

Honorary Secretary's report for 2020

2020 was an unusual year!

It started well, with the West Dorset Swimming Club holding its annual awards ceremony in the Ballroom for the first time and Charminster Guides having a sleepover in February half term.

The usual groups were still in full flow including Jelly Tots Toddler Group, Over 55's table tennis, T'ai Chi, Ballroom Dancing, Watercolour Painting and the WI.

The year ahead looked busy with several weddings and children's parties as well as the Caledonian Ball and more community events organised by the trustees were in the pipeline. Work was going well on the kitchen refurbishment which is the first step towards the creation of a Community Café. The trustees are still keen to change the emphasis of the hall to a place that offers more to the community in Charlton Down.

But then Covid-19 struck and all those events had to be cancelled. The hall sadly had to close its doors on 16 March when the first national lockdown began.

As lockdown restrictions eased later in the year, the trustees worked hard to plough through the forever changing guidance about reopening. A covid risk assessment was written and the necessary signage and hand sanitisers were purchased. Our delayed AGM was held via Zoom on 29th September and we had a very good attendance.

We tentatively opened our doors again at the beginning of October but only the Ballroom and accessible toilet (no kitchen or Toad Hall). Sadly the reopening didn't last long as the second lockdown in November forced us to close again.

But December brought a new exercise class to the ballroom – Boogie Bounce and enquiries from other groups such as Ballet Be Fit for the New Year once Covid restrictions ease again.

Sarah Davies

Honorary Secretary

Charlton Down Village Hall Accounts
Profit & Loss for trustees
January through December 2020

	Jan - Dec 20
Ordinary Income/Expense	
Income	
Awards and Grants	27,000.00
Interest received	2,907.54
Room and facilities	7,551.27
Total Income	37,458.81
Gross Profit	37,458.81
Expense	
Building Insurance	2,580.17
Building Repairs & Maintenance	
Cleaning	
Cleaning contractor	2,807.18
Cleaning supplies	138.92
Rodent control	16.99
WDDC - Waste Sacks	84.00
Total Cleaning	3,047.09
Clearing Gutters and Downpipes	460.00
COVID Expenses	261.66
Electricity	1,310.84
Fire Extinguishers	123.94
Gardener	282.50
Gas	3,418.93
Heating System Maintenance	277.20
Kitchen Reurbishment	6,239.70
Repairs	
Electrical installations	210.00
Sliding Door Maintenance	135.00
Repairs - Other	1,507.76
Total Repairs	1,852.76
Water	430.86
Total Building Repairs & Maintenance	17,705.48
Furnishings	1,024.23
Office Expense	
Consumables	15.69
Keys	7.50
Postage and Delivery	2.44
Printing	20.52
Technology	
Phone & Broadband	826.46
Total Technology	826.46
Office Expense - Other	50.75
Total Office Expense	923.36
Professional Fees	
Annual licence fee	70.00
Total Professional Fees	70.00
Returned deposits and refunds	
Damage deposit returned	150.00
Refund	1,246.00
Total Returned deposits and refunds	1,396.00

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Accrual Basis

Charlton Down Village Hall Accounts

Profit & Loss for trustees

January through December 2020

	Jan - Dec 20
Village Hall Community Event	
Carols in the Hall	-28.30
Total Village Hall Community Event	-28.30
Total Expense	23,670.94
Net Ordinary Income	13,787.87
Profit for the Year	<u>13,787.87</u>

Charlton Down Village Hall Accounts

UK Balance Sheet - Standard

As of 31 December 2020

	31 Dec 20
ASSETS	
Current Assets	
Cash at bank and in hand	
Business Bank Instant	85,046.50
Hampshire Trust Bank	60,000.00
Lloyds Bank	5,941.68
United Trust Bank	55,000.00
Total Cash at bank and in hand	205,988.18
Total Current Assets	205,988.18
NET CURRENT ASSETS	205,988.18
TOTAL ASSETS LESS CURRENT LIABILITIES	205,988.18
NET ASSETS	205,988.18
Capital and Reserves	
Share Capital Account	175,441.85
Unrestricted Funds	14,103.10
Unrestricted Net Assets	2,655.36
Profit for the Year	13,787.87
Shareholder funds	205,988.18

Independent Examiner's Report on the Accounts

Section A

Independent Examiner's Report

Report to the trustees/members of

Charity Name

CHARLTON DOWN VILLAGE HALL

On accounts for the year ended

31 12 20

Charity no (if any)

1097442

Set out on pages

(remember to include the page numbers of additional sheets)

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

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(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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.

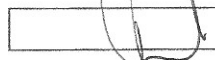
Independent examiner's statement

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~*):

- (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;
 - 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.

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

Signed



Date

30.1.21

Name

DENYS 1-100

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

BSc(Econ)

Address

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