



# Trustees' Annual Report for the period

	Period start date	Period end date
From	1 January 2021	To 31 December 2021

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Shipton Gorge Village Hall	
Church Lane, Shipton Gorge	
Bridport, Dorset	
Postcode	DT6 4LZ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tony Mallett	Chair/ trustee	Retired as Chair 30-06-21	
2	Tony Lock	Treasurer		
3	Kate Chomaki	Artsreach coordinator		
4	Graham Garner	100 Club co-ordinator and bookings manager		
5	Andrew Haydon	Trustee		
6	Richard Hewlett	Trustee/ Chair	Assumed Chair 30-06-21	
7	Sue Porter	Meetings secretary		
8	Diane James	PC representative		Parish Council
9	Sally Parker	VS representative		Village Society
10	James Webster	PCC representative		Parochial Church Council
10	Yvette Smith	PCC representative when JW unavailable		Parochial Church Council

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Lease and Trust Deed entered into with the Salisbury Diocesan Board of Finance on 14 <sup>th</sup> May 1991
How the charity is constituted (eg. trust, association, company)	The Charity is an unincorporated Trust constituted under the deed referred to above.
Trustee selection methods (eg. appointed by, elected by)	<p>Five trustees are elected at the Annual General Meeting.</p> <p>Three trustees are nominated by the following organisations (one each):            Shipton Gorge Village Society            Shipton Gorge Parish Council            Shipton Gorge Parochial Church Council</p> <p>A maximum of two trustees may be co-opted.</p> <p>The Constitution was updated and approved at the AGM on 20<sup>th</sup> April 2011. This allows for the current number of elected, nominated and co-opted trustees (10 in total)</p>

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>New trustees are briefed on their duties and responsibilities.</p> <p>At its first meeting after the AGM the trust elects members to the following positions of responsibility:            Chairman            Vice Chairman (when required)            Treasurer            Vice Treasurer (when required)            Secretary</p> <p>In addition members are elected to oversee the running of the following activities:            Bookings            Artsreach events            100 Club            Hall cleaning            Hall safety checks</p> <p>Historically the trust holds four or five management meetings each calendar year. However the pandemic meant that this was not possible for the first four months of 2021 and electronic briefings (February, April) were used instead to keep trustees informed of hall business. Following reopening of the hall at the end of April, the AGM was held 30-06-21 with normal meetings (September, November) resuming from that time. See the village website (<a href="http://www.shiptongorge.org.uk">http://www.shiptongorge.org.uk</a>) for briefing notes, minutes etc.</p>
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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The charity was established under a Lease and Trust Deed dated 14 May 1991. Its purpose is to hold the Shipton Gorge Village Hall for use of the inhabitants of Shipton Gorge with the object of improving their conditions of life.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Trust runs events for the local community and the village hall is hired to community organisations and individual community members for their use.

The trustees consider that the activities detailed above conform with Charity Commission guidance on public benefit.

**Further financial review details (Optional information)  
Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

The trustees responsible for managing the hall are volunteers and provide their time for free. There are no public fund raising events dependent upon the support of external volunteers.

**Section D Achievements and performance**

**Summary of the main achievements of the charity during the year**

The hall reopened at the end of April 2021, subject to strict guidelines on social-distancing, mask wearing, capacity limits and COVID-cleaning. To encourage the return of users, and mindful of grants received from government during lockdown, hire charges for regular users were suspended for the remainder of the year. While use of the hall was initially sluggish, this picked-up with the return of the table tennis club followed by dog training classes. There were also several private bookings. The hall Trustees together with the Village Society jointly hosted a "Picnic in the Paddock" evening for villagers in July, and the village fete and show returned in August. October saw the successful return of Artsreach to the hall, with two "sell-out" (albeit reduced capacity) shows in the afternoon and evening.

**Section E Financial review**

**Brief statement of the charity's policy on reserves**

It is the policy of the Trust to hold a prudent level of reserves to cover recurring costs in the event of a shortfall in income, and to provide a cushion against major works which may become necessary in relation to the fabric of the Village Hall building.

**Details of any funds materially in deficit**

None

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Details of the trust's accounts for the period 1 January – 31 December 2021 are attached in Annex I.

With the suspension of hire charges for regular users, the hall raised only limited income from private bookings, storage charges, donations, fund raising (100 Club), Artsreach and interest during 2021 leading to a deficit of around £2970 once outgoings were taken into account. However government COVID-recovery grants of around £16,100 meant the Trust finished the year with a surplus of £13,130 and total assets of around £32,000.

## Section F Other optional information


None

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

AK Mallett, Chair (01-01-21 to 30-06-21)

R Hewlett, Chair (30-06-21 to 31-12-21)

Date

21/07/22

21/07/22

## Annex I

<b>SHIPTON GORGE VILLAGE HALL TRUST</b>			
<b>STATEMENT OF FINANCIAL ACTIVITIES</b>			
<b>YEAR ENDED 31ST DECEMBER 2021</b>			
	<b>1st January to</b>		<b>1st January to</b>
	<b>31st December 2021</b>		<b>31st December 2020</b>
<b>Hall income</b>			
Hire charges	450.00		1,697.00
Rent and storage	50.00		150.00
		500.00	1,847.00
<b>Outgoings</b>			
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	0.00		535.39
		3,843.03	7,926.09
Surplus / (deficit) for the period		-3,343.03	-6,079.09
<b>Donations</b>		150.00	100.00
<b>Fund raising</b>			
Income	892.40		1,178.00
Outgoings	450.39		167.62
		442.01	1,010.38
<b>Artsreach</b>			
Income	303.60		0.00
Outgoings	65.38		0.00
		238.22	0.00
<b>Talks</b>			
Income	0.00		0.00
Outgoings	0.00		0.00
		0.00	0.00
<b>Other income</b>			
Interest	4.34		16.84
Sundries	8.00		0.00
		12.34	16.84
		-2,500.46	-4,951.87
<b>Other outgoings</b>			
Performing rights	131.18		100.00
Committee expenses	0.00		0.00
Printing postage & stationery	18.17		5.80
Sundries	317.10		85.00
		466.45	190.80
<b>Surplus / (deficit) on ordinary activities</b>		-2,966.91	-5,142.67
<b>Retail, Hospitality &amp; Leisure Fund grant</b>		16,097.00	11,334
<b>Surplus for the period</b>		<b>13,130.09</b>	<b>6,191.33</b>

**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
<b>Reserves carried forward</b>	<b><u>31,848.71</u></b>	<b><u>18,718.62</u></b>
<b>Assets and liabilities</b>		
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
<b>Net assets</b>	<b><u>31,848.71</u></b>	<b><u>18,718.62</u></b>



R HEWLETT  
Chairman



AJ 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.

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

5 April 2022  
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Date