



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2021 To 31st March 2022

Charity name: Bolnore Village Community Partnership

Charity registration number: 1152374

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are to establish and run a community hall and recreation facilities and to promote for the benefit of the inhabitants of the Town of Haywards Heath, in West Sussex, without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation and education or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.
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	The Charity continues to operate the Community Hall and facilities for the benefit of the public. Repair and maintenance projects continue through the year which for larger projects have been funded through local government grants.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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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	
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>As quickly as it occurred, it seems the Covid 19 pandemic disappeared allowing all of us to get back to some kind of new normality. At least (we can say) from an operating perspective, throughout the year in review, we saw a gradual return of hirers back to the Woodside facility.</p> <p>This was hugely welcome, especially as the related grants of the previous year were now dwindling, and once again hire revenues became totally crucial to our ongoing operations.</p> <p>The year enabled us to pick up on a number of maintenance requirements including new flooring upstairs, replacement of the failing main hall lighting, a repair to the fire door and some new chairs. On a less happy note, a government delay in the easing of Covid restrictions (due to rising cases) lead to us cancelling our planned summer event; and again due to high cases at the time, also cancel the halloween disco.</p> <p>This year brought a number of personnel changes to the team. Both our weekend assistant role and our long term Centre Manager role became vacant. However, the Centre Manager role was quickly filled with the return of our previous Chairman to fill this role. The Board of Trustees would like to thank the previous employees for the huge differences they made during their time with the Charity and are also delighted at the new appointment. Subsequently the weekend assistant role has now also been filled bringing us back up to normal staffing levels.</p> <p>As this period came to an end, we were also immensely grateful that the numbers had balanced, and hopeful that the coming year would finally turn us into a financially stable, growing local facility. Of course little did we know what would be around the corner; namely war in Europe and rocketing fuel bills, but that's a story we will tell next year.</p> <p>The Woodside remains at the heart of the Bolnore community, but continues to be used by those in the Heath and beyond. We still aspire to make this facility bigger and better in every way; it would just be really nice if the coming months allowed us to buckle down, not have any big set backs and really allow us to make this place buzz. We will see.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Despite the pandemic we have continued to maintain an operational facility for the community.
Performance of fundraising activities against objectives set	Para 1.41	<p>During the 2021-22 year we had planned to resume our core fundraising annual events of The Summer fete and Kids Halloween Disco. Sadly both of these events were cancelled for the second year running due to the pandemic and resulting restrictions in place. There had been hope that the Halloween disco could go ahead, but with the arrival of the prevalent Omicron variant, it was decided that it wasn't wise to go ahead with such a crowded event.</p> <p>There are plans to resume events as we look forward to the Queen's 70th jubilee year.</p> <p>Also with a new Centre Manager appointed, there is a renewed enthusiasm to get people meeting at the Woodside socially yet again when it is safe to do so.</p>
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>After COVID lockdowns in the previous period – 2021/22 finally presented a slow return back to normal operations.</p> <p>Government COVID grants were still gratefully received as we ramped up operations and represented almost 25% of total income in the year. Additional restricted use local government grants of £13,000 were received for project work.</p> <p>Whilst there was some reticence/delay from hirers to return immediately once the restrictions were lifted and the reopening of the Hall, there was a noticeable increase of hire income from the previous year (£17,931). Likewise pitch and court hire also increase significantly by £2304.</p> <p>As would be expected all overheads increased significantly from the previous year with the reopening of the Hall and the increase in usage.</p> <p>The water costs reduction from last year are deceiving. In fact, the figure presented this year more accurately reflects our 'normal' usage. As reported in the previous year's TAR, last year's figures were inflated due to a re-calculation by the supplier based on a number of previous years.</p> <p>Repair, maintenance and project work increased year on year and encompassed boiler services, Air Conditioning services, replacement lights in the Main Hall. In project work we were able (through grants) to replace the CCTV system as the old one was no longer fit for purpose, install new LED lamp posts in the car park, the purchase of 30 new stackable chairs and associated trolley and replacement carpet in the small hall.</p> <p>An unexpected expense under the security was the replacement of the fire door in the Main Hall which was no longer closing properly and therefore presented a security risk to both the buildings and our hirers.</p> <p>The overall picture at the end of this financial year is optimistic with an increase in profit. However, at the time of writing this report, there are concerns regarding the increasing costs of overheads due to the current economic climate and we must continue to increase hirers and other means of raising income as costs will do doubt increase further.</p> <p>Gas & Electricity is of particular concern, however, we are on a fixed price gas contract until May 2023 and we are currently investigating a better electricity contract.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We are endeavoring to keep our finance reserves to a level that will keep the Trust sound through difficult periods.</p>
Amount of reserves held	Para 1.22	See Receipts and Payments Account

Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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	Hire of our rooms and hall to members of the public and groups.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
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	Appointed by management team/elected at AGM

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 Trust has a full suite of policies and procedures which have been put into place over this time period ranging from Fire Risk Assessment Policies to Lone Working policies. We take our responsibilities very seriously aiming to create a safe environment where the local community are able to maximise the space in a safe and enjoyable way and our employees can work in an appropriate environment.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Board of trustees
Relationship with any related parties	Para 1.51	BVCP has no related parties.
Other		The BVCP has worked and continues to have links with AIRS (Action in Rural Sussex) and ACRE. Also we work closely with the local District Council (MSDC) owners of the community building.

Reference and Administrative details

Charity name	Bolnore Village Community Partnership
Other name the charity uses	The Woodside
Registered charity number	1152374
Charity's principal address	120 Middle Village, Haywards Heath, West Sussex RH16 4GJ

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	Bob Bannister	Chair		
2	Charlie Smith	Trustee		
3	Anne Boutrup	Finance		
4	Gemma Coombes	Trustee		
5	Matt Jeffers	Trustee		
6	Sam Larby	Trustee		
7	Sally Bannister	Trustee		
8				
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

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)

	
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Full name(s)

Bob Bannister	Anne Boutrup
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Position (eg
Secretary, Chair, etc)

Chairman	Treasurer
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Date

20 January 2023

RECEIPTS AND PAYMENTS ACCOUNT

			2022	2021
	Restricted funds	Unrestricted funds	01 Apr 2021 - 31 Mar 2022	01 Apr 2020 - 31 Mar 2021
01 Apr 2021 - 31 Mar 2022			£	£
Income				
Government grants	13,155	15,760	28,915	23,907
Government JRS grants		376	376	7,730
Hall and room hire		31,563	31,563	17,931
Pitch and court hire		2,944	2,944	640
Other trading income		232	232	141
Donations		338	338	126
Interest		1	1	2
Total Income	13,155	51,214	64,369	50,477
Expenditure				
Salaries and related costs		11,136	11,136	11,397
Heat, light and water		8,718	8,718	6,278
Rates		281	281	0
Cleaning		5,989	5,989	3,518
Insurance		1,378	1,378	1,425
Repairs and maintenance	4,534	1,295	5,829	3,116
IT services		743	743	758
Internet and TV		159	159	203
Telephone		892	892	1,018
Stationery		48	48	0
Marketing		0	0	0
Music licence		159	159	70
Sundry		540	540	833
legal fees		35	35	35
Accountancy		1,098	1,098	1,732
Bank charges		20	20	0
Pitch and court hire		2,393	2,393	396
	4,534	34,883	39,417	30,778
Assets				
Upgrade of CCTV system	5,155		5,155	0
Stacking conference chairs	1,971		1,971	0
LED lamppost heads	1,495		1,495	0
New carpet			0	3,359
	8,621	0	8,621	3,359
Total payments	13,155	34,883	48,038	34,137
Increase in funds	(0)	16,331	16,331	16,340
Cash funds at start of period	2,120	18,583	20,703	4,363
Cash funds at end of period	2,120	34,914	37,034	20,703

STATEMENT OF ASSETS AND LIABILITIES AT THE END OF THE PERIOD

	Restricted funds	Unrestricted funds	2022	2021
Cash funds				
HSBC Community Account	2,120	19,936	22,056	11,727
HSBC Reserve Account	0	14,728	14,728	8,727
Petty Cash	0	250	250	250
Total cash funds	2,120	34,914	37,034	20,703

	Restricted funds	Unrestricted funds	2022	2021
Funds				
Unrestricted funds		20,186	20,186	9,856
Designated funds:				
Building reserve		14,728	14,728	8,727
Restricted funds:				
Youth club set up	2,120		2,120	2,120
Total funds	2,120	34,914	37,034	20,703

Other information

Bolnore Village Community Partnership owned 100% of the share capital of Bolnore Woodside Trading Company Limited, company number 09137126 and registered in England & Wales. This company was voluntarily struck off on 11 May 2021 and dissolved on 18 May 2021.

Signed on behalf of all the Trustees:

Signature:

Name: BOB BANNISTER

Position: Chair

Date: 20 January 2023

Signature:

Name: ANNE BOUTRUP

Position: Trustee

Date: 20 January 2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Bolnore Village Community Partnership

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

1152374

Set out on pages

3-4

(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 31 March 2022.

**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 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.

Signed:

Date:

26 January 2023

Name:

TINA PEARCE

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

Address:

GMBC LLP

MARINE HOUSE, 151 WESTERN ROAD,

HAYWARDS HEATH, WEST SUSSEX. RH16 3LH

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.