



Trustees' Annual Report for the period

Period start date			Period end date		
Day	Month	Year	Day	Month	Year
From 01	April	2021	To 31	March	2022

Section A Reference and administration details

Charity name **CLAPHAM VILLAGE HALL**

Other names charity is known by

Registered charity number (if any) **1058419**

Charity's principal address **Clapham Village Hall**
High Street
Clapham, Bedford
Postcode MK41 6BP

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	Mr M Coy	Chairman		
2	Mr P Hedley	Vice Chairman		
3	Mrs S J Coy	Secretary Treasurer		
4	Mrs P Hurley			
5	Mrs K Power			
6	Mrs N Thapar			
7				
8				
9				
10				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

Trust Deed

How the charity is constituted
(e.g. trust, association, company)

Trust

Trustee selection methods
(e.g. appointed by, elected by)

The Clapham Village Hall Committee are a management committee publicly elected at the Annual General meeting (AGM) to manage the Trust. All members are volunteers and retire annually at the AGM where new representatives of the Parish or user groups have the opportunity to put themselves forward to join the Clapham Village Hall Committee.

The Clapham Village Hall Committee shall consist of 6 Elected Members, 7 Representative members and not more than 3 Co-opted members and the quorum shall not be less than one third of the total number of the members.

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.

Trustee name	Office (if any)	Year
Mr M Coy	Chairman	
Mr P Hurrey	Vice Chairman	
Mr S J Coy	Secretary	
Mr P Hurrey	Treasurer	
Mr K Power		
Mr S J Coy		

Section C

Objectives and activities

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

To provide a facility by way of a Village Hall for educational and leisure purposes for the local community.

To manage the building on behalf of the community by acting reasonably and prudently. Maintain accurate financial control, maintain the property. Ensure all health and safety laws are in operation. All volunteers are unpaid and avoid any potential conflicts of interest.

The Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when carrying out the activities during the year.

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)

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.

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

Chairman's Report – Clapham Village Hall, 03rd May 2022

2021 – 2022 in the end turned out to be a successful year. There were still many Covid restrictions that had to be taken into consideration in the early months. But by September Regular and Casual bookings, with a few restrictions thought prudent by Management Committee Members, were back to full strength and have continued that way.

Throughout the pandemic the Management Committee has kept routine servicing up to date, annual invoices and utility bills paid and carried out essential repairs. The next hurdle to climb is the legislation associated with the Mayor's Climate Change Fund.

We welcomed a new part-time caretaker in January and hope she will enjoy working with us. We also have recently engaged a new Designated Premises Supervisor.

As always my thanks go to the present Committee and both Caretakers for their input into the management of the Village Hall also to our roof repairer for his expertise and caring attitude towards an older type building.

We do also need more residents to come forward to volunteer to become Clapham Village Hall Committee Members to swell the ranks of the present Committee and eventually to take on the rank of position holders.

My hope for 2022 – that 'Normal' is now returning.

**Mick Coy
Chairman
Clapham Village Hall Management Committee**

Section E Financial review

Brief statement of the charity's policy on reserves

The Trustees feel that the village hall is reasonably financially secure at the start of the financial year 2022/23. The Committee are mindful that some finances need to be kept in reserve to meet general maintenance and service costs and any emergencies that may occur.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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.



Section F Other optional information

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)
Position (e.g. Secretary, Chair, etc.)
Date

	
MICHAEL COY	PHIL HEDLEY
CHAIR	VICE CHAIR
3/5/2022	

Receipts and payments accounts

CC16a

For the period
from

01/04/21

To

31/03/22

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
LETTINGS	13,275	-	-	13,275	3,070
FUNDRAISING	-	-	-	-	-
CLAPHAM SPORTS FC RENT	3,624	-	-	3,624	3,624
BAR RENT	-	-	-	-	-
INDEMNITY BONDS	3,000	-	-	3,000	-
DONATIONS	-	-	-	-	-
HMRC/JRS	295	-	-	295	2,449
BBC GRANT	12,110	-	-	12,110	20,098
Sub total (Gross income for AR)	32,304	-	-	32,304	29,241
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,304	-	-	32,304	29,241
A3 Payments					
WAGES	5,538	-	-	5,538	4,631
GAS	1,114	-	-	1,114	713
ELECTRICITY	580	-	-	580	436
WATER	573	-	-	573	97
INSURANCE	1,379	-	-	1,379	1,335
PRS/PPL	132	-	-	132	487
ADMINISTRATION/BOOKINGS	269	-	-	269	201
REPAIRS/MAINTENANCE/REPLACE	4,828	-	-	4,828	6,282
BONDS/DEPOSITS/RETURNED	2,213	-	-	2,213	589
LICENCE FEE	180	-	-	180	180
RATES	673	-	-	673	-
Sub total	17,479	-	-	17,479	14,951
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	17,479	-	-	17,479	14,951
Net of receipts/(payments)	14,825	-	-	14,825	14,290
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,974	-	-	27,974	13,684
Cash funds this year end	42,799	-	-	42,799	27,974

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
Total cash funds		42,799	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval



M. COI
P. HEDLEY

3/5/2022
3/5/2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

Clapham Village Hall

On accounts for the year
ended

31st March 2022

Charity no
(if any)

1058419

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

27/04/2022

Name:

Maizie Zeng (Hongmei Zeng)

Relevant professional
qualification(s) or body
(if any):

CMA (Certified Management Accountant)
Member of ACCA

Address:

77 Greenfield Road, Northampton, NN3 2LJ