

# ROYSTON COMMUNITY ASSOCIATION



ROYSTON 246081

COOMBES COMMUNITY CENTRE  
BURNS ROAD  
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REGISTERED CHARITY NUMBER 276306

18<sup>th</sup> December 2014

## Letter from C. Robson, NHDC dated 10<sup>th</sup> December 2014 requesting information on:-

1. The total number of hours per year that the community centre is hired out (information from the previous year is sufficient)

Records of the number of hours each hirer rents a room out for is used to generate invoices on a monthly basis and only financial information recorded cumulatively in months and years. The hours are not cumulatively recorded. There are five rooms all having five different levels of charge which vary from day to evening. More information on what question is trying to be answered by asking for this information is probably required.

A measure of how busy the centre is can be measured by putting hire times into periods of the day such as morning, afternoon, twilight (approx. after school time and before supper time approx. 4pm to 6.30pm) and evenings.

I enclose our current regular timetable which are groups that use the centre on a regular basis. The times that are not full or have part availability (50%) I can book in occasional users who are meetings, one off social events, parties, courses etc.

Regulars tend to be the only consistent record, but these vary as groups come and go, get bigger so hire for extra sessions or get smaller and hire for less time. Occasional hirers cannot be predicted and some years bring in more income than other years. This is why our income and expenditure varies from year to year. Also why it is impossible to say the centre has been hired for 'x' number of hours in a week or a year.

The attached document just indicates how busy we are. It is nearly always possible to fit in another hirer if they have a bit of flexibility of time or day and I rarely have to turn an enquiry away.

We are also currently in the middle of a 5 year reform of our hire rates. Our lowest hire rate and highest hire rate had become too far apart. With the majority of regular hirers paying the lowest rate we were not generating sufficient income to cover our rising expenditure. However, it is not possible to increase hire rates by an unreasonable amount, hence the 5 year plan which brings the 5 levels of hire charge to 2 closer levels plus a commercial level, dispensing with 2 levels completely. We are currently in year 3 of this process and the resulting income increase is noticeable in our accounts.

Our hire rates are checked annually against local competition and other NHDC Community Centres and we have always charged similar prices to others.

Gillian Morland  
Admin Officer – 18<sup>th</sup> December 2014

# COOMBES COMMUNITY CENTRE - TIME TABLE

## REGULAR BOOKINGS AS AT NOVEMBER 2014

(A)

DATE	HALL	HARRIS ROOM	RETREAT ROOM	UNDER 5's ROOM	CLUB ROOM
<b>MONDAY</b>					
MORNING	FULL	FULL		FULL	
AFTERNOON	FULL	FULL		FULL	
TWILIGHT	FULL	FULL			
EVENING	FULL				
<b>TUESDAY</b>					
MORNING	FULL	FULL	FULL	FULL	
AFTERNOON	FULL			FULL	
TWILIGHT	FULL				
EVENING	FULL	FULL			
<b>WEDNESDAY</b>					
MORNING	FULL	FULL		FULL	
AFTERNOON	FULL	FULL		FULL	
TWILIGHT	FULL				
EVENING	FULL	FULL			FULL
<b>THURSDAY</b>					
MORNING	FULL	FULL		FULL	
AFTERNOON	FULL	FULL		FULL	
TWILIGHT	FULL				
EVENING	FULL	FULL	FULL		FULL
<b>FRIDAY</b>					
MORNING	FULL	FULL	FULL	FULL	
AFTERNOON	FULL	50%	50%	FULL	
TWILIGHT	FULL	FULL	50%	FULL	FULL
EVENING	FULL	FULL	50%		FULL
<b>SATURDAY</b>					
MORNING	50%	50%		50%	FULL
AFTERNOON					FULL
TWILIGHT					FULL
EVENING					
<b>SUNDAY</b>					
MORNING	FULL	FULL			
AFTERNOON	FULL	FULL			FULL
TWILIGHT		FULL			FULL
EVENING					FULL