

## **ALLONBY VILLAGE HALL**

Registered Charity No.1080833

### **Trustee's Annual Report**

1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022

Correspondence Address:

Janet Wilshaw  
Eskrigg, The Square,  
Allonby, Maryport, Cumbria  
CA15 6QA

**TEL:** 01900 881447    **E-mail:** Allonbyvillagehall @yahoo.com

### **Names of Trustees**

|                 |                     |
|-----------------|---------------------|
| Janet Wilshaw   | Chairman/ Treasurer |
| Margaret Clarke | Secretary           |
| Moira Browes    |                     |
| Rose Harper     |                     |
| Susan Anderson  |                     |

### **Governance**

Allonby Village Hall has been an established charity for a number of years. Its governing document is a Charity Commission Scheme. This document was amended on 11 March 2013.

The hall was owned by the Church of England and was transferred to the Allonby Village Hall charity in November 2013. It is registered at the Land Registry in the name of The Official Custodian.

The Management committee are responsible for the provision and maintenance of the village hall

## **Appointment of Trustees**

The Scheme document governs the appointment of trustees. Six members are elected annually and members can be appointed from local organisations as listed in part 3 of the schedule

## **Policies and Procedures**

### **Risk Management**

#### **Insurance**

The village hall is insured by Aon UK Ltd. This includes the building, the contents and Public Liability (£5000000).

#### **Building Issues**

Portable electric appliances are tested by qualified personnel annually

Fire fighting appliances are inspected annually under contract with the supplier

Volunteers from the Committee carry out regular maintenance checks

The replacement of the back roof now urgent and planned for early 2022

## **Objectives of the Charity**

The objective of the charity is the provision and maintenance, for the benefit of the public, of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- (a) Meetings, lectures and classes
- (b) Other forms of recreation and leisure-time occupation, and
- (c) The purposes of the church

With the object of improving the conditions of life for the inhabitants

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit

### **Principal Activities in Pursuit of Objectives**

Due to lockdown and covid regulations the hall did not open officially until 01 June 2021

Planning events and attendance at events were very much effected by public concerns re Covid.

The Clubs that existed prior to lockdown gradually returned to the hall and were all back in place by March 2022. A significant new regular booking was by the Allonby Ukes, a 2 hour slot every week.

The Committee organised a number of events for the local community to enjoy and also to boost hall funds. These included 2 table top sales, our annual Art Exhibition, a quiz night, a Model railway exhibition, Motown night, a Christmas fair and several film nights.

The hall was available for private functions including parties, wedding receptions, funeral teas, village social function and fund raising events. There were several bookings in this category

### **Funding Strategy**

It is the strategy of the Trustees to manage the revenue budget on a self -financing basis. At present surplus money will be used for the refurbishment

### **Volunteers' Effort**

Costs are kept to a minimum by trustees giving their time for meetings, organising and running events, applying for grants, managing bookings and maintaining the hall. We are supported at our Art Exhibition by villagers who do 2 hour sessions manning the door, serving refreshments, acting as Steward and running the raffle. We also have a register of bakers who donate their cakes for sale at Art EX and our table top sales

### **2021/2022 Achievements**

Re opening post lockdown at a pace that suited the public mood

Publishing 2 leaflets re hall activities and availability which was distributed to each property in Allonby. It was also available at several public venues

Organsing events that raised money for the hall but also provided the local community with social opportunities

### **Reserves Policy**

There is no current reserves policy.

### **Future Plans**

The replacement of the back roof

The recruitment of new Trustees

The continued promotion of the hall

The continuing revue of all policies and procedures. Including Reserves, Maintenance and Health & Safety . We will also be looking at our hiring policy and associated documentation

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

**Signature**

**Full Name Janet Wilshaw**

**Position Chair**

**Date 02 January 2023**

ALLONBY VILLAGE HALL  
RECEIPTS AND PAYMENTS ACCOUNT  
for the year ended 31 March 2022

| RECEIPTS                    | £        | £               | PAYMENTS                    | £        | £               |
|-----------------------------|----------|-----------------|-----------------------------|----------|-----------------|
| Cash in Hand Bfwd           |          |                 | Hall Maintenance            | 374.62   |                 |
| Cumberland Building Society | 12759.75 |                 | Insurance & Licences        | 1944.19  |                 |
| National Savings            | 1429.14  |                 | Electric                    | 191.45   |                 |
| Petty Cash                  | 510.45   |                 | Gas                         | 726.00   |                 |
| HSBC1                       | 0.28     |                 | Water                       | 122.14   |                 |
| HSBC2                       | 1970.55  |                 | Caretaker                   | 216.00   |                 |
| Pay Pal                     | 994.99   | 17665.16        | Broadband                   | 493.94   |                 |
|                             |          |                 | Printing                    | 228.00   |                 |
|                             |          |                 | Audit Fees                  | 270.00   |                 |
|                             |          |                 | Sundry                      | 622.73   |                 |
|                             |          |                 | Artex                       | 3662.43  |                 |
|                             |          |                 | stamps                      | 15.84    |                 |
| Income                      |          |                 |                             |          |                 |
| Functions                   | 687.62   |                 |                             |          |                 |
| Hall Hire                   | 1219.00  |                 |                             |          |                 |
| Table Tops                  | 267.50   |                 |                             |          |                 |
| Calendars                   | 115.00   |                 |                             |          |                 |
| Artex                       | 5305.31  |                 |                             |          |                 |
| Covid Grants                | 18636.57 |                 |                             |          | 8867.34         |
| Kitchen                     | 359.00   |                 |                             |          |                 |
| Donations                   | 2044.93  |                 |                             |          |                 |
| Lottery                     | 195.00   |                 |                             |          |                 |
|                             |          | 28829.93        | Cash in Hand Cfwd           |          |                 |
|                             |          |                 | Pay Pal                     | 994.99   |                 |
| Interest                    |          |                 | Cumberland Building Society | 32829.73 |                 |
| Cumberland Building Society |          |                 | National Savings            | 1429.28  |                 |
| National Savings            | 0.14     |                 | Petty Cash                  | 403.06   |                 |
| HSBC COIF/interest          | 715.33   | 715.47          | HSBC1                       | 0.28     | 38343.22        |
|                             |          |                 | HSBC2                       | 2685.88  |                 |
|                             |          | <u>47210.56</u> |                             |          | <u>47210.56</u> |

|                             |          |                 |                             |          |                 |
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