

DRINKSTONE WAR MEMORIAL INSTITUTE VILLAGE HALL COMMITTEE

BURSARY POLICY - November 2021

1) Overview

The Village Hall Committee wishes to support village residents to use the hall for clubs, charitable and other activities where the current hire charges are a barrier to usage. As such the committee has created a bursary to support some or all of the hire charges where appropriate. It is anticipated that this would normally be used to support hire of the meeting room, otherwise charged out at its normal rate (£6 per hour in 2021).

2) Eligibility

The bursary would be open to the following:

- Clubs or activities where at least one of the organisers is a village resident
- Current hire charges are a barrier to usage of the village hall
- The club or activity is not currently in the position to source funding for the hire charges from their members. This could include the club being in a start-up phase and/or a low number of members who are not able to contribute. Established clubs that charge subs would not normally be considered.
- Usage of the meeting room would fit the needs of the club or activity. Usage of the main hall would only be considered under exceptional circumstances.

2) Duration

If support is provided then this would normally be over a 3 month basis, subject to review for continuation or otherwise after this time. Clubs accepting support should aspire to meet the usual hire charges over time, however continued support would certainly be considered where this is not possible.

3) Funds

Initially the village hall committee will commit an annual budget of £500 to this bursary, subject to ongoing review.

3) Application process

Application can be made to any member of the village hall committee with completion of the application form. This will then be reviewed at the next committee meeting. Details needed as part of this process are:

Details of the club or meeting, including summary of the activity.

Is this a new club in startup phase or an existing club/activity?

Are subs currently being charged by the club.

Room requirements and numbers expected.

Duration and frequency of meetings and any constraints on timing

Timescale of support required – can activity transition to subs based and support payment of hall hire over a specific period (eg 3 months)?

Full funding or part funding requested.

4) Approval process

Applications will be presented by the village hall committee members at the next available committee meeting. Decisions will be voted by the committee.

5) Monitoring

The treasurer will monitor spend against the overall bursary level, included anticipated end of year spend, and will recommend any changes to the level of bursary. Any changes will be voted upon by the committee.

If the financial health of the village hall demands it then the bursary can be reduced or put on hold as required.

5) Review

This policy will be reviewed November 2022, or before as required.

Last revision November 2021