



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 October 2019 Period start date  
To 30 September 2020 Period end date

Charity name: Bursledon Village Hall Charitable Trust

Charity registration number: 1086794

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Bursledon Village Hall is to be well maintained and efficiently run so that it remains available in a useful, sound and safe condition for the benefit of the whole local community
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Hall is well used by a wide cross-section of the local community. To name but a few:</p> <ul style="list-style-type: none"><li>• The pre-school continues to flourish and, after a COVID interruption, has expanded. It is gratifying that many of the children are from poorer areas of the parish.</li><li>• The provision of a dance and theatre school for local children which has proved highly successful. This is complemented by other play groups for toddlers. (all paused during COVID restrictions)</li><li>• Before lockdown two local amateur-dramatic theatre groups used the facilities of the Hall for their well-received productions.</li><li>• The Hall hosts an annual charity music festival and until lockdown the local Folk Club had regular sessions.</li><li>• There are three different weekly martial arts clubs that provide training and discipline for youngsters from the village. These have yet to re-start.</li><li>• We host numerous children's parties away from the excesses of commercial venues.</li><li>• Sadly, we are often used for teas after a local funeral.</li><li>• The Hall is used by several fitness classes including pilates, yoga, and line dancing.</li><li>• The continuing use of our cooking facilities to provide a privately run 'meal-on-wheels' service for the many</li></ul>

		<p>housebound of the community. This has proved a lifeline for many during COVID.</p> <ul style="list-style-type: none"> <li>Local community committees have used the hall for both regular and extraordinary meetings.</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm that the Trustees have continued to regard and act upon the guidance given by the Charity Commission on public benefit.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers are always welcome to help fundraise and manage the Hall. There is an active group of 'ad hoc' fundraisers including those who organise: a dining club, cinema club, and special evening events. The local gardening club maintain the Hall's gardens. All trustees and members of the management committee are volunteers.
Other		



## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Pre COVID there were many occasions when the Hall was over-subscribed. This was particularly satisfying, and a testament to the condition and facilities on offer and the energies of the booking organisation.</p> <p>Throughout the period of COVID, the Hall has never fully closed to hirers. This has been achieved by time-consuming and painstaking management by a specially formed Recovery Sub Committee. A small family business continued to distribute hot lunches to the housebound every single day, and the pre-school restarted for the autumn term. Where possible, and in strict accordance with Government restrictions, a few regular hirers were also able to return. Many of our regular users hope to return soon.</p> <p>In line with the Charity's objectives, the trustees have continued a formal policy of favouring bookings for those residents within the parish both in priority and pricing terms.</p> <p>There continues to be a significant requirement to maintain the standards of our building which is now well over 100 years old. Fortunately, during this COVID time of drastically reduced income there have been few urgent repairs necessary. However, the Trustees are confident that the continued well-being of the building and its facilities can be maintained in the future for the community.</p> <p>The professionally run website continues to inform and attract new enquiries and be kept abreast modern technology. Much of the previous hardcopy paperwork involved in formalising bookings has now been placed on the website, the process simplified, and the initiative to update and digitise the management of bookings consolidated.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial performance this year has been a 'game of two halves'. The first six months were extremely successful but COVID19 drastically reduced income while only marginally reducing overall costs. A grant from the Borough Council for £1500 did much to compensate. On the very last day of the FY a bequest for £10,000 was received. Before that the deficit for the year was £1.6k.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Managing Committee has a formalised Reserves Policy (updated in February 2020) which defines Restricted, Unrestricted and Designated reserves. This acknowledges the requirement to maintain accessible funds for periodic asset replacement, major maintenance and specific projects. The Trust will continue to follow the Charity Commission guidelines of a minimum of 6 months running costs to be held in unrestricted reserves .
Amount of reserves held	Para 1.22	£35k
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	There are no funds in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity remains in a sound financial position.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income from hirings. Income from volunteer organised events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The charity makes no financial investments
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> <li>- Structural problems with the 110 year old building.</li> <li>- Lack of volunteers willing to replace retiring trustees.</li> <li>- Reduction in income due to C19 restrictions continuing.</li> </ul>
Other		



## Structure, Governance and Management

Description of charity's trusts:		Property lease from Winchester CofE Diocese with charitable Deed.
Type of governing document (trust deed, royal charter)	Para 1.25	Lease and Deed of Trust
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Registered non-exempt
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Volunteers are sought to become Trustees and are elected at AGM.  Community organisations who use the Hall are requested but not entitled to be represented.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Bursledon Village Hall Charitable Trust
Other name the charity uses	
Registered charity number	1086794
Charity's principal address	Bursledon Village Hall Long Lane Bursledon SO31 8BZ



**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	Denzil Clark	Vice Chairman Buildings Maintenance		
	Tim Holt	Chairman	01/10/19 to 01/08/20	
2	David Hughes	Secretary		
3	Nicholas Bernier	Treasurer		
4	Peter Falconer	Marketing/IT		Regatta
5	Charles Scorer	Compliance Coordinator		
6	Pam Tilbury	Housekeeping Standards		
7	Tom Richardson			Art Show
8	Pat Hall			Cinema Club
9	Simon Goodison		10/01/20 to 30/09/20	Bursledon Players
10	Kathy Treasure-Jones		18/02/20 to 30/09/20	Dining Club
11	Rev John Pawson			Parochial Council
12				
13				
14				
15				
16				
17				
18				
19				
20				

~~Corporate trustees — names of the directors at the date the report was approved~~ N/A  
Names of Trustees for the Charity, (if any), for example any custodian trustees

Director name	Dates acted if not for whole year	
Elissa Bowyer		
John Spiers		
Judy Harkham		
Tom Wade-West	01/10/19 to 10/01/20	
Linda Davis	10/01/20 to 30/09/20	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Winchester CofE Diocese		



**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	Nil
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Nil
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Nil

**Additional information (optional)****Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

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**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

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**Other optional information**

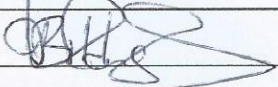
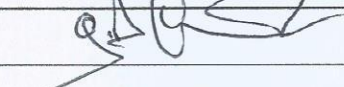
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Brian Reginald Hughes	Denzil Clark
Position (eg Secretary, Chair, etc)	Secretary	Vice Chairman

Date 28/10/2020



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

**Bursledon Village Hall Charitable Trust**

**On accounts for the year  
ended**

**30 September 2020**

**Charity no  
(if any)**

**1086794**

**Set out on pages**

**CC16a Pages 1&2 (attached)**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/09/2020**

**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.*

**Signed:**

**Date:**

**29/10/2020**

**Name:**

**Timothy John Light**

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

**Fellow Member of the Association of Accounting Technicians (FMART)  
Licenced Accountant No. 8047**

**Address:**

**7 Hodder Close  
Chandlers Ford**

**Hants**

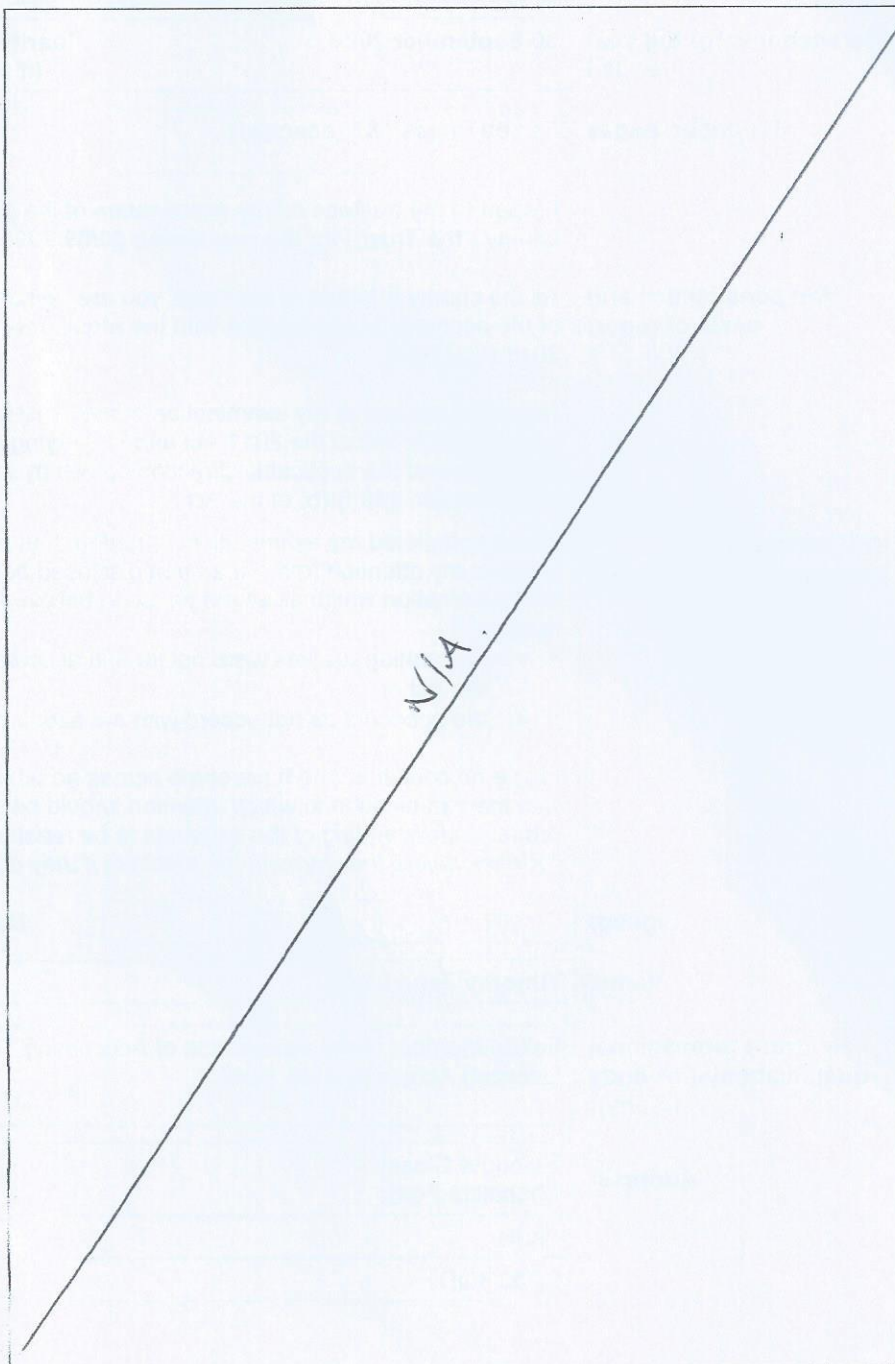
**SO53 4QD**



**Section B****Disclosure**

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.**



N/A.