

Hebden Bridge Town Hall


foundations

for the

future



Hebden Bridge Community Association Ltd Annual Report  
Looking back on 2011, looking forward to 2012



## Foundations for the future

In 2010, Hebden Bridge Community Association took over responsibility for Hebden Bridge's Town Hall, in a pioneering asset transfer arrangement with Calderdale council.

In 2011, we secured the final piece of funding needed for a major capital development on land at the back of the Town Hall.

In 2012, our new buildings will open. Hebden Bridge will get the new Waterfront Hall, a riverside courtyard, and new community and enterprise facilities – a Town Hall fit for the twenty-first century.

# A busy year

In 2011 our vision for the Town Hall took shape.

In 2009 and 2010, through our public consultation sessions and through detailed discussions with our architects, we had drawn up plans for our major new capital development. We had received planning permission, and had secured some of the funding needed. In 2011, we were able to finalise the funding and get the construction work happening.



In **January** we had our first tenants sign up 'off-plan' for the forthcoming Creative Quarter enterprise units. We were chosen by English Heritage as a case study for community engagement in building preservation. **February** saw the BBC TV crews calling – two film crews in one day. Our project featured on the Six o'clock News. We began the tendering process to select the contractors. In **March** we signed the legal paperwork for our European Regional Development Fund grant of £1.2m, completing our funding package. Green light to go! **April** saw the contractors, Strategic Team Group, take possession of the site. Work began. In **May**, the large augur arrived, drilling into the ground to create the piles. **June** saw the start of a generous response to our appeal for sponsors for the courtyard paving. By **July**, ten businesses had signed up off-plan as future enterprise unit tenants. In **August**, drains were dug and foundations finished. In **September**, we opened our doors for the national Heritage Open Days scheme. The tower crane arrived. "The people's Town Hall of 21st century" read the Yorkshire Post headline in **October**. Out on the site, more steelwork was arriving. **November** saw time capsules buried deep under the courtyard. Children from Riverside and Hebden Royd schools did the honours. In **December**, we held a public 'hard hat' tour of the site. We brought together our prospective new tenants. And we had the good news that we had been successful in the first stage of a bid to the Heritage Lottery Fund.

# Development

Our development will create new community and enterprise facilities in the heart of Hebden Bridge, enabling the Town Hall to become a real centre of community and civic life.

The new Waterfront Hall will give the town a purpose-built venue for all kinds of events, from conferences to ceilidhs, marriages to music gigs. This will give back to Hebden Bridge the facilities it lost more than a generation back when a previous public hall closed.

Next to the Waterfront will be the café, overlooking the riverside courtyard. We'll be opening up our river frontage, making the most of a key feature of our town centre.

There will be a new entrance foyer, suitable for exhibitions, and a community lounge, where advisory agencies will be offering information and help.

Upstairs will be two smaller halls, The Space and The Terrace Room. There'll be a business lounge, available for hotdesking.

On all three floors, there'll be thirty small units, designed particularly for enterprises in the creative and digital sector.

The new lift will make almost all parts of the whole Town Hall complex fully accessible. There will be two disabled parking bays.

Building work, begun in April 2011, is due to be complete in late Spring 2012. By the Summer we hope to be fully open – and a long way towards our goal of creating a vibrant 'community hub', used and enjoyed by everyone.



# Funding

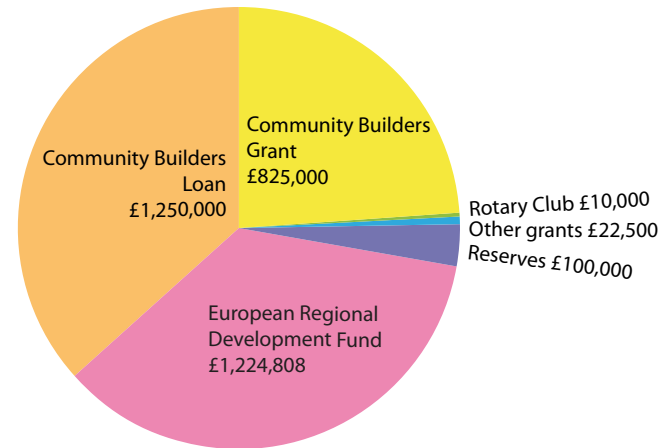
Our trustees have worked hard to secure the funding needed for the new development, in a very difficult economic climate.

The total cost of the capital build, including early feasibility work, is about £3.4m. We have received grant funding of about £825,000 from Community Builders (Social Investment Business) and a further £1.25m loan from the same community investment organisation.

We have received a little over £1.2m grant from the European Regional Development Fund, specifically for the enterprise elements to the new building.

We have received donations and grants from many other sources, including local organisations and individuals who have sponsored stone slabs in our new courtyard. We are grateful to all for their support. We also acknowledge help from Key Fund in offering a matched loan facility.

As 2011 ended, we also heard that we had been successful in the first round of a two-stage funding bid to Heritage Lottery Fund, for restoration work on the existing Town Hall linked to a community-based heritage interpretation project. We have been awarded a £29,900 development grant towards the round 2 application.



Project Part Financed  
By the European Union  
European Regional  
Development Fund



# Maximising our current facilities

As well as overseeing the new development, we have aimed to ensure that the existing Town Hall building is used to the maximum extent possible as a community resource.

Both the Greenwood Room (a meeting room with space for about twenty) and the larger Council Chamber have been used by a wide range of organisations. In addition, a 'meanwhile' hall was created out of empty downstairs offices and was extensively used until closure prior to demolition in Spring 2011.

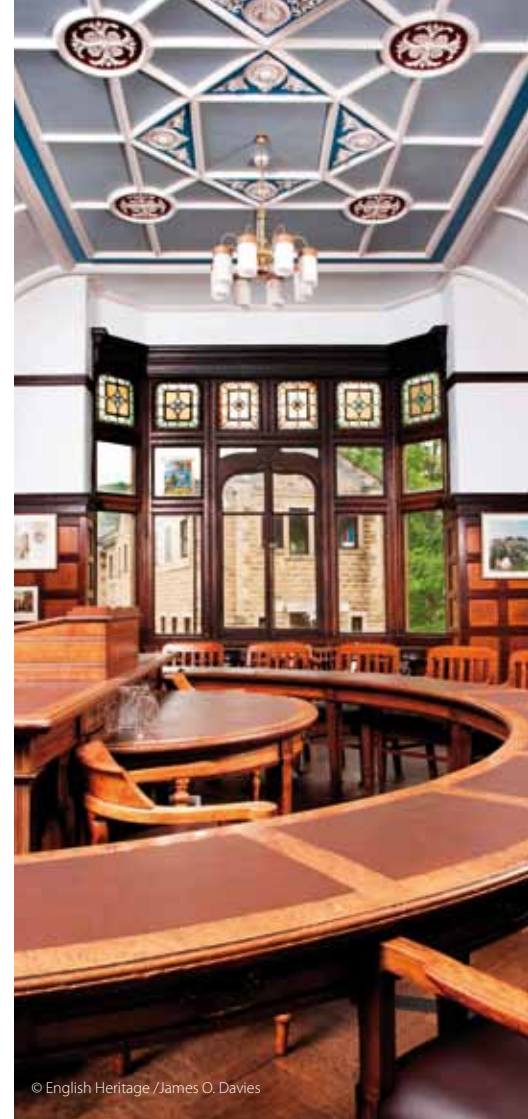
Hebden Royd Town Council and local Parish Councils Erringden and Wadsworth use the Town Hall regularly for full council and committee meetings, and we have also been pleased to welcome Heptonstall Parish Council as a new user. Craig Whittaker MP continues to hold regular surgeries in the building.

Other organisations making use of the building during 2011 included Hebden Bridge Partnership, The Prince's Trust, Oxfam, Hebden Bridge Transition

Town, Home Start Calderdale, Pennine Prospects and Voluntary Action Calderdale. Courses from poetry writing to meditation were also held.

The Association obtained a weddings and civil partnerships licence in summer 2010, and the trustees have been delighted at the number of ceremonies which have taken place since then. Twelve ceremonies took place during the year covered by this report and many more have already been arranged for both 2012 and 2013, using both the Chamber and the new Waterfront Hall.

Calderdale council continues to be the major tenant of the Town Hall, and their commitment to the Town Hall is appreciated. Regular liaison meetings are held between trustees and council officers. The Association has also been delighted to provide office accommodation for the advisory service Gay and Lesbian Youth in Calderdale and for The World on Your Doorstep (a community music festival).



# Governance

Hebden Bridge Community Association is pioneering a new, community-based, way of maintaining public buildings in public ownership.

The Association is a membership organisation and we aim to be democratic in our way of working, and accountable to the whole Hebden Bridge community. As at 31 December 2011, we had 585 Friends of the Town Hall, made up of 530 adult members, 26 children and 29 organisations in membership. Our trustees are elected by our members and accountable to them.

The board of trustees meets on a regular monthly basis. The board operates a sub-committee structure, with sub-committees also meeting approximately every month. During 2011, the following sub-committees met regularly: Building management, Capital build,

Finance, Fundraising, Governance, Stakeholders and Communications.

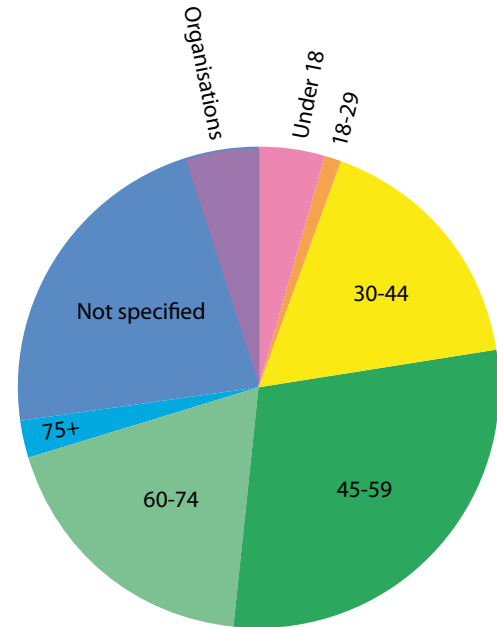
The trustees at 31 December 2011 were: Peter Hirst (chair), Andrew Bibby (company secretary), Gwen Goddard (vice-chair), Stephen Curry, Sarah Moss, Rachel Rickards, Chris Smith, Jerry Smith, Chris Standish and Mike Troke.

The Association's Executive Director Sarah Lister-Blow took up her post in January 2012. The Association employs a part-time Administrator, Sue Graham. A part-time cleaner Bev Wood is also employed.

The Association is a member of Locality, Community Matters, Co-operatives UK and Hebden Bridge Business Association.

Hebden Bridge Community Association is incorporated as a company limited by guarantee and is a registered charity. Its registered office is at the Town Hall.

## Who are the Friends of the Town Hall?





## Our social and environmental performance

The Association aims to manage the Town Hall in an environmentally sustainable manner. As much recycling as possible is already undertaken, and the trustees have taken advice on how to improve the energy efficiency of the existing building. A set of damaged windows was replaced by double-glazed casements in 2011 and further work to the Victorian building is being planned, as part of the forthcoming Heritage Lottery Fund application.

The new building is being designed to be highly energy efficient, and will meet 'very good' building standards under the BREEAM (Building Research Establishment Environmental Assessment Method) scheme. We are where possible trying to use local suppliers and businesses. We have developed the concept of the 'sustainable transport building', and will be working hard to make this a reality during 2012.

We use a 'green' electricity supplier, providing at least 50% of its electricity from renewable sources. The Town Hall has also been declared a Fair Trade Town Hall.

During the capital build phase, we have on occasions had funds available to invest short-term on deposit. Where possible, we have ensured that this is done in socially responsible investments. We have moved our main current account to the social banker Unity Trust.

We are keen to develop ways to assess our social and environmental performance more formally, and we will be working towards undertaking social accounting during 2012.





Riverside school children bury a time capsule, Autumn 2011

# Taking care of the finances

Our accounting year runs from September to August. Our 2010-11 audited accounts (available on our website) cover the first full year of operation by the Association, and it is satisfying to be able to report that the operational aspects of our work ended the year with a small surplus.

As part of the 2010 asset transfer arrangement, Calderdale council is the anchor tenant of the Town Hall and pays rent to the Association. Income is also received from the building's other tenants, from the use of the Town Hall for weddings and civil partnerships, and from organisations and groups using the meeting spaces.

The Association acknowledges with grateful thanks the donations made by many in the local community towards its work.

The 2010-11 accounts also show income received and expenditure incurred on the capital development, and these are by far the largest figures in the statement of financial affairs. The building work was about a third completed at the end of the accounting year.


The total income for 2010-11 was £661,463, of which £598,512 were restricted funds. Resources expended in the year total £361,717. Unrestricted reserves have increased to £500,039, including the valuation of the Town Hall building.



# Accounts summary Year ended 31 August 2011

|                                              | 2011 (£)       |                  |                | 2010 (£)       |
|----------------------------------------------|----------------|------------------|----------------|----------------|
|                                              | Town Hall      | Building project | Total          | Total          |
| Income                                       | 62,951         | 598,512          | 661,463        | 184,700        |
| Expenditure                                  | -60,323        | -301,394         | -361,717       | -132,595       |
| <b>Net income</b>                            | <b>2,628</b>   | <b>297,118</b>   | <b>299,746</b> | <b>52,105</b>  |
| Revaluation of Town Hall                     | 450,000        |                  | 450,000        | 0              |
| Funds brought forward                        | 47,411         | 27,617           | 75,028         | 22,923         |
| <b>Total funds carried forward</b>           | <b>500,039</b> | <b>324,735</b>   | <b>824,774</b> | <b>75,028</b>  |
| Fixed assets                                 |                |                  | 784,597        | 4,849          |
| Debtors and cash                             |                | 584,254          |                | 208,695        |
| Trade & other current creditors              |                | -167,804         |                | -78,516        |
| <b>Net current assets</b>                    |                |                  | <b>416,450</b> | <b>130,179</b> |
| Total assets less current liabilities        |                |                  | 1,201,047      | 135,028        |
| Loans not due for repayment before Sept 2012 |                |                  | -376,273       | -60,000        |
| <b>Total net assets</b>                      |                |                  | <b>824,774</b> | <b>75,028</b>  |

This is a simplified summary of our 2010-11 finances and is not intended to replace the full audited accounts, which can be accessed on our website or via the Charity Commission website



**Hebden Bridge Community Association** is a democratically run community-based charity, which has responsibility for managing and maintaining the Town Hall under an asset transfer agreement with our local council, Calderdale MBC. The asset transfer gives the Association 125-year leasehold ownership of the building and land. Hebden Bridge is one of the first communities in Britain to own its Town Hall in this way.

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



**The Town Hall**  
Hebden Bridge

Hebden Bridge Community Association  
The Town Hall, Hebden Bridge HX7 7BY  
01422 845261

[info@hebdenbridgetownhall.org.uk](mailto:info@hebdenbridgetownhall.org.uk)

Company limited by guarantee 66685276

Registered charity 1127597