

Chairman's Address:

I would like to welcome everyone to the AGM.

Hyde Heath Village Hall is registered with the Charity Commissioners as a Charitable Incorporated Organisation (1153885) and constituted by a Deed of Trust dated 12 December 2013.

The village hall land is vested with the Official Custodian who is a member of the Charity Commission's staff and is appointed by the Charity Commissioners to hold land on behalf of charities.

The Official Custodian does not take part in managing the land, which is the responsibility of the charity. A management committee, set out below, administers the charity and the members are the Trustees of the CIO.

Trustees during 2021-2022

Keith Jones	- Chairman
Libby Piper	- Secretary
Kewal Shah	- Treasurer
John Thornton	- Vice Chairman
Nikki Barton	- Booking Secretary, Website Manager
Erica Elson	- Theatre Group
Linda Drummond	- Committee Member
Margaret Dunn	- Committee Member – Shop & WI rep
Petra Gratton	- Committee Member and Fire Officer (resigned during the year)

All the above members gave their time and expertise voluntarily. Members of the committee have gone down over the last few years and have not been replaced and we have recently carried out a campaign with limited success.

Trustee indemnity insurance is in place.

The purpose of the AGM is to recap the past year, outline proposals for the future, report on the accounts, to make sure the Hall is being managed in accordance with the trust, take nominations and seconds for the new trustees and agreement of the hall hire rates proposed for 2022/23.

I would like to acknowledge all the hard work that everyone on the committee, their families and other members of our community put in to ensure that the hall functions and that we keep the hall in such excellent condition – we receive very positive feedback from hirers.

Other management functions

Risk assessments are undertaken to ensure the hall is safe for public use and implementing any actions identified as being necessary.

The Fire officer undertakes regular Fire Safety Inspections with a log maintained.

Objectives and responsibilities of the Village Hall Committee

- Provide first class hall facilities at an affordable hire cost
- Maintain and improve the facilities
- Manage the finances and keep good records
- Raise funds for the maintenance and improvement of the hall
- To ensure that all the appropriate licences are in place for the hall to function
- Look for opportunities to increase the hires of the Hall – particularly securing more daytime users and regular hirers

Appointment of Auditor

Bill Newman has undertaken this role over many years, on a voluntary basis and we remain grateful to him for his work.

Treasurers Report See attached document

Report on activities in 2021-22

Fund-raising activities was confined to the 200 Club and The Fete.

- 200+Club – 2020/21 was another good year for memberships. Numbers were similar to last year. All surplus funds after prizes go to the Hall
- The Fete was very popular, almost to the point where we were unable to cope with the volume of cars. My thanks to Sheena and The Plough for taking charge and to all on the sub-committee.

Works during 2021/22

- The major item was having the hall floor sanded and revarnished.
- Various maintenance work was carried out, such as the gutters and hedges.

Hall Users

I think our Hall offers users considerable attractions:

- Facilities - it is well fitted out, clean and decorated but still has the character and atmosphere of a traditional village hall
- Convenience/Location
- Ease of booking and ability to check availability.
- Hire costs are easily understood and competitive

Parking remains an issue.

Regular bookings of the village hall have settled down and in addition to our regular yoga classes, dancing classes, sewing group and the Women's Institute, we have welcomed a children's martial art group who have been using the hall for the past couple of months. In addition to this we will also be welcoming a baby sing and sign group due to start in the coming week.

The Theatre company have returned having already done one production this year and will be starting their rehearsals for their next project. For the first time since the Covid pandemic we will see the Old Time Music Hall return and will be looking forward to their show at the beginning of December.

Hyde Heath Infant School and the pre-school continue to use the hall for their end of term assemblies.

Currently there are enquiries from other interested parties who may wish to hire the hall on a regular basis and I am liaising with them hoping to add them to our regular hirers.

We continue to have a number of children's birthday parties, averaging out about 3 per month.

Nikki Barton

Booking Secretary

May I thank Nikki Barton for doing such an excellent job as Booking Secretary and Website Manager.

Village Hall Hiring Rates

The hall's running costs and expenditure on simple maintenance are thereabouts covered by hire and rental income.

Our fund raising enables us to undertake major projects such as the regular redecoration and work to the floor.

Clearly, we do also need to keep our hire rates competitive when compared to other local halls such as Ballinger and Little Missenden. Comparisons are monitored by Committee members.

Our current hire rates are:

Weekdays & Sundays	£14.00 per hour (one-off)
Saturdays	£14.00 per hour (one-off)
Whole Day	£180
Whole Day - Saturday	£220
Weekdays & Sundays	£10.00 per hour (regular)
Saturdays	£10.00 per hour (regular)

Given the current circumstances I am not proposing any change to the hire rates for the forthcoming year but in the light of the increase in inflation will ask our Treasurer to review this going forward.

Licences and Legal Documents

- Electrical certificate including diary of tests and inspections
- Premises licence issued by Chiltern District Council

- PRS now includes PPL (Phonographic Performance Ltd)
- ELTP Insurance
- Trustee Indemnity Insurance
- Fire equipment testing by Chubb
- Accident book held by booking secretary
- Fire log with inspection reports
- Committee members and contacts
- Hall Hire Rates
- Booking Form
- Lease with shop
- Trust Deed
- Risk assessment for hall
- Emergency plan in case of fire

Proposed Activities for 2021/22 year

- 200+ Club – new membership year starts November

Other activities include the Christmas Carol concert and next year's Fete. The planned date is 13th May 2022.

Trustees proposed for 2022/23

After several years I am standing down from the committee.

John Thornton has kindly agreed to take over from me.

Libby Piper	- Secretary
Kewal Shah	- Treasurer
Nikki Barton	- Booking Secretary, Website Manager
Erica Elson	- Theatre Group
Linda Drummond	- Committee Member
Margaret Dunn	- Committee Member – Shop & WI rep
Parish Council Member – vacant	

Nominations for trustees named above to continue:

Proposed by Keith Jones Seconded by John Thornton

New Trustee:

Meeting closed at 8pm

Report to Trustees

Receipts and Payments Statement for the year ended 30th June 2022

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Summary of Receipts, Payments and Balances

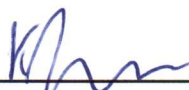
	Notes	This Year 1 July 2021 to 30 June 22 £	Last Year 1 July 2020 to 30 June 21 £
Total Receipts (page 2)		20,955	28,344
Total Payments (page 3)		(14,708)	(18,599)
Excess of Receipts over Payments		<u>6,247</u>	<u>9,744</u>
Bank Balances and Deposits at previous year-end		114,773	104,654
Bank balance re Hyde Heath 200 Club at 1 July 20			375
Bank Balances and Deposits at year end (see below)		<u>121,020</u>	<u>114,773</u>

Composition of Bank Balances and Deposits

COIF Charities Deposit Fund		21,351	21,312
Scottish Widows Instant Access account		13,915	13,901
Scottish Widows 7 day notice account		534	534
Lloyds Business (Current) account	1	81,534	76,721
Lloyds Hyde Heath 200 Club		3,685	2,305
Closing Balances at year-end		<u>121,020</u>	<u>114,773</u>

The notes on page 4 are an integral part of these statements

This report was approved by the trustees on 22 September 2022 and signed on their behalf by:



Mr. K Jones (chairman)

Report to Trustees**Receipts and Payments Statement for the year ended 30th June 2022****Receipts Summary**

	Notes	This Year 1 July 2021 to 30 June 22 £	Previous Year 1 July 2020 to 30 June 21 £
Hall and equipment hire		5,326	2,338
Rent received from Hyde Heath Village Shop		1,550	1,200
Fund raising			
200 Club prize draw		2,910	3,120
Summer Fete income		6,194	
Interest from savings accounts		54	23
Miscellaneous Income			
Electricity contribution from the Village shop		2,025	2,400
Business Continuity Grants	2	2,897	19,099
Rates refund		-	164
Total Receipts		20,955	28,344

Report to Trustees**Receipts and Payments Statement for the year ended 30th June 2022****Payments Summary**

	Notes	This Year 1 July 2021 to 30 June 22 £	Previous Year 1 July 2020 to 30 June 21 £
Operating Costs			
Cleaning and laundry		1,253	687
Heating and lighting		5,096	3,605
Waste disposal		967	942
Repairs and renewals		1,870	9,475
Insurance		955	932
Water		264	-
Rates		60	-
PRS and PPL music licence		132	244
Vermin inspection and control		225	175
Hedge cutting and gardening		230	155
Annual membership – Community Impact Bucks		65	90
Website and domain costs		94	74
Contribution towards speeding control sign		-	750
Fund-raising expenditure:			
Summer Fete costs		1,717	-
Prize money for the 200 Club draw		1,530	1,460
Donations made:			
RAF Benevolent Fund		250	-
Miscellaneous expenditure		-	11
Total Payments		14,708	18,599

Report to Trustees

Receipts and Payments Statement for the year ended 30th June 2022

Notes to the Statements

1 Bank Account Reconciliation

Bank Reconciliation: Lloyds Business (Current) Account

£

Balance as per bank statement at 30 June 2022	81,783.98
Less cheque no. 374 dated 25/6/22 not yet cleared	(250)
Balance as per the books at 30 June 2022	<u>81,533.98</u>

2 Business Continuity Grants

These grants were received from the local council in response to the Covid-19 crises.

3 Fixed Assets

The legal title to the land on which the Hall is built is vested in the Official Custodian who is a member of the Charity Commissions staff and is appointed by the Charity Commissioners to hold land. The official Custodian does not take part in managing the land which is the responsibility of the Trustees of the Charity.

No value is attributed in these accounts to the building, nor to its fixtures, fittings and contents.

4 Hyde Heath Village Shop (supporting the community)

Hyde Heath Village Hall exists for the benefit of the residents of Hyde Heath and the surrounding area. One of the key community facilities in the village is the village shop which occupies part of the overall village hall building. The shop provides a valuable service and has been particularly useful to the community during the pandemic.

The Village Hall continues to support the shop by accepting reduced rents and contributions towards electricity costs.

The Village Hall and Hyde Heath Village shop continue to work together to ensure the continued existence of the shop without having a long term negative impact on the Village Hall funds.

5 Fund raising activity

In May 2022 the village was able to host a very successful fete after an absence of 2 years. Other fund raising activities have been curtailed due to the impact of Covid-19.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Hyde Heath Village Hall

**On accounts for the year
ended**

30 June 2022

**Charity no
(if any)**

115385

Set out on pages

1 to 4

4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2021.

**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:

W. Newman

Date:

22 September 2022

Name:

William Newman

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

ACIS

Address:

3 Harvest Bank, Hyde Heath, Amersham, Bucks HP6 5RD

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.