

**HANOVER COMMUNITY ASSOCIATION
2013-14**

TRUSTEES REPORT TO THE ANNUAL GENERAL MEETING

Trustees: Steve Chapman - Chairperson
Alexia Lazou - Secretary
Pam Chapman - Treasurer
Jill Peters
Charles Hunt
Jan Davies
Susie Courtault

Charity Registered Number: 272127

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HANOVER COMMUNITY ASSOCIATION

2013-14

ORGANISATIONAL STRUCTURE AND MANAGEMENT

Hanover Community Association (HCA) is a membership association, constituted as a registered charity on 28th June 1976.

All members of the Trustee Board give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in a note to the accounts.

Governance and decision making

The Board of trustees governs HCA and is required under our constitution to meet at least 4 times a year to discuss and review strategy, planning, development and financial matters. In practice, it meets on a monthly cycle to oversee the day-to-day management of the organisation.

The trustees have adopted a risk management policy and keep relevant risks under review.

HCA is a member of Community Matters, a national federation of community organisations.

Recruitment, appointment, induction and training of Trustees

Trustees are appointed or reappointed at the Annual General Meeting. Trustees may be co-opted individually by the Management Committee to serve until the next Annual General Meeting.

Trustees must live or work in our 'area of benefit' – roughly the 'old Hanover' area of terraced housing between the Level and Queens Park Road and from Elm Grove to Albion Hill, plus the Windmill Street area.

OBJECTS, ACTIVITIES AND BENEFITS

Objects

The objects of the HCA are broadly to provide opportunities for education and social activities for Hanover people, mainly through the management of the Hanover Centre. As a charity, the resources raised must be applied only towards those charitable objects.

Main Activities

Hanover Community Association works in the Hanover neighbourhood of Brighton. We manage the Hanover Centre as a venue for classes, meetings and events that help sustain Hanover as a vibrant community. We contribute to the monthly local newsletter, host various social and fundraising events, and take part in the Hanover day street festival and Brighton's arts festival each year.

Delivery of public benefit

The trustees kept in mind the Charity Commission's guidance on public benefit at all meetings where the association's activities were planned or reviewed. A large part of the activities of the association relate to the management of the Hanover Centre as a

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community centre for the area of benefit, providing opportunities for education, social welfare improvements and leisure activities.

We employ a number of part-time staff to ensure the smooth running of the centre, including an office worker, a caretaker and cleaners. We have partnered with Hanover 10:10 to improve the energy efficiency of the Hanover Centre by using techniques that could also be applied in Hanover homes, and by using local volunteers so that knowledge and experience could be spread through the community. We have also partnered with VEG to give volunteers an opportunity to garden in our garden area and to promote the growing of vegetables in Hanover gardens. Hanover 10:10 and VEG are sub-groups of Hanover Action for Sustainable Living.

In summary, the trustees sponsor and support a wide range of community events that met the objects of HCA and in so doing, improve the quality of life in Hanover.

ACHIEVEMENTS AND PERFORMANCE IN 2013/14

Our main activities revolved around the management of the Hanover Centre. We continued to let rooms to classes and groups to provide a wide range of activities and opportunities for personal development and socialising. We were highly in demand as a party venue, particularly for children's parties. After a number of noisy adult's parties, we decided that we would only accept evening bookings on condition that amplified music ends at 10pm (this doesn't apply to events run, managed or otherwise overseen by us).

We also continued to manage a secure cycle store, and to advocate for improved cycle storage of all kinds in Hanover.

Significant events during the year included:

VEG seed swap in April – the VEG group is a part of Hanover Action for Sustainable Living (HASL), and we host their home vegetable growing demonstration project in our garden

In the May festival we hosted performances of 'Housemates' (a comedy), and 'Panda Pride', as well as a show for children.

In June we opened as an Eco Open House to showcase our achievements in improving the energy efficiency of the Hanover Centre in partnership with Hanover 10:10 (another group within HASL).

During the summer we met with people from the Exeter Street Hall project. They had bought a building similar to the Hanover Centre and were bringing it into use as a community centre.

Our Beer Festival in October was a very successful fund-raiser as well as a great community event – we no longer advertise it outside Hanover and tickets are only

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available in local outlets. We had the use of new stillage this year courtesy of Credence Joinery, and Maria Barney took over as curator of beers, selecting and sourcing a brilliant range from small producers all over the country.

A '48 Hours of Fundraising' event started with a 'Day of the Dead' Fiesta on Friday 1st November and finished with a Ceilidh on Saturday 2nd November.

In November we provided the Centre as a free venue for a community meal with entertainments as a fund-raising event for the Philippines typhoon emergency.

In December we closed the upper hall for a week for part 1 of our upper hall project, making a lot of improvements including an insulated ceiling, low energy lighting, a safer doorway, better access to the loft storage area various changes that will allow us later to create a new accessible room in the roof. The energy improvement elements were funded from the prize won by Paul Norman from EDF Energy (Paul is active in Hanover 10:10). The work was completed on time and to budget by Total Design Shopfitters.

Later in the financial year, we joined the Brighton & Hove Heritage Commission This will, amongst other things, give us early warning of contentious planning applications in Hanover, and give us access to advice and support.

HCA was a member of the Brighton & Hove Community and Voluntary Sector Forum (CVSF). In February we voted along with most of the 500 members to adopt a new constitution and re-brand the organisation as 'Community Works'.

Developments since the year end

Since the end of the period covered by this report, there have been two developments that should also be mentioned.

- In May we redecorated the Upper Hall following the improvements made earlier, and redecorated the lower hall balcony at the same time.
- In June we met with a council officer to talk about the problems we face raising money to invest in the building because our lease only has a few years to run. We talked about transferring the asset to the HCA and about extending the lease. After the AGM, the new committee will be able to consider the draft Heads of Terms of a 25 year lease on offer from the council, and could decide to continue to press for consideration of an asset transfer.

Plans for the future

The management committee has committed itself to a number of improvements to the Hanover Centre. We already have the resources to carry some of them out, but others would require fund-raising. They include:

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- Improving the entrance area, including wall insulation and a new front door.
- Part 2 of the upper hall project (Improving the insulation and fire safety of the front staircase, enlarging the office and creating a new room in the roof).
- Making further improvements to the energy efficiency of the building, including:
 - A better heating system
 - Internal wall insulation in the meeting room (and redecoration)
 - Improving the insulation of the toilet block (or replacing it)
 - Better lights for the garden, rear stairs and lower hall.
- Roofing the cycle racks to also provide a buggy shelter.

We have also identified some issues that need to be explored, including:

- Ensuring that the range of activities on offer meets the needs of Hanover people.
- Extending the premises licence to include the sale of alcohol (many small social events are not viable with the added cost of a Temporary Event Notice).

We are aware that the management committee needs to access a range of skills, either through skilled trustees or enthusiastic volunteers such as:

- Finance and fund-raising
- IT issues such as office systems and maintenance of the web site
- Building maintenance
- Developing more local social events.

Thanks

The management committee would like to thank:

- Our staff - Rosemary Allix, Neil Harvey, Mark Robinson and Patrick Robinson.
- Organisations that have helped with building improvements - CityZen Architects (especially John Smith), Total Design Shopfitters, BBP Engineers, Southern Co-operative, and Henry Butler (Butlers Wine Cellar).
- Our community partners - HASL and Hanover 10:10 (especially Paul Norman, Jackie Strube and John Smith).
- The local businesses that sponsored our beer festival.
- The many volunteers who have helped out over the year at the beer festival, improving the building, in the garden, and running events.