

# **Little Gransden Village Hall (LGVH)**

**7-9 Primrose Hill,**

**Little Gransden,**

**Bedfordshire, SG19 3DP**

*(Actual location - South Cambridgeshire)*

**Charity number: 300404**

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**5-year plan: Revised 11/08/2023**

**Prepared by: Barry Girling**

## **1. Objective / Aim / Mission of LGVH**

A venue for use by people living in Little Gransden and surrounding villages for social, communal, educational, artistic, exercise, and sporting activities. The committee aim to run this charity in a financially responsible manner, such that it pays its way, and any profits are used to support the village hall through continuous maintenance and improvements to the facility.

## **2. Executive Summary**

The LGVH charity was created in 1955 and since that time there have been notable improvements to the hall both self and grant funded.

The Trustees have identified further projects for the future to improve the structure and facilities and encourage hall usage.

Historically, income has exceeded expenditure and the Trustees will continue to pursue this policy to ensure that sufficient funds are generated to fund minor projects; however, LGVH will still be reliant on grant funding for major capital projects.

## **3. History**

The original building on the site was erected during World War II and used by the WAAF. Remnants of the original building are still in use, notably the fireplace. Little Gransden parishioners raised funds to purchase the land and buildings that were erected in 1941 and took over responsibility for the building in 1954. The Little Gransden Village Hall Charity was created on 12th January 1955.

Since that time there have been notable improvements:

1959: Present building was erected over the original WAAF building, financed from the Spitfire Fund left over from the war

1965: Extension added for storage (now used as a committee room)

1974: Stage extension added

1999: General refurbishment with double glazed uPVC windows, replacement double exit doors, cavity wall insulation

2001: Refurbishment of the Ladies toilets  
Emergency exit ramp installed  
Block paving at the front of the hall installed

2006: New entrance doors fitted  
Suspended ceiling and insulation installed  
Improved fluorescent lighting in the main hall

- 2011: Refurbishment of the Gents toilets  
Automatic opening/closing of the curtains installed
- 2013: Kitchen and committee room refurbished and insulated
- 2015: Two external Fire Exit doors on either side of the stage replaced
- 2016: Asbestos roof, Appendix 1, was replaced with better insulated roofing from Kingspan. This should enable a 10% saving in electricity costs for heating, and has made the hall warmer and more comfortable
- 2017: Solar PV system installed to reduce electricity costs
- 2018: Windows replaced with improved thermally efficient glazing  
Fluorescent ceiling lighting replaced with LED panels to reduce lighting costs  
Hard standing car parking increased in size with improved access  
Improvements made to the emergency lighting system
- 2019: Extension for additional storage facilities and accessible and unisex toilets  
Major improvements to the Hall external drainage system with new manholes and replacement sewer pipes
- 2021: Meeting room re-furbished and BT broadband installed with support from Little Gransden Parish Council
- 2022: Multi-media projector and screen purchased to provide additional features for hall hirers

#### **4. Current situation**

The Covid-19 situation created difficulties, due to the loss of income, but expenditure was managed to ensure that funds were not severely depleted. Hall usage is now increasing with many of the regular users returning.

All the work done has improved the general facilities and there has been a welcome increase in the number of people using the hall, particularly as the main hall is larger than other facilities in the area. Currently regular users include: Brownies, Evergreens, Dancing, Pilates, Mother & Toddler Group, Carpet Bowls, NAFFI (*Natter Among Friends Food & Interests*). It is also used for village and private parties, amateur dramatics, musical events, visiting theatre groups, 4-day line dancing weekends, annual horticultural show, Christmas lunch, church events, dog shows and quizzes.

The committee recognise that the hall is used regularly during weekdays, but less often at weekends. There are also opportunities for additional use in the grass paddock areas to the rear of the building. An analysis has been undertaken of usage and there is regular availability on Mondays (all day), Tuesday and Wednesday afternoons, some Thursday evenings and the majority of weekends.

## **5. Organisation & Management**

The village hall and surrounding land is vested with the Charities Commission, registered with the Land Registry, and run by volunteer trustees. There are currently 8 trustees with a meeting quorum of 50% +1.

Meetings of the committee are held every three months, or more frequently if required. The trustees are volunteers, some of whom represent the regular users of the village hall. Trustees are elected at each AGM. The committee has the following Elected Officers: Chairman, Treasurer, Bookings Officer, Secretary and Buildings Manager.

One committee member is a representative of the Little Gransden Energy Group (LGEG), which is associated with the Sustainable Parish Energy Partnership (SPEP) that was set up by South Cambridgeshire District Council (SCDC). Many of the improvements to LGVH have been made with a view to making the village hall more energy efficient.

Funding for the various stages of refurbishment has been received from: Amey Community Fund (through Cambridgeshire Community Foundation), Little Gransden Parish Council, National Lottery Fund, Postcode Local Trust, SCDC Community Energy Grant and others.

The present number of groups who regularly use the LGVH facilities is producing a reasonable income that more than covers normal running costs. It has enabled the gradual build-up of funds for repairs and maintenance, plus a contribution to savings for future improvements.

The biggest concern to the LGVH committee for several years has been an extension to the building to improve the unisex and accessible toilet facilities and indoor and outdoor storage facilities. Work has now been completed.

Following removal of the accessible toilet from the existing Ladies toilet, consideration can be given to refurbishing the Ladies toilet to provide 3 cubicles, instead of only 2.

Electricity is used for both heating and lighting because there is no gas supply in the village. Without taking into account the credits from the solar panels, which average around £180 per year, electricity costs have fallen steadily over recent years. An analysis can be found in Section 10. There are a number of steps that could be taken to improve the situation even further by insulation of the building. A change of heating from convector heaters to air source heat pumps, or ground source heat pumps, could significantly reduce the heating costs. However, financial assistance would be required to install these improvements.

## **6. Community Need & Potential Demand**

Little Gransden is a parish of around 125 households, with a population of about 300, but people attend events in LGVH from the surrounding villages as well. The neighbouring village of Great Gransden is much larger with around 380 households, with a population of about 1000, and a greater potential user base. Many villagers from Great Gransden already use the LGVH facility, as do people from Gamlingay, Waresley, Abbotsley and Bourn.

The only other public venues in Little Gransden are the church, and “The Chequers” public house (which is also a micro-brewery). However, all Gransden villagers have access to the small Reading Room in Great Gransden, which has installed multimedia equipment. This is attractive to educational and business groups for meetings and presentations but only caters for up to 50 people. The primary school in Great Gransden is also available for hire.

LGVH now offers multimedia equipment, broadband and wi-fi which could be attractive to certain types of new users that are not currently using the hall or committee room.

Improving the internal and external appearance of the building would make it more attractive for wedding receptions and other larger social parties, as well as business use.

There are a large number of younger people in the Gransdens and the committee need to consider what LGVH can offer them.

Following the unsuccessful grant application to Sport England for table tennis tables to replace the existing table, which was not fit for purpose, the Committee agreed to fund the purchase of a new table tennis table for the NAFFI group. 2 ACRE grants were received for the purchase of new table tennis bats and balls and an extension HDMI cable for the TV monitor in the meeting room.

The Committee started a “100 Club” in 2018 with 3 cash prizes each month to generate a guaranteed annual income for the Hall. Currently 110 members of the community have subscribed.

The Committee is aware of a potential Hall usage involving National Theatre productions which are available for hire. This would require the existing Hall sound system to be upgraded. Options are being pursued and this project is now considered an expenditure priority due to the extra income from Hall hire.

## 7. SWOT Analysis

<b>Strengths</b> <ul style="list-style-type: none"><li>➤ Good location</li><li>➤ Large indoor floor area</li><li>➤ Modern indoor facilities</li><li>➤ Large external grassed area</li><li>➤ Good parking</li><li>➤ Hearing aid loop</li><li>➤ Stage with remote controlled curtains</li><li>➤ Installed broadband</li><li>➤ Multimedia projection facilities</li></ul>	<b>Weaknesses</b> <ul style="list-style-type: none"><li>➤ External visual impact</li><li>➤ Limited (mono) music playing facilities</li><li>➤ Poor quality chairs</li></ul>
<b>Opportunities</b> <ul style="list-style-type: none"><li>➤ Potential new users - weddings / large functions / other village groups</li><li>➤ Additional funders to expand facilities</li></ul>	<b>Threats</b> <ul style="list-style-type: none"><li>➤ Reduction in availability of grant funding</li><li>➤ Loss of current users to other facilities</li><li>➤ Increased general maintenance costs</li><li>➤ Reduced volunteer support</li><li>➤ Pandemics leading to hall closure and loss of income</li></ul>

## **8. Marketing & Publicity**

LGVH is affiliated to Cambridgeshire ACRE and is listed in their “Halls for Hire” website. LGVH was recently awarded Hallmark II by ACRE, following initial Hallmark I recognition in 2018, which was publicised in the local newspapers and on the ACRE website.

LGVH is displayed in the Little Gransden website ([www.littlegransdenvillagehall.co.uk](http://www.littlegransdenvillagehall.co.uk)).

Adverts and articles for LGVH are included in the local villages “Roundabout” magazine, which is delivered every month to all houses in Little and Great Gransden, Waresley and Abbotsley. The magazine has a circulation of about 1000 houses.

There are notice boards in the main entrance and on the outside of the building to publicise activities and events.

A leaflet is available from the Bookings Officer which is included as Appendix 2.

Consideration could be given to promotion elsewhere by producing a leaflet to advertise the LGVH facilities for businesses locally; e.g. advertising in “The Villager” magazine that has a wider circulation than the “Roundabout” magazine.

A detailed questionnaire in 2016 sought ideas from villagers and users of the LGVH for additional activities and facilities, and feedback was asked for at the Village Hall Awareness Week coffee morning at the beginning of 2019.

A village hall website is currently under construction and wider use of social media will be considered in the future.

The Committee will consider marketing options for the paddock which could include a venue for weddings, funeral parties, car boot sales, etc. Optional uses for the paddock, including provision of play and fitness equipment and picnic benches, will also be reviewed.

## **9. Environmental impact**

In the last five years LGVH has installed improved double glazing, cavity wall insulation, and improved roof insulation. However, there is potential to improve wall insulation further to current insulation standards. Some work has been done to improve insulation in the ceiling over the stage and in committee room; the exterior walls were insulated in the committee room, kitchen and the Gents toilets during the refurbishments in 2013 and previously.

Fluorescent lighting was replaced by LED panels in 2018, giving the potential for an 80% reduction in electricity consumption in this area, as well as reducing maintenance costs.

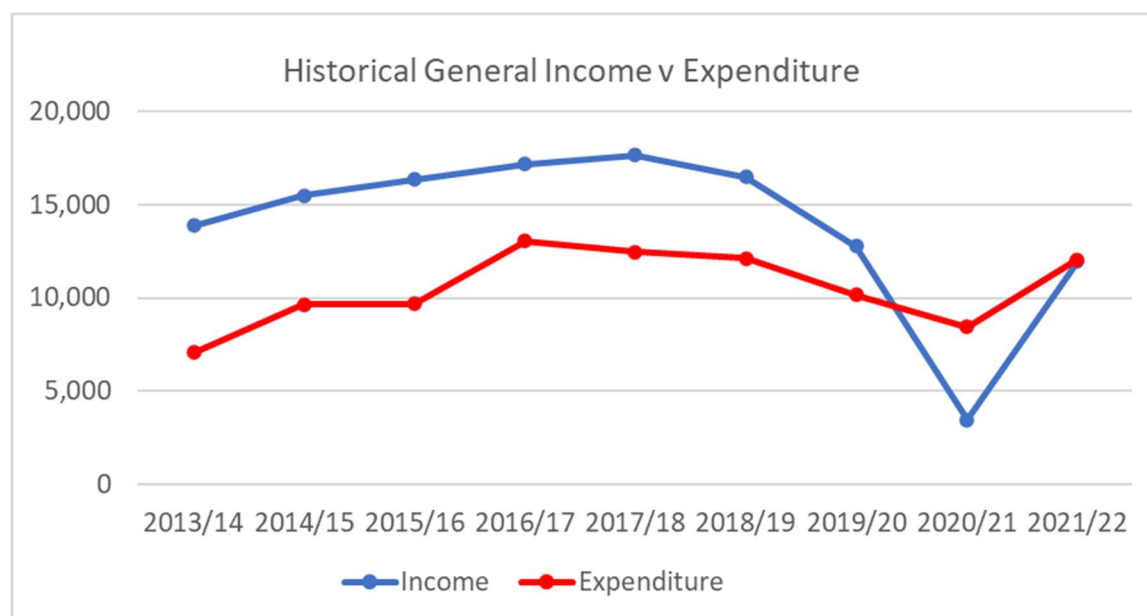
A full Environmental Report was drawn up in June 2023 as part of the Hallmark II accreditation criteria and this will be used as a basis for future improvements.

## 10. Historical Finances

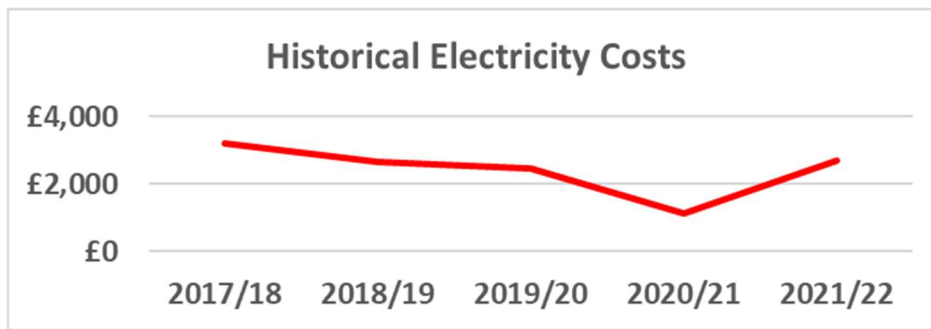
Income and expenditure for years 2013/2014 to 2021/2022:  
(Excluding grants, donations, and improvements)

	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
	£	£	£	£	£	£	£	£	£
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Income	13,896	15,517	16,367	17,182	17,684	16,505	12,783	3,440	11,964
Expenditure	7,061	9,655	9,690	13,070	12,472	12,144	10,173	8,440	12,053
Current Account	3,771	4,629	4,676	4,926	6,643	883	133	621	2,071
Deposit Account	2,952	7,255	3,460	5,000	2,213	26,246	866	17,767	20,442
Contingency Fund	10,002	10,008	3,159	5,000	5,000	1,517	10,020	9,021	9,025
100 Club						1,390	1,060	1,695	1,185

Historically, general income has exceeded expenditure but the effect of Hall closure during the COVID epidemic can be clearly seen. There has been recovery and income exceeded expenditure during 2021/22, although hall usage/income has not yet returned to pre-covid levels.



Historical electricity costs included in the general expenditure:



## 11. Possible future improvements

The committee has identified areas for improvement:

- upgrade of the existing sound system
- replacement chairs
- external and internal appearance (linked to improved insulation)
- landscaping
- refurbishment of existing Ladies toilet
- facilities for younger groups
- upgrade heating to a more efficient system and increase the building insulation

The committee is reviewing other opportunities to ensure that the facilities remain fit for purpose and are suitable for additional user groups.

Financial projections indicate that there will be a continued excess of income over expenditure to create a pool to fund some minor projects but LGVH will still be reliant on grant funding for major items of expenditure.

A broadband connection has been installed, with support from Little Gransden Parish Council. The committee has been approached by County Broadband which has offered to provide a free fibre broadband connection and service to the Village Hall if a certain number of Little Gransden residents subscribe to the service. This service is now installed and active.

## 12. Future improvement priorities with estimated costings

1. switch from current BT broadband to a free service and support from County Broadband. Planned for Q2 2023. **Estimated Cost £0**
2. upgrade the existing Hall sound system. Planned for Q3 2023. **Estimated Cost £5,000**
3. replacement chairs. Planned for Q3 2023. **Estimated Cost £6,000**
4. landscaping around LGVH could be improved by the planting of shrubs. Planned for 2023/24. **Estimated Cost £2,000**
5. consideration needs to be given to the installation of air or ground source heat pumps to reduce the heating costs in LGVH. Savings of the order 60% to 75% could be achieved over the present convector and fan heaters. Currently 3 system options could be considered. Planned for 2024/25 and subject to grant funding. **Estimated Cost £20,000**
6. the flat roof over the stage will require recovering in the next year or two and would benefit from extra insulation. Planned for 2023/24, and subject to grant funding. **Estimated Cost £10,000**
7. remove the existing accessible toilet and cleaning cupboard from the Ladies toilet to enable the facility to be refurbished and increase the number of cubicles to 3 instead of 2. Planned for 2024/25. **Estimated Cost £5,000**
8. the interior of the main hall is painted brickwork. This could be made more attractive by cladding with suitable boarding, and additional insulation could be installed at the same time. Planned for 2024/25, and subject to grant funding. **Estimated Cost £10,000**
9. external insulation and cladding on the building would reduce heat loss and heating cost and, also, improve the external appearance of the hall. Currently, climbing plants are grown up the outside of the front of the building to improve its appearance, but this requires maintenance 3 or 4 times during the growing season. Planned for 2024, and subject to grant funding. **Estimated Cost £30,000**

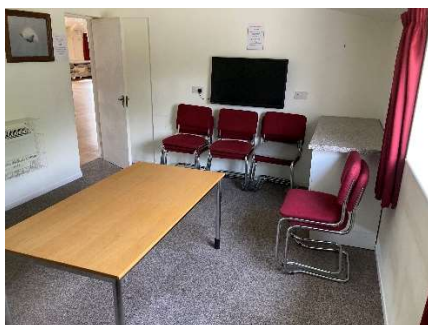
10. the grassed area at the south side and rear of LGVH is used for both car parking and a play area. This area has been improved by lighting but could be further improved by a hard surface suitable for both car parking and games. Ideally this surface should be free draining. This improvement would enable outdoor sports activities to continue into the evenings when the days are short and would allow games to be played on this dry surface when the paddock is wet, soft and slippery. Planned for 2025/26, and subject to grant funding.

**Estimated Cost £14,000**

## **Appendix 1**

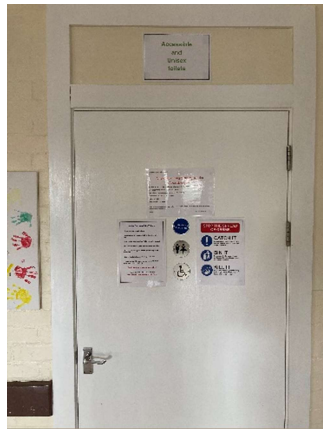
### **Hall and improvements**

#### **Refurbishment of Meeting Room and Broadband installation in 2021**



#### **Extension for additional storage and an accessible toilet in 2019**





**Drainage system refurbishment in 2019**



**Carpark and window improvements in 2018**



**Village Hall before the roof replacement in August 2016**



**Meeting room and kitchen refurbishments in 2013**



## Appendix 2

### Promotional leaflet

**PLEASE VISIT OUR WEBSITE**  
<http://lgvh.webplus.net>  
 for further information, including:

- Location map
- Details of main events
- Latest news
- Calendar of events
- Terms & Conditions of Hire
- Policy documents
- Minutes of meetings
- Archive
- "Contact us" page



Posters from some of our past events

**RECENT DEVELOPMENTS**  
 With the help of a grant from the Cambridgeshire Community Foundation, we have completely replaced the roof of the Hall. Thanks to Little Gransden Parish Council for a grant towards this project, and also a further grant intended to enable our grass paddock area to be used throughout the year.  
 We have also been helped with specific projects by the Gransden Ball Committee and the Musgrave Trust.



SAS February 2017

## LITTLE GRANSDEN VILLAGE HALL



### A Guide to What's Happening and What's Available

- Meetings
- Youth Club
- Wedding Receptions
- Toddlers' Group
- Parties & Celebrations
- Brownies
- Zumba, Yoga and Tai-Chi
- Drama Performances
- Dances & Dance Classes
- Badminton
- Carpet Bowls
- Live Music events
- Coffee and Cake session
- Horticultural Show

Nearly 60 Years of service to the Gransdens

**LITTLE GRANSDEN VILLAGE HALL**  
Is a registered charity whose Trustees have responsibility for the upkeep and management of the hall, with the aim of providing recreational, leisure and other occupations with the object of improving the conditions of life of the inhabitants of Little and Great Gransden and the surrounding villages.

**FUNDING**  
The Hall is funded from hiring charges to commercial users, individuals, clubs and organisations. The Trustees will also sometimes organise fund-raising events.

**MANAGEMENT**  
The Hall is run by voluntary Trustees. Some are elected at the annual AGM, some are appointed by the groups who use the Hall frequently, and others may be co-opted to fill specific roles. Volunteers are always welcome to help with events. As a self-funded charity, Little Gransden Village Hall is responsible ultimately to the Charities Commission, and is independent of all other organisations.

Little Gransden Village Hall has received support from the



*Cambridgeshire  
Community  
Foundation*  
FOR CAMBRIDGESHIRE FOR GOOD

#### ABOUT THE HALL

There is a main hall with a stage and a separate kitchen and committee room. There is ample car parking and an adjacent enclosed grass paddock. Seats and tables, crockery and cutlery, are provided as appropriate.

#### CAPACITY

**Main Hall:**  
11.6 x 17.8m  
Theatre-Style Seating Capacity: 150  
Cabaret-Style Seating Capacity: 100

#### Committee Room:

3.5 x 5.2m  
Theatre-Style seating capacity: 18  
Cabaret-Style seating capacity: 10



#### FACILITIES

Entrance Hall  
Kitchen/Servery with fridge,  
dishwasher, cooker, etc.  
Stage  
Heating Loop  
Baby Changing Facilities  
Gents Toilet  
Ladies Toilet  
Accessible Toilet

Green Outdoor Space  
Unstaffed Bar  
Car Parking  
Sound System

The entire building except  
the stage is wheelchair  
accessible.

#### TO BOOK THE HALL

or to arrange a viewing, please contact the Bookings Officer:  
Phyllis Jaquest (01767-677313)

#### CHARGES

	Main Hall	C/Room
Per Hour:	£20	£7
Per half day:	£100	£30
Per day:	£150	£45

A 20% Deposit is usually required  
Reduced rates are available for regular users.

The Hall has a very busy programme, but there are regular slots available, particularly during the afternoons, as well as individual spaces at other times.



All photographs in this leaflet by Trevor Brown.

#### THE FUTURE

Our future plans include an extension of the storage space that we have to offer our hire's, improvements to the accessible cloakroom facilities, and the development of our outside grassed areas.

We are always looking for volunteers who wish to help us to achieve our future plans. Please contact us if you might be able to help.