

# WEST NORTHUMBERLAND COMMUNITY BUILDINGS CONSORTIUM

*(A Self Help Group Run By Members For Members)*

**MEMBERS NEWSLETTER No.16. JANUARY 2014**

**Web Site - [www.westnorthumberlandcbc.org.uk](http://www.westnorthumberlandcbc.org.uk)**

## TELL US YOUR TRAINING NEEDS

At the Consortium Annual General Meeting last November the Committee asked members to identify their training needs with view to arranging training courses. The Consortium now has funds available which it would like to plough back by benefitting members through training. Will all member committees please consider this request and inform the Secretary, Adrian Hinchcliffe, what training you would like to receive and the approximate numbers of persons for each topic. The suggested range of topics could be: First Aid, Food Hygiene, Insurance and Risk Assessment, Health and Safety, Electrical Maintenance, Building Maintenance, Hallmark, Developing web sites, Utilising Social Media, Bookkeeping/Accounting for Village Halls .... and any other topic that you would like training on.

**We would like to hear your requirements – please email them to Adrian Hinchcliffe - [adrian.hinchcliffe@btopenworld.com](mailto:adrian.hinchcliffe@btopenworld.com) .**

### Would You Like Your Hall to Be an Emergency Rest Centre

Nigel Fisher of the Northumberland Fire and Rescue Service gave a very interesting talk at the AGM last November on how Village and Community Halls can become Emergency Rest Centre in times of crisis. Nigel described how the Jubilee Hall in Rothbury was used as an Emergency Rest Centre in 2009. He said the Fire and Service is looking for Village Halls to register to become Emergency Rest Centres should the need arise. A summary of Nigel's talk is included on the Consortium's web site along with more details of what is involved and how to register (click on 'The 2013 AGM and Meeting' on the front page). If an emergency arose in your community your residents would be very thankful if they were able to take refuge in your village hall.....read the summary of Nigel's talk.

### Subscriptions are DUE

Yes, it is that time of year again. The £10.00 annual subscription to the Consortium was due on 1 October 2013. Many thanks to those members who have already paid. To make it

easy to renew, a renewal application form is being sent out at the same time as this Newsletter. Remember all the money received is used for running the Consortium which is entirely for the benefit of members. All officials and Committee members are volunteers and do not receive any payments of any sort.

### Committee Changes

The appeal for new members to join the Consortium Management Committee was quite successful. The following New Committee members were elected at the AGM in November 2013:

David Easby, Wall Village Hall.

Roly Taylor, Wall Village Hall.

Georgia Shorrocks, Gilsland Village Hall (Co-opted in 2012/13)

Pamela Pryor, Riding Mill Village Hall (Returning to the Committee after a break of a number of years).

Re-elected to the Committee were:

Michael Elphick, Slaley Commemoration Hall.

Keith Robson, Slaley Commemoration Hall

Margaret Weatherly, Slaley Commemoration Hall

Pat Johnston, Newbrough Town Hall  
Officials elected were:

Chairman – Mike Wood, Greenhead Village Hall.  
Secretary – Adrian Hinchcliffe, Newton and Bywell  
Community Hall.  
Treasurer – Liz Stewart, Greenhead Village Hall.

Norman Hooks of Stocksfield Community Centre retired from the Management Committee at the AGM. Norman has been a member of the Committee since the formation of the Consortium in 2008 and we are extremely thankful to him for this service. We will miss his wise comments and common sense approach.

### Consortium Finance

At the AGM, Treasurer Liz Stewart reported a surplus on the year of £1,438.77 and a closing balance of £3,163.17. The closing balance was well above the funds needed to run the Consortium therefore it was decided to plough this back into the Consortium for the benefit of members. A contribution to the costs of training was thought to be a very good way of benefitting members and it was agreed to ask members what type of training would be best organised.

### Fire Risk Assessment

Fire Risk Assessment is a task that all Halls have to do periodically to ensure that hirers/users are safe. John Wright of the Northumberland Fire and Rescue Service is responsible for fire risk assessment throughout Northumberland and will be contacting Halls to undertake an inspection.

John attended the AGM in November and gave a talk on how to conduct a fire risk assessment. His talk was very down to earth and he said that carrying out a fire risk assessment is largely common sense.

John is keen to work with and help all members when doing their periodic risk assessment. **FOR MORE INFORMATION SEE A SUMMARY OF JOHN'S TALK ON THE CONSORTIUM WEB SITE (click on 'The 2013 AGM and Meeting on the front sheet').**

### Music Licensing

We know this is a topic that irritates most members for there is a strong feeling from just about everyone that the charges for music licensing (PRS and PPL) are nothing more than a RIP-OFF.

This year PRS and PPL are reviewing their charges and this Consortium along with CAN and ACRE have been lobbying PRS and putting the case that the charges are exceptionally high in view of the

relatively small number of occasions that music is played in our Halls. Lets hope that they take notice!

## CONSORTIUM WEB SITE

([www.westnorthumberlandcbc.org.uk](http://www.westnorthumberlandcbc.org.uk))

The web site is the Consortium's main method of communications with members. The web site is for members and is an absolute store of information. Please use it.

Listed below are some of the things contained in the web site:

### **OUR MEMBERS**

Click on this heading for a complete list of members. Click on any member for information about their Hall. Please check to see that the entry for your Hall is up to date.

### **INSURANCE DISCOUNTS**

Click on this heading to access the panel of five insurance companies that offer discounts to members. Follow the procedure. You will need a password which is 'WNCBC2010'. We suggest you obtain competitive quotes from at least three companies.

### **RENEW YOUR MEMBERSHIP**

Click on this heading to download the form to renew your membership with the Consortium.

### **PORTABLE APPLIANCE TESTING**

This section gives you information about the 2013/14 programme for Portable Appliance Testing. Click on the heading *Testing Schedule 2013/14* to find out when your Hall is due to be tested and the name of the volunteer tester. Click on *Testing Database* to obtain similar information plus the contact we are holding for your Hall. Finally, click on *Tests Completed 2013/14* to see when your hall's testing was completed, the number of appliances tested, the number failed and the date the invoice was issued to you.

### **NORTHUMBERLAND ENERGY CLUB**

This is the Consortium's own arrangement for obtaining competitive gas and electricity prices. It is through LSI Utility Energy Brokers who give NO OBLIGATION QUOTATIONS – so there is nothing to lose by getting a quote. Click on *Getting a Quotation* and follow the instructions. If you agree to a contract, the Consortium receives commission fees that will ultimately benefit all members.

### **ADVICE**

This section is like the encyclopaedia of running a village or community hall. The following is some of the information and guidance that it holds and is for members at the click of a mouse.

[Health and Safety Policies](#)

[Management Checklists](#)

[Guidance on Insurance](#)

[Listing of Information Sheets Issued by ACRE](#)

Electrical Safety Checks  
Equipment Hire by Village/Community Halls  
Safeguarding Advice (needs updating)  
Renewable Technologies for Village Halls  
Advice on Charitable Incorporated Organisations

If there are topics of information and advice that are not covered above please contact the Secretary of the Consortium – Adrian Hinchcliffe. Adrian will initiate an investigation to obtain the advice you need. This may involve the Officers of Community Action Northumberland or even ACRE (Action with Communities in Rural England). If this is advice that is of benefit to other members it will be put on the web site.

### Community Action – Northumberland (CAN)

CAN gives advice to the Consortium and is a tremendous source of information and advice. Louise Currie and David Francis are the two main points of contact although Julia Plinston, who is based in Hexham, does get involved with individual members on a project basis. The value given by CAN to the Consortium is tremendous.

### WARPIT – FREE FURNITURE

WARPIT is a redistribution network based in Morpeth. One of WARPit's objectives is to help support charitable activities. Organisations often have surplus resources (eg furniture, tables etc) which they no longer need but are in good condition. WARPit was created to make sure these items can be passed to organisations carrying out charitable activities in a safe and legal manner.

WARPit is free (**YES FREE**) to all charities, not for profit's, social enterprises, community groups and

groups which are not commercial but have a social service.

Charities can sign up and by linking up with local organisations, receive notifications of surplus items in their area

Charitable groups can benefit from WARPit in a number of ways.

1. Get access to surplus resources in your area and nationally. This will save you money so you can spend it on your charitable activities.
2. Collaborate and make connections with other organisations in your area-as well as sharing surplus resources this can bring many benefits.
3. Furniture and bulky waste charities can distribute their own goods on WARPit for other charities, individuals or organisations to claim.
4. Transport charities can advertise their services for the transfer of goods from one organisation to another.
5. National charities can use the system to advertise their resources around their own networks.
6. Furniture refurbishment charities can advertise their services to members.
7. Furniture and bulky waste charities can advertise their services to members
8. See [www.warp-it.co.uk](http://www.warp-it.co.uk)

### CONSORTIUM CONTACT

If you have a query or need help please contact the Secretary Adrian Hinchcliffe. Adrian will help no matter what your query is or the help you need. Even the smallest issue can be a stumbling block so do not hesitate to contact Adrian.

Email – [adrian.hinchcliffe@btopenworld.com](mailto:adrian.hinchcliffe@btopenworld.com)

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