

Dunshalt Village Hall

Information Sheet

GENERAL

It is the aim of Dunshalt Community Association to provide a clean, warm and affordable community facility for both Dunshalt residents and those in the surrounding area, as has been the case for the last 180 years.

The Hall is entirely reliant on volunteers for all aspect of its management. Without this volunteer input the Hall charges would have to rise dramatically, putting the facility out of the financial reach of many groups and organisations.

Should anyone have any comments, suggestions or indeed complaints at any time, please never hesitate to contact us and let us know.

CONTACT US

Phone - 07436 770021 We've set up a mobile phone and number which can be handed round committee members to ensure all holidays etc are covered. If you don't get a reply, please do leave a message and we'll get back to you as soon as we can.

Email - villagehall@dunshaltvillage.co.uk We've set up a new, dedicated Hall email address which will be monitored by whoever has the mobile phone. We can also be contacted via the general Dunshalt Community Association email dunshaltvillage@gmail.com

Web - www.dunshaltvillage.co.uk/villagehall We've revised the structure of the village website so that all information about the Hall, including downloadable booking forms and let charges, are available on a single click

PAYMENT

Our preference is for hall user groups to pay by bank transfer (BACS). For our regular users this can be done after each let or following a 3 monthly invoice. Our bank details will be provided to users at the time of booking. Ad hoc users should pay prior to their let.

ACCESS

We'll endeavour to have the Hall open prior to all Hall lets. Our regular Hall users will be provided with a code for the keypad. For ad hoc users we will arrange to open the door remotely.

We ask all Hall users to ensure that all lights are switched off, windows and doors closed and the front door is locked using the keypad at the end of the let.

HEATING

We aim to have the Hall heated to a comfortable temperature for all lets. For the most part (i.e. all regular lets) this will be accomplished by the automatic heating timer. Please DO NOT try to adjust the heating via the radiator controls – any adjustment you make will only make the Hall colder. If you find the Hall too warm or not warm enough, please let us know and we can adjust the automatic system to meet your requirements.

CLEANING

We'll ensure that the Hall is clean and ready for all user groups. Whilst we do not expect groups to do any hoovering or mopping, we do expect that the hall is left as you find it – clean & tidy!