

Shipton Gorge Village Hall Trust

Charity no. 291996

Minutes of the AGM

held on 21st April 2022

Present: Julie Bartrum-Lang (JB-L), Kate Chomacki (KC), Andrew Haydon (AH), Richard Hewlett (RH), Graham Garner (GG), Diane James (DJ), Tony Mallett (TM), Sally Parker (SP), Yvette Smith (YS), James Webster (JW)

1 Apologies for absence

RH welcomed all to the meeting.

Apologies from Chris Hewlett (CH), David Smith (DM)

2 Approval of minutes from AGM 30th June 2021

Minutes approved and signed.

3 Chair's report

RH identified some key events and actions carried out by the VH trust during the last year. (Attachment 1)

4 Treasurer's report

In summary, the VH Trust has around £32K in the bank, largely from lockdown grants. (Attachment 2)

5 Election of Trustees

Tony Lock and Sue Porter have resigned as Trustees. Sue Porter is willing to contribute to activities on request.

RH, TM and GG declared their willingness to stand again.

KC nominated as a Trustee, seconded by DJ.

RH welcomed Julie Bartrum-Lang and nominated her as a Trustee, seconded by TM.

Julie is a qualified accountant with experience of working with voluntary and youth organizations.

6 Election of Independent Examiner of Accounts

Robert Pettit has agreed to continue. Nominated by RH, seconded by TM.

Mr Pettit had been given a book token and garden voucher as a mark of our appreciation for the examining the 2021 accounts.

7 AOB

None.

Shipton Gorge Village Hall Trust

Charity No. 291996

Chairman’s Report for the AGM on 21st April 2022

Good evening everyone and welcome to this Annual General Meeting of the village hall Trust. My report refers to the last calendar year, 2021 which, disappointingly started off where we’d spent a lot of 2020 – in lockdown. Needless to say the enforced lack of activity prolonged the significant effect on the hall, its users and its trustees.

In order to summarise the year for this AGM I re-read the minutes of our meetings and I’ve taken from them just a few of the more interesting happenings.

Our first meeting of the year was held over Zoom; other facilities are available but it’s difficult to consider how many of our (and everyone else’s) business functions could have taken place without such technology. Tony Mallett continued 2021 where he left off the previous year by continuing to participate in DCA webinars to ensure the hall, users and trustees operated in accordance with the latest iteration from the Government. We are very grateful to him for steering us so competently and for the hours of his time that he gave to the cause.

Meetings of trustees in February and April were held in the same manner until finally, at the end of April, the hall was allowed to reopen, subject to strict guidelines on social-distancing, mask wearing and cleaning regimes. To offset our losses the government made available further grant aid and we received £8,097.

In June we were able to hold our AGM, followed by a committee meeting. Both were held outdoors and were concluded before the sun went down. We were advised that further grant aid of £8,000 (to assist with re-opening costs) had been received and trustees immediately took the decision to remove hall hire charges for the remainder of the year. However, hall usage remained sluggish, improving gradually through the summer but without two groups of long-term, regular users who had disappeared. (As an aside neither has returned and show no sign of ever doing so).

It’s probably useful at this point to offer some explanation for the Government’s largesse. All small and medium-sized businesses were encouraged to make use of the grants which were awarded with a very blunt (almost brutal) approach. There was only one requirement to receive the fixed rate grants . . . the business had to be registered with the council for the payment of business rates. This made the grant process cheap(er) to administer but had the effect of over-awarding to some and under-awarding to others. We, very clearly – as you will see in a moment from last year’s accounts – fell into the first group.

As such, at our next meeting in September, we started work on a ‘wish list’ of things we could do to improve the facilities of the hall – some small, some much larger but, over time we will be able to make a significant difference to the way in which the hall operates and what it offers users.

At the same meeting we were able to reflect on a first – a collaboration with Artsreach promoters from Burton Bradstock and Litton Cheney. A very successful outdoor event was held in August at Litton Cheney and we were pleased to be able to assist with the event. Artsreach has had a torrid

couple of years but has managed to remain in business and, at our final meeting of the year in November we were able to recall another (for us) Artsreach-first – a *matinee and evening* performance of Old Herbaceous, only made possible because of the generous funding agreement provided by Artsreach. Many thanks to Kate Chomacki for acting as our promoter and enabling these performances to be available.

Before the end of the year we were able to carry out some significant improvement work by removing all of the redundant electrical items that had built up in the hall over decades . . . and, at the same time, converting the majority of the lighting to LED.

Finally, on behalf of the trustees I'd like to thank Sally Parker for all of the additional cleaning and sanitising she carried out between hires of the hall. She went above and beyond and for that we're very grateful.

Attachment 2 – Financial Accounts

SHIPTON GORGE VILLAGE HALL TRUST**STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31ST DECEMBER 2021**

	<u>1st January to 31st December 2021</u>	<u>1st January to 31st December 2020</u>
Hall income		
Hire charges	450.00	1,697.00
Rent and storage	<u>50.00</u>	<u>150.00</u>
	500.00	1,847.00
Outgoings		
Gas	329.15	213.00
Electricity	268.55	229.93
Water	136.56	126.39
Rent	5.00	5.00
Cleaning	1,074.14	945.31
Maintenance	1,327.36	5,289.45
Property insurance	702.27	581.62
Other hall expenses	<u>0.00</u>	<u>535.39</u>
	<u>3,843.03</u>	<u>7,926.09</u>
Surplus / (deficit) for the period	-3,343.03	-6,079.09
Donations	150.00	100.00
Fund raising		
Income	892.40	1,178.00
Outgoings	<u>450.39</u>	<u>167.62</u>
	442.01	1,010.38
Artsreach		
Income	303.60	0.00
Outgoings	<u>65.38</u>	<u>0.00</u>
	238.22	0.00
Talks		
Income	0.00	0.00
Outgoings	<u>0.00</u>	<u>0.00</u>
	0.00	0.00
Other income		
Interest	4.34	16.84
Sundries	<u>8.00</u>	<u>0.00</u>
	<u>12.34</u>	<u>16.84</u>
	-2,500.46	-4,951.87
Other outgoings		
Performing rights	131.18	100.00
Committee expenses	0.00	0.00
Printing postage & stationery	18.17	5.80
Sundries	<u>317.10</u>	<u>85.00</u>
	466.45	190.80
Surplus / (deficit) on ordinary activities	<u>-2,966.91</u>	<u>-5,142.67</u>
Retail, Hospitality & Leisure Fund grant	16,097.00	11,334
Surplus for the period	<u><u>13,130.09</u></u>	<u><u>6,191.33</u></u>

SHIPTON GORGE VILLAGE HALL TRUST

**BALANCE SHEET
AS AT 31ST DECEMBER 2021**

	<u>31st December 2021</u>	<u>31st December 2020</u>
Reserves brought forward	18,718.62	12,527.29
Surplus for the period	13,130.09	6,191.33
Reserves carried forward	<u>31,848.71</u>	<u>18,718.62</u>
Assets and liabilities		
Cash	9.99	71.75
Bank current account	467.31	1,147.44
Bank deposit account	28,298.64	14,695.99
COIF Charities account	2,469.99	2,469.70
Nationwide (100 Club)	1,243.70	1,242.30
Stocks, debtors and prepayments	31.50	0.00
	<u>32,521.13</u>	<u>19,627.18</u>
Less: 100 Club accrual	-450.00	-490.00
Other creditors and accruals	-222.42	-418.56
Net assets	<u>31,848.71</u>	<u>18,718.62</u>


R HEWLETT
Chairman


A J LOCK
Treasurer

SM April 2022

SHIPTON GORGE VILLAGE HALL TRUST

**INDEPENDENT EXAMINERS'S REPORT
TO THE TRUSTEES OF SHIPTON GORGE VILLAGE HALL**

I report on the accounts for the year ended 31st December 2021 which are set out on pages 1 and 2.

Respective responsibilities of trustees and examiner.

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993) and that an independent examination is needed.

It is my responsibility to:

1. Examine the accounts (under section 43 of the Charities Act)
2. follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, and
3. state whether particular matters have come to my attention

Basis of independent examiners report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not therefore provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view, and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a. to keep accounting records in accordance with section 41 of the Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or
2. to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



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R Pettit BA, ACA
The Old Post Office
Brook Street, Shipton Gorge

5 April 2022

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Date