

## **Wenhaston Village Hall ('Village Club') - Charity No. 1001694**

### **Trustees' Annual Report for the period 01/01/2020 to 31/12/2020**

#### **Charity Background**

The purposes of the Charity, its main activities and details of the Trustees are already recorded on the Charity Commission website. The Wenhaston and Mells Hamlet Parish Council are the Charity's Custodian Trustees and the Management Committee are the Managing Trustees. The Trustees are guided at all times by its Constitution and the guidance issued by the Charity Commission. The Charity's Policies, agendas and minutes are available to view on our website at:

<http://wenhaston.onesuffolk.net/wenhaston-village-hall/>

#### **Our Aims**

- To continue to develop the hall as a centre for social, recreational and educational activity for the residents of the Parish of Wenhaston regardless of sex, race, political, religious or other opinions.
- To ensure that local groups and the wider public can use the facilities and to host events to bring the community together.
- To continue to manage the hall and provide a facility that can be maintained and funded at an appropriate level.

### **A summary of the Charity's accounts for the year end 2020**

#### **General Items - Receipts**

- The hall was closed due to Covid-19 lockdown between March 23 and July 4 and between 5 Nov and 2 Dec. It was also subject to Tier 2 and Tier 4 Covid restrictions.
- As a result of Covid restrictions, the Hall's normal income was severely reduced from £10,661 in 2019 to £3,156 in 2020.
- In compensation, we received £12,268 in Covid support grants from HM Government.
- We also received £5,800 from an insurance claim for the water leak in 2019.
- Affiliations remained stable but some groups chose not to restart after lifting of the first lockdown.

#### **General Items - Payments**

- The charge of £5,437 for lost water from the leak in 2019 was paid from the insurance claim above.
- Two repair projects were undertaken (front hall roof and boiler house roof). These were done to take advantage of the hall being closed.
- Thanks to Covid support from HMG our net income was £7,203, up from £2,783 in 2019. If we had not received Covid support, we would have lost £5,065. £2,268 of the HMG support was only received because we re-opened the hall after the first lockdown.

#### **Capital Items - Receipts**

- We were fortunate enough to receive grants and donations amounting to £2,754.
- Receipts were down this year mainly because the Hall's fundraising activities were greatly reduced because of Covid.

### **Capital Items - Payments**

- Major capital items during the year were: Biomass boiler energy reclamation project, committee room renovation, stage floor refurbishment and hallway refurbishment.
- We had to invest £702 for screens etc to meet Covid requirements.

### **Bank Balances**

- We ended the year with £31,664 in bank accounts. This compares with £25,874 in 2020.

### **Reserves Policy (End of 2020)**

- £8,000 is set aside for projects already planned in 2021.
- £10,000 is earmarked for repairs (mainly roof repairs) in 2021.

The year end accounts for 2020 have been checked by an independent person and reviewed and approved by the Trustees. They were accepted and approved at the AGM on 26<sup>th</sup> May 2021.

## **Summary**

In summary, the Charity was ordered to close for several months over the course of the year due to Covid-19 and at other times were open subject to Tier 2 and 4 rules. When allowed to and strictly following the Covid rules and restrictions, volunteers continued with maintenance and repairs and also organised improvement work by outside contractors. The support received from HM Government compensated for the loss of income and along with Parish Council, District and County Councillors support, enabled the Charity to do this work and also to prepare for re-opening when able to do so.

# Wenhaston Village Hall Management Committee accounts for year ended 31 December 2020

		2020		2019	
		£	£	£	£
<b>General items</b>					
<b>Receipts</b>					
<b>Hall hire</b>					
Hall hire - affiliation fees and loft storage		£460.00		£460.00	
Hall hire - blood donors		£825.00		£990.00	
Hall hire - local groups		£3,338.50		£5,456.95	
Hall hire - private bookings		£767.00		£2,960.00	
Hall hire - stage events/concerts		£120.00		£50.00	
<b>Total hall hire income</b>			<b>£5,510.50</b>		<b>£9,916.95</b>
<b>Regular fundraising events</b>					
Café income		£1,491.20		£5,551.53	
Café art sales or commissions		£36.00		£226.15	
Café: Men's breakfast		£40.00		£0.00	
Cinema		£797.94		£1,768.25	
Cinema bar net income		£159.37		£529.44	
Craft and produce market income		£337.00		£1,412.50	
Electricity refund		£28.00		£0.00	
Kurling fees and bar income		£266.50		£1,173.10	
<b>Total regular fundraising events</b>			<b>£3,156.01</b>		<b>£10,660.97</b>
Cancelled cheques			£0.00		£10.00
Deposits received			£200.00		£800.00
Grants - Government Covid-19			£12,268.00		£0.00
Insurance claims/reimbursements			£5,800.00		£650.40
Photocopying income			£7.00		£46.00
Post office rental			£1.00		£0.00
<b>Total income</b>			<b>£26,942.51</b>		<b>£22,084.32</b>
<b>Payments</b>					
Booking Secretary remuneration		£1,200.00		£1,200.00	
Cancelled cheques		£0.00		£10.00	
Cleaning		£2,450.00		£2,600.00	
Cleaning materials		£61.52		£329.83	
Deposits returned		£400.00		£500.00	
Electricity		£676.00		£820.52	
General maintenance and repairs		£1,143.25		£5,554.01	
General maintenance and repairs - roof		£3,720.00		£0.00	
Grass cutting and plants		£180.40		£429.92	
Ice cream stocks for events		£0.00		£258.08	
Insurance claims/reimbursements		£0.00		£1,358.40	
Stationary Post print and computer		£0.00		£47.74	
Insurance		£1,538.50		£1,504.47	
License fees		£595.87		£932.82	
Maintenance contracts		£870.05		£864.76	
Fire equipment servicing		£191.40		£91.80	
Waste collection		£85.28		£84.82	
Water		£5,437.40		£502.44	
Wood chip for boiler		£1,190.32		£2,211.70	
<b>Total payments</b>			<b>£19,739.99</b>		<b>£19,301.31</b>
<b>General account Net Surplus (deficit) for the year</b>			<b>7,202.52</b>		<b>£2,783.01</b>

# Wenhaston Village Hall Management Committee accounts for year ended 31 December 2020

	2020		2019	
	£	£	£	£
<b>Capital items</b>				
<b>Receipts</b>				
100 Club Receipts		£900.00		£950.00
Bequests		£0.00		£1,000.00
Hall own events/Fundraising	£160.00		£3,870.30	
less expenses	<u>(262.49)</u>		<u>(2,250.59)</u>	
nett receipts hall own events/fundraising		(102.49)		£1,619.71
Bar Stock	£0.00		£7.66	
Donations	£602.50		£1,380.50	
Donations - Cookery book	£26.00		£410.50	
Donations - Hall calendar	£77.50		£31.86	
Donations - My Life in Wenhaston	£7.50		£187.75	
Donations - War memorial book	£0.00		£22.50	
HMRC Gift aid refund	£366.48		£0.00	
Grants (excluding PC grants)	£1,173.52		£650.00	
Parish Council Grants	£500.00		£1,000.00	
Bank interest received	<u>£96.75</u>		<u>£60.09</u>	
<b>Total other receipts</b>		<u>£2,850.25</u>		<u>£3,750.86</u>
<b>Total receipts</b>		<b>£3,647.76</b>		<b>£7,320.57</b>
<b>Payments</b>				
Equipment	£73.96		£606.91	
Bar Stock	£16.59		£0.00	
Biomass Boiler Energy Reclamation	£1,353.90		£0.00	
Café bar & kitchen refurbishments	£0.00		£283.95	
Committee room renovations	£1,640.40		£0.00	
Covid-19 Requirements	£701.51		£0.00	
Emergency Exit Doors	£0.00		£6,582.00	
Floor refurbishments	£898.80		£1,409.30	
Hallway refurbishment	£374.74		£0.00	
Decorating	£0.00		£1,700.00	
Car park resurfacing	£0.00		£31,710.00	
<b>Total payments</b>		<b>£5,059.90</b>		<b>£42,292.16</b>
<b>Net Capital Receipts/(Expenditure) for year</b>		<b>(1,412.14)</b>		<b>(34,971.59)</b>
<b>Balances Brought Forward at January 1st</b>				
Santander Treasurer account		£13,778.47		£47,779.45
CAF Bank		£12,060.09		£10,000.00
Petty cash		£0.00		£34.02
Bar stock		£0.00		£213.67
Cinema float		£15.00		£15.00
Café float		£20.00		£20.00
Net Surplus (deficit) on General activities		£7,202.52		£2,783.01
Receipts/(Expenditure) on Capital Account (as above)		<u>(1,412.14)</u>		<u>(34,971.59)</u>
		<b>£31,663.94</b>		<b>£25,873.56</b>
<b>Balances Carried Forward at December 31st</b>				
Santander Treasurer account		£19,472.10		£13,778.47
CAF Bank		£12,156.84		£12,060.09
Bar stock		£0.00		£0.00
Cinema float		£15.00		£15.00
Café float		£20.00		£20.00
<b>Total</b>		<b>£31,663.94</b>		<b>£25,873.56</b>

## RESERVES POLICY at end of 2020

Reserves for projects already agreed for 2021 £8,000

Reserves for repairs expenditure (inc. roof repairs) £10,000

# Wenhaston Village Hall Management Committee accounts for year ended 31 December 2020

Capital items	Receipts				
		2020	2019	£	£
100 Club Receipts		£900.00		£	£950.00
Bequests		£0.00		£	£1,000.00
Hall own events/Fundraising		£160.00	£3,870.30	£	
less expenses		(262.49)	(2,250.59)	£	
nett receipts hall own events/fundraising		(102.49)		£	£1,619.71
Bar Stock		£0.00	£7.66	£	
Donations		£602.50	£1,380.50	£	
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Donations - War memorial book		£0.00	£22.50	£	
HMRC Gift aid refund		£366.48	£0.00	£	
Grants (excluding PC grants)		£1,173.52	£650.00	£	
Parish Council Grants		£500.00	£1,000.00	£	
Bank interest received		£96.75	£60.09	£	
<b>Total other receipts</b>		<b>£2,850.25</b>	<b>£3,750.8</b>	£	
<b>Total receipts</b>		<b>£3,647.76</b>	<b>£7,320.57</b>	£	
Equipment		£73.96	£606.91	£	
Bar Stock		£16.59	£0.00	£	
Biomass Boiler Energy Reclamation		£1,353.90	£0.00	£	
Café bar & kitchen refurbishments		£0.00	£283.95	£	
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Decorating		£0.00	£1,700.00	£	
Car park resurfacing		£0.00	£31,710.00	£	
<b>Total payments</b>		<b>£5,059.90</b>	<b>£42,292.16</b>	£	
<b>Net Capital Receipts/(Expenditure) for year</b>		<b>(1,412.14)</b>	<b>(34,971.59)</b>	£	
<b>Balances Brought Forward at January 1st</b>		<b>£13,778.47</b>	<b>£47,779.45</b>	£	
Santander Treasurer account		£12,060.09	£10,000.00	£	
CAF Bank		£0.00	£34.02	£	
Petty cash		£0.00	£213.67	£	
Bar stock		£0.00	£15.00	£	
Cinema float		£15.00	£20.00	£	
Café float		£20.00	£20.00	£	
Net Surplus (deficit) on General activities		£7,202.52	£2,783.01	£	
Receipts/(Expenditure) on Capital Account (as above)		(1,412.14)	(34,971.59)	£	
<b>Balances Carried Forward at December 31st</b>		<b>£19,472.10</b>	<b>£13,778.47</b>	£	
Santander Treasurer account		£12,156.84	£12,060.09	£	
CAF Bank		£0.00	£0.00	£	
Bar stock		£0.00	£15.00	£	
Cinema float		£15.00	£20.00	£	
Café float		£20.00	£20.00	£	
<b>Total</b>		<b>£31,663.94</b>	<b>£25,873.56</b>	£	

RESERVES POLICY at end of 2020  
Reserves for projects already agreed for 2021 £8,000  
Reserves for repairs expenditure (inc. roof repairs) £10,000

Accounts checked and correct.  
S. Norns  
19/1/2021