

Sawley Village Hall

1075714

Annual Report 2020-21

Summary

This has been a challenging year but helpful advice and financial support from the Government has brought the Village Hall through the pandemic, and we were able to resume some activities in line with Government guidance in April 2021. Most of our users had returned to the Hall by the end of September 2021. A number of the wedding books were postponed, some into 2022. The financial position is good, but we face significant challenges in meeting rising costs especially for utilities; a review of our charging regime is inevitable during the year ahead. In light of the challenges, the Trustees took the decision to put significant expenditure on hold, although there were routine repairs and improvements undertaken to the roof and the electrical system. Planning to improve the Hall's resilience and reduce utility costs continue and a review of the Hall hire costs and protocol will be delivered in the year ahead in order to ensure costs are covered and workload for the Trustees is kept to a manageable level.

Objectives

The objectives of the Village Hall and its Trustees as set out in the Conveyance and Deed of Trust dated 19 October 1994 remain unchanged.

The Trustees Committee

Christine Dent – Chair

Edward Roy Flexman – Vice Chair

James Wigginton – Treasurer

Holly Parry – Secretary

Stuart Green

Michael David Mason

Jenny Bellaries

Laura Wray

Laura Bassitt

Michael Mason stood down as longstanding secretary during the year and Holly Parry took up the role.

Due to Covid 19 regulations we could not hold our Annual General Meeting(AGM) in October 2020 but did convene for a full AGM on 13 October 2021 for the years 2019/20 and 2020/21 AGM. Laura Wray and Laura Bassitt did not stand for re-election.

Achievements and Performance

Despite a difficult year due to ongoing Covid-19 restrictions, the Village Hall continued to be utilised, when restrictions allowed, for community events and hire by local residents and businesses. Whilst the Village Hall could be reopened to the public from 12 April, given the age profile of the users and with respect to the village residents, the Trustees restricted full access for the public until July 2021. The Hall saw very little activity during the summer because many users decided to defer their return until September.

Although much less frequent than in a normal year, activities included whist and dominoes, bowls, dance and games evenings along with hire of the Hall for children's parties and weddings (in line with the current Covid restrictions).

During the periods of 'lockdown' we reduced all but essential expenditure to minimise our outgoings, including roof and electrical repairs and improvements.

Financial situation

- Income: £27,087
- Expenditure: £10,474
- Reserves held: £23,992.20

The Charity ended its financial year with a significant surplus due entirely to the receipt of Government grants paid by the local authority (Harrogate Borough Council) under the Local Restrictions (closed) grant scheme and the later Restart Grants scheme as the country came out of Covid lockdown. The payment of both sets of grants fell within one financial year, which would not have been the case had the Village Hall operated on an accounting year of 1st April to 31st March. Without grant assistance the Village Hall would have incurred a significant deficit in meeting its fixed costs and in undertaking essential roof repair work.

The Village Hall needs to hold reserves as its income from year to year is uncertain. It depends primarily on the income from people hiring the hall for social and community events and from fundraising events organised by the Village Hall. Annual income can be affected by the success or otherwise of music, theatre and other cultural events, which may require some subsidy from the Village Hall. Reserves had been built up to fund the refurbishment of the kitchen and to undertake works to the fabric of the building and its external areas whilst still leaving funds to cover any future annual operating deficits.

The Year Ahead

We hope to return to full operation in 2021/22 and to fulfil the postponed wedding bookings. Given the strong financial position, in part thanks to the Government grants, the Trustees are looking to undertake improvements to the kitchen facilities and to carry out maintenance that was postponed until a more certain time. In addition the Trustees have agreed to review the Bookings Policy to reduce the level of input required by our bookings officer and to review the hire charges to reflect the increasing utility and running costs.

The Trustees remain committed to supporting use of the Hall by local residents for a range of activities from art to yoga and everything in between and for all age ranges.

Given the loss of two Trustees, we remain keen to recruit additional Trustees to the committee to support the objectives of the Village Hall.

Issues

There are no significant issues, complaints or disputes to report.

Holly Parry

Secretary

Sawley Village Hall Trustees

13 October 2021

SAWLEY VILLAGE HALL

REGISTERED CHARITY No. 1075714

SUMMARY OF INCOME AND EXPENDITURE TO YEAR ENDING 30th SEPTEMBER 2021

2019/20	RECEIPTS	£		2019/20	PAYMENTS	£
	Brought forward at 30-09-20	22850.61		1359	Heat and Light - Oil	837.74
				325	- Gas	0
3745	Hire of Hall	4095.00		776	- Electricity	559.47
1928	Bar receipts (incl. corkage & other charges.)	3208.20		411	Water charges	226.12
	HBC: Gov't Local restrictions (closed) grant scheme (November)	1334.00		502	Non - domestic rates	501.76
	HBC: Gov't Local restrictions (closed) grant scheme (Jan/Feb)	6001.00		1129	Insurance	1129.45
	HBC: Gov't Local restrictions support grant (addendum) (16/2 -31/3))	2096.00		945	Cleaning charges	312.00
	HBC: Gov't Restart grant (May 21)	8000.00		150	Window cleaning charges	50.00
	HBC: Gov't Restart grant (21/6 -19/7)	1500.00		939	Bar stock & other bar expenses.	1758.30
330	Monthly Whist and Dominoes (1 event) (Door)	50.00		190	Bar staff wages	425.00
387	(Raffle)	57.00		254	Whist & Dominoes expenses (1 event)	33.00
1702	Short mat bowls (3.5 months)	394.60		188	Other function and event expenses	102.08
176	Dare to Dance (1)	30.00			Hartleys Direct (20 small tables)	542.35
102	Games Night (1)	30.00		(270)	Tall steel filing cabinet	177.00
65	Donations	120.00			Long service gifts to mark retirement of VH Secretary	104.98
	Donations for past "best before date" bar stock	103.56		(130)	Valley View Roofing	1740.00
21	Miscellaneous income	18.36			Kylefire extinguisher service	50.40
135	Interest	49.73		113	Oilforce (Boiler service)	98.82
				160	Johnsons (Gas heater service)	139.99
				(403)	T & M E Jackson (Electrical circuit earthing repairs; emergency lighting and smoke alarm replacements and portable appliance testing)	1078.13
	Total	27087.45		23	Cleaning materials	56.50
				281	Fresh Mango Technology (website hosting & licence renewal)	313.19
				225	Adverts, printing, licences	200.00
				71	Officer's and miscellaneous expenses	37.98
					Total	10474.26
					Bank accounts and cash in hand at 30.09.21	39463.80
		49938.06				49938.06

SAWLEY VILLAGE HALL ACCOUNTS				RECEIPTS 1ST OCTOBER 2020 TO 30TH SEPTEMBER 2021						
Date	Folio	Details	Donation	Hire	Function	Bar	Sports & Social	Interest & Grants	Misc	Totals
01/11/2020	1	Skipton Building Society interest						47.88		47.88
14/11/2020	2	Games Night (October)					30			30
14/11/2020	3	Short mat bowls (16/9 - 23/10)					152			152
01/12/2020	4	5 x Pkts of paper towels							5.1	5.1
	5	Short mat bowls (28/10 -4/11)					40			40
01/01/2021	6	NS&I interest						1.85		1.85
06/01/2021	7	Fountains Benefice interviews(9/12)		90						90
02/02/2021	8	4 x Pkts of paper towels							4.08	4.08
03/02/2021	9	HBC Local restrictions (closed) grant scheme (November)						1334		1334
03/02/2021	9	HBC Local restrictions (closed) grant scheme (Dec-Jan)						2001		2001
03/02/2021	9	HBC Local restrictions (closed) grant scheme (Jan-Feb15th)						4000		4000
28/02/2021	10	Wedding reception (30/4/22) deposit		100						100
08/03/2021	11	HBC Local restrictions (closed) grant scheme (16/2 -31/3)						2096		2096
31/03/2021	12	Donation - loan of tables	20							20
31/03/2021	13	Donations for passed best before date bar stock							63.56	63.56
31/03/2021	14	4 x Pkts of paper towels							4.08	4.08
17/05/2021	15	HBC: Gov't Restart Grant						8000		8000
25/05/2021	16	HBC Polling Station		185						185
25/06/2021	17	Wedding reception deposit (4/6/22)		100						100
29/06/2021	18	Dare to Dance (27/5)					30			30
29/06/2021	19	Donations for passed best before date bar stock							40	40
		SUB TOTAL	20	475	0	0	252	17480.73	116.82	18344.55
01/07/2021	20	Wedding reception balance		500						500
07/07/2021	21	Donation (Lucy Watkin)	100							100

Date	Folio	Details	Donation	Hire	Function	Bar	Sports & Social	Interest & Grants	Misc	Totals
27/07/2021	22	Wedding reception deposit (8/10/22)		100						100
28/07/2021	23	Bar at wedding party (28/7)				165.5				165.5
30/07/2021	24	Wedding reception balance (28/7) and corkage charge (51 bottles)		500		153				653
30/07/2021	24	Wedding reception (28/7). 3 extra hours hire and 1 extra bar hour		45		10				55
30/07/2021	25	Bar at wedding party (31/7)				41.5				41.5
		SUB TOTAL	100	1145	0	370	0	0	0	1615
09/08/2021	26	Wedding reception balance (31/7) and corkage charge (21 bottles)		500		63				563
	26	Wedding reception (31/7). 3 extra hours hire.		45						45
10/08/2021	27	Bar at wedding party (7/8)				1350.7				1350.7
10/08/2021	28	Fountains Brownies (use as base for event on Green) (10/8)		50						50
12/08/2021	29	Domino Drive for churchyard upkeep		30						30
15/08/2021	30	Private party (14/8)		120		286.5				406.5
25/08/2021	31	Bar at wedding party (21/8)				984				984
26/08/2021	32	Domino Drive for Sawley church		30						30
31/08/2021	33	Short mat bowls (Tuesdays only)					105			105
31/08/2021	34	NUMC weekend (5-7/11) deposit		40						40
		SUB TOTAL	0	815	0	2684.2	105	0	0	3604.2
03/09/2021	35	5 x pkts of paper towels							5.1	5.1
03/09/2021	36	Action Challenge event (16-18/7)		600						600
10/09/2021	37	Wedding hire deposit (10/9/22)		100						100
12/09/2021	38	Wedding hire balance (21/8)		400						400
17/09/2021	39	Whist and Dominoes (Door)			50					50
17/09/2021	39	Whist and Dominoes (Raffle)			57					57
19/09/2021	40	Bar at Christening party				154				154

Date	Folio	Details	Donation	Hire	Function	Bar	Sports & Social	Interest & Grants	Misc	Totals
19/09/2021	41	Wedding hire balance (7/8)		500						500
21/09/2021	42	HBC: Govt. Restart scheme top up grant 21/6 to 19/7						1500		1500
27/09/2021	43	Children's Party (26/9) (4hrs)		60						60
30/09/2021	44	Short mat bowls (Tuesdays only)					97.6			97.6
		SUB TOTAL	0	1660	107	154	97.6	1500	5.1	3523.7

SAWLEY VILLAGE HALL			SUMMARY AND BALANCE OF ACCOUNTS AT 30 th SEPTEMBER 2021						
						Balance carried forward from 2019-20		22850.61	
	HSBC Community Acc.	14612.87							
	National Savings	258.77				Receipts	27087.45		
	Skipton Building Society	23733.43				- Payments	10474.26		
	Bar Float	320.00							22850.61
	Bar stock fund	150.00							
	Total	39075.07				= Surplus	16613.19		16613.19
	Less un-presented cheques/direct debits	0							
	=	39075.07							
	+ Cash in hand	388.73							
	=								
	Total	39463.80					Balance at 30/09/2021		39463.80

Report of the independent examiner of Sawley Village Hall accounts (Oct 2020 – Sept 2021)

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect accounting records have not been kept accurately. The accounts as presented are in accord with these records, and the summary reports provide for a proper understanding of the accounts to be reached.

Signed Susan I'Anson

Date 17/01/22

Name: Mrs Susan I'Anson (MAAT retired)

Address: 1 Aislabie Garth

Ripon

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