

Halls Support Group

Halls Seminar

Monday 18 October 2021

Ashlar House

Preston Masonic Hall





Halls Support Group (“HSG”) Development:

- : Formed out of the former Halls Committee
- : Added to existing professional capability
- : Shift in dynamic from passive to active
 - : Development of resources
- : Promotion of good practice and sharing of knowledge

“Promoting Sustainable Development”

HSG Structure



| | |
|-----------------------|----------------|
| Chairman | Chris Maloney |
| Dep Chairman | John Hutton |
| Secretary | Phil Cragg |
| Regulatory Compliance | David Edwards |
| Hospitality | Jim Fallow |
| IT and Finance | Paul Heathcote |
| Halls Liaison | Terry McGill |
| Cabinet Liaison | Barry Jameson |

“Promoting Sustainable Development”



Capability and Resources:

-: Legal and Operational

Companies Act, Memorandum and Articles of Association, Trust deed, Constitution and duties of a director or trustee

-: Financial and Information Technology

Budget construction, operating statements, financial accounting, business systems and cash flow management

-: Compliance

Fire risk, Electrical test requirements, Gas safety, Legionnaires disease, Asbestos, Licensing, Disability discrimination, Rates, Health and safety, Employment, and contracting matters.

Benchmarking and Best Practice Comparisons

Capability and Resources:

Model Memo and Articles

Model form employment contract
Zero hours contract

Model Form catering contract – franchisee

Draft Budgets and cash flow documents

Business Plan

Halls Scorecard – initial assessment





Covid-19 Actions:

Objective: - to ensure the viability of our halls
- to help the halls management teams to
create a Covid safe environment

Financial viability survey completed

Guidelines and Risk Assessment issued

Buildings Functionality Checklist issued

Advice on financial support from Government

:- Restart Grant



HSG

Where to find us:

<https://www.westlancsfreemasons.org.uk>

Consider having a “Viability Health Check”