Barrow Masonic Hall



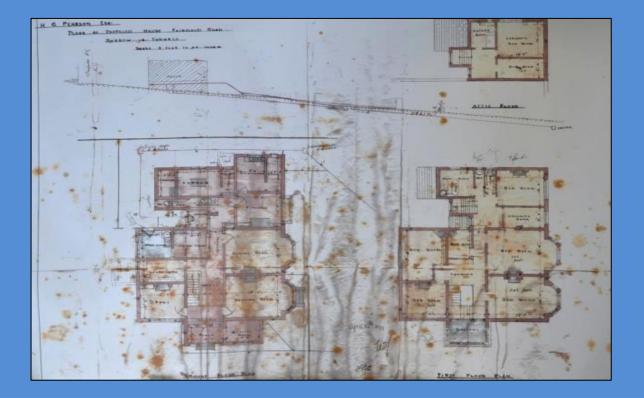
A CASE STUDY - Facing the Challenge

"As with all small businesses, managements of Masonic Halls face a constant challenge to keep abreast of ever-burgeoning legislation on employment, health and safety, fire safety, food safety, disability discrimination and others.

As Freemasons it is very important that we conduct our business affairs responsibly, are good employers and manage Masonic premises in compliance with the applicable legislation. This is not only essential to the running of our Halls, but is also pertinent to the good reputation of the Craft. Noncompliance can result in civil and criminal legal proceedings, with potentially heavy fines and damaging adverse publicity for the Masonic Hall and for Freemasonry."

> A Code of Practice for the Management of Masonic Halls Province of West Lancashire 2009

The Context





Spennithorne College

BARROW-IN-FURNESS

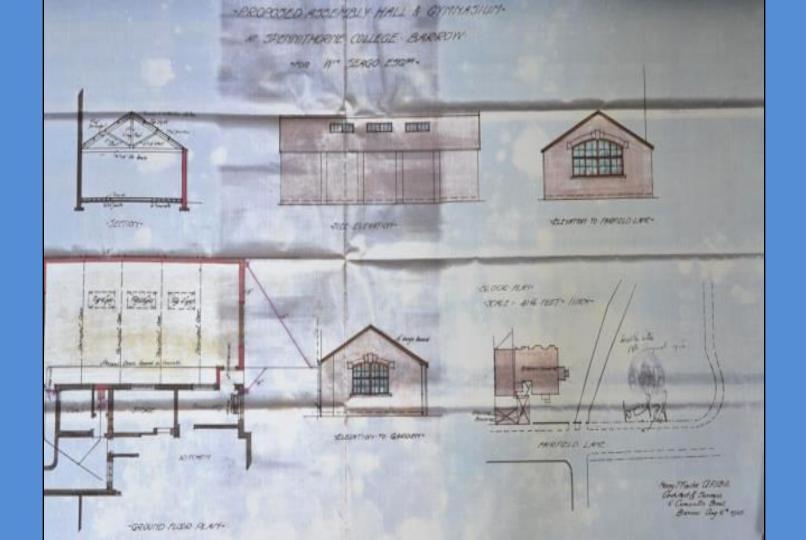
BOARDING & DAY SCHOOL

Sound Education. Preparation for all Examinations by University Graduate Staff. Full charge taken of pupils whose parents are abroad.

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COMMERCIAL DIVISION

> Full Day Secretarial and Commercial Training Course in Special Subjects. Terms moderate. Prospectuses on application to the Principal.









Facing the Challenge:

Declining membership

 Costly future – Fire Precautions, electrical installation works etc. (est. total cost £120,000)
The Options...



Option 2 Remaining in the existing premises with no major changes to the building in the short term.

Option 1 Doing nothing **Option 2** Remaining in the existing premises with no major changes to the building in the short term.

Option 3 Remaining in the building and carrying out essential repairs, with modification of the building layout in the longer term.

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Option 4 Remaining in the existing premises and rationalising use of the building, demolishing those parts that are underused and/or selling off part of the site for development.

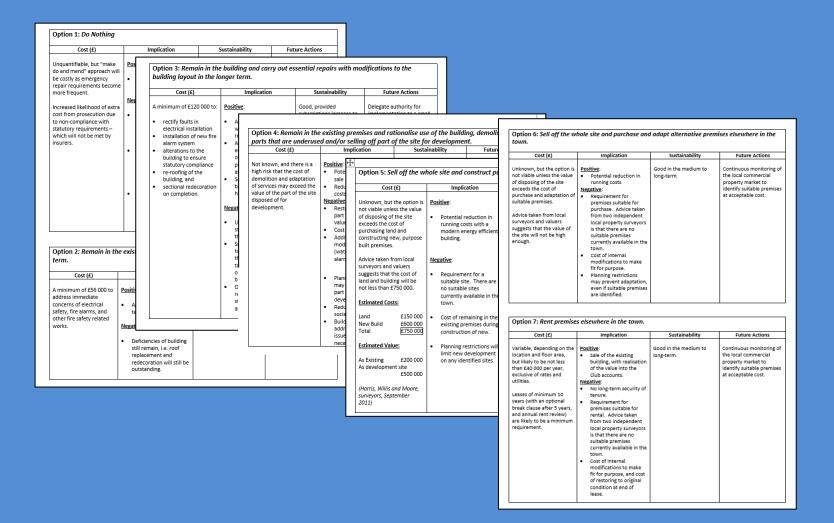
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Option 5 Selling off the whole site and constructing purpose built premises elsewhere in the town.

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- **Option 5** Selling off the whole site and constructing purpose built premises elsewhere in the town.
- Option 6 Selling off the whole site and purchasing and adapting alternative premises elsewhere in the town.

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Option 7 Renting premises elsewhere in the town.



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Option 7 Renting premises elsewhere in the town.













Fire Risk Assessment

FOR

Barrow Masonic Hall

12 Fairfield Lane Barrow in Furness Cumbria LA13 9 AH

ISSUE 1

Date - 22nd June 2011

Tel: - Fax: -

Produced by - Fire & Safety Management Ltd Name - Martin Heffernan Position - Fire Risk Assessor

Company Fire & Ballety Management Ltd; 33 Park Street, Kendal, LA9 50P. M 07714998074 Email Invibit/Delx.com

Note: Another independent Fire Risk assessment was carried out in early 2022, which reviewed actions from the previous assessment.

























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Our premium are sealable for private use for a range of functions. Whether it is for a Wedding or Netwenert celebration, a private event or tarrily party, a conference, a training event, or any other pathering, give us a call.

We have a large private car park on site, and the previous are fully learned (her staff will be provided where required). Free WEE is now explaine, and we have screens and definal projectors neulable for conferences and lectares.

The site is easily accessible form the main road into Barrow, is on main bas routes, and is only \$5 minutes' walk from the main railway station.

A large function more that can seat up to 120 people fround tables for fining, or theatre style for

unaller lourge with dividing ns that can be used for smaller ins or at a "hreak out" area

able modern lounge bar

ctors and screens

(cliant) E Dark

The Secretary The Fairfield

Contact

12 Fairfield Late Barrow in Furness LAIS Mer

Ernal: birfieldfarstions@identernet.com Ch sull 0775 041 8050

r Facilities:

Contact us to discuss your requirements and to check availability and costs. Very

reasonable rates are available, and some bookings may even be offered free of

whether buffet style refrestenents, or full

Catering can also be provided on request,

Revealed a

Remember this?:

Declining membership

Costly future – Fire Precautions, rewiring etc. (est. £120,000)

So, what did we do?

- Completion of Fire Risk Assessment
- Installation of new fire alarm system
- Remedial works and upgrading of electrical distribution
- Blocking up of unused Chapter Room door
- Creation of new fire exit door from Lodge Room
- New fire doors and works in connection with fire precautions
- Installation of new glazed fire screen to middle lounge area
- Installation of new folding screen to Banqueting Hall
- Replacement of floor coverings in bar and lounge
- Purchase of new furniture in bar
- Redecoration of ground floor
- Installation of new vertical blinds in Bar and Banqueting Hall
- Installation of new blinds in Chapter Room
- Re-upholstery of Lodge Room furniture
- Redecoration of Lodge Room

- Provision of new chairs in Chapter Room
- Re-upholstery of Chapter Room furniture
- Redecoration of Chapter Room
- Re-roofing of Banqueting Hall with previously purchased roofing tiles
- Re-roofing of all flat roof extensions
- Blocking up unused double doors into Banqueting Hall
- Installation of suspended ceiling in Banqueting Hall
- Installation of new lighting in Banqueting Hall
- Redecoration of Banqueting Hall
- Upgrading and decoration of the bar serving area
- Replacement of the floor covering in the bar serving area
- Provision of new display cooling cabinet in the bar
- Installation of new glass drainer behind the bar
- Installation of laminate flooring in Locker Room
- Installation of laminate flooring in Lodge Room vestibule
- Refurbishment of male toilets

- Installation of new ventilation system in kitchen
- Installation of suspended ceiling and new lighting in kitchen
- Provision of new commercial quality fridge and freezer in kitchen
- Rationalisation of all storage areas in and outside the building
- Removal of shrubbery and construction of new sandstone faced retaining wall at entrance
- Resurfacing of the parking areas by the main door, and appropriate surface markings
- Resurfacing of part of the car park
- Removal of plant growth on perimeter of car park and covering with hard materials
- Landscape Improvements
- Pollarding of sycamore tree to prevent leaf build-up in roof gutters
- Re-roofing of the external store
- Installation of new exterior lighting in various locations
- Modifications to boiler house pipework to allow for chemical treatment and flushing of system
- Replacement of heating radiator at the top of the main staircase
- Re-positioning of heating zone valve for Banqueting Hall into the middle lounge accessible position

- Removal of redundant radiators in the Banqueting Hall
- Provision of electrical heating in Grand Officers' room
- Replacement of floor joists and main subfloor in the Banqueting Hall
- Installation of new solid oak flooring in the Banqueting Hall
- Replacement of defective ceiling in the Banqueting Hall
- Upgrading of lighting in the Banqueting Hall
- Installation of additional sockets in the Banqueting Hall
- Installation of new doors to kitchen corridor from Banqueting Hall
- Redecoration of the Banqueting Hall
- Removal of redundant WC and hand-basins and provision of additional shelving in rear store

That is 56 different packages of work, completed since 2012. All of it has been funded by the members themselves, and the Club has no brewery loans or debts of any kind.

The revenue from private bookings now covers the annual running costs of the Club, and this has meant that there has been no need for Club fees to be increased. The original development plan consisted of about 12 work packages, costed at £120,000 over 5 years.

The 56 in the list above cost around £130,000 and was delivered in 6 years.

And new work is still ongoing...

So how did we do it?

- 1. Using contractors wherever possible
- 2. Fund raising by members themselves
- 3. No loans from breweries, mortgages etc.
- 4. Competitive tendering
- 5. Constant oversight by committee
- 6. Strict project management



Barrow Masonic Hall is NOT a limited company with Directors

- It is a members' club owned by the members. All Masons in lodges based in the building are automatically members.
- The ownership of the building is vested in Trustees elected by each of the five resident lodges, and is registered as such at the Land Registry.
- There is a written Constitution detailing the operation and management of the club.
- Day to day management of the club is delegated under the Constitution to a committee consisting of members from each lodge.
- The committee meets regularly throughout the year, and holds an AGM and EGMs (when necessary) and annual audited accounts are produced for members (although not required under company law).

- The premises are fully licensed with the Local Authority
- They are also licensed for the conduct of weddings and civil partnerships.
- There is a future Development Plan and budget forecast that is reviewed regularly and informs committee decisions on work packages.
- There are contracts in place for regular maintenance of fire alarms, intruder alarms, CCTV, fire extinguishers, stairlift, catering equipment, gas safety inspections, and boiler maintenance and safety checks.
- We carry full third liability insurance.
- Only our own contracted caterers (with their own public liability insurance and catering hygiene certificates) are allowed to use the kitchen.
- There is regular use of the premises by community organisations such as Rotary, PROBUS, and we allow daytime use of the car park by NHS staff at an adjacent District Nurses' centre.

Following the 2021 Provincial Masonic Halls Seminar, the Provincial group were invited to the Hall to view and discuss our operation.

They asked searching questions on a wide range of subjects.

Following the review, we received excellent feedback: *overall you have a well performing hall and much to be proud of.*

Barrow Hall <u>Healthcheck</u>

Overall			Management Effectiveness			
	Overall score 0.8			Long Term Strategy	Long term plan developed	
				Budgets	Some guidance, no detailed budget	
	Most of the compliance work stems from a long period of underinvestment during			Financial Reporting	Monthly	
previous management.				Management Structure	Directors and managers roles separated. M&A up to date	
				HR Structure	No independent verification	
Compliance			Finance			
	Fire	Up to date		Bar Gross Margin	50-60%	
	Electricity	Needs updating		Labour to Bar Rev	Under 40%	

Microsoft Excel Worksheet

	Fire	Up to date	Bar Gross Margin	50-60%
	Electricity	Needs updating	Labour to Bar Rev	Under 40%
	Gas	Up to date	EBITDA	>10% before COVID support
	Legionella	Up to date	Debt to Equity	No debt
	Asbestos	Up to date	Acid Test	2.4

Thank You