- Club activities (film club, drama, badminton)
- Safe area for Younger children's group
- Safe Inside & Enclosed external space for toddlers
- Usable fire rated storage areas
- External BBQ area and outdoor covered seating area, External Wildlife area
- External stores & Space for Marquee

The proposed village hall must provide a **safe environment** for children's and other activities. There is an ageing population within our community but deteriorating facilities for group physical activities. The provision of a fully integrated stage and green room area within the Village Hall is no longer of great benefit (already now unusable and in poor state). There is no amateur dramatics society and all music groups that use the facilities can, where strictly necessarily, use temporary staging. There is a demand in Adisham for small indoor sports & social provision in the new Village Hall, e.g. darts, café, pop up bar and small groups.

The full business plan contains methodology to measure success in all these areas of activity. It is reliant upon the raising of funds to **purchase the site** from the **Parochial Church Council (PCC) and the Canterbury Diocesan Board of Finance** to **enabling the Village Hall Committee to raise and receive grants** from various bodies and are deemed to be reasonable and appropriate to keep the hall functioning; however, if sufficient funds cannot be raised the project it will not proceed until funds are available.

The Village Hall Committee aspire for the new building to operate as close to net zero carbon as possible. To do this massive improvement to the building envelope and its interior is required and only then could it consider items like renewables (solar panels) to meet and drop its energy carbon figures. This will need to arrive in the form of thermally insulating the building envelope to meet requirements specified in current building regulations at the very least. Only then will this deliver the energy efficient building desired. The new hall will consequently be much more welcoming to its users both in the summer and winter months while also achieving much more affordable running costs.

It is anticipated the Village Hall would initially be staffed by volunteers. In the longer term, as usage by the community increases, we would be looking to employ a community liaison administrator to run the hall on a more permanent basis.

As can be seen from this analysis within, a renewed/refurbished Village Hall is urgently needed. Owning and building a new Village Hall will enable it to maintain and improve an important provision in the village. The whole basis of this project is to provide a significant benefit for the Village residents without financial liability.

It is noted that the PCC have provided in the church, toilet facilities, small kitchenette, and a small dedicated social area, but these are not believed to be in direct conflict. The Church will remain a consecrated place of worship.

The Adisham Village Hall site is unique in the area, in its size and the ability to provide sufficient car parking facilities as well as the outside space that can be used in conjunction with the Hall. This valuable situation in the centre of Adisham and is sufficiently large to provide adequate parking for those attending functions at the Hall & serve some of the neighbouring and much larger surrounding villages (Aylesham) which have no village hall facility.

**A SWOT Analysis** (Strengths/Weaknesses/Opportunities/Threats) is included in the appendix.

The facility will provide for the activities outlined above and more.



We anticipate the Village Hall will initially be staffed by volunteers. It is hoped that demand will be such that as an increase in hours is needed the Village Hall will employ dedicated part time management and caretaker staff. In the longer term, its hoped to employ a full-time community liaison administrator.

A breakdown of the current financial position of AVH and the projected costs for planning, design, and construction of the Village Hall, together with projected running costs and future income are contained in Financial Overview.

AVH is unfortunate to have very little in the form of capital at its disposal. Much of its funds have already been poorly put into managing ongoing and expensive maintenance repair and replacement of the current hall leaving little reserves. What we can raise will be augmented by application for grants from bodies such as the National Lottery and other grant bodies. Research into grants available show that similar projects have managed to raise the required capital and it is considered that the AVH requests will be seen as reasonable and be granted once it can demonstrate ownership. Any application will be strengthened by any capital already available to the Trust so fundraising will be driven hard.

Projections for the Village Hall running costs and potential income have been compared with similar village halls nearby. Current income is low indicating the poor state of repair but costs are commensurate with other establishments. AVH has the benefit of detailed knowledge of maintenance cost for the Adisham Village Hall and have used these as a guide to future Village Hall costs.

The cost analysis shows that the cost of provision and running the Village Hall are reasonable and affordable. The plan however, is reliant upon receipt of grants from various bodies and are deemed to be reasonable and appropriate; however, if sufficient funds cannot be raised the project it will not proceed until funds are available.

The improved rentable space the scheme provides will contribute to future financial viability and will support the proposed future funding plan.



## Introduction

Adisham is a vibrant community with beautiful landscapes and a rich history. However, it suffers from a significantly deteriorating and central social, recreational and educational facility suitable for use by all sections of the community at all times of the year.

The current Adisham Village Hall (AVH) was constructed in 1974. Its important to distinguish the difference between a village hall and a community centre. Village halls are usually small charities in terms of their income and expenditure but are often asset rich through ownership of the property. Community center charities are usually larger in terms of their level of income and expenditure but do not necessarily own the property from which they operate. At this point its important to note that Adisham Village Hall land is not owned by the AVH Charity Trust or the Adisham Parish Council but is leased from the Holy Innocents PCC on a peppercorn rent and therein lies the root of the problems to progress.

Over recent years, its age has become apparent, and the facilities no longer adequately serve the needs of its current users and all members of the community. The main issues are as follows:

- multiple parts of the building's fabric are at end of their material life and as consequence beyond economical repair. The building is struggling to stay watertight.
- There are significant fire safety issues
- There are significant thermal issues, it is not energy efficient
- The Kitchen facilities are mediocre, and space is difficult to use.
- The toilet accommodation requires updating
- The existing space is inflexible for multiple users resulting in restricted access at times.

Whilst considerable efforts have been made over the years by Adisham Village Hall Committee to maintain the structure of the Hall, we are now in a downward spiral of reduced bookings at low rates because of the Hall's present condition and the lack of uptake of daytime space during school term times. With reducing income, it is becoming more and more difficult to maintain, renew, replace the building, which leaves the distinct possibility of closure if the situation becomes untenable. **The current trading position would be insolvent** should any major item need to be repaired or replaced in the near future. The AVH committee is forseeing these upon us now with priority being the roof.

The search for assistance in this regard (by charity or grant funding) has failed to raise the funds in part due to the ownership of the building which currently lies with the PCC and the Canterbury Diocese.

The project for refurbishment/renewal of the AVH seeks to address these issues:

- Addressing the external fabric of the building so to provide a safe watertight and warm enclosure
- Addressing the fire & other health & safety concerns
- Providing an area suitable for meetings and with direct access available to all activity spaces;
- Adequate storage facilities for Hall equipment.
- Providing a high quality semi-industrial kitchen area,
- Creation of two main activity areas independent of each other.
- Improved toilets facilities.
- Greener facilities and structure with reduced energy operating costs
- New and more inviting spaces.

By concluding this project, we are hopeful to achieve:



- The prevention of recreational and community activities being moved away from Adisham due to the lack of decent facilities.
- An increase of uptake of community spirited events for all members of the community;
- Provision of suitable facilities for all ages and abilities at all times of the day, with the aim of increasing community cohesion and fostering active lifestyles for all;
- More environmentally sound accommodation, in terms of actual building facilities as well as in reducing the amount of unnecessary car journeys to other halls in the vicinity.

The committee believes the improvement of the AVH in accordance with the proposals set out in this plan will create a more appropriate, useable and sympathetic setting for all community-based events and activities at all times. The existing facilities at AVH are woefully lacking in many respects and the Hall needs some essential and significant repairs. The project of renewal/refurbishment will enable us to more fully comply with current regulations, provide modern technological facilities, more available space at more times of the day and provide an attractive environment for present village residents as well as a legacy for future generations. We wish to help reduce the gloomy possibility of the village community becoming fragmented and we hope the village will come together to help provide the Hall it deserves.

DRAFT



## Mission statement

The Adisham Village Hall Committee aims to renew and modernise the Hall, making it suitable for a wide range of activities that can serve the social, recreational, supporting and event needs for the local community. Also serving as a small business hub with pop up space, and a community wide café.

The building would also house the Parish Council and the Holy Innocents PCC (for their wider needs) in the heart of the community and be 'self-funding' for future generations in Adisham to benefit from for many years to come.

This involves improving the fabric and character of this cherished community asset. To do this and raise the necessary funds, the VH committee are finding the only solution is to own the property outright to secure any funding or grant schemes.

Our aim is to provide a safe, accessible and welcoming building, which will accommodate a broad programme of activities, education and entertainment for all local residents. We aim to administer the building efficiently on behalf of parishioners. We believe that now, more than ever, public spaces are crucial for fostering a sense of village identity and for creating a positive and integrated society. The Committee hopes that by breathing new life into the Hall it will continue to act as a vital hub for the community for generations to come.

The facility will complement any existing, but address the restricted and outdated facilities in the existing village hall.

DRAFT





## History

Adisham is an ancient village established in 616AD and lies on one of the routes that formed part of the Pilgrims Way. Recorded in the Domesday Book it has strong historical links/roots with Christ Church Canterbury, the surrounding coal mines 7 mining villages and an agricultural bias. Adisham is fortunate in that much of the landscape surrounding the village has retained its pre-war appearance. It remains dominated by agriculture and is set in a patchwork of arable and grass fields, interspersed with orchards and woodland.

The village comprises of approximately 250+ dwellings, providing homes for around 650 inhabitants with a healthy mix of social and private housing. Its buildings date from the early 1800's or earlier and much of the village is of conservation interest. As is the case in most Kent mining villages, a variety of architectural styles and materials is in evidence, but an overall visual harmony is achieved through the prevalent use of brick & other cladding materials with pitched roof buildings and boundary walls.

The story of the Village Hall starts with a Conveyance in April 1909 with the 'Adisham Parish Application for grant of site for Church Room' from the Ecclesiastical Commissioners for England. This is the piece of land the hall now stands. The conveyance provided that the land should be held on trust 'to permit the same and all or any building which (then were or were there after) erected on the premises... to be used...'. Over subsequent years the lease has been renewed several times reflecting various name changes within the Church and the Parish.

Sometime after the date of the 1911 Conveyance, the incumbent and Churchwardens duly first erected a timber and corrugated Victorian iron church hall which was still in use until 1973.



Following that buildings demise (c.60 years) there was a plan in 1973-4 to replace the timber building with a more modern building officially opened in 1974 which is what we see today. The parishioners raised £13.5k along with a grant from Bridge Blean Council for the purpose (approx. £135k in today's value) and was proud of having created what they then called 'Our Building'. At the same time a new lease and the creation of the Village Hall Committee by the Parish Council of Adisham and the lease was duly entered into on 11<sup>th</sup> July 1974. It's important to note under UK law that any building which is constructed on the land (no matter who funded) legally belongs to the owner of the land. Therefore, it would be erroneous to refer to the Village Hall as 'our building' i.e. one owned by the village regardless of the fact the village funded its construction.



## 2018 Community Building public consultation

A consultation meeting was held in Autumn 2018 on the future & desirability of improvements to Adisham Village Hall, capable of accommodating all existing and new community groups and other users. Options were suggested to replace the hall, and a suggested location for a new building at the Recreation Ground was proposed as enlarging the current Village Hall would not be an option due to the lease agreement and other planning requirements. Following the consultation, although there was a small majority who indicated their preference for a new facility at the Recreation Ground, there were also a high number of responses by people wishing to keep the Village Hall due to its more central location and accessibility. With no other feasible sites identified, and to be able to fund a larger facility, the Village Hall site would need to be given back to the church and a new site found or to raise funds for its purchased and redevelopment, but due to the resistance to its loss, it was agreed that as this was no longer an option, and the project was put on hold while funding routes were thoroughly explored by the new AVH committee.

## 2019 vision

A new working party consisting, at this stage, of a completely new AVH committee was formed with a remit to look at providing funding for improvements to enhance the current facilities rather than replace them. Taking all the detailed research that had been carried out by a succession of working groups into consideration, and together with site visits to other local venues to get a better idea of what facilities are popular and would be cost effective to provide, a new vision was formed. A concept was drafted, community surveys prepared and carried out, and the project gained momentum.

## 2023 Failed Efforts & Dead-End Routes

The pandemic slowed progress, but the project continued as soon as it was possible,. Following exhaustive grant applications & consultations with other village halls it became apparent there is little to no capital funding available until AVH could demonstrate ownership of the Village Hall and the land to which it resides.

## 2024 A New Vision

AVH has set out new proposals and a business plan to purchase outright the AVH Lease from the PCC & Canterbury Diocese and carry out their vision to significantly refurbish or redevelop a new village hall.

## The Lease

To summarise, the title to the Village Hall is held in the name of the The Holy Innocents Parochial Church Council (PCC) and Canterbury Diocesan Board of Finance as Landlords and thereby leased to via the agreement to Adisham Parish Council and run by Adisham Village Hall (AVH) registered charity for the benefit of all residents of the parishes of Adisham and the surrounding areas. All liabilities remain with AVH. The Parish Council is named and reference in the current lease documents as 'the tenant' and would be the benefactor should the AVH management committee & charity default on the lease obligations.

The latest version of the lease was renewed and agreed 9<sup>th</sup> October 2008 for a period of 35 years (until 2043) and 19 years remain. At the time of renegotiation that was much debate around the revised wording of the Village Hall Lease. The biggest concern centred on liabilities for repairs and redecoration to the Village Hall and its subsequent return on what was then an already ageing and tiring building.

## Clauses

- 8. Sub clause 4.a & b,
- 8. Sub clause 6



- 8. Sub clause 15

**(4) Repair and decoration**

**(a) Repair**

At all times during the term to put into repair and keep the entirety of the demised premises and their appurtenances including (but not so as to exclude anything not specified) the doors plate glass and other windows fixtures fittings fastenings electricity wires waste water drain and other pipes and sanitary and water apparatus in the demised premises in good and substantial repair and condition throughout the term and to renew and rebuild them and all parts of them as and when necessary but excluding any work that may be occasioned by an inherent defect (damage by any insured risk excepted unless and to the extent that any act or omission of the Tenant renders the insurance money irrecoverable) and to renew and replace from time to time with other items of a similar description and value any of the PCC's fixtures which may be on the demised premises from time to time

**(b) Decoration**

At all times throughout the term to keep the interior and exterior of the demised premises painted and decorated with good quality materials appropriate for a Church or Village Hall and on termination of this Lease whenever determined to deliver up the demised premises properly so painted and decorated

**(5) Security**

To keep the premises as secure as reasonably practicable against break-ins at all times and to provide all reasonable assistance to the local authority in regard to the installation and maintenance by the local authority of surveillance equipment on the exterior of the demised premises if requested to do so by the PCC

**(6) Defects**

To notify the Landlord and the PCC by twenty-one days' notice in writing forthwith upon any defect becoming apparent in any part of the demised premises or the walls ceilings or floors immediately surrounding them and to indemnify the Landlord and the PCC against any actions claims costs and demands by any person whatsoever in respect of any personal injury fatal accident damage to or loss of goods or other property and consequential loss which may be wholly or partly attributable to such defect whatsoever may be the nature of such injury accident damage or loss and whether such actions claims costs and demands may be made at common law or under the Occupiers Liability Acts 1957 and 1984 or the Defective Premises Act 1972 or otherwise PROVIDED THAT no liability under the foregoing indemnity shall fall upon the Committee in any case where the Committee has prior to the cause of action accruing duly notified such defect to the Landlord and the PCC and such defect is not one the responsibility for the repair of which is cast upon the Committee

**(15) Return of premises**

At the expiry or sooner determination of the term peaceably to yield and deliver up the demised premises and all additions to them and all landlord's fixtures and fittings in them in such state of repair and condition as is required by Clause 4(4) above (damage by fire explosion storm flood tempest or aircraft excepted)

The hall has been a great asset, truly valued by the community however it is these above clauses and ownership that give rise to funding stream and grant limitations as any benefit is seen ultimately as being provided to the Landlord (PCC & Canterbury Diocese) rather than the tenant holder (Parish Council in its capacity named in the lease) or its operator AVH charity. As such grant funders are advising it would be the responsibility of the landowner/lease holder to apply for any grant funding to enhance the facilities.

A full version of the lease is available in the appendix.



## The Lease Value

Current lease value:

- 19 years @ £300 per year = £5700

Future value of additional 35-year lease foreseen as:

- 35 years at approx. £500 per year = £17,500

Negotiation for the purchase of the land from the PCC and Canterbury Diocese is likely to start with the above figures in mind **with right for the PCC/Diocese to repurchase at the sale rate should AVH cease to continue or inclusion of any overage should the site be redeveloped for any other use than as a Village Hall.**

Purchase of the land would also need to be agreed with the Holy Innocents PCC and the Parish Council currently named within the lease.

Given the restrictions to the land in question and the charity status of AVH charity trust we would look to agree favourable terms and value for the land.

DRAFT



## The Present

The success of the Village Hall and its position at the heart of the Adisham community is due to the dedication and commitment of a small number of committee members and volunteers (including the PCC). Many of these have made long standing and continued commitments to the Adisham community and can demonstrate many years of supporting or participating in Village Hall activities either regularly or infrequently.

The Committee is mindful of the need for succession planning and often co-opts people to lead on specific projects or events. The Committee itself has recently had some changes in membership with some long-standing trustees standing down after many years of very valuable service and contributions to the community and Village Hall. It is expected that the current membership should remain stable for the foreseeable future but trustees are always on the lookout for volunteers. With new younger membership modernisation of the committee is set to take pace.

The title to the Village Hall is held in the name of the The Holy Innocents Parochial Church Council (PCC) and Canterbury Diocesan Board of Finance as Landlords and thereby leased to via agreements to Adisham Parish Council and run by Adisham Village Hall (AVH) registered charity for the benefit of all residents of the parishes of Adisham and the surrounding areas. All liabilities remain with AVH. The Parish Council is named and reference in the current lease documents as 'the tenant' and would be the benefactor should the AVH management committee & charity default on the lease obligations.

The Adisham Village Hall registered charity is managed and administered, by a Committee of trustees which comprises:

- Martin Jones – Chairman & Trustee
- Robin Dane – Vice Chairman & Trustee
- Anne Rowe – Treasurer
- Adrian Bennett – Secretary
- Sue Nyirenda – Booking Secretary
- Derek Butterworth - Committee Member
- Hannah Paige - Committee Member
- Tom Challinor - Committee Member
- Cherie Jones - Committee Member
- Kelly Ovenden - Committee Member
- Christina Leidig - Committee Member
- Nick Bellamy – Committee Member

Trustee status is also held by the following members of the Adisham Parish Council but are not involved in the operations of the Village Hall:

- Elizabeth Collins - Trustee
- Ian Mackenzie - Trustee

AVH Committee meetings are held monthly, and all resident groups trustees and parishioners are welcome to attend. For further information on the governance of the hall and the roles and responsibilities of the trustees, please see our new web site [www.adishamvillagehall.co.uk](http://www.adishamvillagehall.co.uk)



## Condition status

Adisham Village Hall was once the main hall for the village school. By 2008, the building had deteriorated to such an extent that the hall was under threat of closure under HSE rules. This saw the loss of one of its principal users 'Adisham Primary School' and any income that came with it.

Over the next few years, the whole community worked extremely hard to raise and expedite funds and carry out emergency repairs and providing new disabled facilities, including updates to the kitchen and heating system. The building now has a reliable but inefficient heating capability to support activities continuing relatively safely in the depths of winter as well as being able to provide baby-changing facilities and upgraded toilet facilities although they still remain incomplete.

The Village Hall Committee has already had several repairs to complete. In recent storms, a section of the roof was badly damaged and rainwater inflow caused damp and staining to the internal walls. Repairs costing several thousands were made. Unfortunately, the buildings insurance company refusing to repay trustees for the repairs as their survey found that the whole of the main roof was in a poor condition, which they said may have been a partial cause of the severity of the damage or the onset end of life. A company approached for repair has recommended complete replacement of the roof asap and provided an estimated remaining life span of 5 years with further failures likely in the meantime.

In the intervening years, the Committee of trustees has:

- funded short-term interim repairs on an ongoing basis, to enable the building to continue to serve the community, while seeking a more permanent solution.
- arranged an informal survey by a local specialist to confirm the diagnosis of the insurance company. This confirmed that the roof requires replacement.
- determined that the cheapest solution is complete replacement of the roof.
- investigated the possibility of improving the insulation of the building at the same time.
- drawn up a schedule of the work needed.
- obtained quotes from local builders.

### Current Status

The existing building constructed c1974 would have been constructed with an approximate 30-40 year life span given the construction proposals used. November 2024 will see the onset of a 50 year life span.

The building is a steel portal frame with cladding rails to support a lightweight asbestos encapsulated roof. It consists of precast concrete posts and panels fixed back to the frame to form the external cladding. Internally there is a mix of painted blockwork wall and fibrous board lining finishes to external walls and ceilings. As such the external walls are no more than 75mm thick with **no thermal insulation**. The roofs are only marginally thicker to accommodate the cladding rails.

The roof is encapsulated asbestos sheeting and there are areas badly damaged and susceptible to water ingress. Patch repairs have been made to address leaks and this will continue to regularly occur until the entire roof is replaced over the main Hall. There is also vegetation growing over the roof and gutters which needs to be removed in the short term and will persist to be a problem from the overarching trees. The flashing in some areas is in need of repair. The roof is unlikely to have any membrane underneath the sheets and is poorly insulated if at all! The roof also carries a significant health & safety risk both from the asbestos



(although encapsulated) but also from the support in terms of falling through or off. In its current state its unlikely to support general access meaning specialists are required with appropriate specialist access facilities. It also gives rise to further risk of injury if any potential person was able to unlawfully gain access to the roof.

The exterior concrete panel walls are in reasonable condition and only very minor repairs is likely to be required in the next 10 years. However, at less than 75mm overall thickness they contain little if any thermal insulation. Where plastic cladding occurs above windows and to gable ends this can be found as being the external wall - just timber framing and the cladding forming the external wall. The walls have little air tightness with visible gaps to the outside occurring regularly, allowing any heat within to escape freely and quickly. This also raises vermin or other unwelcome ecological issues.

Internally the walls and ceilings are constructed with an internal fibrous particle board on timber frame packers. These are not fire rated in any form and considered combustible. Due to the building's exposure to the elements the walls have seen condensation, then dried and deformed over repeated years to an extent the walls are now unstable and soft almost powdery to touch. They provide negligible impact resistance or fixing abilities and covered in wood chip wallpaper finish; many users consider it an unsightly presentation made even worse by patch repairs of dissimilar materials.

Similarly, there are various areas of the ceilings that have suffered water damage in the past which has been patch repaired by previous committees constrained by budgets and more modern building materials, which has created a visible patchwork quilt of finishes. Further leaks are becoming evident, some in same places of previous problems.

The windows are UPVC double glazed and maintenance free and found to be in adequate working order. We suspect these have been replaced since the original construction; however, a domestic specification has been used.

The doors (which match the windows) however are showing significant use and wear. They are a security issue and many of the problems lay in their domestic specification. They are likely to require significant overhaul or replacement with the next 5 -10 years.

To ensure energy efficiency and reduce utility costs, the envelope needs to be addressed and rectified as a priority. The external walls, roof and floor are poorly insulated resulting in high energy running costs and strain on the installed mechanical heating systems. The heating system is new although currently temperamental and thus highly inefficient given the thermal efficiency of the fabric of the building it is serving. The mechanical ventilation systems are direct extract and currently unused.

Repairs and decoration are required to the Entrance Lobby to provide a more welcoming environment. Works remain incomplete to the male/female WC's from the previous refurbishment efforts. Whilst the rooms currently serve their basic purpose, they have quickly become unwelcoming, tired and rundown.

The disabled WC is relatively new addition and while more aesthetically pleasing still raise issues.

Currently there is little to no dedicated storage and what there is not large enough to store all the required Hall equipment. As such chairs and tables are distributed to the edges of the room. The little storage provided is not fire rated and as such the unused stage area has become the overspill for storage area for the groups that use the hall. This raises fire risks as well as useable space for groups. Other storage currently is in the form of loft space over kitchen. This is impractical requires access from ladders raising further HSE concerns. There is little regard to fire stopping in any of the storage areas and none of the doors could be considered fire rated. This currently presents a significant fire risk to the committee.



The stage is also in a poor state of repair with projecting nails and splintering wood edges. In its unused state, it is uneconomical and a wasted area abused by various groups and parties for surplus storage. It also fundamentally prevents access to a rear fire escape door (restricting occupancy numbers) and access to the recreation ground to the rear.

The kitchen is oversized but manageable for the foreseeable catering needs, however much of the equipment is poor and rundown or of domestic nature. It is sufficient for events requiring basic catering of with basic reheat requirements but will struggle with more onerous catering functions. The serving hatch is small and difficult to navigate.

The decoration throughout the interior is dull and in poor condition. Repair & Redecoration is required.

The vinyl floor finish was replaced in c.2009. Although functional is unwelcoming, cold, hard and prone to condensation buildup during the winter months posing a health & safety issue for the fitness clubs using the hall. It's not insulated and has a failing DPM which is giving rise to the condensation on the surface when heated in the colder months.

Electric wiring throughout is dated and in exposed conduit on the surface to the walls. This gives rise to both an aesthetics and a health & safety issue for young children. The wiring age is questionable and a rewire throughout the building is thought to be required to bring it in line with latest wiring standards for public accessible buildings.

The services and heating system in the Hall is operating at its maximum and not appropriate for the uses which the Hall currently attracts for the community. Currently users sit freezing waiting for system to bring the space up to temperature before the hire ceases and then resets back. The systems continue to require frequent costly maintenance and will eventually require complete replacement before their due expiry. Their existence now only serves to be inefficient and off-putting for potential users of the Hall.

A new heating system, with improved insulation and glazing to minimise heat losses and thermal gains will provide an efficient comfortable space for the entire Hall, reducing utility bills and their continued huge start up loads when switched on. Maintenance will be less frequent and costly and help give the Hall a cosy and welcoming and safe atmosphere for its users. New kitchen equipment will attract new users to the Hall in terms of community and private catered events as well as be a marketable asset for those existing users. Up to date and proficient equipment will result in less frequent replacement or repairs thereto.

Improved toilet facilities will provide better access for all users of the Hall, provide a higher level of hygienic facilities, promoting positive public health wellbeing and habits, as well as provide a welcoming area generally, in turn reinforcing the sense of improved service the Hall will be able to offer the community.

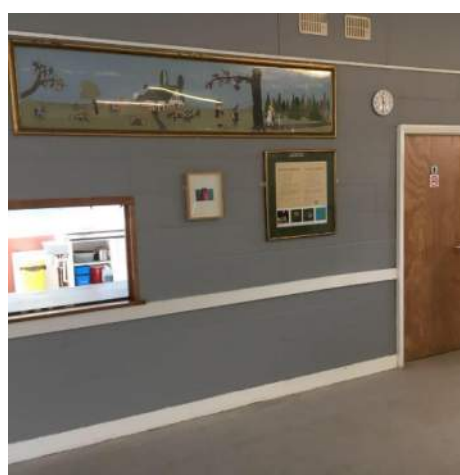




Adisham Village Hall



Front elevation



Main Hall



Lobby/kitchen Door



Kitchen

DRAFT



## Key Consultees

The committee engaged with community members, listening to their voices, and understanding their unique needs, challenges, and aspirations. This process is essential because it lays the groundwork for developing programs that truly address the issues faced by the community.

## Parish Council

In some communities the village hall is owned and run by the parish council in its statutory capacity, not as a charity. However, in terms of AVH the parish council has handed over full responsibility for the hall to a group of local people to run the hall as a charity Adisham Village Hall Registered Charitable Organisation No.1048221. The Parish Council is named and reference in the current lease documents as 'the tenant' and would be the benefactor should the AVH management committee & charity default on the lease obligations.

The Parish Council (Chairman and Vice Chairman) remain Trustee's to Adisham Village Hall but are not involved in the operations of the Village Hall. Parish Councillors consist of:

- **Chairman** - Dr Elizabeth Collins **Duties:** Social Housing, School
- **Vice Chairman** - Ian Mackenzie **Duties:** Planning, Recreation Ground, Social Housing
- **Councillor** - Mrs Fiona Paterson **Duties:** Footpaths
- **Councillor:** Kevin Chidgey **Duties:** A257 Group, Highways
- **Councillor:** Jean Swan **Duties:** Parish Clerk
- **Councillor:** Mertens **Duties:**
- **Councillor:** Patterson **Duties:**
- **CCC Councillor:** Lee Castle

<https://adisham-pc.gov.uk/>

Consultation with members of the Parish Council was undertaken in the late summer of 2024. The content of this report was discussed and full support given to addressing the needs of the Village Hall. This included relinquishing trustee status should it be needed for the ownership to transfer solely to the AVH Charity. Details around any financial agreement/compensation/support should this be needed from the Parish Council are subject to further agreement.

The Parish Council said that they listened with great interest to details of the Committee's plans to modernise Adisham Village Hall. The Chairman, Liz Collins, was kind enough to present the plans to the rest of the Council and answer their questions. They found the proposals to own the site and renew the building to be of a high quality and they agree with its underlying objectives of renewing the fabric of the Hall and enhancing this valuable community asset.

The Parish Council are aware that steady progress has been made and are pleased to see an enthusiastic new Committee has been recruited and is busy refining the plans, writing a business plan and preparing to approach the community and grant-giving bodies for financial support.

The Parish Council acknowledges that the large majority of Adisham residents who replied to the Committee's initial survey were in support of the Hall and wished to see it improved. The Parish Council fully supports the Committee's proposals and will be willing to consider financial support if needed when the time comes, for which the Committee are sincerely appreciative. The Parish Council has expressed their wishes of good luck to the Committee in what they consider to be a most worthwhile endeavour.



## The Holy Innocents PCC & Canterbury Diocesan Board of Finance

The Holy Innocents PCC members present and past are formed from the parishioners of Adisham and carry impressive community credentials in regard to the broad contributions to Adisham. Many have held former roles on both the Village Hall and the Parish Council and are still actively involved in organised events. Fundraising between both the Village Hall and the Holy Innocents is often shared with a mutually supportive attitude regarding rates and bookings between both the Church and the Hall. The PCC continues to support the Village Hall in its main fundraising event the annual 'Adisham Country Fayre' where the PCC raises and shares donations from the day.

Current Members of The Holy Innocents PCC include:

- Rev Stefan C Thomas Barham Downs with Adisham & Aylesham
- Rev Clary Read
- David Rance
- Mary Rance
- Elinor Lockyer
- Sarah Taylor
- Robin Terry

It is such that the stated 'mission' of Holy Innocents PCC makes specific reference to being at the heart of, and supporting, the Adisham community.

The Holy Innocents PCC is very supportive of the Village Hall and use it primarily as a venue for their fairs and other fund raising events. For the Church, these events would normally take place at weekends at the church, so the lack of weekday daytime availability is not a key issue for them. However, they have stated that when they wish to host a big event at the Hall, such event can use every bit of floor space (especially in bad weather). It is the PCC's opinion that the state of repair and lack of better equipment are an issue for use, and appreciate it might well discourage other events being held at the Hall such as suppers, wedding fairs, film shows etc as mentioned within. It would hope to be able to offer a partnered solution around weddings and ceremonies etc.

The PCC have also said that they listened with great interest to details of the Committee's plans to modernise the village Hall in Adisham. They found the proposals to own the site and renew the building to be of a high quality and they agree with its underlying objectives of renewing the fabric of the Hall and enhancing this valuable community asset.

The PCC are aware that steady progress has been made and are pleased to see an enthusiastic new Committee has been recruited and is busy refining the plans, writing a business plan and preparing to approach the community and grant-giving bodies for financial support.

The PCC acknowledges that the large majority of Adisham residents who responded to the Committee's initial meeting call were in support of the Hall and wished to see it improved. The PCC fully supports the Committee's proposals and will be willing to offer support where needed when liaising with the Canterbury Diocesan Board of Finance when the time comes, for which the Committee are sincerely appreciative. The PCC has expressed their wishes of good luck to the Committee in what they consider to be a most worthwhile endeavour.



## Village Hall Users - overview

Following on from the 2019 meeting, the Committee will be inviting the community to view revised proposed plans at the 2025 Spring AGM. During that original meeting, it was clear the Village Hall is dear to everyone's hearts and many varying views were expressed. Other options were put forward by residents for discussion, all of which have been carefully reviewed and researched by the Committee.

These are set out below:

- Build a new hall in a different location – The Committee understood the advantages of relocation of the Hall to a location on land owned by the Parish, whereby on-site parking could remain. However, after surveys of the locality, no suitable alternative location was found either due to proximity to existing buildings, land ownership, potential planning issues in a designated Conservation Area/Green Belt and lack of prominence. Further, costs of the land purchase as well as costs of a new build would be considerably more than the proposed renewal/refurbishment plans of the existing Hall and a willing seller (PCC church again) would need to be found. This option was therefore discounted and will only be reopened if current proposals fail.
- Do not have a village hall in Adisham at all – The Committee appreciate that there is no village hall in the neighbouring village of Aylesham with the nearest facilities in Bridge or Bekesbourne further away in . Bridge village hall is a large hall 100 persons approx. but over 1 hour 30 minutes walk away along a speedy 40 mph country road, which may not be suitable to certain types of user. Bekesbourne village hall is again a newly refurbished large hall and approximately the same distance from Adisham but with the same issues that Bridge Village hall suffers from. Such Halls would require residents to have transport or to walk some distance along roads with fairly fast traffic with no street lighting and which in many places have no footpaths. Activities taking place for locals at Adisham would be more convenient and closer for residents and therefore more environmentally friendly. Adisham itself consists of approximately 650 residents which would benefit from a Hall on its doorstep.
- Carry out a cheaper, more basic refurbishment of the Hall – The Committee have considered this and acknowledges that refurbishment of the Hall is greatly needed. The Hall is very run-down, offers inefficient space and is unappealing to use. Refurbishment would allow some increase in revenue by offering more attractive space but the issue is not just increasing the attractiveness of the space and improving heating, for example. The Hall will only become more expensive to run as it ages and a simple refurbishment cannot cure this inevitability. From the issues outlined in the current condition section above, it is clear a more extensive refurbishment and repair or renewal of the Hall would be required and given the issues the savings in carrying out the refurbishment and repair required, rather than a renewal, would be minimal. Further, a more environmentally friendly heating system is required, as well as general insulation and lighting. The kitchen requires much upgrading if the Hall is to continue to attract its current users of the kitchen, such as the Big Breakfast/Supper club, as well as be able to attract individual and village/neighbourhood wide catered events. In addition, a simple refurbishment will not solve the problems of the current lack of useable daytime space for other



potential activities and without the extension, it is likely the main source of long term income will seek out alternative accommodation elsewhere, likely resulting in the eventual closure of the Hall entirely.

## Need

Existing organisations in the village that use the Hall are listed below. Whilst this is a diverse set of users, serving a range of ages of the community, there remains a significant amount of unmet need and, via the consultation referred to above, discussions with existing users, discussions informally around the community of Adisham and the locality, as well as amongst the committee members, the following has been identified:

- Without improvements and the extension to the Hall, existing users have indicated they may need to move their activities/provision to other more suitable premises outside of Adisham;
- Individuals or groups wishing to start activities in Adisham cannot do so because of a lack of adequate facilities and available space, particularly during the daytime;
- Those members of the community who may have transport problems, such the elderly, people with disabilities or young families, have no suitable place to meet, particularly during the daytime, which is within walking distance of their homes;
- Potential users are put off from attending the Hall due to its condition. In the past, potential users have had to be turned away due to inadequate space and poor kitchen facilities on offer for a catered event and some interest from potential organisers of group activities have not come to fruition, most likely due to the unwelcoming and poorly heated space. In particular, the lack of ambience is in conflict with their brand image and they have chosen to go elsewhere. The lack of a practical kitchen has put off people looking to host receptions and parties which hinge on catering.
- Some people would like to be become more involved in community life and have an opportunity to meet likeminded others but feel alienated as there is not a wide range of activities taking place at the Hall;
- Some people are unrepresented at the Hall and the reason for this is because there is no flexible space to accommodate groups or activities aimed at all members of the community. All of the above issues point to the distinct and regrettable possibility of fragmentation of the community and isolation of certain members. However, such issues also show there is a definite need for this project to go ahead and indications and opinions from the community and groups reiterate this need. This project will serve the priority of the community's need for flexible, improved space for meetings and activities.

## Patrons of the Village Hall

1. Little Kickers – run privately every weekend by J Franks
  - Football classes for children aged 18 months – 8 years!
  - four different football classes each tailored to a different age group.
  - “Play not Push”. It means teaching football in a fun, pressure-free environment to give children a positive introduction to sport as a whole, not just football, so they're more likely to stay healthy and active throughout their lives. Educational & Coached to stimulate imagination and aid early development skills such as learning colours and numbers, following instructions and playing as a team.
2. Big breakfast – run privately by resident Sue Nyirenda
  - Community Breakfast event run on the first Saturday of every month with donations provided to the Village Hall. A regular fixture within the hall



3. Keep Fit classes - run privately by resident Kelly Ovenden
  - o Evening group classes mid week 3 sessions Tuesdays, Thursdays & Fridays covering Legs, Bums & Tums, Step and Cardio Dance.
4. Maureen's Coffee Mornings & Tea at 2pm - run privately by resident Wendy Moon and Rev Clary Read
  - o Unlimited Coffee & cake morning. Bring your own crafts or yourselves for a chat.
  - o Both sessions run once per month
5. Eclectics choir rehearsal - run privately by resident Venessa Young
  - o Regular weekly booking
6. Supper club- run privately by resident Vicky Talbot Rosner
  - o Usually last Saturday of the month. 3 course meal and coffee, bring your own drinks.
7. Sustainable Adisham - run privately by resident Judith White
  - o Addressing sustainable issues within the village
8. Children's Dance Classes – run privately by Roberta Pullen
  - o Runs weekly during term time
9. Games Evening – run privately by Sue Nyirenda
10. The refillable Van – every third Saturday (new venue at VH) run by Judith White
11. Private Parties - miscellaneous
12. Miscellaneous bookings by Parish Council for Parish meetings etc
  - o Monthly meetings
13. Canterbury City Council – Election voting room

**ADISHAM VILLAGE HALL - USAGE BY PATRONS 2023-24**

PATRONS OF THE VILLAGE HALL		No.	Duration	Hourly	Total	Ave per use
		Sessions	(Hrs)	Rate		
Little Kickers	4 hours per week until Aug, 3 hours per week from Nov	47	4, then 3	£8/£10	£1,352.00	£ 28.77
Big Breakfast	First Saturday every month (except August)	11	5	Donation	£1,335.36	£ 121.40
Kelly Keep Fit	Usually 3 sessions (occasionally 2) per week	125	1	£8/£10	£1,072.00	£ 8.58
Private Parties	10 parties, 50.5 hours at various rates.	10	Various	Various	£732.50	£ 73.25
Eclectics	1 or 2 sessions of 2 hours per month	13	2	£8/£10	£220.00	£ 16.92
Adisham Supper Club	4 Evenings during year, 1 x £30, 2 x £40, 1 x £65	4	4	Set Rate £43.75	£175.00	£ 43.75
Maureen Coffee	Usually 1 hour per week	23	1	£4.50	£105.45	£ 4.58
Sustainable Adisham	3 meetings during year - irregular, of different durations	3	5; 4; 2	£8/£10	£100.00	£ 33.33
AIM	2 sessions x 4.5 hours @ £8. No longer hiring	2	4.5	£8	£72.00	£ 36.00
Misc Bookings	Private Sessions	4	2	£8	£64.00	£ 16.00
VH Book Club	Meet in lobby	3	2	£4.50	£27.00	£ 9.00
Games Evening	Meet in lobby	4	2	£4.50	£36.00	£ 9.00
		<b>238</b>			<b>£3,955.95</b>	£ 16.62

All of the current users of the Hall have expressed their full backing to the proposals, as mentioned in the 'current uses' section above.

## Fundraisers & Donators too Adisham Village Hall

1. Adisham Country Fair – organised by resident Hannah Paige
  - o Annual event held in village hall and recreation ground in aide of Village Hall
2. Adisham Christmas Shopping – organised by resident XXX



3. Pop up bar – organised by Committee and run by residents Kelly Ovenden & Cherie Jones
4. Quiz evening – organised by XXX
5. Strawberry Teas – organised by XXX
6. Coronation – one off event
7. Boot fair – organised by XX
8. Bric a Brac – organised by XXX and held monthly at the Big Breakfast
9. Financial Donations

<b>FUNDRAISING AND DONATIONS</b>	<b>Sessions</b>	<b>Funds/Donations Raised</b>	<b>Ave per use</b>
Adisham Christmas Shopping	1	£267.55	£267.55
Adisham Country Fayre 2023	1	£3,433.48	£3,433.48
Bric-a-Brac	11	£300.97	£27.36
Boot Fair Safari (April)	1	£57.88	£57.88
Boot Fair Safari (September)	1	£88.52	£88.52
Coronation Celebration Day	1	£122.00	£122.00
Pop-up Bar	7	£1,616.48	£230.93
Quiz Evening	2	£407.28	£203.64
Strawberry Tea	1	£145.63	£145.63
Canterbury CC - Election	1	£216.00	£216.00
Donations*	2	£626.07	£313.04
<b>SUB TOTAL</b>	<b>40</b>	<b>£8,617.22</b>	<b>£215.43</b>

DRAFT





## Opportunities

### Adisham Primary School

Adisham Primary School rated “excellent” by OFSTED and now a ‘showcase school’ were once a regular hirer of the Village Hall using it to make up for its own small size and lack of school hall. This provided the Village Hall with much needed revenue and use during the school terms and daytime hours. The schools used the village hall for PE dance, assemblies, performances, parents evenings and dining. Unfortunately, due to Safeguarding, H&S of pupils, the lack of security and demise in appearance and facilities within the Hall the school no longer use the hall instead opting to use spare internal classrooms and phased dining techniques to overcome the shortfall.

We would love to be able to attract the school back into using the Village Hall re-establishing a community-education use which has long been lost... This would enable the school to expand its intake of pupils without the need to provide further internal spaces to which itself lacks the land to expand into...

We could overcome the current shortfalls of H&S and Safeguarding issues and provide the school with a dedicated access to the Village Hall from the school itself meaning no student or staff member would be required to leave their property to gain access to the Village Hall. The main hall would usually be used for dining, in two or three sittings (or equivalent if continuous flow) over the lunch period. It will have an adjacent servery that is usually within a space that can also accommodate the chair store for dining furniture.

Current capacity 105 pupils

### **BB103 Primary school halls and studios**

Primary schools larger than one form of entry (FE) will require an additional small hall and/ or studios (one for approximately every further FE). In a primary school, the total area for this category of space should include a main hall of at least 120m<sup>2</sup>, for infants or 140m<sup>2</sup> for juniors, sufficient for PE and dance, assemblies, performances, parents’ evenings and dining.

### **Primary school Response**

The trust for the school were approached and whilst they are glad to see that the building is going to undertake some form of refurbishment, sadly with school funding the way it is they wouldn’t have and spare funds to undertake lettings from AVH. Funding for schools is extremely tight, and this is not set to change, especially for small village primary schools who are limited with pupil numbers. They believe their current systems work very well and space is more than adequate within the school to meet their needs, so, even if budgets were different, they would not be seeking use of the village hall. Budgets are tighter than ever and the current school hall provision meets our needs therefore we do not feel a meeting is required. If there were an expansion of the school, this would come with a new build and spaces expanded by Kent County Council not the Trust. Therefore they do not feel they are in a position for us to offer a letter of support, as they will not be looking to use the facilities.

They would be more than willing to assist with fundraising through things such as sponsored walks to help the cause. They wish AVH all the best for the project and hope that the pupils of the school could help with the fundraising for this project through poster competitions etc.

## Adisham Pre School



The Hall has housed a playgroup for pre-school aged children previously in the last 50 years; growing from a parent run mother and toddler group running a few mornings a week to a daily service before falling foul to latest legislation/regulations and current H&S concerns within. Interest has been found in a pre-school run as a Community Interest Company and offering employment for several qualified staff with a board of volunteer directors overseeing the administration and legal obligations. It would need to be OFSTED registered and would hope to compliment and be the feeder for the community children into the rated “excellent” by OFSTED neighbouring Adisham Primary School.

Local demand and increasing pressure on parents to work has meant the pre-school would need to occupy the Hall Monday to Friday during term time from 8:30am until 3:30pm. The pre-school could have places for up to 25 children per day and would offer the government’s 15 and 30 hours funded provision for eligible parents in the parish and local areas.

The current location of the toilets and cloakroom area at the entrance to the Hall means that any pre-school needs to have exclusive use of the Hall during its operational hours. This is due to the regulations placed upon early years education providers which are formulated to ensure children are safe and secure in their learning environment. An example of how the Hall’s current condition and layout is inadequate for this user due to the requirement placed on the pre-school to comply with government regulations, the pre-school organiser is considering alternative accommodation to the need in this local area.

Evening use of the Hall by other clubs and organisations means any pre-school needs to put away and set up their main play space most days. The pre-school caters for children aged 2 to 5, so the pre-school needs and has numerous and various equipment to cater for those differing ages and stages of early years education. Equipment will need to be tidied away into stores but has to remain in the main Hall and the other rooms due to inadequate storage facilities at the Hall. This has obvious repercussions for the marketability of the Hall for other uses.

The high ceiling and windows and cold hard floor and general poor condition mean the main Hall is difficult to heat in the winter and keep cosy for the children. Reverberation noise levels make it much harder for children to hear instructions. Proposals for proper welcoming environment with better insulation, acoustics and a new and efficient heating system will be extremely beneficial to this type of user. A pre-school offeror feels that the renewal/refurbishment of the Hall and the proposed new toilet facilities and kitchen will greatly enhance the general appeal of the Hall to itself and to other users and thereby benefit the wider community.



Any excess funds generated by the pre-school would assist the running of the Village Hall and help rebalance users of the village hall.

## Adisham Tea Shop & Shop

Our mission is to establish a community-owned shop which can be an essential service and key focal point for the whole village, providing a range of fresh local produce and everyday essentials such as postal services, groceries, newspapers and off licence sales.

In addition, the shop will be a new social center for the village by offering tea, coffee, homemade cake and free internet access.

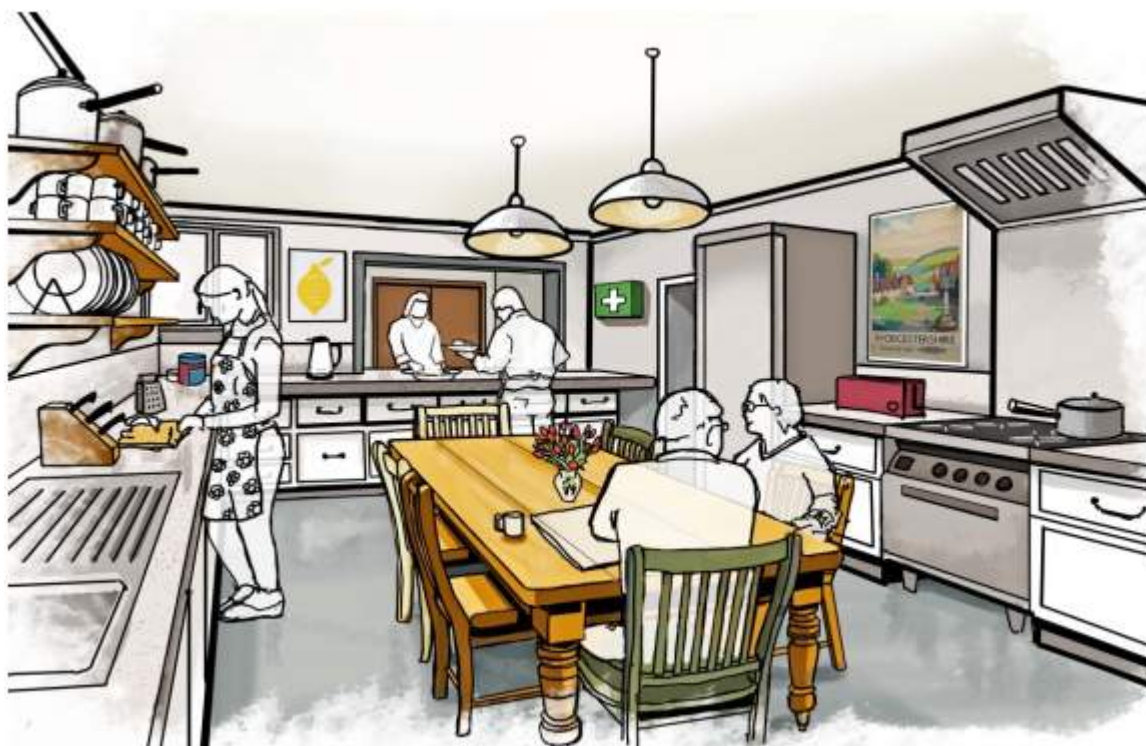
The Adisham Community Shop will be a Community Benefit Society for the benefit for the community building on the success of the Big Breakfast held monthly in the main hall. The last shop in Adisham closed xxx years ago, leaving the village without a shop. The community has indicated its strong support for the enterprise.

Community shops are booming across the UK. There are over 300 that are owned by their local communities and run to meet local needs, so they are highly successful. The average community shop shows a trading profit which can be re-invested in the shop or donated to other community activities.

Our plan is to create a shop and tearoom in the hall which is located in the heart of the village and equally accessible to passing traffic using the main road through the village.

This will be raised by the sale of shares to the community and wider community together with sponsorship, fundraising via village events and grant support from other sources.

After investment in the business and Village Hall, any surplus profits will be used for local projects.





## Adisham Pop up Bar - Social Lounge & Sports Bar

For most villages, a pub is a vital service: it is a meeting place, communication centre and an important lynchpin of village life. Much of the appeal of our village rests on its sense of community. It is the reason many people have moved to Adisham and remain here. There is also some evidence that having a pub positively impacts on house prices. Unfortunately, The Bull Pub closed its doors some 12 years ago and has since been replaced by housing leaving Adisham without any social outlet. In the past, the Bull had traded very successfully and a considerable proportion of goodwill towards a pub remains in the village and in the local catchment area today. Together we aim to revive the fortunes of the service by combining it with the Village Hall relieving it from the business pressures that led to its failure and so continue to enhance Adisham as a lovely place to live & socialise.

Social isolation is a challenge for Adisham, poignantly underpinned by its geographical location. This relative isolation and lack of available public transport has informed the planning. We intend for the Pop up Bar to be a destination bar that also serves as a community hub, hosting events and activities from coffee mornings and festivities to opportunities for adult education and outreach, small business resources and more.

The Adisham Entertainments Committee was set up a couple of years ago to put on a range of interesting events at the Hall and support the pop up bar. Still active, its proving to provide the most profitable income for the Village Hall. During the last 2 years when the Entertainments Committee hosted events in the Hall, it successfully attracted a wide range of local residents to various themed and entertainment nights, including Bingo and discos. The events were so popular that the hall approached capacity and, whilst not motivated by profit, they did manage to make money which helped promote and provide further entertainments for the village.

The founding members of Adisham's Entertainments Committee, Cherie Jones & Kelly Ovenden, has expressed to the committee their support of the proposed plans to renew/refurbish and improve the hall for social events. The Entertainments Committee have made it clear to it that the Hall is not an easy place to hold events. It is the Entertainments Committee view that the Hall tends to be cold, difficult to decorate, the toilets are run down and there is no integrated audio-visual system which was a real deficiency for the Entertainments Committee's events. Both wholeheartedly encourages the local community to support the plans to renew/refurbish the building, which will make it so much nicer to use and welcoming to visit.

When the hall is modernised and the pre-school moved to their own room, they anticipate that the Adisham Entertainments Committee will rise to regularly meet some of the needs of the community by providing fun activities and social events for Adisham and other local residents and has expressed a delight in the idea of hosting events in a newly refurbished Village Hall in Adisham. The exciting plans for new classes and events which the Village Hall Committee has in mind will go hand in hand with the kind of activities and events the Entertainments committee can provide. The Village Hall Committee is excited by the possibility of our Entertainments Committee becoming the social backbone for the community and income for the Hall.

As a community, we have identified the following local concerns:

- The need for a place to socialise for all age groups
- Older people and those who may be house-bound, or lack transportation could easily become socially isolated. The pop-up bar will form a village hub and do much to bring people together. Adisham is quite isolated.
- We have no local shop, resulting in the village and surrounding area having a disproportionately large carbon footprint caused by multiple private transport journeys often made by multi-vehicle households – see above.

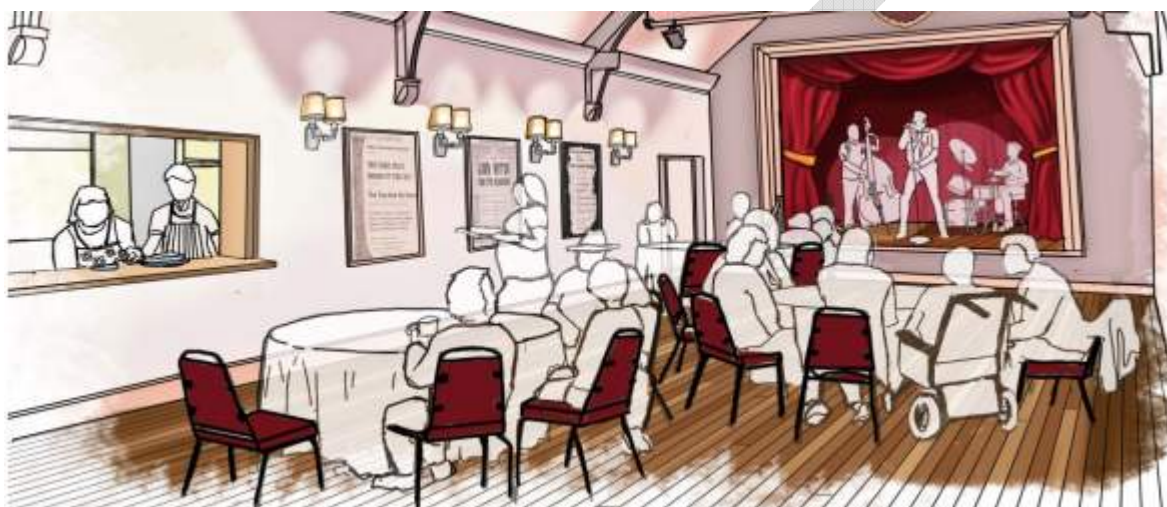


- The offer of a safe place for play has been identified as something that would attract custom from those with young children
- A need for a venue for clubs and societies to convene

There is no other hospitality or public meeting facility in the village. The nearest village venues are in Bridge, Bekesbourne or Wingham involving a car journey.

This business plan sets out our proposals for establishing a community bar that sells excellent bar food and drink but, equally importantly, is at the heart of village life and offers a wider range of other services to support the village and those living nearby and the fundraising events.

The Pop up Bar is currently extremely popular and profitable. 100% volunteer run it assists largely to fund the purchase and renovation of the Village Hall.



### Other Lost organisations or potential users of the hall:

During our research, the Committee has come across many ideas for event which could be organised at the Hall. Canvassing ideas of the community has resulted in the following list of ideas/activities that individuals wish to see take place regularly at the Hall:

- Adisham Book Club & Mobile Library
  - Still active in the village but due to poor and cold facilities the books club now meets at private residences of the club members. It's hoped a new village hall would attract the group back.
  - The mobile Library currently parks in the street and has no association with the village hall but its hoped it could tie up with coffee mornings etc. – Ken Turret
- Adisham Darts team/Chess club/Pool Table/Table tennis
  - Interest has been expressed to form a group within the village but unfortunately lack the social support that goes with the team e.g. link with café/pop up bar?
- Adisham Football/Cricket club
  - Currently only little kickers for youth as the village hall and recreational ground lacks the changing facilities desired for such use.
- Adisham Senior citizens club
  - Currently looking for organiser
- Adisham Women's institute/Fellowship
  - Currently looking for organiser



- Adisham Parent and Toddler group
  - Formally active in the village hall but lacked adequate facilities to allow toddlers to roam around. Currently looking for organiser or potential business to operate from new village hall (see above)
- Adisham Youth Club
  - Formerly run by Madge Maxted who finally retired several years ago Currently looking for organiser
- Adisham Amateur Dramatics Society
  - Currently looking for organiser to run Theatre/Drama/Plays
- Short Mat Bowls Club
  - Currently looking for organiser
- Adisham Gardening club/Gardening classes
  - Currently operates with garden visits through the village in the summer by David Conder. Currently looking for organiser to bring events to Village Hall.
- Adult Education/Evening Lectures
  - Currently looking for organiser. Evening Lectures if organised by residents and local skills groups could be a feature and regular user of the Village Hall. Meeting almost as an extra-curricular education class throughout the year for lectures, with topics that range from local history to ecology and art history. They could attract up to 40 or 50 attendees from the village and beyond, and make a distinctive contribution to the life of the village especially if joining with other social groups e.g. café/pop up bar. The Hall has offered an important and valued central meeting place. As audience expectations of lecturing standards and presentation continue to rise, any group would welcome improvements to the Hall's facilities, especially to heating and to audio-visual provision (e.g. amplification and digital projection). The kitchen hatch or the pop up bar would be useful for serving interval refreshments.
- Computer club - Over 60's I.T. club/internet café Wi Fi - IT hub for the non user
  - Currently looking for organiser. The hall has been provided with fast fibre internet connection.
- Individual sports such as:
  - Walking, Running, Cycling, Aerobics (Yoga/Pilates/Tai Chi outside those already provided), karate and table tennis club Chair exercise /access to fitness classes
  - Capitalise on the popular no.16 Cycle path through Adisham as a local stop of route for the café.
  - Kelly Ovenden's fitness classes currently run throughout the week weekly aimed at particular users. However there is no reason other clubs could not set up facilities at AVH.
- Cookery classes
  - Currently looking for organiser. Kitchen facilities are limited- Professional kitchen
- Art club – Photographic club, Crafting, Calligraphy classes, Sewing group
  - Currently looking for organiser.
- Film nights/"Flicks in the Sticks" Projector & Screen
  - Currently looking for organiser. Hall lacks audio/visual facilities
- Dance classes - Ballet/children's dance classes
  - Beginning this year children's dance classes are set to start mid week after school by Roberta Pullen
  - Currently looking for organiser for other potential classes.

A new Village Hall will have direct safe access to the external green space for sports and recreational activities. As a rural village with severely limited public transport (other than the train station), the Village



Hall can provide a safe environment for children's activities. We would measure success by providing times that the clubs are able to meet and by the ability to provide a safe and secure environment for the children to become more active on a regular basis.

There is an aging population within our community but limited facilities for group physical activities. There is clear demand for classes in dance and movement for the elderly but other venues are already fully booked by regular users. The new Village Hall, we will be able to offer weekly classes for exercise specifically for the over 60s in more practical surroundings.

The provision of a fully adaptable stage and green room area within the Village Hall will be of great benefit for both an amateur dramatics society and all music groups. There used to be an annual Adisham Village & School pantomimes which was very well supported, however currently with no suitable venue this activity has lapsed. There is clear demand from a wide age group and for a new drama society and a new hall will provide new facilities suitable to stage plays. The Village Hall will also be available for music societies for their practice sessions, and as a recital venue offering much enhanced acoustics and comfort.

There were also suggestions for the outside facilities linking to the Parish children's play area/MUGA/recreation ground:

### Summary of opportunities:

All of the above ideas are potential users of the Hall and therefore potential revenue for the Hall as well as offering potential for added vibrancy of the village and its surrounding areas.

This potential market can be segmented into the following:

- Anchor tenants – these are organisations who will leasing space within the hall. There is currently no main long-term user/anchor tenant of the Hall something this scheme would hope to address - see opportunities above regarding pre school. A charity/private-based organisation has expressed their willingness to enter discussions if proactive facilities can be provided. It is hoped the success of a pre-school will mean such a tenant would be a renewal commodity in the future. Further, that a pre-school has been run from the Hall for the last 50 years is clear evidence and viability of its longevity and success in the local community.
- Group hirers. Local community groups or commercial organisations wishing to hire the hall to stage their own events or activities.
- Personal hirers. Local people wishing to hire the hall to hold their own, usually one-off, events.
- Attendees at organised events and paying audiences at cultural, artistic, sporting or musical events or activities.
- Members of the local community with an active interest in preserving the Hall for cultural and historic purposes.

AVH received a lot of positive responses to the proposals and ideas discussed at the meeting. A summary of the comments received are contained here in. The positive response received (i.e., unprecedented favour of a Village Hall) required further investigation to determine the facilities and activities that would Adisham Residents would wish to see in the Village Hall.

There are concerns that the Village Hall with comprehensive facilities may attract "the wrong type" of user to the detriment of the environs of the facility and the annoyance of those nearby residents. Particular worries are that the facilities may attract large numbers. For these reasons it is clear that some did not wish to see a shop and café that may prove to be an attraction. However, there is a significant support (although not a majority) for the provision of a shop on its own.



There is very strong support for activities in the Village Hall to support various youth activities, adult exercise classes, club meetings and facilities for young children.

There is very strong support that the Village Hall is made available for both organised and private parties.

Links and expansion for use of the recreation ground is supported.

While there is strong support for the grounds of the Village Hall to be landscaped as a wildlife area and for some part to be set aside as an area for erection of temporary external seating, BBQ & marquee e.g. for village fair when required it is important to note that this land currently resides with the Parish Council and not AVH.

DRAFT





## Village Hall proposals

Proceed to Concept Design based on the following:

1. Village Hall to accommodate between 100 and 200 persons sitting at trestle tables;
2. Demountable stage in the hall;
3. Multifunctional Committee room ( link to shop/bar) for to accommodate up to 20 people;
4. Make provision for a shop to be run by the local community;
5. Provide a kitchen, WC facilities, storage, plant rooms, and other facilities commensurate with the requirements in items 1 to 5 above.

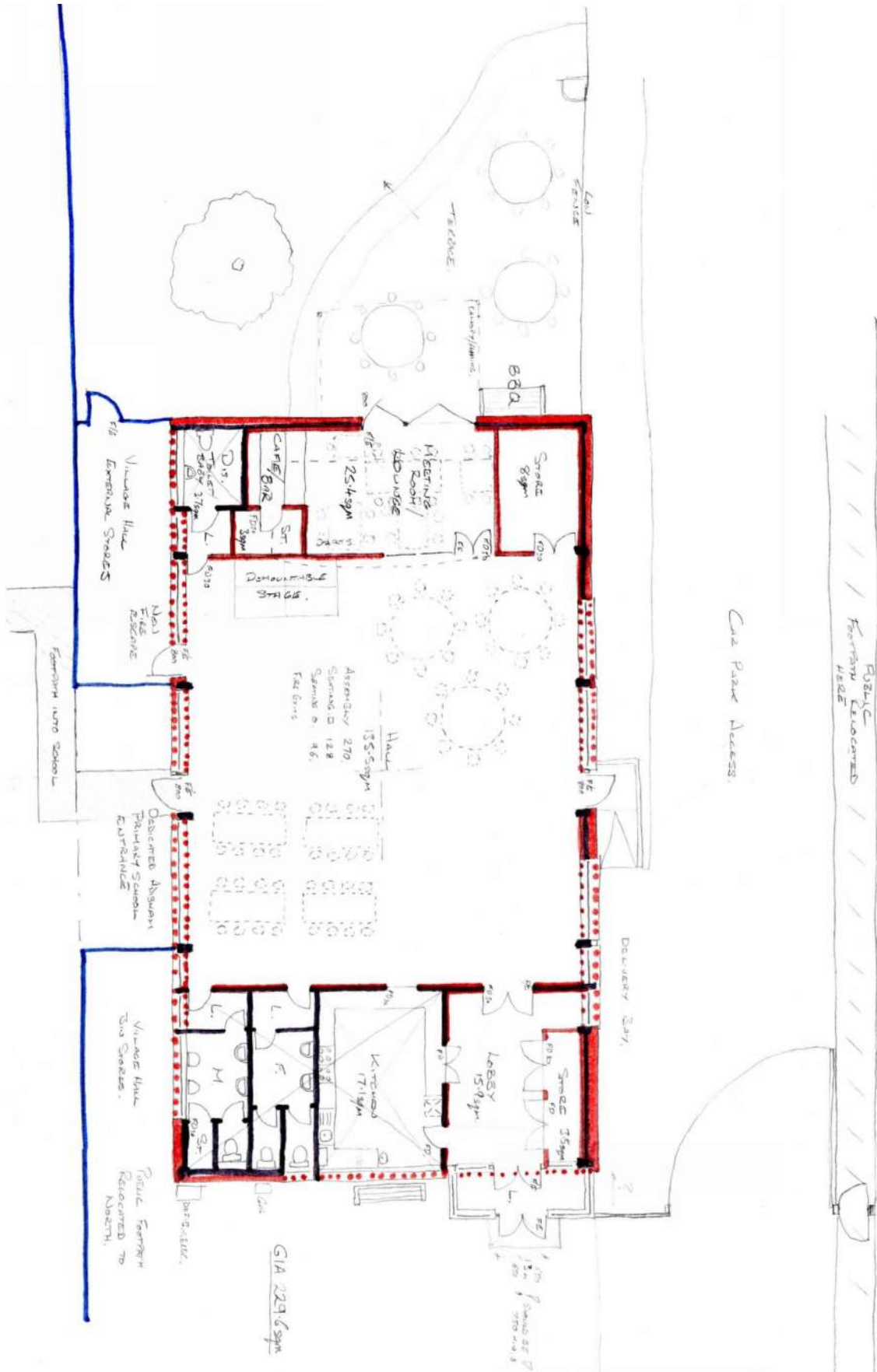
In designing the facilities take account of the activities to be accommodated:

- Youth Club Scouts, Guides Rainbows etc;
- Yoga/Pilates/ adult exercise classes
- Party Venue
- Club activities
- Young children group
- Enclosed outside space for toddlers, outdoor seating and BBQ. (Parish Council Land)
- Wild life area (Parish Council Land)
- Space for Marquee (Parish Council Land)

The designers will also be given a copy of this paper to provide further detail of the requirements The decision is which option to pursue, Refurbishment or Replacement New Buildings:-



# Refurbishment proposals



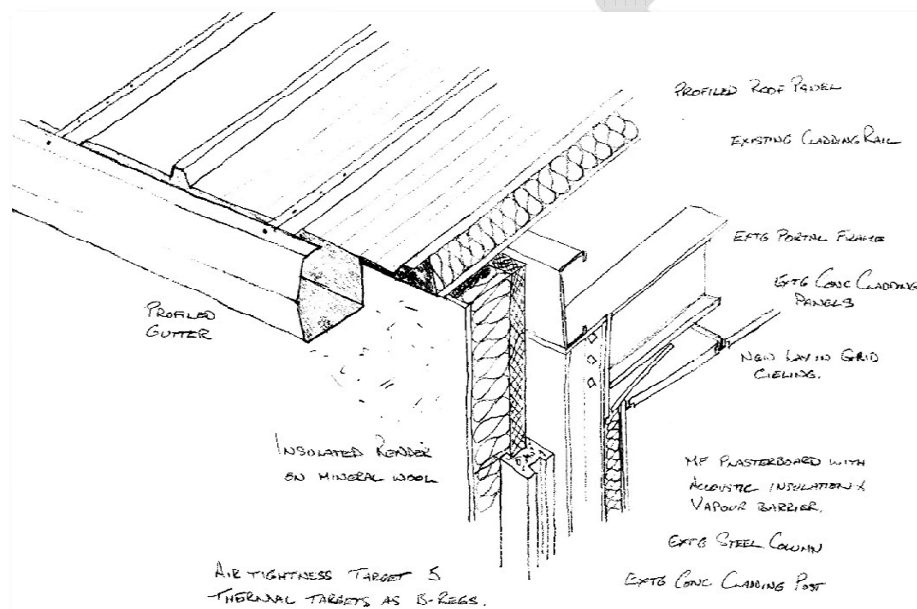
Addressing the building envelope and thermal heat losses:

## Roof

Remove existing asbestos encapsulated roof panels and including any insulation and any ceilings below. Where possible retain any cross-bearing cladding rails. Provide new metal standing seam roof panels consisting of breather membranes, mineral wool insulation, vapour control layer and liner panels over existing cladding rails. Where exposed internally as a finish provide isowool acoustic insulated between rails and perforated acoustic plasterboard ceiling boards or provide lay-in-grid ceiling tiles. Decorate to finish and instal new lighting recessed into boards or within grid. Target overall u-value to meet current building regulations. For new elements in existing dwellings, the U values will be Roofs: 0.15 W/m<sup>2</sup>K

- External Standing seam panel @£200/m<sup>2</sup>. approx. 230sqm required. budget £46k.
- New lay-in grid ceiling @£50/m<sup>2</sup>. approx. 200sqm required. budget £10k
- Electrical works Budget £10k
- Contingency £5k

£71k



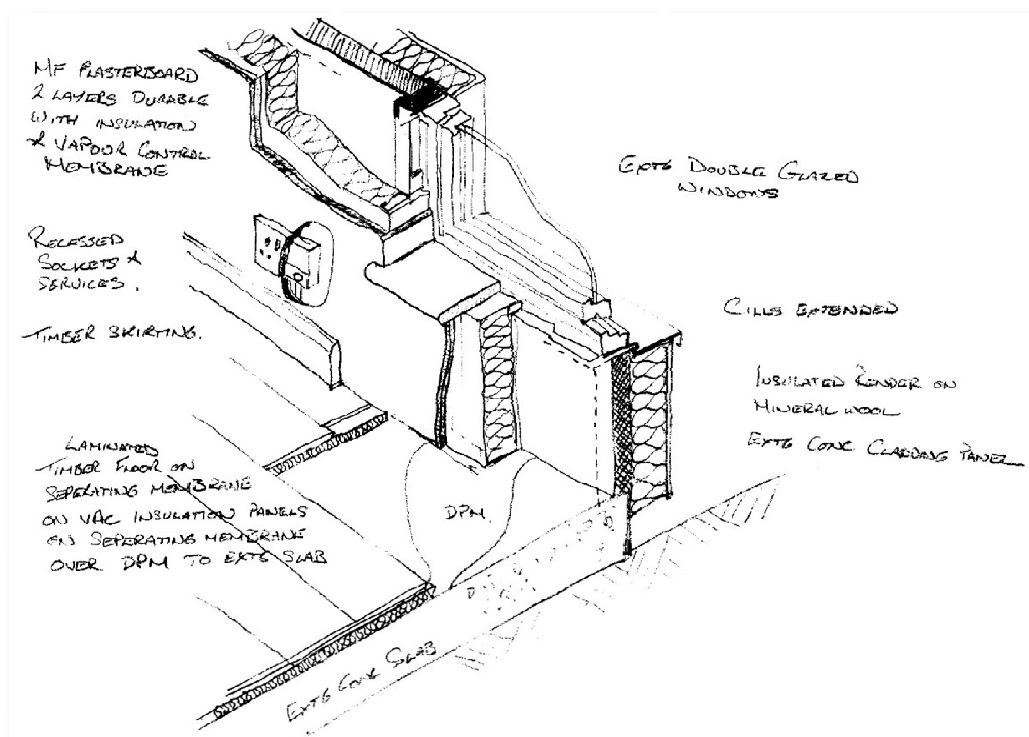
## External Walls

Provide 120mm mineral wool insulated render system externally mechanically fixed over existing concrete cladding panels. Where plastic cladding is used remove and provide cementitious cladding boards. Where required provide new external window cill boards to bridge thickness in walls. Render system to provide full envelope wall seal returning to existing windows and doors etc. Internally remove existing finish and boards and any existing insulation. Where appropriate remove existing dry wall support system. Provide new 70mm metal lining frame MF system where possible. Provide new isowool acoustic insulation between studs and seal with new vapour control layer (ensuring seal with new roof and floor) and 2 layers of Duraline plasterboard. All sockets and wiring to be removed and contained/recessed behind/within plasterboard. Pipework to radiators to be boxed at low level within skirting trunking. Target overall u-value to meet current building regulations. For new elements in existing dwellings, the U values will be Walls: 0.18 W/m<sup>2</sup>K.

- External render @£200/m<sup>2</sup>. approx. 250sqm required. budget £50k.

- Internal wall removal budget £10k
- Internal lining wall (not kitchen or WC's) @£150/m2. approx. 180sqm required. budget £27k.
- Electrical works Budget £10K
- Removal of gas heater and pipework £2k
- Provide dedicated Mechanical Vent with Heat recovery systems – 4 no Budget £25k
- Contingency £5k

£129k



### Ground Floor (exclude kitchen and toilet areas)

Remove existing Vinyl flooring. Apply new liquid DPM throughout including levelling screed where required. Lay 25mm vacuum insulated panels to floor. Provide new timber effect surface finish Karndean or similar Loose Lay Longboard comes with an R10 slip rating. Target overall u-value to meet current building regulations. For new elements in existing dwellings, the U values will be Walls: 0.25 W/m<sup>2</sup>K

- Removal of existing floor and make good budget £10k
- Insulation @£150/sqm. approx. 200sqm required. budget £30k.
- DPC's and vapour control and separating membranes @£50/m2. approx. 200sqm required. budget £10k.
- New floor finish £125/sqm approx. 200sqm required. budget £25k
- Contingency £5k

Est £80k

### As above but to kitchen and WC walls

Finished in Hygienic coating finish suitable for catering and use. New finishes throughout. Est £120k

### New internal walls



Full height floor to u/side of roof fire rated partitions constructed using 70mm Metal Frame MF drywall systems and 2 layers Duraline dry ling plasterboard sheets. Est £25k

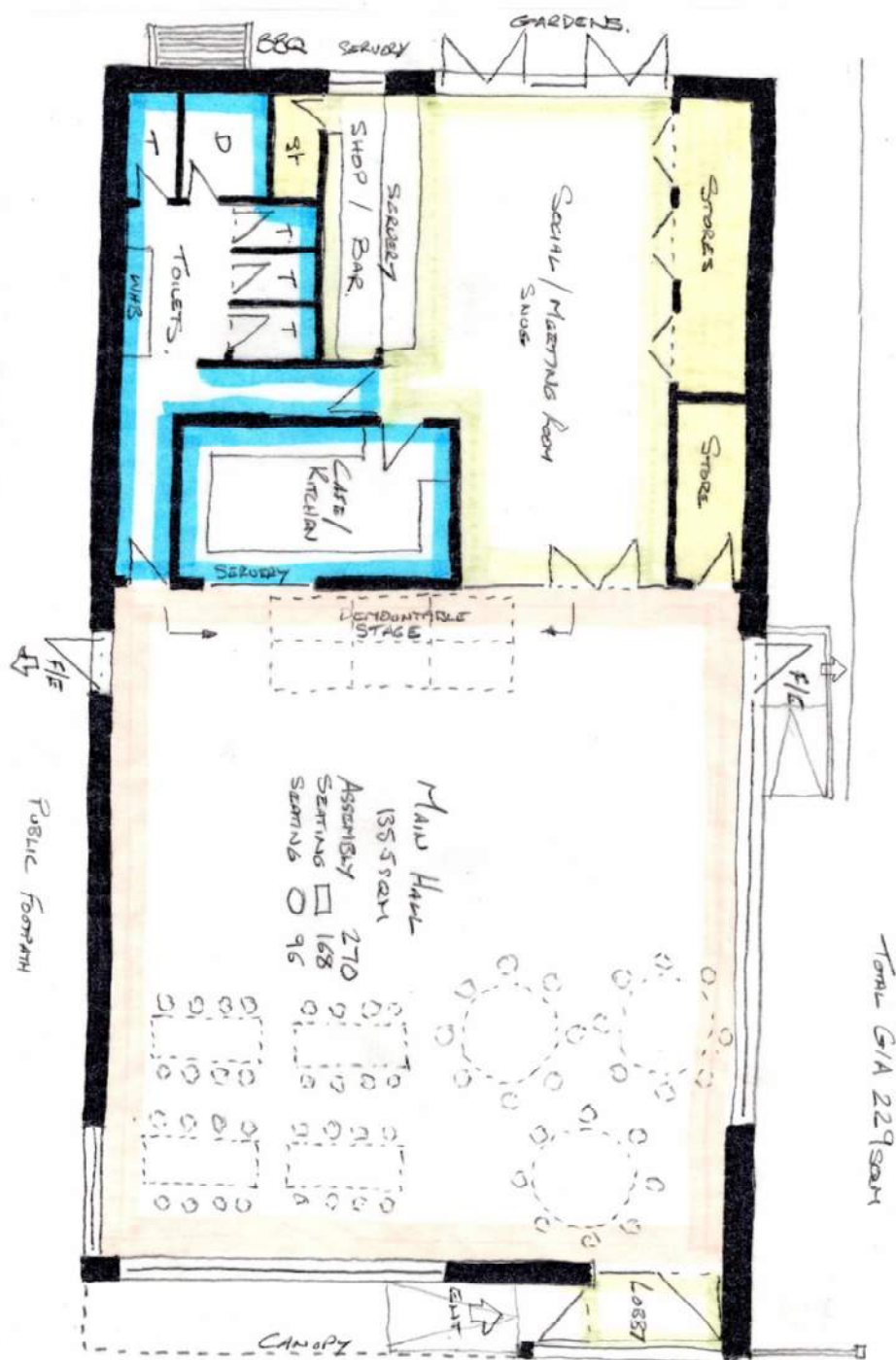
**It is estimated the refurbishment works will consist of the following all exclusive of VAT and professional fees**

<b>Item</b>	<b>Predicted cost</b>
Roof	£71,000
External Walls	£129,000
Ground Floor	£80,000
Specialist rooms (kitchen and Toilets)	£120,000
New internal Walls	£25,000
Decorations	£20,000
MEP	£75,000
Sundries	£10,000
Contingency 10%	£53,000
External works	£15,000
<b>Total</b>	<b>£598,000</b>

The total anticipated costs for the refurbishment construction project is £598,000. Included in that total is funds set aside for preliminaries/abnormal, and a contingency involved with refurbishment. For kitchen furniture as well as kitchen white goods consisting of a cooker, fridge, freezer, dishwasher and glasswasher and audio-visual equipment consisting of projector, screen and speaker system, it is anticipated the cost will be approximately £50,000 plus VAT.

It is further anticipated there will professional fees and VAT on the whole at approx. 20%. The Committee would registered the charity for VAT purposes to ensure it is able to recover VAT on all costs.

## Replacement New Build Proposals



The existing village hall measures 20.573m x 11.165m giving a Gross Internal Area (GIA) of approx. 230sqm. Expanding to the first floor would increase the GIA to approx. 280sqm.

Current estimated construction cost for a building of this type & charity status will be around £2500 - £2750/sqm and would generate an estimated reconstruction cost of between £575,000 and £770,000 depending on level of specification. This sqm rate would include for any contingency figures for the scheme.

It is estimated the new build reconstruction costs will consist of the following all exclusive of VAT and professional fees.



## Cost conclusion

Projected Expenditure – Planning to Handover:

Project Element	Description	Costs £
<b>Planning &amp; Consultancy Fees</b>	Legal, application and associated fees	£5,000
	Professional Consultancy Fees (Architects/Engineers)	£65,000
Land acquisition	Purchase from Canterbury Diocese	£23,200
<b>Sub Total</b>		<b>£93,200</b>
<b>Option 1</b>		
<b>Refurbishment Works</b>	Total cost of refurbishment works	£598,000
<b>Sub Total</b>		<b>£598,000</b>
<b>Option 2</b>		
<b>Replacement New Build Works</b>	£2500 – 2750 per sqm (Feb 2025) 2500 x 230 = 575,000 2750 x 230 = 632,500 2500 x 280 = 700,000 2750 x 280 = 770,000 Average = 669,375	£669,375
<b>Sub Total</b>		<b>£669,375</b>
<b>Internal Equipment</b>	Fixtures & Fittings	£25,000
	Utility Installations	£12,500
	Equipment (Audio, Furniture)	£12,500
<b>Sub Total</b>		<b>£50,000</b>
<b>Total Refurbishment Build Project - Option A</b>		<b>£741,200</b>
<b>Total New Build Project - Option B</b>		<b>£812,575</b>

In the grand scheme of things, it would appear refurbishment would be the cheapest option however this brings about huge unknown risks and limitations. Given the minor difference in cost, the guarantees and warranties that accompany new build, the general longer term life expectancy c70+yrs and the ability to address the needs of the community better a new build project is preferred route forward.



## Do Nothing Option

It is clear that without carrying out the proposals to the Hall, the Hall will continue to deteriorate at a steady pace, with some repair works are becoming so crucial that if the repairs are not carried out soon, deterioration will be rapid and significant enough to force closure. It has been mentioned that without the proposals, some major repair and refurbishment would be required, which would be costly.

Whilst considerable efforts have been made over the years by Adisham Village Hall Committee to maintain the structure of the Hall, we are now in a downward spiral of reduced bookings at low rates because of the Hall's present condition and the lack of uptake of daytime space during school term times. With reducing income, it is becoming more and more difficult to maintain, which leaves the distinct possibility of closure if the situation becomes untenable. **A significant failure would render the trading position as insolvent, and the hall would need to close until funds are found.** During this time the hall could fall into further disrepair becoming an eyesore and problem for the village. The lease would in the first instance return to the Parish Council and should it find itself without the funds to address the issues the lease would be returned to the PCC and Canterbury Diocese.

The AVH committee is foreseeing these upon us now with the single largest priority being the roof.

The search for assistance in this regard (by charity or grant funding) has failed to raise the funds in part due to the ownership of the building which currently lies with the PCC and the Canterbury Diocese and the terms of the lease.

Refurbishment proposals would ensure that those repairs and refurbishment which are necessary to the main part of the Hall would be carried out.

Further repairs would no doubt be needed again in the longer term and unless significant will need address the underlying issues with the hall. By providing brand new, up to date and efficient facilities will result in less overall maintenance being required in the long term.

Currently the charity is ticking over, managing the day to day running of the Hall with little profit on an annual basis despite no grant receipts and relying on fund-raising elements by the community (April 2024 profit was £200). It is effectively trading insolvent and finds itself in a vicious cycle. It cannot find grants and donors to raise the significant funding costs for repairs or upgrades to the building that will arise in the very near future. Doing nothing will foreseeably see the Charity become insolvent given the lease liabilities (see below) and the Hall will close. The lease will either transfer to the Parish Council or the lease will be returned to the land holders, the PCC and Canterbury Diocesan board. Given the Parish Council or the Diocese lack the funds for any redevelopment as a Village Hall building, the Canterbury Diocesan board could be left with little option but to sell the land for redevelopment.

### (3) Termination on breach

*If the rent reserved by this Lease or any part of it shall at any time be in arrear for the space of forty-two days next after any of the days on which it ought to be paid as above whether it shall or shall not have been legally demanded or if there shall be any breach non-performance or non-observance of any of the obligations on the part of the Committee contained in Clause 4 above or if the Village Hall Charity shall become bankrupt or if the Committee shall enter into any arrangement or composition for the benefit of the Village Hall Charity's creditors or suffer any distress or execution to be levied on the Committee's or the Village Hall Charity's goods then and in any such case it shall be lawful for the Landlord at any time thereafter to re-enter into and upon the demised premises or any part of them in the name of the whole and thereupon the term shall absolutely cease but without prejudice to any right of action or remedy of either party against the other in respect of any antecedent breach of any covenant or condition contained in this Lease*





## Proposed Maintenance Plan

As part of the project proposals once the building is completed, the intention is for the administration and management of the facility to be managed by AVH Trust Committee, who would operate the financial control as well as administration and internal maintenance costs.

Based on average documented maintenance costs (April 2024), the anticipated total established annual maintenance costs for both reactive and responsive maintenance would be in the region of £20,500 per annum. This would be self-funded by revenue income managed by the AVH Managing Committee of the facility.

It is anticipated that the new building would need to employ a building manager/administration officer and cleaner or cleaning company, these costs may be in addition to the maintenance costs. It also anticipated further running costs from the current figures are anticipated. See table below.

Estimated Guide to running costs (generated from 2024 accounts and costs subject to change)			
Area	Item	Cost per year £	Notes
Utilities	Electric/water/maintenance/Internet etc	£4000	Based on 2024 supplies
Refuse	General waste	£1500	Currently not appointed
	Food Waste	£500	Currently not appointed
	Hygienic Waste	£120	Currently not appointed
Maintenance	Ad Hoc	£1000	Budget for day to day maintenance per annum on new building
Running Costs	Manager/Admin	£4784	8hrs per week (c.£11.50 per hour) x 52 wks
	Cleaner	£5980	10hrs per week (c.£11.50 per hour) x 52 wks (increase according to hire)
	Insurance	£2500	Expected to go down under new building
	Music License	£60	
	Premises License	£100	
Business rates	Commercial	£tbc	
	Charity	£tbc	
		£20,544	Projected annual running costs which would increase in line with inflation



## Revenue Costs

Additional revenue would be created by the provision of the pre-school nursery, café/shop, pop up bar, business hub and meeting room facilities, all of which have been identified as high usage and in demand. A detailed marketing strategy will be in place and ongoing to ensure maximum usage of all the facilities.

There would be a regular reporting system by the Charity for reporting to the Parish community incorporated into the new facility's Constitution, to ensure any financial concerns are identified at the earliest opportunity for resolution.

Anticipated Hire Charges and predicted revenue

<b>Suggested hall hire based on each tier rate</b>												
Day/Time	Main Hall			Meeting room			Combined hall			Storage rates		
	Tier			Tier			Tier			Tier		
Mon-Fri am	1	2	3	1	2	3	1	2	3	1	2	3
Per hour	12.5	25	37.5	7.5	15	22.5	20	40	60			
Morning/Afternoon	37.5	75	113	22.5	45	67.5	60	120	175			
Evening	50	100	150	30	60	90	80	160	240			
Whole Day	100	200	300	60	120	240	160	320	540	5	10	15
Fri pm - Sunday												
Per hour	15	30	45	10	20	30	25	50	70			
Morning/Afternoon	50	100	150	30	60	90	80	160	240			
Evening	75	150	225	35	70	100	110	250	325			
Whole Day	125	250	375	75	150	300	200	400	675	5	10	15
<b>Internal Business Hire based on each tier rate</b>												
Any day of the week	Pre school (Main Hall) business			Int. Meeting area (café/bar)			Kitchen use rates			Equipment hire		
	1	2	3	1	2	3	1	2	3	1	2	3
Per hour		25		7.5			tbc			tbc		
Morning/Afternoon		75		22.5			tbc			tbc		
Evening		n/a		30			tbc			tbc		
Whole Day		n/a		60			tbc			tbc		

Additional charges to consider: hire of kitchen, hire of audio equipment:

- Consider regular users joining annual club for discounted rates.
- Tier 1 Charity/club rate/resident
- Tier 2 General Rates
- Tier 3 Commercial Rates
- Storage is premium demand space in limited availability and any clubs requiring storage on site would be charged accordingly.

### Future income and expenditure

Research of other village halls in the vicinity have revealed the above pricing detail, which the Hall will consider adopting when appropriate:



- Village halls tend to charge prices per hour commensurate with the size or the facilities offered with the accommodation, with discounts for village residents.
- Main areas are planned to be priced as per the table above.
- Groups continue to request storage areas which effect the ability of the village hall to rent to other groups therefore its planned to add storage costs as per the above table.

The Hall's charging rates are currently within or slightly below the range of charging rates in the locality. Slight increases in line with the local charging rates would be considered by the Committee following the completion of the improvement proposals but the Committee will be mindful of the need to attract users in the initial marketing stages and would wish to keep the Hall available to the entire community rather than outprice its service.

Research and a full analysis have been carried out on hire charges of all similar facilities within the surrounding area. The anticipated revenue has been based on comparable charges and using the current annual income from the Village Hall of circa £12,573 per annum as a local benchmark and taking into consideration additional facilities within the proposed building, it is anticipated that the revenue would be up to five times that of the Village Hall within 3-5 years.

### **General Weekday Lettings**

Based on 25% weekly occupancy i.e. 1 whole day of the hall and meeting room in a working week at Tier 2 = 400 per day x 25% x 5 = £500 per week x 52 = £26,000.00.

### **Business – pre school**

Based on morning and afternoon session 3 days a week = 75 + 75 = 150 x 3 x 50 weeks = £22,500 per annum.

### **Café /Bar**

Anticipated start up rental income in the region of:

- Café/shop 2hrs day 15x5 days week x 30 = £2,250 per annum.
- Bar 1 evening per week 30 x 52 = £1,560

### **General weekend Lettings**

Based on 25% weekend occupancy i.e. 1 evening of the hall and meeting room at Tier 2 = 250 per evening x 52 = £13,000.

### **Total Projected Annual Income £65,310\***

\*the assumption would be that prices would increase in line with expenditure inflation.

Please note that the hall hire rates have been based on local provision on similar buildings, and will be reviewed as the process moves forward, and the provision and facilities within each hall are agreed.

## **AVH financial review**

Village hall accounts indicating income and expenditure 2021-24.



**ADISHAM VILLAGE HALL ACCOUNTS**  
2021-22 (as at 31.3.22)

Opening Balance 1.4.21 £ 2,661.42

**INCOME**

Adisham Parish Council	£ 32.00
Canterbury City Council Elections	£ 100.00
Fundraising - Big Breakfast	£ 1,433.77
Fundraising - Big Breakfast - Bric-a-Brac	£ 316.83
Halloween Party and Pumpkin Competition	£ 300.00
Adisham Christmas Shopping	£ 330.00
August Cream Tea	£ 156.00
Quiz Evening	£ 507.00
Village Hall Repair Fund	£ 70.80
Hire of Hall - Supper Club	£ 295.00
Hire of Hall - Tai-Chi	£ 144.00
Hire of Hall - WOAW	£ 32.00
Hire of Hall - Keep Fit Class	£ 856.60
Hire of Hall - Little Kickers	£ 608.00
Hire of Hall - Private Parties	£ 247.00
Hire of Hall - Toddlers	£ -
Hire of Hall - Eclectics	£ 112.00
Hire of Hall - Sustainable Adisham	£ 28.00
Hire of Hall - Maureen's Coffee	£ 138.00
Hire of Hall - Other	£ 341.50
KCC Grant for Dishwasher	£ 1,050.00
Private Donations	£ 110.00
Hire of Equipment	£ 10.00
<b>TOTAL INCOME</b>	<b>£ 7,218.50</b>

<b>EXPENDITURE</b>	
Rural Kent Membership Renewal	£ -
Electricity - SSE	£ 310.21
Gas - CNG	£ 249.86
Gas - Pozitive Energy	£ 776.44
Insurance	£ 1,514.04
Water - Business Stream	£ 275.00
Holy Innocents PPC - Lease	£ 300.00
Hall Cleaning	£ 869.00
Cleaning Supplies	£ 253.03
Hall Maintenance and Repairs	£ 304.00
Dishwasher	£ 1,402.92
Canterbury City Council - Licensing	£ 70.00
Dud coins	£ 1.03
<b>TOTAL EXPENDITURE</b>	<b>£ 6,325.53</b>

Balance at 31/03/22	£ 3,554.39
---------------------	------------

Cash	£ 725.75
Bank	£ 2,828.64
	£ 3,554.39

Profit/Loss £ 892.97



## ADISHAM VILLAGE HALL ACCOUNTS

2022-23 (as at 31/03/23) FINAL

Opening Balance 1.4.22 £ 3,554.39

### INCOME

Adisham Parish Council	£	248.00
Canterbury City Council Elections	£	-
Fundraising - Big Breakfast	£	2,069.29
Fundraising - Big Breakfast - Bric-a-Brac	£	468.84
Adisham Country Fayre	£	3,161.50
Adisham Christmas Shopping	£	298.50
Strawberry Teas	£	420.00
Curryoake Evening	£	243.75
Pop-up Bar	£	548.90
Hire of Hall - Supper Club	£	285.00
Hire of Hall - Games Evening	£	36.00
Hire of Hall - WOAW	£	48.00
Hire of Hall - Keep Fit Class	£	1,224.00
Hire of Hall - Little Kickers	£	1,696.00
Hire of Hall - Private Parties	£	460.50
Hire of Hall - Adisham Primary School	£	30.00
Hire of Hall - Eclectics	£	260.00
Hire of Hall - Sustainable Adisham	£	120.00
Hire of Hall - Maureen's Coffee	£	201.70
Hire of Hall - AIM	£	636.00
Hire of Hall - Other	£	132.50
KCC Grant for Disabled Toilet	£	6,694.00
Private Donations	£	712.23
Hire of Equipment	£	107.00
<b>TOTAL INCOME</b>	<b>£</b>	<b>20,101.71</b>

### EXPENDITURE

Rural Kent Membership Renewal	£	60.00
Electricity - SSE	£	514.12
Gas - Pozitive Energy	£	1,970.07
Insurance	£	1,727.64
Water - Business Stream	£	280.86
Holy Innocents PPC - Lease	£	300.00
Hall Cleaning	£	1,345.00
Cleaning and Catering Supplies	£	290.09
Hall Maintenance and Repairs	£	1,362.14
Asbestos Inspection	£	474.00
Disabled Toilet	£	5,355.20
Canterbury City Council - Licensing	£	116.00
Gratuities	£	278.20
Broadband etc.	£	192.20
Hallmaster Booking system	£	226.80
<b>TOTAL EXPENDITURE</b>	<b>£</b>	<b>14,492.32</b>

Current Balance	£	9,163.78
Cash	£	467.41
Bank	£	8,696.37
(includes Village Hall Repair Fund)	£	120.80
Vodaphone - in Credit		£109.80

Profit/loss £ 5,609.39



**ADISHAM VILLAGE HALL ACCOUNTS 2023-24**

(as at 31/03/24) (Interim Report)

INCOME			
PATRONS OF THE VILLAGE HALL	Ave no events	Income	Ave Income per event
Adisham Supper Club	4	£175.00	£43.75
AIM	2	£72.00	£36.00
Eclectics	13	£220.00	£16.92
Kelly Keep Fit	125	£1,072.00	£8.58
Little Kickers	47	£1,352.00	£28.77
Maureen Coffee	23	£105.45	£4.58
Sustainable Adisham	3	£100.00	£33.33
Private Parties and Misc	10	£732.50	£73.25
Misc Bookings	11	£127.00	£11.55
<b>SUB TOTAL</b>	<b>238</b>	<b>£3,955.95</b>	<b>£16.62</b>
FUNDRAISING AND DONATIONS			
Adisham Christmas Shopping	1	£267.55	£267.55
Adisham Country Fayre	1	£3,433.48	£3,433.48
Big Breakfast	11	£1,335.36	£121.40
Bric-a-Brac	11	£300.97	£27.36
Boot Fair Safari (April)	1	£57.88	£57.88
Boot Fair Safari (September)	1	£88.52	£88.52
Coronation Celebration Day	1	£122.00	£122.00
Pop-up Bar	7	£1,616.48	£230.93
Quiz Evening	2	£407.28	£203.64
Strawberry Tea	1	£145.63	£145.63
Canterbury CC - Election	1	£216.00	£216.00
Donations*	2	£626.07	£313.04
<b>SUB TOTAL</b>	<b>40</b>	<b>£8,617.22</b>	<b>£215.43</b>
<b>TOTAL INCOME</b>	<b>274</b>	<b>£12,573.17</b>	<b>£45.89</b>

EXPENDITURE/Overheads	Outgoings
Business Stream (Water)	£377.97
SSE Electricity	£1,047.88
Positive Gas	£1,958.35
Vodafone	£219.68
Allied Westminster - Insurance	£1,987.68
Canterbury City Council - Licensing	£70.00
Holy Innocents Lease	£300.00
Hall Maintenance	£1,336.52
Kitchen and other electrical items	£1,343.96
Cleaning Materials	£162.37
Hall Cleaning @£11/hr for 192.7hrs	£2,119.66
Adisham Fayre - Banners	£60.84
Bench in Memory of Roger Pring	£428.40
<b>TOTAL EXPENDITURE</b>	<b>£11,413.31</b>

Nett BALANCE	£10,323.64
CASH	£767.82
BANK	£9,555.82
In credit with SSE Electricity	£340.24
<b>Current Balance total</b>	<b>£10,663.88</b>
<b>Profit/loss for year</b>	<b>£1,500.10</b>

Running Costs	
Expenditure/no of events	£41.65
Profit per event	£4.23

Forecast income...



## Funding Sources & Grants

Funding through a mixture of:-

- Fundraising
- grant-aid,
- membership/share scheme in Adisham Village Hall for parishioners only
- Donations
- Low interest loan possibly secured via Parish Council tbc

### Fund raising:

Below is a list of example events which have either taken place in Adisham in the past and can be planned again, or are ideas from members of the community which can be organised to bring the community together and help raise the funds needed:

- Adisham Village parties – garden parties are regularly organised throughout the summer for Adisham village residents and those in its surrounding villages. These are a fantastic way of bringing the villages together and consisted of food and drink sales, raffles, completion prizes and plant sales.
- Adisham Village Fete – this annual event takes place in Mid Summer each year (with the odd exception due to weather/other circumstances). It has involved food and drink sales, plant stalls, cake, toys and bric and brac stalls, games and a local band. The fete continues to expand year on year and hopes to include various open gardens throughout Adisham. The fete continues to be a huge success and the main source of fundraising for the village hall.
- Antiques and Jewellery Valuation Day – TBC - where a local auction and valuation house generously offer their expertise for a few hours and residents brought in their valuable for valuation for a modest fee.
- Quiz nights – this is a simple and fun way to raise money.
- Film nights/"flicks in the sticks" – one off/occasional cinema style event is a great community possibility without the need for travel to a large cinema in the urban areas.
- Concerts and bands in conjunction with the 'Popup Bar'.
- Supper evenings – such as fish and chips, curry, hog roasts, cheese and wine tasting.
- Auction nights.
- Coffee mornings.
- Bingo and Raffles.
- Fun days/Fun runs/themed evening parties.
- Party/Disco/Dance evenings.
- Christmas event/village party.

The Committee appreciates that without the support and generosity of the residents of Adisham and the neighbourhood, this worthwhile and overdue refurbishment and improvement of the Hall will not be possible. The Committee will therefore be seeking pledges and donations from the residents of Adisham and the neighbourhood as well as from current users of the Hall to help fund the project. Any pledges or donations would be gratefully received and as a gesture of appreciation towards such acts of amazing kindness, the Committee would seek to commemorate all individuals/families that have pledged or donated, in the refurbished and improved Hall.

The Committee aims to raise as much as possible through fundraising events, pledges and donations.

Funding so far:



The Committee have already been successfully proactive in seeking funding for the proposed project and some current users of the have generously pledged amounts.

<b>Fundraising Event</b>	<b>Amount Raised £</b>	
AVH Club		
Village Hall Summer Fete		
Car Boot Sale		
Village Garden Party		
Curry Night		
Fish & Chips Night		
Film Nights		
Quiz Nights		
Concert & Band Nights		
Children's Disco		
Valuation day event		
Bingo		
Pop-up Bar		
<b>Pledges</b>	<b>Amount £</b>	

#### **Grant Aid possibilities**

To fund the shortfall in funding, the Committee will target Grant- giving bodies who are rewarding schemes which aim to drastically improve the “green” credentials of the Hall through insulation, heating and solar panels, and also funds helping those reaching out to vulnerable and isolated members of the community, including armed ex-forces, the elderly and looked-after families. The Committee also hopes to attract Grants which support the village hall, helping them to sustain themselves by adapting to the 21st Century. Funding for healthy lifestyles and sport in the community will also be sought, reflecting the increase in sports activities offered once the Hall has been refurbished and extended.

#### **Membership/Share scheme in AVH**

TBC

#### **Donations**

TBC

#### **Low Interest Loan and Charity trusts**

Rural Community Buildings Loan Fund

Funding For All: NatWest – Community Business Loans





<b>Funding Required</b>		
<b>Funding</b>	<b>Amount</b>	<b>Notes</b>
<b>Confirmed</b>		
AVH Current Reserves Funds	£10,663.83	Balance as at April 2024
<b>Unconfirmed</b>		
Parish Council Contribution	tbc	Application Pending Site ownership
National Lottery Funding	tbc	Application Pending Site ownership
Postcode Lottery Funding	tbc	Application Pending Site ownership
<b>Other possible Grants</b>		
Canterbury Community Infrastructure Levy (CCIL)	tbc	Application Pending Site ownership
Public Works Loan Board	tbc	Application Pending Site ownership
DEFRA	tbc	Application Pending Site ownership
ACRE – Action with communities in Rural England	tbc	Application Pending Site ownership
KCC - Village and Community Hall Grant Scheme	tbc	Application Pending Site ownership
Bernard Sunley Foundation	tbc	Application Pending Site ownership
Community 360	tbc	Application Pending Site ownership
Sport England	tbc	Application Pending Site ownership
Charity Connect	tbc	Application Pending Site ownership
<b>Donations</b>		
Private Donations	tbc	
Church of Holy Innocents PCC donation	tbc	
Canterbury Diocese	tbc	
<b>Other Funding Potentially available</b>		
Local Development CIL Allocation	tbc	Application Pending Site ownership
Unspecified Charity Trusts	tbc	Application Pending Site ownership
Unspecified/specified developer contributions	tbc	Application Pending Developer interest
Share membership scheme	tbc	
Other	tbc	Tbc



## Project Time Line

### Supporting Rationale

1. The limited funds of £10,663.83 already in the AVH account will be used to support the purchase the land and fund the necessary design costs, professional fees, and other incidental costs prior to start of construction. Any residual resources remaining will be used as part of the construction fund and fit out of the new Village Hall. The remainder required for construction will be raised from Locality Grants, Charitable Trust funding, private donations, and Lottery grants

2. Building work is tentatively planned to commence in 2028 once everything is in place and will be completed in the same year. The costs used in these projections have been derived from architect's plans and analysis and would be verified by an independent quantity surveyor. Costs will include all preliminary costs and contractor overheads and profit.

3. Professional / Consultant fees will mainly be incurred in the planning and project preparation stage and will continue to be incurred during the build phase.

4. The Village Hall is planned to be completed in 2028. Typical rental income from other similar halls is around £20 to 30k per annum with a estimated projected income of £65k per annum. We have assumed a low income in the early years between £15 to £30k per annum until the vision is fully established.

5. The Village Hall will be specified to fulfil the desire that the building is as close to net zero as possible. The majority of renewable energy costs are anticipated to be met through the envelope and by solar panels, ground source heat pumps, and other on-site generation.

6. Its planned there will be under floor heating using ground source heat pump, photovoltaic cells will provide some electricity generation, and additionally it will investigate battery storage of excess generated power, augmented by off-peak storage all in line with current regulations. There will be thermal insulation of the building exceeding that specified in current building regulations, which will deliver a much more energy efficient building. The new hall running costs will consequently be affordable.

7. The overall cost of volunteer and employed management and caretaker functions are factored into the cost plan and will be open to review on an annual basis and be informed by the use of the Village Hall.

8. The Village Hall will be designed for robustness and longevity and therefore will attract minimal maintenance in its early years. With these savings, a prudent provision is however being made within the budget for a fund of £1,000 pa to accrue for future years.

### Facilities:

The following facilities are being provided:

1. Main Hall to accommodate between 100 and 200 persons sitting at trestle tables:
  - a. Demountable stage in the hall;
  - b. Sufficient height to permit amateur badminton may attract Sport England funding
  - c. Storage area capable of accommodating clearance of tables and chairs and demountable stage.
2. Committee room for to accommodate up to 20 people;
  - a. Adjacent to stage in Main Hall so it can be used as "green room". Also to be used as café area and pop up bar.
3. Make provision for a shop to be run by the local community;



4. Kitchen, WC facilities, storage, plant rooms, and other facilities commensurate with the other facilities provided.
5. Outside sitting area & BBQ subject to Parish Council permission,
6. Outside area for erection of marquee

The design of the Village Hall has been developed to take account of the activities to be accommodated listed above in this report

Stage	Phase of project
<b>Stage 1: 2025</b> Acquisition	Conclude purchase of site from PCC & Canterbury Diocese
<b>Stage 2:2026</b> Design Costs and Planning	<ol style="list-style-type: none"> <li>1. Appoint designers</li> <li>2. Agree requirements for size and type of building development</li> <li>3. Formal concept designs for approval</li> <li>4. Finalise costs and revenue streams</li> <li>5. Seek required capital funding</li> <li>6. Obtain planning permission</li> </ol>
<b>Stage 3:2027</b> Tender	<ol style="list-style-type: none"> <li>1. Develop key construction drawings</li> <li>2. Tender project</li> <li>3. Review and award contract to chosen contractors</li> </ol>
<b>Stage 4: 2028</b> Construction	<ol style="list-style-type: none"> <li>1. Engage chosen contractor</li> <li>2. Milestone events</li> <li>3. Build</li> <li>4. Finish and commission</li> </ol>
<b>Stage 5:end 2028</b> Handover	<ol style="list-style-type: none"> <li>1. Commission and complete snagging operating and maintenance and warranty documentation</li> <li>2. Training</li> <li>3. Close project</li> <li>4. Formal opening ceremony</li> </ol>



## Conclusion

The overall objective of this project is to provide a village hall for the community which is welcoming, pleasant, bright and clean, open to all, accessible, with better and more up to date facilities and space, energy efficient and more environmentally friendly with increased variety of events, activities and clubs, reaching all members of the community in terms of delivering social, recreational, educational, support and wellbeing provision to improve quality of life and to ensure those who are disadvantaged in our community are able to take a fuller role in the life of the community. The aim is to bring the community together in a central space where everyone is welcome and supported. The measurement of our success in this project will be the extent to which the Hall has made a positive impact to the lives of local people and will be assessed by looking at user variety, frequency and satisfaction as well as the number of new attendees to the Hall's existing activities and the number of new users and activities attracted to the Hall. Following completion of the proposed works, the Committee will invite the local residents to an open day and initial success will be measured via the feedback received.

In the shorter term, the success of the physical aspects of the project will be measured by criteria such as delivering the project on time and within budget, as well as assessing how the project has improved the condition of the Hall, increased storage, activity space, accessibility and created a brighter and more welcoming atmosphere.

The Village Hall benefits local people by providing a focal point for village activities. It has always been cherished as a gathering point for the village and with the proposed refurbishment and the subsequent introduction of a new range of activities, it will be fit to serve the community even better. Usage of the Hall has fallen away in recent times as its condition has deteriorated. The Committee wants to stem that decline. Better facilities and a co-ordinated marketing approach will result in increased bookings by local users and thereby increase income. Splitting the Hall into distinct, self-contained areas increases flexibility and will allow the Hall to accommodate a wider range of groups.

It hoped the new village hall will impact social isolation (through regular lunches and teas for elderly and new parents), the health of residents (through new sports and fitness classes), education (through the pre-school and adult IT Clubs and similar), as well as offer entertainment (through film screenings, talks and concerts), support (through meetings/support groups aimed at various members of the community such as social mornings and parent and toddler stay and play) and community cohesion (by encouraging interaction between all ages of the community through schemes such as pre-school day visits for experience sharing by older members of the community).

All these initiatives will give residents an increased sense of community and belonging, as well as foster pride, spirit and identity, which is good news for everyone.



## Appendix

### SWOT Analysis (Strengths/Weaknesses/Opportunities/Threats)

#### Strengths

- Enthusiasm for building a village hall.
- Knowledge of how previous Village Hall was used.
- Land acquisition at a reasonable price to be secured.
- Hall will accommodate larger events than nearby similar facilities.
- Potential for outside activities.

#### Weaknesses

- Possible opposition to proposals from immediate neighbours and vocal minority.
- Reliance on grants and donations to fund construction.
- A perception among some residents that they have not been kept informed of proposals.
- Lack of recent experience in running a village hall may lead to possible misinformed decision making.
- Misconception among residents that they may be financially liable through local taxation and rates should the village hall become insolvent.
- Do nothing results in loss of village hall and insolvency of AVH Charity Trust

#### Opportunities

- Nearby Village Halls are oversubscribed and new Village Hall could satisfy this demand.
- A modern Village Hall could be used for weddings and subsequent receptions.
- Village Hall could be used as a parcel delivery reception centre for village residents.
- Could be used as a shop and/or café or pop up bar generating footfall and income
- Could be used as a base for business e.g. nursery/lectures.
- There is room for expansion of facilities (Parish land to rear) if there is a demand.
- Opportunity for development of outside sports facilities (e.g. incorporating the recreation ground, etc.).

#### Threats

- Delays may compromise Land Purchase Agreement.
- Organised opposition could mobilise and disrupt progress.
- Major defect in near future lead to closure or insolvency.
- Failure to raise sufficient funds for construction.
- Lack of expertise in Trustees make it difficult to move forward efficiently.
- Legal dispute could delay development process.

#### Outcomes

The Trustees of the AVH have identified 6 outcomes that will have a significant benefit for the Residents of Adisham and the users of the hall:

1. Village Hall to accommodate between 100 and 200 persons sitting at trestle tables;
2. Demountable stage in the hall;
3. Committee room for to accommodate up to 20 people;
4. Make provision for a shop to be run by the local community;



5. Provide a kitchen, WC facilities, storage, plant rooms, and other facilities commensurate with the above requirements.

DRAFT



**Lease**



Adisham Village  
hall lease.pdf

DRAFT



# Title Documents

Land Registry



Official copy of register of title

Title number K946870 Edition date 17.10.2008

- This official copy shows the entries in the register of title on 17 October 2008 at 14:28:49.
- This date must be quoted as the "search from date" in any official search application based on this copy.
- The date at the beginning of an entry is the date on which the entry was made in the register.
- Issued on 17 October 2008.
- Under s.67 of the Land Registration Act 2002, this copy is admissible in evidence to the same extent as the original.
- For information about the register of title see Land Registry website [www.landregistry.gov.uk](http://www.landregistry.gov.uk) or Land Registry Public Guide 1 - A guide to the information we keep and how you can obtain it.
- This title is dealt with by Land Registry Tunbridge Wells Office.

Title number K946870

## A: Property register continued

7 (17.10.2008) The landlord's title is registered.

## B: Proprietorship register

This register specifies the class of title and identifies the owner. It contains any entries that affect the right of disposal.

## Title absolute

- (17.10.2008) PROPRIETOR: ADISHAM PARISH COUNCIL of 3 Rossington East, Adisham, Canterbury, Kent CT3 3JN.
- (17.10.2008) RESTRICTION: No disposition by the proprietor of the registered estate to which section 36 or section 38 of the Charities Act 1993 applies is to be registered unless the instrument contains a certificate complying with section 37(2) or section 39(2) of that Act as appropriate.

## C: Charges register

This register contains any charges and other matters that affect the land.

- (17.10.2008) The land tinted blue on the title plan is subject to such restrictive covenants as may have been imposed thereon before 29 April 2008 and are still subsisting and capable of being enforced.
- (17.10.2008) A Conveyance of the freehold estate in the land tinted pink on the title plan and other land dated 7 November 1911 made between (1) The Ecclesiastical Commissioners For England and (2) John Charles Marquis Camden and others contains restrictive covenants.  
*NOTE: Copy filed under K939310.*
- (17.10.2008) The land is subject to the rights reserved by the Conveyance dated 7 November 1911 referred to above.

## End of register

## A: Property register

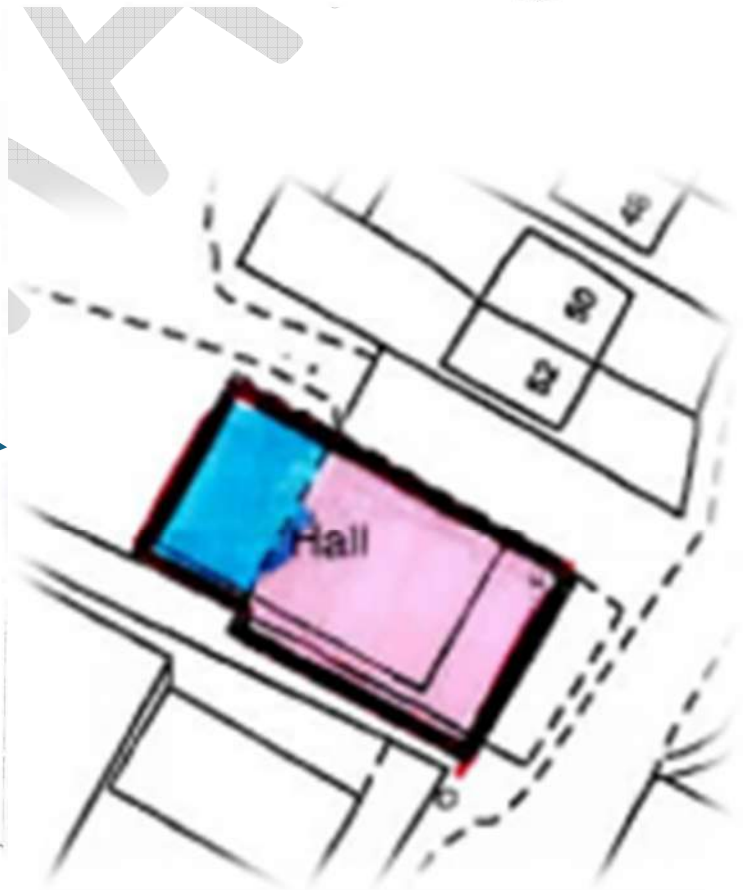
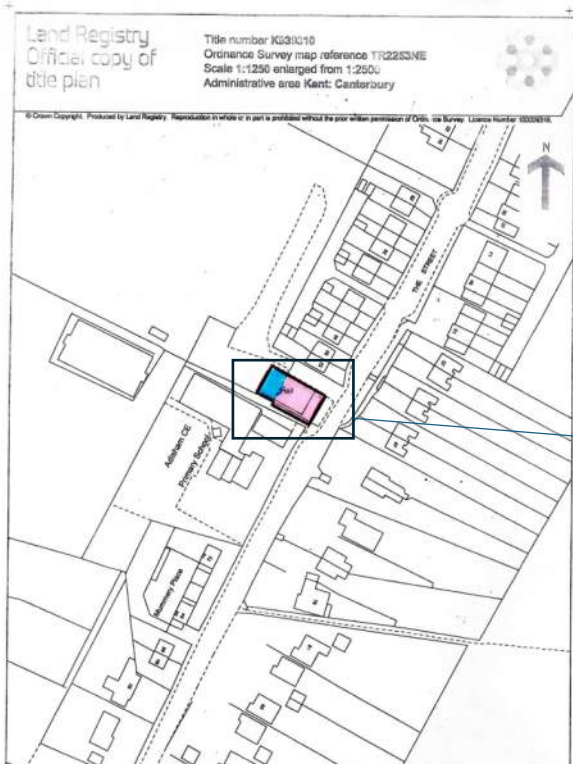
This register describes the land and estate comprised in the title.

KENT : CANTERBURY

- (17.10.2008) The Leasehold land shown edged with red on the plan of the above title filed at the Registry and being Adisham Church Room, 54 The Street, Adisham, Canterbury.
- (17.10.2008) The mines and minerals below a level of 50.96m (200ft) together with ancillary powers of working are excepted with provision for compensation in the event of damage caused thereby.
- (17.10.2008) The title includes any legal easements referred to in clause 5.11.1 of the registered lease but is subject to any rights that are granted or reserved by the lease and affect the registered land.
- (17.10.2008) The Conveyance dated 7 November 1911 referred to in the Charges Register contains a provision as to light or air.
- (17.10.2008) Short particulars of the lease(s) (or under-lease(s)) under which the land is held:  
Date : 9 October 2008  
Term : 35 years from 9 October 2008  
Parties : (1) The Canterbury Diocesan Board Of Finance  
(2) The Parochial Church Council Of The Parish of Holy Innocents, Adisham  
(3) The Committee Of Management Of Adisham Village Hall  
(4) Adisham Parish Council
- (17.10.2008) There are excepted from the effect of registration all estates, rights, interests, powers and remedies arising upon, or by reason of, any dealing made in breach of the prohibition or restriction against dealings therewith inter vivos contained in the Lease.

Page 1

Page 2



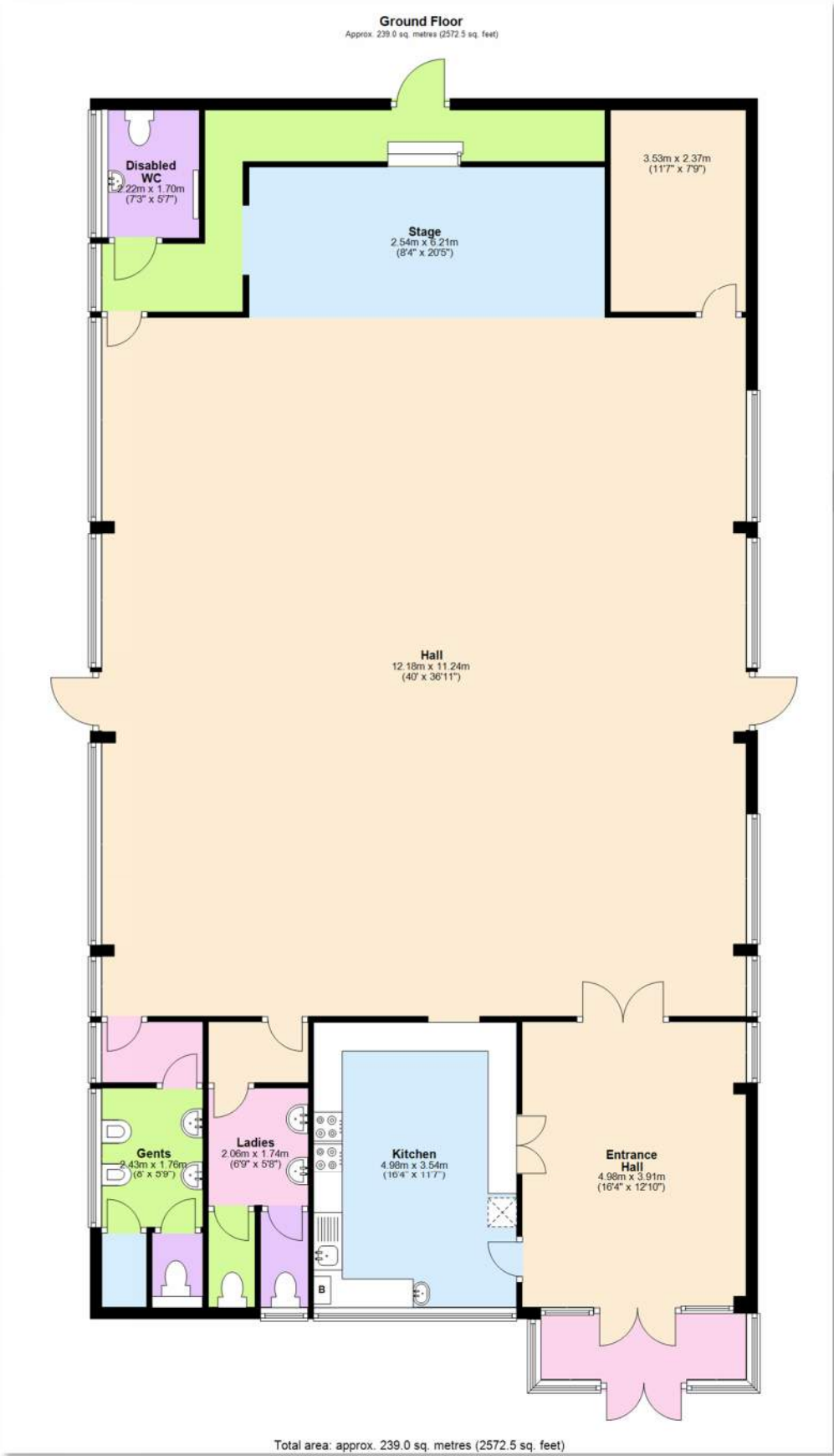
This official copy issued on 26 June 2008 shows the state of this title plan on 26 June 2008 at 12:29:03. It is admissible in evidence to the same extent as the original (s.67 Land Registration Act 2002).  
This title plan shows the general position, not the exact line, of the boundaries. It may be subject to distortions in scale. Measurements scaled from this plan may not match measurements between the same points on the ground. See Land Registry Public Guide 18 - Title Plans and Boundaries.  
This title is dealt with by Land Registry, Tunbridge Wells Office.

Wick 26.6.08  
Kistner 26.6.08  
Murray 23.05  
Valentine Skewen 13-5-05  
Humb 17.8.08





# Existing Layout





## Capacity

Currently capacity is recorded at 200 persons standing and 100 person sitting and it is understood this has been agreed with local fire authorities. Generally, all escape doors should be minimum 750mm clear opening with a preference of 800mm to be considered a fire escape door. The hall currently has 4 no. final exit points. 2 of those are directly from the main hall on the north and south elevation. Each being of approx. 800mm wide they form the main exit in the event of emergency. The door to the west is located behind the stage area and is also approx. 800mm wide. This door is currently inaccessible and blocked by various storage items. To gain access to the fire exit door a user would be required to climb over the stage and navigate through a 650mm wide door and corridor past storage items to the door. As such it shouldn't be considered as a viable escape route/door from the hall but as an alternative from the rear of the stage. The main entrance to the hall is made up of 3 consecutive double doors all of which get smaller in width as you approach the final exit door. Each slave door is currently secured (fixed closed to ensure operation of the master) and the master doors range from 700mm down to 650mm clear openings. As such these doors should not technically be considered as fire escape doors under current regulations.

Given only 2 doors are technically compliant this would significantly restrict occupancy figures for the hall under current regulations:

- Door 1 - main entrance 650mm – non compliant and therefore not counted
- Door 2 – north exit 800mm – compliant but omitted on basis of largest door is obstructed
- Door 3 – south exit 800mm – compliant
- Door 4 – stage exit – blocked by 650 door and stage – non compliant and therefore not counted

Escape within 2 ½ minutes

$0.8\text{m (total width)} \div 0.750 = 1.06 \times 40 \text{ (max in one min)} = 42 \times 2 \frac{1}{2} = \mathbf{106 \text{ persons!}}$

**Alternative compliant methods could also be used to calculate capacity.**