

LONGWOOD VILLAGE GROUP

**TRUSTEES REPORT AND ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2021**

Charity Registration No. 1087328

LONGWOOD VILLAGE GROUP
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LONGWOOD VILLAGE GROUP
TRUSTEES ANNUAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2021

Reference and Administration Details

Charity Name The Longwood Village Group

Registered Charity Number 1087328

Principal Address Longwood Mechanics Hall
129 Longwood Gate
Longwood
Huddersfield
West Yorkshire
HD3 4UU

Charity Trustees	Raymond Collier	–	Chair and Treasurer
	Sheila Hitchen		
	Christina Rangeley		
	Christine Collier	-	Project Leader (Woodchip Project)
	Jeff Carr		
	Gerard Henighan		
	Sue Beck-Sechi		
	Graham Purnell		
	Margaret Purnell		
	Derek Fairbank		
Jeanette Scott			

Mechanics Hall Management Team	Derek Fairbank
	Alison Fairbank
	Adam Rowbottom
	Krishna Rowbottom

Structure, Governance and Management

The Charity is governed by its Constitution which was adopted on 15 May 2000.

At the AGM the secretary and treasurer are elected along with the hall managers and then those wishing to stand on the committee are elected from those members who are present. At the first committee meeting after the AGM the committee members elect a chair for the year. The Longwood Village Group committee meets every month to discuss matters of general concern, to plan events and decide how funds will be spent.

Aim and Purpose

The constitution of Longwood Village Group (LVG) states that it exists to improve the condition of life for the inhabitants of Longwood and the surrounding area, without distinction of sex, race or of political, religious or other opinions, through the provision of educational activities, recreational activities and leisure time occupation in the interests of social welfare. It also states that in furtherance of these aims it will secure the establishment of a community centre and will manage and maintain it in cooperation with any local authority or other person or body. Finally, LVG will promote such other charitable purposes as from time to time may be determined.

LONGWOOD VILLAGE GROUP
TRUSTEES ANNUAL REPORT (Continued)
FOR THE PERIOD ENDED 31 MARCH 2021

Objectives and Activities

LVG is committed to enabling as many inhabitants of Longwood and the surrounding area to participate in educational, recreational and leisure time activities that improve health, wellbeing and the quality of life. LVG arranges and provides either alone or with other bodies and organisations, the holding of meetings, talks, classes and training courses. When planning these activities, the LVG committee and trustees have considered the Charity Commission's guidance on public benefit and does everything it can to ensure that the activities it provides are affordable, accessible, appropriate and safe.

LVG holds in trust for the people of Longwood, The Longwood Mechanics Hall, and maintains, manages and improves the fabric of the building so as to provide a community centre for use by the local inhabitants. LVG also holds in trust approximately 25 acres of local woodland (Pighill Wood) which forms the focus of a woodland conservation and Heritage improvement project (Woodchip Project) and through training and volunteer work deems to protect and manage the woodland for the benefit of both wildlife and the local residents.

Achievements and Performance

The Mechanics Hall

The Mechanics Hall provides the venue for a broad selection of activities that will appeal to a cross section of the local population, below is listed the range of activities currently on offer: -

Mondays

9.30 am till 12 noon (except Bank Holidays) Toddler Group, Main Hall
6.00 pm till 6.45 pm Zumba, School Room
7.15 pm till 9.00 pm (September to February) St Mark's Players, Main Hall
6.00 pm till 7.00 pm Ukulele group, The Art Room

Tuesdays

10.00 am till 12 noon U3A Table Tennis, Main Hall
4.00 pm till 8.00 pm Ballet and Tap Dancing, School Room
7.00 pm till 9.00 pm Martial Arts, Main Hall

Wednesdays

2.00 pm till 4.00 pm Art Society, Art Room
6.00 pm to 7.00 pm Spanish Course, Art Room
7.00 pm to 9.30 pm League Table Tennis in Dance Studio
5.00 pm till 8.00 pm Irish dancing for children, Main Hall
8.15 pm till 9.15 pm Table Tennis, Main Hall

Thursdays

10.00 am till 12 noon U3A Table Tennis, Main Hall
10.00 am to 11.00am Family History, Brenda Hay Room
1.00 pm till 4.00 pm SPACE project (Youth club for over 55s!) Main Hall
4.00 pm till 9.00 pm Ballroom dancing lessons, Main Hall
6.30 pm till 8.00 pm Arabic Dancing, School Room

Fridays

10.00 am till 12 noon Knit and Knatter, Art Room

Sundays

9.00 am till 11.00 am Power Hoop in the Main Hall

The Hall currently operates at approximately 75% capacity but with vacant periods that allow for the hire of the hall for one off events and private functions. We have had several children's birthday parties, special celebration events and even funeral teas in the hall during the last 12 months.

LONGWOOD VILLAGE GROUP
TRUSTEES ANNUAL REPORT (Continued)
FOR THE PERIOD ENDED 31 MARCH 2021

The Hall is hired out at a very competitive rate to the organisers of these activities as a means of raising capital for running costs and the upkeep and improvement of the building and the facilities.

Report from the Mechanics Hall Management Team

It is now 15 years since we became involved with the Mechanics Hall and we are very appreciative of the support and help that we have been given. The hall has been transformed and the improvements continue.

We should take pride in this hall, the fact that it is owned by every resident in Longwood (16,764 people). As we continue to seek funding for major refurbishment it is essential that we expand the membership of the Longwood Village Group as the more members on the list, the more this helps us to gain funding for the hall.

The Longwood Mechanics Hall Management team wish to thank all supporters and volunteers for their efforts.

The hall is listed as Kirklees Evacuation Centre, no 46 should it ever be required.
This means the hall can be called into use at any time 24/7 in the event of a crisis.

LVG funded the purchase of a defibrillator which is attached to the front of the building and has been deployed on three occasions since its installation.

Main Hall Availability

We would like to hear from anyone interested in starting a new group or class at the hall. We will assist anyone who wishes to start a new group.

What would you like to do?

Current availability for the Main Hall is:

Monday 4pm to 7.15pm
Tuesday 12.30pm to 4.30pm
Wednesday 8am to 8pm
Thursday 4.30pm to 7.45pm
Friday 4pm to 11pm
Sunday 4pm to 11pm

Hall Licence

In 2015; we obtained the licence we need to sell Alcohol on and off the premises. Our nominated member is Raymond Collier who passed a suitable qualification for a drinks bar person. Raymond has a CRB check which is due for renewal November 2020.

Personal Licence Holders are due for renewal in November 2024. We have had a few events with the bar open in the Hall and this has already proved a profitable addition to our facilities.

Ray and the team have done an excellent job with the bar this year and we thank them for their service at the hall.

The COVID-19 Pandemic and the Initial Lockdown

In March 2020, the pandemic hit the country and in accordance with Government guidelines the hall closed to all events and activities.

The Longwood Village Group AGM had to be postponed.

The hall was immediately set up as a help and advice centre offering help with shopping, prescriptions and other essential services for residents who required help, support and advice during the lockdown.

A WhatsApp group of the committee members and the people running the help centre at the hall was set up early in the lockdown so that we could quickly and easily keep in touch with each other.

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TRUSTEES ANNUAL REPORT (Continued)
FOR THE PERIOD ENDED 31 MARCH 2020

Come September when restrictions were eased, some activities returned to the hall but only those that could operate safely within current Government guidelines.

During the first lockdown, we took advantage of the fact that the hall was virtually empty and that only a small group of volunteers who formed a 'family bubble' were using the premises so that we were able to get a father and son business to undertake substantial improvement work in the hall. The old cottage rooms were completely stripped out and a new floor, wall and ceilings were constructed to create two new store rooms in the building.

The Brenda Hey room has been refurbished with new tables and chairs, a new sink and cupboard fitted in the corner and the boiler for preparing drinks has been installed. The room has also been fully redecorated and new blinds fitted to the windows.

Next the kitchen storeroom was emptied, the bar stock cupboard was removed to create more space, the windows were boxed out and the whole room repainted. All crockery and utensils were washed and cleaned before being boxed and put back on shelves.

The stage had a complete make over, the main wooden structure of the stage was replaced with metal trussing that bolts together and allows curtain rails, lights and scenery to be clamped to it. The whole of the back stage walls and ceiling was repaired and repainted and a new carpet was fitted to the periphery of the stage. The sound system for the hall has also had a full service.

Several new lights have been installed on the stage, considerable rewiring has been undertaken and a lot of lights have been replaced with LED units.

The fire alarm system, the security system and the disabled lift have all been serviced recently.

The dance studio has had a new CD player with a sound system and four speakers. The system has an aux cable for plugging in phones or laptops, Bluetooth connection and microphone sockets.

The library also received an overhaul with the gap between the ceiling and shelves being sealed and a new fitted carpet was laid.

Derek and Alison spent a day securing cupboards to the walls in the lower storeroom and gave the kitchen a thorough clean.

Unfortunately, in December everything changed again when we went into the second lockdown and the hall had to close again to all users.

Again, we had to postpone the AGM and this has been rearranged for Friday 3rd September to be held in the hall at 7.30pm and will conform to any current Government restrictions or guidelines that are in place at the time.

Volunteer Awards

Some funding became available (up to £100) to reward volunteers who had worked through the COVID-19 lockdown period. An application was submitted and approved; awards of an engraved plaque will be made to 10 volunteers at an open evening that has been arranged for Friday 21st May.

Other activities of Longwood Village Group

To keep residents informed of what events and activities are going on at the hall, the committee produces flyers and newsletters advertising events which are made available at the hall and three or four times a year. Approximately 2,000 newsletters are hand distributed door to door, in the area, by volunteers.

Woodchip Project

During the first COVID-19 lockdown, Raymond and Christine spent several days in the woodland and have replaced all 32 of the old fence posts on the section of fencing that runs along the left-hand side of the track through the wood and have also repaired and replaced sections of the wire fencing where it was required. It is proposed that the best of the old fence posts will be reused as footpath markers through the wood with the tops of the posts having been painted in an appropriate bright colour of paint (probably red or yellow).

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TRUSTEES ANNUAL REPORT (Continued)
FOR THE PERIOD ENDED 31 MARCH 2020

Raymond has also cleared the area at the bottom end of the track and totally rebuilt the wall that had been demolished sometime in the past. Where the wall has now been rebuilt, five new oak trees have been planted in the area behind the wall where they are protected and should hopefully flourish.

It is hoped that during the autumn of 2021 a group of volunteers will be recruited to rebuild the top section of steps that run from the golf course to the central track as they are in a bad state of repair at the moment.

During the summer we were approached by two local residents who wished to plant a tree in the wood in memory of a recently departed relative and we informed them that we would be more than happy to accommodate their request. The couple then very kindly made a generous donation in support of the work that we are doing in the conservation of the woodland.

The Bowling Green

LVG rents an area of the allotments to the rear of the hall known locally as the bowling green as that is what the flat grassed area was originally used for. It uses the flat grassed area during the summer months for outdoor games and activities. Grateful thanks to Flo and Len for the mowing and upkeep of this area.

COVID-19, Lockdown and its effect on the Organisation

With the government announcing the need for Community Buildings to be closed during the COVID-19 pandemic to help contain the spread of the virus, the hall was closed to all activities.

Longwood Village Group, and especially the hall management team, immediately volunteered to set the hall as a community help centre offering local residents assistance in obtaining prescription medicines, food shopping advice and counselling during the lockdown period. Special thanks to Connor and Zoe for setting up, organising and running this community help centre.

We are fully expecting that it will take us quite a while to get back to anything like pre-pandemic normality and we are anticipating that there will be many changes and challenges ahead but the committee are committed to continuing in their endeavours to make Longwood a strong and friendly community.

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

Signed on behalf of the charity



.....
Mr R Collier
Chairman

Date: 5 October 2021

LONGWOOD VILLAGE GROUP
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Longwood Village Group

I report on the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 7 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act,

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C M Stratford FCA

Simpson Wood Limited
Chartered Accountants
Bank Chambers
Market Street
Huddersfield
HD1 2EW

Date: 5 October 2021

LONGWOOD VILLAGE GROUP
CHARITY NUMBER 1087328
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD ENDED 31 MARCH 2021

	Unrestricted Fund 2021	Restricted Fund 2021	Total 2021	Total 2020
<u>Receipts</u>	£	£	£	£
LVG income per schedule	2,085.61	-	2,085.61	4,399.86
Mechanics Hall income per schedule	29,414.71	-	29,414.71	26,849.37
	<u>£31,500.32</u>	<u>-</u>	<u>£31,500.32</u>	<u>£31,249.23</u>
<u>Payments</u>				
LVG payments per schedule	5,240.40	-	5,240.40	3,354.21
Mechanics Hall payments per schedule	36,035.68	-	36,035.68	20,263.99
	<u>£41,276.08</u>	<u>-</u>	<u>£41,276.08</u>	<u>£23,618.20</u>
Net receipts/(payments)	(9,775.76)	-	(9,775.76)	7,631.03
Opening balances at bank	18,607.41	-	18,607.41	10,976.38
Closing balances at bank	<u>£8,831.65</u>	<u>£-</u>	<u>£8,831.65</u>	<u>£18,607.41</u>

LONGWOOD VILLAGE GROUP
CHARITY NUMBER 1087328
RECEIPTS AND PAYMENTS ACCOUNT (Continued)
FOR THE PERIOD ENDED 31 MARCH 2021

<u>STATEMENT OF ASSETS AND LIABILITIES</u>	Unrestricted Fund	Restricted Fund	31 March 2021	31 March 2020
	£	£	£	£
<u>Assets</u>				
Cash at bank and in hand	8,831.65	-	8,831.65	18,607.41
<u>Liabilities</u>				
Accountancy fees	1,020.00	-	1,020.00	510.00
Net Assets	£7,811.65	£-	£7,811.65	£18,097.41

LONGWOOD VILLAGE GROUP**CHARITY NUMBER 1087328****NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT****FOR THE PERIOD ENDED 31 MARCH 2021**

	2021	2020
	£	£
<u>LVG Receipts</u>		
Coffee mornings	-	3,381.76
Grants received	965.00	239.09
Donations	1,120.00	220.00
Gift Aid Recovered	-	557.84
Bank interest	0.61	1.17
	<hr/>	<hr/>
	£2,085.61	£4,399.86
	<hr/>	<hr/>
 <u>Mechanics Hall Receipts</u>		
Hire of Hall	2,453.75	15,284.38
St Marks Players donation	-	1,360.00
Polling Station	-	580.00
Gift Aid recovered	557.84	1,299.31
Grants received	22,500.12	2,335.00
Donations	3,000.00	1,443.68
Cottage Project donations	-	3,500.00
Building Fund donations	903.00	1,047.00
	<hr/>	<hr/>
	£29,414.71	£26,849.37
	<hr/>	<hr/>

LONGWOOD VILLAGE GROUP**CHARITY NUMBER 1087328****NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT (Continued)****FOR THE PERIOD ENDED 31 MARCH 2021**

	2021 £	2020 £
<u>LVG Payments</u>		
Hire of Mechanics Hall	3,000.00	375.00
Printing and stationery	176.94	78.00
Refreshments	-	353.93
AGM sundries	-	91.98
Repairs	478.46	452.30
Bowling Green Rent	620.00	-
Donations	965.00	2,003.00
	<hr/> £5,240.40	<hr/> £3,354.21
<u>Mechanics Hall Payments</u>		
Annual Running Costs:		
Light and heat	3,529.66	3,933.37
Insurance	2,618.97	2,543.90
Water	506.00	612.00
Cleaning & Caretaker costs	220.16	1,107.73
Hall sundries	991.12	1,322.53
Stationery	84.02	69.89
Fire equipment maintenance	504.00	708.00
Gas maintenance	279.60	276.00
Window cleaning	140.00	105.00
Computer equipment and running costs	198.32	1,442.11
Windows replacements	-	2,875.00
Bar and Kitchen Stock	1,436.16	757.94
Repairs and maintenance	3,373.81	3,280.17
Flooring repairs	4,856.00	-
Sound System	629.97	-
Stage Project	6,545.65	-
Cottage Project	4,974.97	-
CCTV Upgrade	1,177.27	-
Main hall Project	1,850.00	-
Brenda Hay Room Project	1,930.00	-
Licensing	70.00	70.00
Lift servicing	-	-
<u>Funding</u>		
Various funding	100.00	910.00
<u>Other expenditure</u>		
Advertising	20.00	250.35
	<hr/> £36,035.68	<hr/> £20,263.99