



Parish Hall Committee  
20A Church Path  
Emsworth  
Hampshire  
PO10 7DP

28<sup>th</sup> February 2024

Dear All

### **ST JAMES PARISH HALL – UPDATES 2024**

I'm writing to inform you of the outcome of the annual review of the Parish Hall hire charges and to update you on the arrangements and projects we have underway at the Parish Hall this year.

Taking account of increasing running costs and the decision to continue investing in our programme of maintenance and improvements, the hourly hire charge will increase by £0.50 per hour from 1<sup>st</sup> April 2024 to £14.00. We have completed a benchmarking exercise to compare our charges with other similar facilities in Emsworth and believe we are continuing to provide an affordable community hire space that is available for regular activities and special events. We will review the hire charges again in February 2025.

The management and operation of the Hall relies entirely on the support of Parish volunteers and it is through this operating model that we are able to keep our costs down. Thank you for all your help facilitating smooth handovers between sessions and for your support leaving the hall, kitchen and toilets clean and tidy, ready for the next group.

The digital projector, LED lighting, replacement uplighters and smart heating controls have been well received and are helping to reduce our impact on the environment. We have instructed a local contractor to redecorate the entrance lobby, toilets, kitchen and back store room and the work will start on the 11<sup>th</sup> March 2024. We have booked out all the vacant sessions that week and the decorators will work around the regular sessions. We will do our best to keep the level of disruption to a minimum and the decorating team will ensure one of the toilets is accessible at all times. We will contact the groups who store their equipment in the back room as this area will need to be clear for the decorators. We are phasing the work and plan to redecorate the Hall as a separate project later in the year, as it will necessitate closing the Hall for a week.

Since February we have increased the frequency of the Hall cleaning to twice a week and we are procuring eco-friendly cleaning products made from plant based and biodegradable ingredients as part of our Eco-Church status.

We are working on projects to replace the boiler as well as improving access and egress particularly for disabled users. We are also exploring options to increase the space for storage, to address some of the manual handling issues where items are being stored above cupboards and off site.

Thank you for your support and please contact me if you would like to discuss these matters in more detail.

Yours sincerely,

*Bob*

Bob Warnock  
**Chairman of the Parish Hall Committee**

c.c. Tony Hines, Booking Secretary