

9.10. Capital works proposals (stages 1,2, 3 and 4) will only be activated as funds allow. Please note change in name of Stages to cover all works within the context of the hall including completed works as at 12<sup>th</sup> October 2021.

2019 – 2020 – Dev & Action Plan – Implement Stage 1 SLF feasibility study (business plan, valuation, Keystone process, CAT application) Revised in light of CoVid impact on the original submission.

Professional fees / costs	By whom	Notes	Amount – where known
Architectural and Town Planning fees		SLF funded consultancy service	£12,500.00
Surveyor's fees		Property valuation for CAT process	£2,000.00

2020 – 2021 – Dev & Action Plan – Maintain and Monitor during the pandemic and post CoVid period. Revised in light of CoVid impact on the original submission.

Professional fees / costs	By whom	Notes	Amount – where known
Nil	Nil	Due to Government advice and Guidance and a subsequent issue with the floor the Hall was closed from March 2020 until October 2021	Nil

2021 – 2022 – Dev & Action Plan – Repair of the floor, phased return to access for user groups, progress CAT, review accounting process, start to seek funds/grants. Remploy cleaner and engage with Community Council co Ordinator.

Professional fees / costs	By whom	Notes	Amount – where known
Floor Repairs		Insurance excess higher than cost	£2500.00 estimate
Review accounting systems		Look at online system that generates invoices etc	£tba
Review Booking System		Look at online booking system for	£tba

		hall hires/events tickets	
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2022 – 2023 – Dev & Action Plan – Complete Stage 1 works, instruct design for Stage 2. Start fundraising for Stage 2 with minimal disruption to the hall users and revenue earning activities.

Professional fees / costs	By whom	Notes	Amount – where known
Complete Stage 1 works in line with funds/grant income		Reemploy cleaning staff member	£tba
New Accounting System		Software purchase and fees	£tba
New online Booking System		Software – website developments	£tba
Architectural & Town Planning fees		Detailed application work relating to capital works	£2500.00 estimated
Structural Engineer fees		To certify structural opening to form bar area	£2000.00 estimated
Local Authority fees		Building Warrant fee for bar works	£600.00 estimated

2023 – 2024 – Dev & Action Plan – Commence and progress Stage 2 Development works Bar and South Wing renovations.

Professional fees / costs	By whom	Notes	Amount – where known
Commence bar and south wing renovations		To form new opening and create new spaces and compliance	Bar - £20,000.00 estimated Dressing rooms etc - £20,000.00

2024 – 2025 – Dev & Action Plan – Complete Stage 2 renovations subject to funds/grants, review planned renovations for Stage 3, start fundraising for Stage 3, consult with users.

Professional fees / costs	By whom	Notes	Amount – where known
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Complete Stage 2 renovations in line with funds/grants			Total £40,000.00 estimated
Review planned Stage 3 renovations		Consult with users/community	£tba
Start fundraising for Stage 3		Using access to funding streams/grants	£tba
Architectural & Town Planning fees		Detailed application work relating to Stage 3 capital works	£2500.00 estimated
Local Authority fees		Building Warrant fees for works	£600.00 estimated

2025 -2026 – Dev & Action Plan – Implement and complete Stage 3 toilets refurbishment and commence review of Stage 4 – stage refurb, Heating, Renewables, Insulation, Seating and Storage.

Professional fees / costs	By whom	Notes	Amount – where known
TFHT		Strip out existing sanitary provision and replace	£60,000.00 estimated
		Improve marketing	£tba
Architectural & Town Planning fees		Detailed application work relating to Stage 4 capital works	£2500.00
Local Authority fees		Building Warrant fees for Stage 4 works	£2500.00
Implement Stage 4 capital works – heating, stage etc		Stage refurb, heating proposals, renewables, insulation regime, seating and storage.	£150.000.00

## 7.1 Development Action Plan

<b>The Building</b>	<b>Activities</b>	<b>Organisation</b>
	<p align="center"><b>Year 1 2019 -2020</b></p> <p>Build revenues by planning and implementing a programme of high quality entertainment.</p> <p>Increase regular and occasional hire income by adding new users through marketing and improved enhanced facilities.</p>	<p>Complete actions funded through Stage 1 of the Scottish Land Fund by commissioning a Feasibility Study and Business Plan and arranging for a joint valuation of the hall.</p> <p>Complete the Keystone process</p> <p>Apply for a CAT</p> <p>Further develop TFHT by adding to the team of Trustees and increasing the pool of activity volunteers</p> <p>Employ a casual part time member of staff to carry out caretaking duties to enable Trustees to focus on managing and developing the hall.</p>
<p>Post Pandemic Period</p> <p>Maintain and monitor the building during the time of closure in line with Government Advice and Guidance during the Pandemic and Post Pandemic Period</p>	<p align="center"><b>Year 2 2020-2021</b></p> <p>Continue to monitor and maintain the communication between Trustees with appropriate updates and support as required.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>	<p>Apply for as appropriate CoVid Funding for third sector organisations.</p> <p>Support the Community Council with resources and stock for distribution to those in need.</p> <p>Continue to update the CAT and progress as is appropriate.</p> <p>Maintain payments to standing suppliers to ensure the integrity of the Trust and the building.</p>

	<b>Year 3 2021 – 2022</b>	
<p>Plan a phased return to normality post CoVid</p> <p>Repair the floor to allow the hall to reopen – October 2021</p> <p>Gradually re introduce user groups to the premises as improvement access is permitted.</p>	<p>Start to receive revenues from user groups over the period of re-opening.</p> <p>Start to increase regular and occasional hire as and when circumstances permit within the ongoing Government Guidance and Advice.</p> <p>Re book and planning and implementing a programme of high-quality entertainment - January 2022 onwards.</p>	<p>Reemploy a staff member to clean and maintain the premises</p> <p>With the support of the local Community Council add part time staff member to co ordinate the hall.</p> <p>Apply for CAT</p> <p>Further develop TFHT by adding to the team of Trustees and increasing the pool of activity volunteers</p> <p>Research funders and apply for grants to support development activities.</p> <p>Revue the current booking system – online.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>
	<b>Year 4 2022 - 2023</b>	
<p>Complete Stage 1 works</p> <p>Instruct design and specification for Stage 2 refurbishment</p> <p>Start process for raising funds for Stage 2 refurbishment.</p> <p>Plan Stage 2 works to minimise disruption to hall users and revenue earning activities.</p>	<p>Continue to build revenues by implementing a programme of high-quality entertainment.</p> <p>Increase regular and occasional income hire by adding new users through marketing the improved enhanced facilities.</p> <p>Increase activity income by establishing new clubs and user groups.</p>	<p>Continue to research funders and apply for grants to support development activities.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>

	<b>Year 5 2023 – 2024</b>	
<p>Commence Stage 2 works in line with funding and grants obtained and in line with customer surveys as to needs.</p> <p>Continue to raise funds and plan fundraising targeting Stage 3 improvements after review and considering the needs of the users.</p>	<p>Maintain and sustain revenues by continuing to provide quality entertainment maximising hires and operating clubs.</p> <p>Explore further opportunities to expand further Social Enterprise activities supported by the TFHT.</p>	<p>Continue to research funders and apply for grants to support development activities.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>
	<b>Year 6 2024 - 2025</b>	
<p>Complete Stage 2 of the planned improvements providing funding and grants have been achieved.</p> <p>Review the planned Stage 3 improvements with the users to ensure they continue to meet the needs of the groups etc</p> <p>Start fundraising for Stage 3 improvements and refurbishments</p> <p>Plan Stage 3 work to minimise disruption to Hall users and revenue earning activities.</p>	<p>Maintain and sustain revenues by continuing to provide quality entertainment maximising hires and operating clubs.</p>	<p>Continue to research funders and apply for grants to support development activities.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>
	<b>Year 7 2025 - 2026</b>	
<p>Start Stage 3 works in line with the views of the users and the community.</p> <p>Progress Stage 3 providing funding and grants have been achieved to fund the progress.</p>	<p>Maintain and sustain revenues by continuing to provide quality entertainment maximising hires and operating clubs.</p>	<p>Continue to research funders and apply for grants to support development activities.</p> <p>Continue to work closely with other community groups to share information and collaborate to mutual advantage.</p>

HEADING	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	SUM
INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	SUM
credit / refund							£15.36	£516.00										£891.30
donations	£366.92				£300.00		£100.00	£300.00										£1,171.92
fundraisers	£3,890.20		£2,140.00	£1,630.03	£696.79		£3,744.70	£5,125.72	£2,470.00									£44,104.62
hires, occasional						£501.58	£120.00	£728.00	£437.50	£479.00	£1,264.00	£2,100.00	£1,800.00	£270.00	£270.00	£470.00		£9,506.08
hires, regular						£180.00	£1,030.00	£590.00	£1,300.00	£1,270.00	£540.00	£670.00	£1,190.00	£1,190.00	£940.00	£910.00		£10,770.00
memberships FOFH	£435.00																	£435.00
miscellaneous/Wedding Deposit																		£150.00
						£20,000.00												£20,000.00
		£1,500.00																£1,500.00
							£1,000.00											£1,000.00
															£2,519.50			£3,519.50
																		£0.00
																£6,697.00		£6,697.00
														£3,000.00				£3,000.00
								£7,391.16										£13,172.03
										£5,780.87								£13,172.03
<b>SUB TOTAL</b>	<b>£4,692.12</b>	<b>£1,500.00</b>	<b>£2,140.00</b>	<b>£1,630.03</b>	<b>£996.79</b>	<b>£20,681.58</b>	<b>£6,010.06</b>	<b>£14,650.88</b>	<b>£4,207.50</b>	<b>£7,549.87</b>	<b>£18,814.62</b>	<b>£3,612.30</b>	<b>£5,241.90</b>	<b>£5,709.30</b>	<b>£5,709.50</b>	<b>£8,077.00</b>	<b>£3,694.00</b>	<b>£114,917.45</b>
SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	£0.00
consumables, cleaning							£18.66	£97.18				£364.44	£58.32			£60.00	£60.00	£658.60
consumables, bar							£2,811.24	£3,181.24		£1,446.31	£4,957.30	£793.02	£128.27	£248.33			£750.00	£14,315.71
consumables, events	£15.50							£162.59	£69.60	£422.88	£217.81	£6.47	£133.90	£30.00	£102.20			£1,160.95
consumables, food	£350.00		£97.69	£501.35				£344.05			£860.03	£112.68	£109.22	£100.00	£20.00			£2,495.02
entertainment											£650.00			£1,380.00				£4,395.00
equipment, hall						£52.99	£157.31	£29.99		£4,000.00		£90.00				£100.00		£4,430.29
equipment, kitchen bar BCG						£2,480.95	£3,999.68					£1,342.88	£348.49		£239.98			£8,411.98
equipment, kitchen bar TO						£7,291.39		£5,646.74			£301.40		£180.00					£13,419.53
equipment, kitchen bar											£94.59							£94.59
equipment, office												£349.96			£38.94		£1,050.00	£1,438.90
insurance					£1,941.19													£1,941.19
IT telecomms				£292.88				£132.73	£46.10	£46.60	£43.40	£45.60	£45.60	£76.00	£46.00	£46.00	£46.00	£866.91
licenses, membership						£576.14	£25.00		£232.50						£60.00		£10.00	£938.64
marketing, events								£74.40				£120.00			£120.00			£447.40
marketing, TFHT					£171.00	£254.00	£47.88	£548.40				£345.00						£1,366.28
postage															£10.00			£10.00
professional fees																£600.00		£600.00
project																		£11,978.02
refunds													£150.00					£150.00
renewals replacements				£88.06			£400.00	£260.99	£35.98		£1,001.53	£30.00			£233.29	£3,400.00	£546.71	£5,996.56
repairs maintenance						£278.18	£521.91	£283.28		£272.99	£55.70	£539.00	£867.24	£141.00	£205.87		£1,138.00	£4,303.17
repairs maintenance BCG												£1,207.27	£1,138.00	£861.00	£200.00			£3,406.27
security											£160.00			£160.00				£320.00
staffing																		£0.00
stationery	£110.00		£59.94	£9.00	£18.00			£2.75				£15.90			£18.00		£18.00	£251.59
training					£270.00													£270.00
utilities, gas												£675.00			£1,286.92	£163.93	£314.14	£2,439.99
utilities, water												£108.41		£184.57	£99.11			£392.09
utilities, electricity												£850.00						£850.00
waste disposal							£45.00	£9.99										£216.30
<b>SUB TOTAL</b>	<b>£475.50</b>	<b>£0.00</b>	<b>£157.63</b>	<b>£803.23</b>	<b>£2,488.25</b>	<b>£10,933.65</b>	<b>£8,026.68</b>	<b>£10,774.33</b>	<b>£384.18</b>	<b>£6,188.78</b>	<b>£8,341.76</b>	<b>£6,995.63</b>	<b>£3,194.04</b>	<b>£3,193.90</b>	<b>£2,740.31</b>	<b>£4,309.93</b>	<b>£18,612.17</b>	<b>£87,619.97</b>
<b>Income less expenditure</b>	<b>£4,216.62</b>	<b>£1,500.00</b>	<b>£1,982.37</b>	<b>£826.80</b>	<b>-£1,491.46</b>	<b>£9,747.93</b>	<b>-£2,016.62</b>	<b>£3,876.55</b>	<b>£3,823.32</b>	<b>£1,361.09</b>	<b>£10,472.86</b>	<b>-£3,383.33</b>	<b>£2,047.86</b>	<b>£2,515.40</b>	<b>£2,969.19</b>	<b>£3,767.07</b>	<b>-£14,918.17</b>	<b>£27,297.48</b>

HEADING	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	SUM
INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	SUM
credit / refund	£164.97	£1,315.31	£2,389.22	£36.04	£630.76	£41.87					£7,197.74		£11,775.91
donations			£225.36	£891.50		£100.00							£1,216.86
fundraisers	£8,712.00		£3,263.95	£3,043.77	£4,191.80	£12,340.43	£1,040.50		£4,803.60				£37,396.05
hires, occasional	£516.20		£1,008.62	£340.00	£427.50	£789.00	£676.00	£225.50	£1,110.87				£5,093.69
hires, regular	£1,280.00	£400.00	£40.00	£1,460.00	£1,322.50	£1,120.00	£450.00	£1,290.00	£1,020.00				£8,382.50
memberships FOFH/adverts year events						£1,200.00	£125.00		£75.00				£1,400.00
Covid Grant Funding											£25,000.00	£2,654.83	£27,654.83
								£1,267.00					£0.00
													£1,267.00
													£0.00
		£1,306.00		£4,994.00									£6,300.00
													£0.00
			£2,928.60										£2,928.60
			£8,000.00										£8,000.00
<b>SUB TOTAL</b>	<b>£10,673.17</b>	<b>£3,021.31</b>	<b>£17,855.75</b>	<b>£10,765.31</b>	<b>£6,572.56</b>	<b>£15,591.30</b>	<b>£2,291.50</b>	<b>£2,782.50</b>	<b>£7,009.47</b>	<b>£0.00</b>	<b>£32,197.74</b>	<b>£2,654.83</b>	£111,415.44
													£0.00
SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND
consumables, cleaning	£81.54				£98.70			£126.04					£306.28
consumables, bar	£2,871.64	£106.16	£3,955.11	£4,886.68	£1,855.87	£2,871.73	£823.59		£1,159.39	£780.24	£3,208.75		£22,519.16
consumables, events	£66.92	£355.13		£102.32	£31.02	£1,051.67							£1,607.06
consumables, food			£308.30	£387.02		£1,000.00							£1,695.32
entertainment	£1,380.00			£800.00					£4,192.50				£6,372.50
equipment, hall		£1,104.70		£649.19									£1,753.89
equipment, kitchen bar BCG													£0.00
equipment, kitchen bar TO													£0.00
equipment, kitchen bar													£0.00
equipment, office			£79.99			£7.99	£7.99	£7.99	£7.99	£7.99		£7.99	£127.93
insurance	£1,988.65												£1,988.65
IT telecomms	£45.60	£45.60	£45.60	£45.60	£45.60	£45.60	£45.60	£95.60	£45.60	£45.60	£45.60	£45.60	£597.20
licenses, membership	151.92	£20.00		£30.00	£30.00	£10.00			£40.00				£281.92
marketing, events	£129.60	£526.00	£43.92			£1,257.14	£126.00	£60.00					£2,142.66
marketing, TFHT ink	£7.99	£13.99	£7.99	£27.99	£17.99	£17.99	£17.99	£17.99	£17.99	£17.99	£17.99	£17.99	£201.88
postage			£7.99								£7.99		£15.98
professional fees				£5,682.18									£5,682.18
project		£1,305.48	£8,102.60	£3,608.60	£4,976.81								£17,993.49
refunds												£1,254.83	£1,254.83
renewals replacements	£1,541.87	£155.79		£50.00	£121.00		£93.40						£1,962.06
repairs maintenance	£229.97	£60.00		£31.05		£1,700.66	£279.06		£529.20		£489.14		£3,319.08
repairs maintenance BCG													£0.00
security													£0.00
staffing						£530.00		£905.00	£250.00				£1,685.00
Stationary	£18.95	£50.00											£68.95
training													£0.00
utilities, gas	£141.85	£100.05		£325.71		£864.48	£552.09	£552.54	£514.72	£339.35	£80.37	£89.96	£3,561.12
utilities water													
utilities, electricity				£745.17	£973.30	£124.92	£2,543.32	£474.51	£255.19	£292.92	£360.20	£116.05	£5,885.58
waste disposal		£124.67		£124.67		£57.14							£306.48
<b>SUB TOTAL</b>	<b>£8,656.50</b>	<b>£3,967.57</b>	<b>£12,551.50</b>	<b>£17,496.18</b>	<b>£8,150.29</b>	<b>£9,539.32</b>	<b>£4,489.04</b>	<b>£2,239.67</b>	<b>£7,012.58</b>	<b>£1,484.09</b>	<b>£4,210.04</b>	<b>£1,532.42</b>	£81,329.20
													£0.00
<b>Income less expenditure</b>	<b>£2,016.67</b>	<b>£-946.26</b>	<b>£5,304.25</b>	<b>£-6,730.87</b>	<b>£-1,577.73</b>	<b>£6,051.98</b>	<b>£-2,197.54</b>	<b>£542.83</b>	<b>£-3.11</b>	<b>£-1,484.09</b>	<b>£27,987.70</b>	<b>£1,122.41</b>	£30,086.24
	Jersey Beats		Charity Dance	Tombola		Christmas	Burns		Red Cross				
													Valentines Dance One Night in Dublin





HEADING	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	SUM
INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	INCOME	SUM
credit / refund													£0.00
donations													£0.00
fundraisers				£200.00	£200.00	£500.00	£1,500.00	£1,300.00	£1,000.00	£1,200.00	£1,500.00	£2,000.00	£9,400.00
hires, occasional				£200.00	£300.00	£300.00	£300.00	£300.00	£300.00	£300.00	£300.00	£300.00	£2,600.00
hires, regular				£300.00	£300.00	£300.00	£700.00	£700.00	£700.00	£700.00	£700.00	£700.00	£5,100.00
memberships FOFH													£0.00
CoVid Grant Funding													£0.00
													£0.00
													£0.00
													£0.00
													£0.00
													£0.00
													£0.00
													£0.00
<b>SUB TOTAL</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£700.00</b>	<b>£800.00</b>	<b>£1,100.00</b>	<b>£2,500.00</b>	<b>£2,300.00</b>	<b>£2,000.00</b>	<b>£2,200.00</b>	<b>£2,500.00</b>	<b>£3,000.00</b>	<b>£17,100.00</b>
													£0.00
SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND	SPEND
consumables, cleaning	£45.00		£50.00		£45.00		£50.00		£45.00		£50.00		£285.00
consumables, bar													£0.00
consumables, events				£100.00	£100.00	£100.00	£100.00	£100.00	£100.00	£100.00	£100.00	£100.00	£900.00
consumables, food				£50.00	£75.00	£75.00	£100.00	£100.00	£100.00	£100.00	£100.00	£100.00	£800.00
entertainment													£0.00
equipment, hall													£0.00
equipment, kitchen bar BCG													£0.00
equipment, kitchen bar TO													£0.00
equipment, kitchen bar													£0.00
equipment, office													£0.00
insurance	£2,000.00												£2,000.00
IT telecomms	£46.00	£46.00	£76.00	£46.00	£46.00	£76.00	£46.00	£46.00	£76.00	£46.00	£46.00	£76.00	£672.00
licenses, membership			£200.00						£200.00				£400.00
marketing, events							£20.00		£20.00		£20.00		£60.00
marketing, TFHT													£0.00
postage	£10.00			£10.00			£10.00			£10.00			£40.00
professional fees											£600.00		£600.00
project													£0.00
refunds													£0.00
renewals replacements													£0.00
repairs maintenance		£200.00		£200.00		£200.00		£200.00		£200.00		£200.00	£1,200.00
repairs maintenance BCG													£0.00
security													£0.00
staffing				£200.00	£200.00	£200.00	£400.00	£400.00	£400.00	£400.00	£400.00	£400.00	£3,000.00
stationary	£10.00	£28.00	£10.00	£28.00	£10.00	£28.00	£10.00	£28.00	£10.00	£28.00	£10.00	£28.00	£228.00
training													£0.00
utilities, gas	£100.00	£100.00	£200.00	£200.00	£300.00	£300.00	£300.00	£300.00	£200.00	£200.00	£200.00	£200.00	£2,600.00
utilities, water													£0.00
utilities, electricity	£250.00	£250.00	£250.00	£250.00	£250.00	£250.00	£300.00	£300.00	£250.00	£300.00	£300.00	£300.00	£3,250.00
waste disposal		£60.00	£150.00			£150.00			£150.00		£60.00		£570.00
<b>SUB TOTAL</b>	<b>£2,461.00</b>	<b>£684.00</b>	<b>£936.00</b>	<b>£1,084.00</b>	<b>£1,026.00</b>	<b>£1,379.00</b>	<b>£1,336.00</b>	<b>£1,474.00</b>	<b>£1,551.00</b>	<b>£1,384.00</b>	<b>£1,886.00</b>	<b>£1,404.00</b>	<b>£16,605.00</b>
													£0.00
<b>Income less expenditure</b>	<b>-£2,461.00</b>	<b>-£684.00</b>	<b>-£936.00</b>	<b>-£384.00</b>	<b>-£226.00</b>	<b>-£279.00</b>	<b>£1,164.00</b>	<b>£826.00</b>	<b>£449.00</b>	<b>£816.00</b>	<b>£614.00</b>	<b>£1,596.00</b>	<b>£495.00</b>



