

KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

TRUSTEES' ANNUAL REPORT 31st MARCH 2021

The Managing Trustees present their Report for the period 1st April 2020 to 31st March 2021 which should be read in conjunction with the Financial Statements for the same period provided on pages 5 and 6.

Legal Status

The Charity is established by Trust Deed dated 30th June 1995 whereby the Keinton Mandeville Village Hall and Playing Field Trust declared the Trusts on which it was to hold the freehold land on which the proposed village hall and associated car park were to be erected together with the proposed playing field adjoining thereto. The Charity Commission number is 1057420.

Objects, Policies and Organisation

The object of the Charity shall be the provision and maintenance of a village hall and playing field and facilities ancillary thereto for the use of the inhabitants of the Parish of Keinton Mandeville and its immediate vicinity without distinction of political religious or other opinions including use for meetings lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Committee of Management shall comprise eleven persons being five elected and six representative members. Elected members shall be appointed at the annual general meeting. The Committee may appoint if they think fit not more than two co-opted members in addition. The Annual General Meeting is usually held in June.

Review of the year

The unique nature of 20/21 has affected KMOVH just as one would assume it had. All social use of the hall was effectively ended for the year. One exception worthy of comment is the highly popular pop up Thai takeaway, which served the village and helped maintain morale during difficult times.

The trustees have not been idle during this period, and many hours were spent behind the scenes ensuring that the hall remained a viable asset for the whole Parish. Special mention must be made of the Treasurer's Stirling efforts to ensure that all available funding was accessed, whilst the Secretary led the efforts to ensure the hall achieved "COVID-19 Secure Premises" status.

Maintenance has continued, particularly pleasing is the boiler work which has been a continuing cause of concern. The trustees also dealt with another cleaner resignation / recruitment event. The lockdown(s) were used to establish a fantastic new baseline, with numerous areas deep cleaned.

As the reporting period ended the indications were mixed across the various contract hirers: some such as Zumba seem to be gravitating away from in person delivery; others such as Children's Dance Classes are more popular than ever. After the resignation of some of the adult volunteers the Scout Association has decided to close the village Scout Group to concentrate efforts towards neighbouring Barton St David, however a new Parish Council Youth Group has sprung up to serve the children of the Parish.

Overall, the outlook is that hall usage is expected to bounce back to the previous high utilisation as 21/22 gets underway. If this proves to be true, the trustees' strategic priority may revert back to an extension of the current facilities.

Financial Report

As the 20/21 year started the hall had just closed with little idea of what was ahead, however the year has proved to be one of our most profitable.

Following the ACRE (Action in Communities in Rural England) guidelines on how to re-open the hall, on 12th August the hall was re-opened as a "COVID-19 Secure Premises", and regular users started returning.

On 5th November the hall was closed again to all but Pim's take-aways as Lockdown#2 started. Although this ended on 2nd December no regular user wished to return before Christmas and Lockdown#3 then commenced and has continued until the end of this reporting period.

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	
Hall Use (hours)	2,301	2,234	2,138	2,235	2,311	505	↓ 78%
Income from Hire	£12,692	£13,018	£12,723	£13,036	£15,130	£5,234	↓ 65%
Running Costs	£9,193	£10,267	£9,925	£9,531	£9,291	£7,312	↓ 21%

Casual bookings that had made a payment and now had to be cancelled were offered a full refund, or a credit note. £253 was refunded and £1,133.50 is held on credit and shown under liabilities.

Invoices were sent to regular users for the period 1st January 20 to 23rd March 20, and they were told that their regular 'time slots' would be kept for them when the hall was able to re-open.

As the hall is classified as a business it was eligible under the HMG Business Support Scheme and over the period a total of £20,674 was received during the lockdown periods.

During Lockdown#1 the troublesome boiler was replaced, and during Lockdown#3 the foyer and disabled WC were repainted. Our thanks go to the Parish Council for their support with both of these projects.

John Light
June 2021'

Responsibility for the Financial Statements

The Trustees are responsible for the preparation of the financial statements, for keeping proper accounting records which disclose the financial position of the Charity. The Trustees have elected to prepare financial statements on the Receipts and Payments Account basis.

Managing Committee Membership

The members of the Committee during the year and their appointing body if appropriate are:-

Warren Lee	(Chairman)	Sea Scouts
Jo Wallwork	(Secretary)	Elected
John Light	(Treasurer)	Elected
Sue Boulter		Elected
Rachael Willcox		Parochial Church Council
Hilda Esain		Short Mat Bowls
Kate Craigie		Elected
Helen Beaton		MUGA Users
Chris Calcutt		Parish Council
Theo Ballance		Co-opted

The Independent Examiner is Mr David Butcher who has kindly given his services free of charge.



Approved by the Trustees
Jo Wallwork
Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST.

I report on the accounts of the Charity for the period 1st April 2020 to 31st March 2021 which are set out on pages 5 and 6.

Respective Responsibilities of Trustees and Independent Examiner.

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view of the given accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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 account to be reached.



David Butcher
Woodcut House
Queen Street
Keinton Mandeville
July 2021

KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

RECEIPTS AND PAYMENTS FOR THE PERIOD 1st APRIL 2020 to 31st MARCH 2021

VH INCOME	£	£	(19/20)	VH EXPENDITURE	£	£	(19/20)
Income from Hall Hire				Hall Running Costs			
Contract Hire	4,463.70			Caretaking & Cleaning Mats	2,882.13		
Casual Hire	771.75			BT Telephone	567.50		
BT Telephone	538.71			Water Charges	401.14		
MUGA Hire	695.00			Gas Charges	282.97		
Total		6,469.16	16,857	Electricity Charges	861.26		
				Hall Maintenance	434.70		
Donations				Landscaping/Gardening	919.99		
Casual Donations	450.00			Window Cleaning	80.00		
Total		450.00	1,336	Insurance	882.84		
				Total		7,312.53	9,881
Fund Raising Events				Fund Raising Events			
Total		0	4,366	Total		0	880
Grants				Capital Works			
Grant from Parish Council	1,500.00			Hall Extension	1,325.64		
Total		1,500.00	1,000	Boiler Replacement	2,230.37		
Other Sources				Replacement Hoover	114.99		
Interest	184.83			Painting Foyer & Disabled WC	720.00		
Rent on Land	300.00			Total		4,391.00	3,816
COVID Business Support	20,674.00			Other Expenditure			
HMRC Gift Aid	87.66			Casual Hire(refunds)	253.04		
Hall Extension (Loan)	2,000.00			Subscriptions	100.00		
Total		23,246.49	482	Licenses	180.00		
				Inspections/Certificates	71.28		
				Health & Safety	48.00		
				Hall Extension (Loan repay)	2,000.00		
				COVID Extra Costs	78.84		
				Total		2,731.16	1,517
				Excess income over expenditure		17,230.96	7,947
Total Income		31,665.65	24,041	Total Expenditure		31,665.65	24,041

BALANCE OF ACCOUNTS

Account	Opening	Closing
VH Cash	24.20	24.50
VH Current	16,756.58	8,802.41
VH Savings	30,290.50	55,475.33
TOTAL	47,071.28	64,302.24

STATEMENT OF RESTRICTED FUNDS

Fund	Opening	Closing
MUGA Development	14,363.41	15,058.41
Hall Extension	3,139.74	1,901.76
TOTAL	17,503.15	16,960.17

Statement of Assets and Liabilities as at 31st March 2020

Five and a quarter acre Site (see note 1)	21,321.25	
Total value of hall (see note 2)	273,224.91	
Total value of Hall equipment (see note 3)	153.32	
Total value of MUGA	115,096.56	
		£ 409,796.04
Monies Receivable		
Cash and Bank Balances	64,302.24	
		£ 64,302.24
Less Accounts Payable		
Village Loans (Cricket Club)	448.56	
Community Voluntary Health (Credit note issued)	40.00	
Credit Notes Issued for cancelled bookings	1,133.50	
		(£1,622.06)
Net Assets of the Charity		£ 472,476.22

Accounting Policies

The accounts are prepared on the cash basis, items being accounted for on receipt or payment. There is no provision for accruals.

Restricted and Unrestricted Funds

Restricted funds are those provided for a specific purpose, they are reported upon separately and will only be used for the purposes for which they were intended.

All other monies raised and all expenditure is treated as unrestricted funds.

NOTES:

1. The value of the site is taken as being the cost including the planning application.
2. The value is based upon a valuation in 2001 increased by the cost of the new lean-to the patio and the car park resurfacing, fencing, and the value of the new store. (The hall insurance policy is index linked and is currently insured for £623,929)
3. This covers the value of hall equipment, eg tables and chairs. Linear depreciation is applied to all items of equipment, depreciation being typically over a 5 year period.