

Chairman's Report AGM 2020

This is my first report as Chairman of ETSR since I assumed the role in March 2020.

Since that time the world, the country, our community and the Trust have been on a roller coaster of unprecedented proportions. There's nothing like being thrown in at the deep end!

My report will cover events during the period since the last Chairman's Report and AGM on 7th November 2019.

It is only right that I lead with a huge thank you to John Barnes who formally announced that he was stepping down as Chairman in March 2020. John has been involved with ETSR for as long as anyone can remember, including 10 years as Chairman. He has overseen the development project for the new village halls from planning, through the build and subsequent opening and running of the halls. Our thanks go to John for his tireless work and dedication, noting that he has agreed to continue as a Trustee and as Vice Chairman.

Covid-19 Pandemic

To say that our year has been disrupted as a result of the Coronavirus crisis would be something of an understatement! The halls closed in line with the nationwide lockdown back in March and only reopened again on 7th September. This deprived our many users of the enjoyment they derive from the halls and took away the great majority of our income at a stroke.

Faced with this collapse in income, the Trustees focussed their attention upon containing and reducing costs and suspending all discretionary spending. Crucially we took action to access support offered through the Government and the District Council. Firstly, we used the Job Retention Scheme to place Catherine Richards, our Administrator, on Furlough leave until her return, on a half time basis, at the start of September. Secondly we applied for and received a Business Support Grant of £10,000 from Rother District Council. These actions bolstered our position and meant that we survived the initial phase of the crisis. I would particularly like to thank Steve Millea, our Treasurer, for his efforts in this regard.

Having established that several of our regular users, when permitted, would like to return we undertook all the necessary work to make our premises "Covid Secure". This entailed considerable extra work for Catherine upon her return for duties and for the small band of Trustees who completed the necessary physical changes within the buildings.

Several of our regular groups benefited from the resumption of activities, although this has again been thwarted with lockdown 2. We thank them for the loyalty they demonstrated when returning to the halls at the earliest opportunity.

The Trustees would like to encourage the return of more of our regular user groups together with potential new hirers. Whilst we must all be guided by guidelines for the safe use of the halls we look forward to welcoming as many as possible of you to use our great facilities.

Update on Lease

We have heard from our solicitor, as recently as 6th November 2020 that, after months of delay at the Land Registry, the Diocese's freehold interest has been registered and that ETSR's various restrictions have in turn been registered on the Diocese's freehold title together with the notice in respect of the Option. Our solicitor has advised that completion of the leasehold registration should be confirmed shortly.

Financial Performance and Fund Raising

The Treasurer's Report covers our financial year from 1/8/2019 until 31/7/2020. Whilst at first glance it shows a healthy profit of £5,893.98 for the full year, it is completely distorted by Covid-19 related issues and payments, notably the £10,000 grant and Furlough payments discussed above.

Stripping these exceptional items away, a better guide to our performance for the year would have been seen from the first half of the year, immediately prior to the crisis. At that point hall bookings were up to a healthy £11,060, fund raising had more than doubled the previous full year's figure to £4,759 and the 100 Club continued to produce consistent income. In spite of increased hall running costs, profit at the half year was £1,249 and we were on course for a full year break even/profit.

Coronavirus has, in extremis, highlighted the importance of supplementing income received from the hire of the halls. The 100 Club continues to be well supported, for which we thank all participants, and provides steady cashflow, bringing in £4,100 (before prize payments). Please spread the word to encourage even more members! I should also mention, at this stage, our thanks to those members who demonstrate still further support by donating their prizes to ETSR. We are very grateful for this additional generosity.

Fund raising events including the very well attended and memorable evening with Charles Moore talking about the final part of his biography about Margaret Thatcher (covered in last year's report), Nick Smith's second instalment on board Gin@Six, and the annual Autumn Quiz Night tee'd us up beautifully for a record year before lockdown and termination of all other planned events in the halls.

Despite this setback, ETSR were delighted to host the annual plant sale on the Village Square outside the halls on 19th and 20th June. Helped by some lovely weather there was a splendid turnout over the two days from the village and beyond. Many people expressed their pleasure in being able to emerge from "lockdown" and to socialise whilst observing sensible distancing!

The event was a terrific success raising over £1,000 and we are hugely grateful to all of those who came along and supported the venture. We look forward to repeating the exercise next year when we all hope that teas, coffees and cakes will once again be available.

It goes without saying that we could not hold the plant sale without the fantastic efforts of Mary Barnes and Eleanor Knowles and we were also grateful to Caroline Moore who magically appeared with additional supplies as stocks dwindled!

Forecast

At the time of writing this report, no one knows how much longer Covid-19 will continue to exert such a dominating influence on all of our actions. With this in mind, The Trustees have prepared a six month forecast based upon continuing significantly reduced income and minimal ability to host larger fundraising initiatives. We are required to make significant payments on a monthly basis to support our contracted commitments which largely reflect the nature of our shared premises structure with the school. These considerable costs include Site Management, cleaning, electricity, fuel, insurance, facilities testing and many more, together with the Trust's own administration costs. Whilst we enter this six month period with a reasonable cash balance this will erode at an untenable rate if conditions don't improve. Obviously the required closure of the halls for a second lock down is a further blow.

Faced with this situation and with the prime aim of avoiding a more permanent closure of the Halls, ETSR has submitted its findings to the Parish Council (who are Guarantors for the Lease) with a request for financial support if the forecast erosion of funds proves accurate. All parties have committed to work closely to avoid this unwanted position and to restore the funds to a self financing position as soon as we are able to function on a "Covid free" basis.

ETSR would like to thank the Parish Council for all help and support received thus far.

In the meantime we again encourage all current and potential users to make the fullest use possible of the village halls which remain, in every sense, at the heart of village activities.

Trustees, JMC and other thanks.

Neither ETSR nor the halls could function without the unstinting hard work and involvement of the Trustees: John Barnes, Paulette Barton, Joe Kilgallon, Nicky Menzies, Steve Millea and Nick Smith all of whom have committed to continue to serve for the coming year. I thank them all for their tremendous support and enthusiasm.

In addition to five formal meetings held during the year there have been several conference calls and offsite meetings held to address the exceptional issues we have battled during this unprecedented year. I would like to thank each and everyone of the Trustees for their terrific attendance and participation.

Likewise, we continue to work formally and informally on a most harmonious basis with the school both through the Joint Management Committee and regular ad hoc meetings. Our thanks go to Greg Coleman, Margaret Williams, Annette Childs and behind the scenes to Gail Forward and Tracie Wilson for all their help. ETSR would like to thank Margaret for all her help and involvement and to wish her a happy retirement. We would also like to welcome Matthew Montebello and we look forward to working with him in the coming years. In the same vein I would like to thank Catherine Baigent who undertakes the cleaning of the halls, something which has assumed an even greater importance as we do everything possible to provide a safe and secure environment for all of our user groups.

Finally and certainly not least (!) , I would like to thank Catherine Richards our Administrator for her fantastic efforts throughout the year. In addition to her normal activities, Catherine worked with great diligence as we prepared for the reopening of the halls after her return from her period of Furlough Leave. On behalf of us all, Catherine, a very big thanks for your support and loyalty.

ETCHINGHAM TRUST FOR SPORT AND RECREATION
FINANCIAL YEAR ENDED 31.7.2020

<u>Income & Expenditure Account</u>	2018-19	2019-20
Income		
Village Hall Bookings	£17,435.50	£11,003.54
Parish Council contribution	£1,000.00	£1,000.00
Donations/ Grants	£1,000.00	£10,550.00
Fundraising	£2,045.02	£5,599.30
100 club	£3,980.00	£4,100.00
HMRC - Furlough payment	£0.00	£1,920.00
Bank Interest Received	£377.20	£9.53
Misc	£25.81	£43.79
	£25,863.53	£34,226.16
Expenditure		
C Richards	£7,200.00	£7,200.00
C Richards Expenses	£0.00	£46.45
Mobile Phone	£273.10	£286.99
Hall running costs	£14,470.65	£17,214.32
Insurance	£893.75	£838.64
Admin expenses	£535.50	£0.00
HMRC - PAYE & NICS	£0.00	£0.00
Fundraising expenses	£323.90	£1,335.78
100 Club	£1,550.00	£1,410.00
Grants / Donations	£40.00	£0.00
AV - cable, consultancy, lights and pa	£0.00	£0.00
Sports Equipment	0	£0.00
	£25,286.90	£28,332.18
Profit/(loss) for the period	£576.63	£5,893.98
Capital Expenditure		
Hall payment to ESCC	£818,586.90	£0.00
Stage lights payment to Etchingam School	£2,000.00	£0.00
	£820,586.90	£0.00
Balance Sheet		
Bank Accounts		
Current account	£782.66	£10,663.57
Deposit account	£1,058.43	£1,067.96
Village Hall Booking Account	£8,756.00	£4,759.54
Petty cash	£34.21	£34.21
Net Assets / Liabilities	£10,631.30	£16,525.28
Represented by:		
Accumulated funds at 1st August	£830,641.57	£10,631.30
Surplus/(Deficit) for the period	£576.63	£5,893.98
Capital expenditure	£820,586.90	£0.00
Accumulated funds at 31st July	£10,631.30	£16,525.28

Hon. Treasurer..... 

Date..... 06/10/20

Audited and found correct:

Auditor..... 

Date..... 06/10/20



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
ETCHINGHAM TRUST FOR SPORTS AND RECREATION

On accounts for the year
ended

31 - JULY - 2020

Charity no
(if any)

1076642

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply. *del*

Signed:

[Signature]

Date:

02/04/21

Name:

FRANK HAROLD SMITH

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

BA, FCII, FPMI, Dip PFS

Address:

ROBINWOOD SHEEPSTREET LANE

ETCHINGHAM EAST SUSSEX

TN19 7AY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.