



# Trustees' Annual Report for the period

Period start date

Period end date

From

1 January 2022

To

31 December 2022

## Section A

## Reference and administration details

**Charity name** Shipton Gorge Village Hall Trust

**Other names charity is known by** None

**Registered charity number (if any)** 291996

**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)
Richard Hewlett	Chair		
Julie Bartrum-Lang	Trustee	Joined 21-04-22	
Kate Chomacki	Artsreach coordinator		
Graham Garner	100 Club co-ordinator and bookings manager		
Andrew Haydon	Trustee	Resigned 31-07-22	
Diane James	PC representative		Parish Council
Tony Lock	Treasurer	Resigned 10-04-22	
Tony Mallett	Trustee/ Treasurer	Treasurer from 10-04-22	
Sally Parker	VS representative		Village Society
Sue Porter	Meetings secretary	Resigned 21-04-22	
James Webster	PCC representative		Parochial Church Council
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)

Five trustees are elected at the Annual General Meeting.

Three trustees are nominated by the following organisations (one each):

Shipton Gorge Village Society  
Shipton Gorge Parish Council  
Shipton Gorge Parochial Church Council

A maximum of two trustees may be co-opted.

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)

### Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

New trustees are briefed on their duties and responsibilities.

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)  
Meetings Secretary

In addition members are elected to oversee the running of the following activities:

Bookings  
Artsreach events  
100 Club  
Hall cleaning  
Hall safety checks

Historically the trust holds four or five management meetings and an AGM each calendar year.

See the village website (<http://www.shiptongorge.org.uk>) for minutes etc.

## 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 individuals 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**

A diverse range of activities took place in the hall during 2022, with users including Shipton Gorge Table Tennis Club; Shipton Gorge Village Society; Shipton Gorge Heritage Ltd; Shipton Gorge Parish Council; Bride Valley Ladies Choir; and a dog training club run by a village resident. The hall also welcomed a local mother and baby massage group as regular users, together with casual hirers who used the building for parties, wedding receptions etc. As a result, use of the hall has returned to pre-pandemic levels.

The hall Trustees together with the Village Society jointly hosted a "Platinum Jubilee Celebration" for villagers on 2<sup>nd</sup> June, and the hall was the site of the village fete and show at the end of July. Fund raising events included two successful Artsreach shows in March and November.

The 100 Club had another successful year

## **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 2022 are attached in Annex I.

Trust income derives mainly from hall hire charges and fund raising activities, with the total for 2022 broadly in line with earlier years. Fund raising from Artsreach shows, bar takings and the 100 Club contributed to hall income. Overall this led to the hall ending the year with a small surplus from its ordinary activities. This was supplemented by a final COVID-reopening grant.

While expenditure was comparable with historic norms, rising energy prices led to a sharp rise in heating and lighting costs. This is expected to continue for the foreseeable future.

Income from the trust's normal operations (that is, excluding the COVID grant) led to a minor surplus at the end of the year.

At 31st December 2022 the Trust had bank reserves amounting to just under £35,000.



## 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)		
Full name(s)	R Hewlett, Chair	AK Mallett, Treasurer
Date	30/3/23	30/03/23


**SHIPTON GORGE VILLAGE HALL TRUST****STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	<u>1st January to 31st December 2022</u>	<u>1st January to 31st December 2021</u>
<b>Hall income</b>		
Hiring	4,808.00	450.00
Rent and storage	<u>250.00</u>	<u>50.00</u>
	5,058.00	500.00
<b>Outgoings</b>		
Gas	510.92	329.15
Electricity	533.76	268.55
Water	146.54	136.56
Rent	5.00	5.00
Cleaning	1,144.80	1,074.14
Maintenance	1,553.61	1,327.36
Property insurance	726.15	702.27
Other hall expenses	<u>1,384.97</u>	<u>0.00</u>
	-6,005.75	3,843.03
	-947.75	-3,343.03
<b>Donations</b>	225.00	150.00
<b>Fund raising</b>		
Income (100 Club profit + Pimms)	991.00	892.40
Outgoings (Pimms)	<u>-119.99</u>	<u>450.39</u>
	871.01	442.01
<b>Artsreach</b>		
Income	973.50	303.60
Outgoings	<u>-645.81</u>	<u>65.38</u>
	327.69	238.22
<b>Talks</b>		
Income	0.00	0.00
Outgoings	<u>0.00</u>	<u>0.00</u>
	0.00	0.00
<b>Other income</b>		
Interest	90.57	4.34
Sundries	<u>0.00</u>	<u>8.00</u>
	90.57	12.34
	566.52	-2,500.46
<b>Other outgoings</b>		
Performing rights	139.20	131.18
Committee expenses	0.00	0.00
Printing postage & stationery	9.09	18.17
Sundries	<u>391.63</u>	<u>317.10</u>
	-539.92	466.45
<b>Surplus / (deficit) on ordinary activities</b>	<u>26.60</u>	<u>-2,966.91</u>
<b>Retail, Hospitality &amp; Leisure Fund grant</b>	2,667.00	16,097.00
<b>Surplus / (deficit) for the year</b>	<u><u>2,693.60</u></u>	<u><u>13,130.09</u></u>

**SHIPTON GORGE VILLAGE HALL TRUST**

**BALANCE SHEET  
AS AT 31ST DECEMBER 2022**

	<u>31st December 2022</u>	<u>31st December 2021</u>
Reserves brought forward (in bank+cash)	31,848.71	18,718.62
Surplus / (deficit) for the year	2,693.60	13,130.09
<b>Reserves carried forward</b>	<u><u>34,542.31</u></u>	<u><u>31,848.71</u></u>
<b>Balances carried forward</b>		
Cash	0.00	9.99
Bank current account	1,734.66	467.31
Bank deposit account	30,763.56	28,298.64
COIF Charities account	2,494.09	2,469.99
Nationwide (100 Club - closed)	0.00	1,243.70
Debtors and prepayments	0.00	31.50
	34,992.31	32,521.13
Less 100 Club accrual	-450.00	-450.00
Other creditors and accruals	0.00	-222.42
<b>Net assets</b>	<u><u>34,542.31</u></u>	<u><u>31,848.71</u></u>

  
R HEWLETT  
Chairman

  
AK MALLETT  
Treasurer

**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 2022 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

17/3/2023

Date