

VERNON INSTITUTE

England & Wales · Charity number 1156797

Details

Status Registered

Legal form CIO

Registered 2014-04-24

Register [View on the Charity Commission register](#)

Contact

Address Vernon Institute
Church Road
Saughall
Chester
CH1 6EN

Phone 07966759100

Email info@vernoninstitute.org.uk

Website www.vernoninstitute.org.uk

Activities

Objects: THE PROVISION AND MAINTENANCE OF A RECREATION GROUND AND VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISHES OF SAUGHALL AND SHOTWICK PARK (HEREINAFTER CALLED THE "AREA OF BENEFIT") WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDES USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Provide hall and recreation facilities for the Saughall Community

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Cheshire West & Chester

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£80,043	£88,250	-	-
2024-03-31	£78,841	£82,206	-	-
2023-03-31	£71,983	£72,397	-	-
2022-03-31	£76,887	£65,246	-	-
2021-03-31	£66,519	£65,679	-	-

Trustees

Name	Role	Appointed
CHRIS HARMAN	Chair	2014-03-26
Claire Louise Nicholas		2019-11-12
HARRY DOBSON		2014-03-26
Jenny Young		2015-10-13
KAY PARRY		2017-10-10
PETER YOUNG		2015-10-13

VERNON INSTITUTE

England & Wales - Charity number 1156797

Accounts

Vernon Institute (V.I.) - Charity No. 1156797

AGM – Chair’s Report - Tuesday January 13th, 2026

Comments: This report covers the period from November 2024 to December 2025

The Vernon Institute is known locally as the V.I.

Name of the Trustees of the Vernon Institute CIO for this period

Chris Harman – Chair
Jenny Young – Vice Chair
Peter Young – Secretary
Harry Dobson – Treasurer
Kay Parry
Claire Nicholas

Governance

This report covers the period from November 2024 to December 2025.

The following trustees were re-elected as trustees at the January 2025 AGM – Chris Harman, Peter Young and Claire Nicholas.

The Trustees priority in the last year has been to finish off remedial works after the damp report from 2022 for the cottages and renovate Cottage 1 ready for reletting in June 2025.

Financial

Our accounts for the year ending 5th April 2025 showed a large loss of £8,207 and the treasurer’s report contains some highlights of the financials with a copy of the Charity accounts, which will be submitted to the Charity Commission before the end of January 2026. The accounts were independently audited by Dave Ash, and the Audit report is also included in the annual submission to the Charity Commission.

Reserves

We had to use £5,000 of the cash reserves to support the renovation of cottage 1 before reletting. We will replace this reserve as soon as our cash reserves allow. We also have capital of £100,158 invested in Charity bonds.

Main VI Buildings

There were various maintenance jobs on the main buildings and car park costing us £12k in the last fiscal year.

Over the last year we have been investigating acoustic dampening for both halls at the Vernon Institute. We have at the end of 2025 been successful securing a National Lottery Community Fund Grant which will enable us to move forward early in 2026 with this project.

Property

The management of the four cottages is provided by Teal Estates, who manage the tenant relationship, maintenance, and legalities on all our properties. The last year has been busy with the tenants in cottage 1 leaving in April. Teal Estates managed the contractors needed to prepare the property for reletting turning the whole project around in 2 months securing a new tenant by June and reducing the lost rental revenue. We also had a change of tenant in no 2 which Teal Estates managed for us.

The main expenses on the other cottages in the last year were a new boiler in cottage 2 and work to the kitchen and bathroom in cottage 3.

Land

The Vernon Institute own the recreational land at CH1 6HH known as the Seahill Playing Field and this continues to be leased and used by Saughall Colts Junior Football Club. They continue to make significant investment in improvements to the grounds completing the new perimeter fencing. They have also applied, with our permission, for funding from the Football Foundation to erect a club and changing rooms on our land. There are now over 400 children as members of the club, and there is continued growth in the number of girls joining the club and they now are with supporting older age groups with walking football.

Development Plans 2024-25

The development plans in the last year focused on completion of the work from the damp reports in 2022. This work was completed by middle of 2025. We also were fortunate that the Sandy Bears Forestry Preschool took on the project to reclaim the back of the carpark as a contained safe outdoor space for the children. We also had InPost lockers installed in the carpark bringing in some additional revenue for the charity.

In the next year we will be looking to complete the acoustic dampening project and some outstanding cottage improvements.

Booking	Sessions
Art Group	38
Badminton	29
Ballet for Beginners	40
Bibbity Bobbity Boo	12
Bingo Night	2
Birthday Parties	17
Bloom Ellesmere Port	18
BOTChes	3
Breath & Sound	5
Business Working Group Meeting	1
Chester YFC	2
Christmas Lights	1
Christmas Wreath Workshop	4
Craft and Chat	48
CWaC Meeting	1
Dance lesson	20
Farmers Market	48
Fitness begins with Mandy	12
Forest School staff training	2
Garden Club Meeting	15
Golden Link	49
Good Company Group	1
Hallmarks Jewellery	1
Harmony of Handbags	3
Marking the life of Rosemarie Morris	1
Monthly VI Mgmt Committee & Trustees Meetin	10
New Year's Eve party	1
Paranormal Event	1
Parish Council	25
Pear Tree Group	1
Pickleball	1
Pilates	48
Police Update	1
Private Dance Lesson	45
Private meeting	1
Remembrance Sunday	1
Rotary meeting	24
Sandy Bears Forest Preschool	196
Sandy Bears staff training	1
Saughall Colts Field	1
Shotwick Park	5
Silver Swans	43
Snooker Club	1
Table Tennis	60
Taekwon-do	79
Tea Room Monthly Booking	12
Wedding dance lesson	2
WI committee meeting	12
WI Darts	4
WI main meeting	12
WI Singing	13
Xmas Band Concert	1
Grand Total	974

Bookings

The Hallmaster booking system continues to be a great tool to manage our bookings and invoicing for the hall hire along and provides useful management information. The bookings/sessions over the last year are up by 19 (2%) on the same period last year.

Personnel

The caretakers continue to make the VI a clean and safe environment for our users. They provide support completing many minor repairs during the year. Again, we have had positive customer comments on the quality of our venue. I extend the thanks of the Trustees to both Peter Durose and Debbie Harris for their continued commitment to the VI.

Management Committee

I would like to thank the management committee members for their support. The Vernon Institute is all about being a place for the local community and the continued support of the many affiliated groups using the Vernon Institute enables us to meet our charity's objective.

Trustees

We will only have 5 Trustees as of the AGM as Peter Young will be standing down as a trustee as he no longer meets the requirement of living in Saughall. After over 14 years of working with Peter, I and the other trustees want to extend our thanks for his great work leading the transformation of the management of the Vernon Institute to a CIO, the great work on the building refurbishment project and his impeccable work as the charity's secretary.

As Chair I would like to thank all my fellow Trustees for their support and advice with the management of the Vernon Institute and special thanks to Claire and Kay for organising the Xmas events again.

Prepared by Chris Harman

Chharman

Chair of the Vernon Institute



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
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CC16a

Receipts and payments accounts

For the period from	Period start date 06-Apr-24	To	Period end date 05-Apr-25
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of Hall	19,412	-	-	19,412	32,123
Dividends & Interest	5,086	-	-	5,086	4,894
Property Rental & Café	40,356	-	-	40,356	35,159
Parish Council Grant	5,000	-	-	5,000	5,000
Fund Raising / Donations	-	-	-	-	190
Pre School Rental	7,724	-	-	7,724	-
Car Park & Sports Field	1,843	-	-	1,843	1,475
Sundry	622	-	-	622	-
Sub total (Gross income for AR)	80,043	-	-	80,043	78,841
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	80,043	-	-	80,043	78,841
A3 Payments					
Wages & Taxes	39,817	-	-	39,817	32,763
Utilities	7,869	-	-	7,869	5,724
V.I.Repairs	11,906	-	-	11,906	7,426
Cottage Repairs & Maintenance	13,116	-	-	13,116	5,024
Capital Expenditure	-	-	-	-	6,557
Hall Insurance	3,930	-	-	3,930	3,817
Agent Mgmt Fees	3,882	-	-	3,882	3,819
Gain on Investments	- 854	-	-	- 854	-
Misc.Expenditure	8,584	-	-	8,584	17,076
Sub total	88,250	-	-	88,250	82,206
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	88,250	-	-	88,250	82,206
Net of receipts/(payments)	- 8,207	-	-	- 8,207	- 3,365
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 8,207	-	-	- 8,207	- 3,365

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-operative Current Account	6,709	-	-
	Co-operative Deposit Account	20,636	-	-
	Petty Cash	94	-	-
	Total cash funds	27,439	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
M&G Charibonds	Perm	-	31,236
M&G Charifunds	Perm	-	42,440
Blackrock Charinco	Perm	-	15,967
CCLA Charity	Perm	-	10,495
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
Vernon Institute	Perm	-	850,000
Cottages 1-4	Perm	-	850,000
Furniture	Perm	-	3,474
Green Lane Field	Perm	-	25,000
School Fence	Perm	-	2,333
Cottage Fence	Perm	-	3,321
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to The Vernon Institute, Church Road, Saughall, CH1 6AN the trustees

On accounts for the year ended	31 March 2025	Charity no (if any)	1156797
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Set out on pages

(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 30 / 03 / 2025.

Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were kept in accordance with section 130 of the Charities Act; or
- the accounts did accord with the accounting records; or
- the accounts did comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Steve As

Date: 14 October 2025

Signed:

Vernon Institute Independent Examiners notes tax year ended 5 April 2025

Introduction

The accounts were presented in an easy to follow format with an encompassing memory stick which enhanced the method of examining the accounts . Having previous had experience of a charity commission audit, and having to file the annual report, I obtained their guidelines, bearing in mind this was not a complete audit, just an independent examination of accounts. I have previously examined the Vernon Institutes account, and found them to be true and accurate.

I took a selection of various aspects of the accounts to perform selected checks.

First Impressions

The accounts were extremely well set out and the inclusion of the accounts in electronic data assisted in assessing that accounts were in good order.

The method of payments i.e. cash, cheque, direct debit was clearly itemised.

Ideally cash and cheques should be a thing of the past, which would make the treasurers job easier, but taking into account it can be difficult to get some people to change their habits, the method involved in dealing with this problem has been dealt with in a clear and accurate way.

Wages

I did not perform a full check, only a few months, which were correct. Holiday pay and year to date figures were not included on pay advices, unfortunately this possible comes with the payroll software.

The employees were paid above the minimum wage.

The other reports were comprehensive and were easy to follow.

General Documentation

General documentation was good with plenty of computerised reports to assist in balancing the accounts. A scroll report covering the period of examination was included which simplified the interrogation of the accounts.

Having the accounts on a memory stick made the examination easiery.

Overall Recommendations

The main area of concern would be cash and cheque reconciliation, as this is a minor irrational, there is no overall concern, with the accounts demonstrating that the Charity is run in good and professional manner..

More sections are now paying directly into the Vernon Institute bank account, the remainder were possible should be also encouraged to avoid cash and cheques, which would avoid cash and cheque reconciliation, and hopefully less work for the treasurer.

Dave Ash

Independent examiner

14 October 2025

VERNON INSTITUTE

England & Wales - Charity number 1156797

Accounts

Vernon Institute (V.I.) - Charity No. 1156797

AGM – Chair’s Report - Tuesday January 14th, 2025

This report covers the period from November 2023 to October 2024

The Vernon Institute is known locally as the V.I.

Name of the Trustees of the Vernon Institute CIO for this period

Chris Harman – Chair

Jenny Young – Vice Chair

Peter Young – Secretary

Harry Dobson – Treasurer

Kay Parry

Claire Nicholas

Governance

This report covers the period from November 2023 through to the end of October 2024.

The following trustees were re-elected as trustees at the November 2023 AGM – Jenny Young, Harry Dobson & Kay Parry.

The Trustees focus this year has been to continue progress on remedial works after the damp report from 2022 for the cottages and the main VI building.

Financial

Our accounts for the year ending 5th April 2024 showed a deficit of £3,365 and the treasurer’s report contains some highlights of the financials with a copy of the Charity accounts, which have been submitted to the Charity Commission as required before the end of January 2025. The accounts were independently audited by Dave Ash again this year and the Trustees extend our thanks.

John Reid our new accountant provides the Trustees with the monthly accounts, management reports, help budgeting, and advice on financial decisions. The Trustees would like to thank John for picking up and sorting the accounts with Harry Dobson after the sad loss of Peter Harris.

Reserves

The cash reserves have been maintained again this last year, and we have £20,470 on deposit earning interest. We also have around £99,000 invested in Chari-bonds linked to the stock markets.

Main Buildings

In the period covered by this report we have spent just over £10k on building repairs to the VI. This included the relaying of the paving in the preschool outside area plus the expense of replacing the flat roof over the entrance area to the Main Hall, and repairs to the damage from the leak from this roof to the fire alarm and the disabled toilets.

Property

The Vernon Institute owns and rents out a tearoom which had an electrical survey completed during the year. The Vernon Institute financed some recommended improvements along with isolating the usage of the car park lighting on to a separate meter.

The four cottages continue to be let to the same long-term tenants and the rental income was in line with the budgeted £35k and there with no rent arrears as of year end.

The management of these properties continues to be managed by Teal Estates, who are responsible for managing the tenant relationship, rent collection, maintenance, and legalities on all our properties.

The main expense on the cottages this year was in number 1 where we continued to work through the list of damp proofing jobs – the largest expense was the new sky light and dry lining of the rooms with an uninsulated external facing wall.

Category of Event	No. Bookings /Sessions
Adult Badminton	40
Adult Party	5
Antiques	1
Art	36
Baby & toddler classes	37
Charity Event	1
Childrens Party under 15	24
Community Event	4
Craft & chat	47
Dance Class	108
Elections	3
Farmers market	47
Film Night	1
Fitness	17
Gardening Club	12
Golden Link	50
Handbags Choir Open Day	2
History Society	5
Management Committee/Trustees	17
Palliates	21
Paranormal Evening	3
Parish Council Meeting	17
Preschool	195
Private Meeting	5
Public Meeting	1
Rotary Event	3
Rotary Meeting	24
Table Tennis	52
Taekwon-do	78
W.I.	41
Wellness	6
Yoga	52
Grand Total	955

We also completed the loft insulation in Cottage 4 as this had never been insulated.

Land

The Vernon Institute own the recreational land at CH1 6HH known as the Seahill Playing Field and this continues to be leased and used by Saughall Colts Junior Football Club. In the last year the replanting of the old trees and more new fencing was erected, and funding is being sourced to build a club house.

There are nearly 400 children as members of the club, and they continue to see growth in the number of girls joining the club and now also have a walking football team.

Development Plans 2023-24

The main development plans we had over the last year, focused on the damp report recommendations which are now 80% complete. There will be a focus on completing the remaining items by the end of this financial year. Next year we will be looking to support the redevelopment of the old preschool play area at the top of the car park and possible acoustic improvements in both halls.

Bookings

The Hallmaster booking system continues to be a great tool to manage our bookings and invoicing for the hall hire along and provides useful management information. The bookings/sessions over the last year are down by 20 on last year but hall hire revenue has increased overall this year.

VI Events

The VI hosted the annual Xmas light switch on and the Christmas Band concert which was well attended by the Saughall village community. The Trustees wish to thank

Claire and all the helpers who make this event a success every year.

Personnel

The caretakers continue to make the VI a clean and safe environment for our users. They provide support completing many minor repairs during the year. We continue to get positive customer comments on the quality of our venue. I want to extend the thanks of all the Trustees to both Peter Durose and Debbie Harris for their continued commitment to the VI.

Management Committee

I would like to thank the management committee members for their support. The Vernon Institute is all about being a place for the local community and the continued support of the many affiliated groups using the Vernon Institute enables us to meet our charity's objective.

Trustees

We currently have our full complement of 6 trustees and there are 3 Trustees due to stand down as required under the constitution of the CIO and the election will be completed as part of the AGM. As Chair I would like to thank all my fellow Trustees for their support and advice managing the Vernon Institute.

Prepared by Chris Harman



Chair of the Vernon Institute
8th January 2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name No (if any)

Receipts and payments accounts

CC16a

For the period from	Period start date 06-Apr-23	To	Period end date 05-Apr-24
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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hire of Hall & Café	32,123	-	-	32,123	27,565
Dividends and Interest	4,894	-	-	4,894	4,042
Property Rentals	35,159	-	-	35,159	32,817
Council Grants	5,000	-	-	5,000	5,000
Fund Raising Donations	190	-	-	190	1,187
Car Park & Field Rental	1,475	-	-	1,475	1,372
Sundry	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	78,841	-	-	78,841	71,983
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	78,841	-	-	78,841	71,983
A3 Payments					
Wages & Taxes	32,763	-	-	32,763	27,852
Utilities	5,724	-	-	5,724	8,471
V.I.Repairs	7,426	-	-	7,426	7,872
Cottage Repairs & Maintenance	5,024	-	-	5,024	7,695
Capital Expenditure	6,557	-	-	6,557	5,431
Hall Insurance	3,817	-	-	3,817	3,447
Agent Mgmt Fees	3,819	-	-	3,819	3,393
Cleaning	1,176	-	-	1,176	751
Misc. Expenditure	15,900	-	-	15,900	7,485
	-	-	-	-	-
Sub total	82,206	-	-	82,206	72,397
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	82,206	-	-	82,206	72,397
Net of receipts/(payments)	- 3,365	-	-	- 3,365	- 414
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 3,365	-	-	- 3,365	- 414

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Co-Operative Current Account	15,300	-	-
	Co-Operative Deposit	20,470	-	-
	Petty Cash	16	-	-
	Total cash funds	35,786	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	M&G Charibonds	Perm		32,015
	M&G Charifunds	Perm	-	40,700
	Blackrock Charinco	Perm	-	16,331
	CCLA Charity	Perm	-	10,238
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Vernon Institute	Perm	-	850,000
	Cottages 1-4	Perm	-	840,000
	Furniture	Perm	-	5,288
	Green Lane Field	Perm	-	25,000
	School Fence	Perm	-	2,708
	Cottage Fence	Perm	-	3,850
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
Vernon Institute, Saughall

On accounts for the year ended

5 April 2024

Charity no (if any)

1156797

Set out on pages

1 - 2

(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 tax year ended 05 / 04 / 2024.

Responsibilities and basis of report

As the charity's trustees, 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 all 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:

- the accounting records were kept in accordance with section 130 of the Charities Act;
- the accounts did comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dave Ash

Date:

13/12/2024

Name:

Dave Ash

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

Address:

27, The Ridings

Saughall

Chester. CH1 6AX

Vernon Institute Independent Examiners notes tax year ended 5 April 2024

Introduction

The accounts were presented in a much better format than in previous years, and were easier to follow. Having previously had experience of a charity commission audit, and having to file the annual report, I obtained their guidelines, bearing in mind this was not a complete audit, just an independent examination of accounts. I have previously examined the Vernon Institutes account, and found them to be true and accurate.

I took a selection of various aspects of the accounts to perform selected checks.

First Impressions

The accounts were well set out and the inclusion of the accounts in electronic data assisted in assessing that accounts were in good order.

Some receipts were not dated or clearly itemised, mainly cash. ie on the back of an envelope, this could possibly be historical

A receipt book or other documentation would be advisable, so that all payments are clearly documented, and could be checked more easily against the petty cash report.

Wages

I did not perform a full check, only a few months, which were correct. Holiday pay and year to date figures were not included on pay advices, unfortunately this possibly comes with the payroll software.

The employees were paid above the minimum wage.

The other reports were comprehensive and were easy to follow.

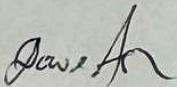
General Documentation

General documentation was good with plenty of computerised reports to assist in balancing the accounts. A scroll report covering the period of examination was included which simplified the intergration of the accounts.

Overall Recommendations

The main area of concern would be cash and cheque reconciliation.

Many sections are now paying directly into the Vernon Institute bank account, the remainder were possible should be also encouraged to avoid cash and cheques, which would avoid cash and cheque reconciliation, and hopefully less work for the treasurer.



Dave Ash

Independent examiner

13 December 2024

VERNON INSTITUTE

England & Wales - Charity number 1156797

Accounts

Vernon Institute (V.I.) - Charity No. 1156797

AGM – Chair’s Report - Tuesday November 14th, 2023

Comments: This report covers the period from November 2022 to October 2023

The Vernon Institute is known locally as the V.I.

Name of the Trustees of the Vernon Institute CIO for this period

Chris Harman – Chair
Jenny Young – Vice Chair
Peter Young – Secretary
Harry Dobson – Treasurer
Kay Parry
Claire Nicholas

Governance

This report covers the period from November 2022 through to the end of October 2023.

The following trustees were re-elected as trustees at the November 2022 AGM - Chris Harman, Peter Young and Claire Nicholas.

The Trustees focus this year have been continued progress on the recommendations of the comprehensive damp report commissioned in 2021. This impacted the main building and the 3 of the 4 cottages that we own. We also had to focus on the unexpected closure of the old preschool and the preparation of the VI for use by a new preschool.

Financial

Our accounts for the year ending 5th April 2023 showed a small loss of £414 and the treasurer’s report contains some highlights of the financials with a copy of the Charity accounts, which will be submitted to the Charity Commission before the end of January 2024. The accounts were independently audited by Dave Ash.

The late Peter Harris our independent accountant, provided the Trustees with the monthly accounts, management reports, help budgeting, and advice on financial decisions, he will be greatly missed.

Reserves

The cash reserves have been maintained again this last year and we have £20,040 on deposit earning some interest. We also have around £100,000 invested in Chari-bonds.

Main Buildings

The last year we have spent money on damp repairs on the halls and snooker room. We also have partitioned off the boiler room and bin area as part of a fire safety recommendation. We have also had the 5-year electrical inspection with some remedial work completed as a result. The outside play area fence was replaced, and the paving re-laid this summer ready for the new preschool.

Property

The exterior of the tearoom has been painted along with some repairs to the flooring.

The four cottages are let to the same long-term tenants and the rental income was on budget with no arrears at year end.

The management of these properties is provided by Teal Estates, who continue to deliver an invaluable service, managing the tenant relationship, maintenance, and legalities on all our properties. We had the 5-year electrical survey of the properties completed earlier this year with some costs because of findings in the reports.

The main expense on the cottages this year was the erection of 2 new fences separating cottages 2&3 and 3&4. We have also had several leaks and had to replace part of the bathroom in cottage 1 along with some old carpets.

Land

The Vernon Institute own the recreational land at CH1 6HH known as the Seahill Playing Field and this continues to be leased and used by Saughall Colts Junior Football Club. They have continued to make significant investments and improvements to the grounds with more fencing and the removal of the trees that were seen as a risk. There are now over 350 children as members of the club, and they have seen considerable growth in the number of girls joining the club in the last year.

Development Plans 2022-23

The main development plans we had over the last year, focused on the damp report recommendations which are now 80% complete. There will be a focus on completing the remaining items by the end of this financial year. Next year we will be looking to support the redevelopment of the old preschool play area at the top of the car park.

Category of booking	No. bookings/Sessions
Art	37
Baby Shower	1
Baby/Toddler	39
Badminton	45
Bingo	3
Choir	2
Council	18
Craft	49
Dance	150
Gardening	12
Golden Link	48
History	8
Keep Fit	64
Market	26
Meeting	8
Paranormal	5
Party - Adult	5
Party - Child	16
Preschool	191
Quiz	1
Rotary	23
Saughall Colts	2
Table Tennis	55
Taekwondo	75
Trustees/Mgmt	9
Wake	1
WI	35
Xmas	2
Yoga	45
Total	975

Bookings

The Hallmaster booking system continues to be a great tool to manage our bookings and invoicing for the hall hire along and provides useful management information. The bookings/sessions over the last year are up by 58 (6%) on the same period last year, which after covid we had hoped would be the case.

Personnel

The caretakers continue to make the VI a clean and safe environment for our users. They provide support completing many minor repairs during the year. Again, we have had positive customer comments on the quality of our venue. I extend the thanks of the Trustees to both Peter Durose and Debbie Harris for their continued commitment to the VI.

Management Committee

I would like to thank the management committee members for their support. The Vernon Institute is all about being a place for the local community and the continued support of the many affiliated groups using the Vernon Institute enables us to meet our charity's objective.

Trustees

We currently have our full complement of 6 trustees and there are 3 Trustees due to stand down as required under the constitution of the CIO and the election will be completed as part of the AGM. As Chair I would like to thank my fellow Trustees for their support and advice in the management of the Vernon Institute. I want to make a special mention to Jenny Young who has been an invaluable support in the preparation of the VI for the start of the new preschool in September.

Prepared by Chris Harman

Chharman

Chair of the Vernon Institute



VERNON INSTITUTE

Receipts and payments accounts

CC16a

For the period from 06-Apr-22 To 05-Apr-23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
hire of hall	27,565	-	-	27,565	23,450
dividends and interest	4,042	-	-	4,042	3,750
property rentals	32,817	-	-	32,817	32,811
council grants	5,000	-	-	5,000	12,000
fund raising donations	1,187	-	-	1,187	1,326
car park and field rental	1,372	-	-	1,372	1,122
interest and sundry	-	-	-	-	166
Other income	-	-	-	-	2,262
Sub total (Gross income for AR)	71,983	-	-	71,983	76,887
A2 Asset and investment sales, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	71,983	-	-	71,983	76,887
A3 Payments					
wages and taxes	27,852	-	-	27,852	29,949
utilities	8,471	-	-	8,471	9,223
vol repairs and	7,872	-	-	7,872	6,818
cottage repairs and maintenance	7,695	-	-	7,695	3,260
capital expend	5,431	-	-	5,431	-
insurance hall and	3,447	-	-	3,447	4,422
agent mgn fees	3,393	-	-	3,393	3,575
cleaning	751	-	-	751	661
misc expenses	7,485	-	-	7,485	7,338
legal	-	-	-	-	-
Sub total	72,397	-	-	72,397	65,246
Total payments	72,397	-	-	72,397	65,246
Net of receipts/(payments)	- 414	-	-	- 414	11,641
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,564	-	-	39,564	27,923
Cash funds this year end	39,150	-	-	39,150	39,564

B1 Cash funds

	to nearest £	to nearest £	to nearest £
cooperative current	19,030	✓ -	-
petty cash	80	-	-
cooperative deposit	20,040	-	-
Total cash funds (agree balances with receipts and payments)	39,150	-	-
	OK	OK	OK
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
34187 M&GCHRIBBONDS	perm	-	31757.00
M&GCHRIFUND	perm	-	41,458
		-	-
BLACKROCKCHIRINCO	perm	-	19,355
CCLA CHARITY	perm	-	9,781
			102351.00

B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
VERNON INSTITUTE	PERM	-	850,000
COTTAGES 1-4	PERM	-	840,000
FURNITURE	PERM	-	5,288
GREEN LANE	PERM	-	25,000

B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>A Wilson</i>	HARRY DOBSON	01/08/23



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Vernon Institute, Saughall

**On accounts for the year
ended**

5 April 2023

**Charity no
(if any)**

1156797

Set out on pages

1 - 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the tax year ended

**Responsibilities and
basis of report**

As the charity's trustees, 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 all 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:

- the accounting records were kept in accordance with section 130 of the Charities Act;
- the accounts did comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dave Ash

Date:

30/08/2023

Name:

Dave Ash

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

Address:

27, The Ridings

Saughall

Chester. CH1 6AX

Vernon Institute Independent Examiners notes tax year ended 5 April 2023

Introduction

Most of the report is similar to last year, as 9 months had already elapsed when last years audit was completed

Having previous had experience of a charity commission audit, and having to file the annual report, I obtained their guidelines, bearing in mind this was not a complete audit, just an independent examination of accounts. I have previously examined the Vernon Institutes account, and found them to be true and accurate.

I took a selection of various aspects of the accounts to perform selected checks.

First Impressions

The accounts were reasonable set out, but not easy to follow, some receipts were not dated or clearly itemised, mainly cash.

A receipt book or other documentation would be advisable, so that all payments are clearly documented, and could be checked more easily against the petty cash report.

Wages

I did not perform a full check, only a few months, which were correct, although the documentation was a little long, unfortunately this comes with the payroll software.

Easier and more simplified reports, should be in the payroll software

General Documentation

General documentation was good with plenty of computerised reports to assist in balancing the accounts.

Overall Recommendations

The main area of concern would be cash and cheque reconciliation.

As in a previous year, where possible more sections should be encouraged to pay directly into the Vernon Institute bank account, which would avoid cash and cheque reconciliation, and potentially less work for the treasurer.

Dave Ash

Independent examiner

30 August 2023

VERNON INSTITUTE

England & Wales - Charity number 1156797

Accounts

Vernon Institute (V.I.) - Charity No. 1156797

AGM – Chair’s Report - Tuesday November 8th, 2022

*Comments: This report covers the period from November 2021 to October 2022
The Vernon Institute is known locally as the V.I.*

Name of the Trustees of the Vernon Institute CIO for this period

Chris Harman – Chair
Jenny Young – Vice Chair
Peter Young – Secretary
Harry Dobson – Treasurer
Kay Parry
Claire Nicholas

Governance

This report covers the period from November 2021 through to the end of October 2022.
The following trustees were re-elected –as trustees at the November 2021 AGM.

Jenny Young
Harry Dobson
Kay Parry

The Trustees key focus this year have been progressing with the recommendations of the comprehensive damp report commissioned this time last year which covered the main building and the 3 of the 4 cottages that we own.

Financial

Our accounts for the year ending 5th April 2022 showed a surplus of £11,641 – due to the a Council grant paid to support Covid lost revenue in 2021 – this was mentioned in my last report.

The treasurer’s report contains some detailed highlights of the financials and a copy of the accounts, which will be submitted to the Charity Commission once audited and before the January 2023 deadline.

Peter Harris our independent accountant - provides the Trustees with the accounts, management reports, budgeting, and advice on financial decisions and is still in the process of completing the annual audit with our independent auditor.

This year we have reviewed our fixed investments and currently we are not making any changes. I would like to thank Peter for his continued support to the Trustees over the last 12 months.

Reserves

The cash reserves have been maintained in the last year and we now have £20,040 in a deposit account earning a small amount of interest.

Part of the *rainy-day* reserve may be needed, as we are still working through the recommendations from the damp survey.

Main Buildings

The last year we have decorated both the halls and we have replaced a skylight and replastered the staircase to the snooker room both were part of the damp report repairs.

Property

The four cottages are let to the same long-term tenants and the rental income was on budget with no arrears at the end of the year.

The management of these properties is provided by Teal Estates, who continue to deliver a good service over the last 12 months, managing the tenant relationship, maintenance, and legalities on all our properties. There has been more maintenance tasks in the last 12 months – some due to Covid backlog in 2020-21 – and a lot focused on damp and insulation improvements.

In the last financial year property repairs amounted to around £3,260. We have been working through a long list of projects for the cottages focused primarily on the damp repairs and this repair figure is over £10,000 so far for this financial year.

The tearoom has required several maintenance jobs in the last year also, but now the business seems to be back to pre-covid levels.

Land

The Vernon Institute own the recreational land at CH1 6HH and this has continued to be leased and used by Saughall Colts Junior Football Club. They continue to make significant investments to the grounds with more new fencing, and improvements in the car park. Over 300 children are members of the club.

Development Plans 2022-22

The main development plans we had for 2022, focused on the damp report recommendations which are now 70% complete with the remaining tasks quoted and expected to be completed before Xmas.

Next year we will be revisiting the plans we had to improve the courtyard area and outside toilets which will require us to look at funding opportunities.

Management Committee

I would like to thank the management committee members for their support. The Vernon Institute is all about being a place for the local community and the continued support of the many affiliated groups using the Vernon Institute enables us to meet our charity's objective.

Bookings

The Hallmaster booking system is providing a great tool to manage bookings and invoicing for hall hire along with useful management information.

Event Bookings	Total Bookings
Art Group	44
Baby & Toddlers	34
Baby Shower	2
Badminton - Adults	29
Birthday Party	14
Bruce School of Dance	100
Christmas Band Concert	1
Craft & Chat	46
Dance Classes	81
Fitness Class	23
Gardening Club	9
Golden Link	50
Handbags	3
History Society	2
Hynet Northwest	1
Palliates (Church)	46
Paranormal	4
Parish Council	8
Preschool Rep	1
Private Dance Practice	7
Public Meeting	2
Robert Morgan School of Dance	4
Rotary	24
Saughall Blades Taekwondo-do	72
Saughall Colts	2
Saughall Pre-school	191
Saughall Table Tennis	52
Snooker Club (annual)	1
Saughall Village Parish Council	7
Super Little Scientists	3
Talk Society	1
The Story Tent	6
Trustees/Mgmt. Meetings	11
Wedding	3
Woman's Institute WI	35
Yoga	6
Nov-2021 to Oct 2022	927

We have welcomed more hall users during this year with regular bookings now for new fitness and dance classes. We also had a weekend wedding booking plus a few baby showers along with 4 Paranormal bookings.

The total bookings are 9% up on the last years report for the same period.

Personnel

The caretakers completed extensive decoration and many minor repairs during the year, but the most important service they provide, is the hall preparation and cleaning which has been reflected by several customer comments on the quality of our venue. I extend the thanks of the Trustees to both Peter Durose and Debbie Harris for ensuring our buildings are in excellent condition and safe for our users.

Trustees

We currently have our full complement of 6 trustees and there are 3 Trustees due to stand down as required under the constitution of the CIO and the election will be completed as part of the AGM.

Thanks

As Chair I would like to thank all my fellow Trustees for their support and advice in running the Vernon Institute.

Prepared by Chris Harman

A handwritten signature in cursive script that reads "Chharman".

Chair of the Vernon Institute
8th November 2022



Charity Name VERNON INSTITUTE	No (if any) 1156/07
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CC16a

Receipts and payments accounts

For the period from 05/042021	To 05-Apr-22
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
hire of hall	23,450	-	-	23,450	8,744
dividends and interest	3,750	-	-	3,750	3,883
property rentals	32,811	-	-	32,811	31,864
council grants	12,000	-	-	12,000	6,239
fund raising donations	1,326	-	-	1,326	-
car park and field rental	1,122	-	-	1,122	2,068
interest and sundry	166	-	-	166	415
furlough	2,262	-	-	2,262	13,306
Sub total (Gross income for AR)	76,887	-	-	76,887	66,519
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	76,887	-	-	76,887	66,519
A3 Payments					
wages and taxes	29,949	-	-	29,949	26,487
utilities	9,223	-	-	9,223	3,220
v l repairs and	6,818	-	-	6,818	7,268
cottage repairs and maintenance	3,260	-	-	3,260	5,065
capital expend	-	-	-	-	6,298
insurance hall and	4,422	-	-	4,422	7,500
agent mgm fees	3,575	-	-	3,575	3,189
cleaning	661	-	-	661	357
misc expenses	7,338	-	-	7,338	5,995
legal	-	-	-	-	300
Sub total	65,246	-	-	65,246	65,379
Total payments	65,246	-	-	65,246	65,679
Net of receipts/(payments)	11,641	-	-	11,641	840
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,923	-	-	-	27,083
Cash funds this year end	39,564	-	-	-	27,923



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Vernon Institute, Saughall

On accounts for the year
ended

5 April 2022

Charity no
(if any)

1156797

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the tax year ended

As the charity's trustees, 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 all 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:

- the accounting records were kept in accordance with section 130 of the Charities Act;
- the accounts did comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Dave Ash

Date:

13/12/2022

Name:

Dave Ash

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

Address:

27, The Ridings

Saughall

Chester. CH1 6AX

VERNON INSTITUTE

England & Wales - Charity number 1156797

Accounts

Vernon Institute (V.I.) - Charity No. 1156797

AGM - Chairs Report - Tuesday November 9th 2021

*Comments: This report covers the period from November 2020 to October 2021
The Vernon Institute is known locally as the V.I.*

Name of the Trustees of the Vernon Institute CIO for this period

Chris Harman – Chair
Jenny Young – Vice Chair
Peter Young – Secretary
Harry Dobson – Treasurer
Kay Parry
Claire Nicholas

Governance

This report covers the period from November 2020 through to the end of October 2021. The following trustees were re-elected – Chris Harman, Peter Young as trustees at the November 2020 AGM.

The Trustees continued to have a challenging second year due to the Covid restrictions that were eventually eased and then lifted in June 2021 and now bookings of the facilities are back to the pandemic level.

Financial

Our audited accounts for the year ending 5th April 2021 shows a surplus of £840 down nearly £8000 on last year due primarily to lack of hall bookings because of the pandemic. The treasurer's report contains more detailed highlights of the financials and a copy of the accounts, which will be submitted to the Charity Commission before the end of 2021.

Peter Harris our independent accountant - provides the Trustees with the accounts, management reports, budgeting, and advice on financial decisions and completes the annual audit with our independent auditor each year. I would like to thank Peter who has had to spend considerable time providing support with the various government furlough and job protection schemes.

During the third lockdown we were able to secure small business grant funding for £12,000 via CWaC and this has provided immense support to our financial position at the start of the 2021-22 financial year.

Reserves

The £10,000 cash reserves were maintained during the last financial year in a separate savings account, and we had sufficient surplus in the bank account by June this year to transfer another £10,000 into this reserve account. This *rainy-day* pot of money maybe needed as we are currently waiting for a damp survey of the main VI buildings plus 3 of our cottages.

Main Buildings

The last year has seen us not embark on any large projects due to the unknown financial position we may have found ourselves in due to Covid-19 pandemic. We have completed

several minor repairs and some internal decoration along with the necessary annual maintenance tasks.

Property

The four cottages continue to be fully let to the same long-term tenants and the rental income was on budget. The management of these properties is provided by Teal Estates, a local agency, who have continued to deliver a great service over the last 12 difficult months, managing the tenant relationship, maintenance, and legalities on all our properties.

In the last financial year property repairs amounted to around £6,000 with the largest items being new windows in no 1 and the new floor in no. 3. We have a long list of projects for the cottages but will wait until we know the extent of the damp repairs before committing to further expenditure this financial year.

The tearoom was obviously closed during the pandemic, but we are very glad to say that Lynda's Tearoom has reopened and is now building up to being used as much as pre-covid.

Land

The Vernon Institute own the recreational land at CH1 6HH and this has continued to be leased and used by Saughall Colts Junior Football Club. They have made significant investments to the grounds with new gates and fencing, and a reconfiguration of the car park. All of this is via fund raising and grants that they have managed to obtain now they have a long-term lease with the V.I. Over 300 children benefiting from these facilities.

Development Plans 2021-22

The main development plans we had for 2021, focused on linking the external toilets to be part of the main buildings but independently accessible from outside and inside. The plans were produced for this project in 2019 and we will now be revisiting them to check they are still relevant before progressing to the quotation stage.

Management Committee

The last year the management committee has had very few changes but Margaret Grain who had been serving on the committee for many, many years had to stand down. We would like to thank Margaret for her service to the V.I. and the Golden link.

I would like to thank the management committee members for their support and efforts getting their groups back up and running after the lockdowns. The Vernon Institute is all about being a place for the local community and the continued support of the many affiliated groups using the Vernon Institute enables us to meet our charity's objective.

Bookings

The Hallmaster booking system is providing a great tool to manage bookings and invoicing for hall hire along with useful management information.

Event Bookings 2021	Qtr1	Qtr2	Qtr3	Qtr4	2021 Total
Art Club		6	10	10	26
Badminton		4	8	13	25
Ballet Lessons	1	1			2
Brownies			1		1
Bruce Dance School		17	33	35	85
Buzz Youth Group		1			1
Children Birthday Party			2	6	8
Craft and Chat		1	12	13	26
Dance fit			1		1
Diddy Dance		8	8	11	27
Fitness Begins with Mandy				7	7
Fit Steps			1	9	10
Gardening Club Meetings			1	2	3
Golden Link		6	13	11	30
Hallmark Antiques		1			1
Handbags Choir				1	1
History Society				1	1
VI Mgmt. & Trustees Meeting	2	1	1	3	7
Moo Music		12	8	12	32
Palliates Classes	1	6	13	9	29
Paranormal Event		2	5	2	9
Parish Council Meeting			2	4	6
Police commissioner elections		1			1
Preschool Afternoon sessions	51	44	12	11	118
Preschool Morning sessions	63	54	27	40	184
Private gathering				2	2
Psychic Evening with Reet			1	1	2
Remembrance Service				1	1
Rotary Business Meeting			6	6	12
Saughall Colts Football Club Pitches		1			1
Shotwick house meeting				1	1
Silver Swans	39	14	4	11	68
Snooker Club			1		1
Super Little Scientists			4	12	16
Table Tennis			9	17	26
Taekwondo adults	1	9	9	8	27
Taekwondo Junior			4	11	15
Wedding couple practice			12	1	13
Wi committee meeting		1	2	3	6
WI craft			1	2	3
Wi Darts			2	2	4
WI main meeting			3	2	5
Grand Total	158	190	216	280	844

We have welcomed many new users during this difficult year with new activities never held at the VI before - Moo Music & Super little Scientists. We continue with our objective to develop the inclusive use of our facilities by as many diverse groups as possible.

Personnel

The caretakers completed extensive decoration and minor repairs and some clearing of the old preschool play area during the periods of lockdown, when they were not on Furlough. I would like to extend the thanks of the Trustees to both Peter Durose and Debbie Harris for ensuring our buildings were in excellent decorative condition plus safe for all the many hall users once they returned after the lockdown was lifted.

Since we reopened the Caretaker and assistant have worked well together completing many additional tasks required due to the pandemic as well as the thorough cleaning regime all while staying safe themselves. We have had feedback from several new users from other halls that have commented on how welcoming, prepared and well run the halls are. I would like to record my personnel thanks to Peter and Debbie for their great work.

Trustees

We have had a full complement of 6 trustees during the last year and there are 3 Trustees due to stand down as required under the constitution of the CIO and the election will be completed as part of the AGM.

Thanks

As Chair I would like to thank all my fellow Trustees for all their support over what has been a very challenging year we adapted and have worked well together on Zoom meetings, but it is great to get back to face to face meetings.

I would like to thank our long serving Treasurer Harry Dobson and our accountant Peter Harris who have continue to provide a great service managing the finances and budget of the Vernon Institute.

Prepared by Chris Harman



Chair of the Vernon Institute
9th November 2021



Charity Name VERNON INSTITUTE		No (if any) 1156707	CC16a
Receipts and payments accounts			
For the period from	Period start date 05-Apr-20	To	Period end date 05-Apr-21

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
hire of hall	8,744	-	-	8,744	29,434
dividends and interest	3,883	-	-	3,883	4,225
property rentals	31,864	-	-	31,864	31,747
council grants	6,239	-	-	6,239	-
fund raising donations	-	-	-	-	713
car park and field rental	2,068	-	-	2,068	1,000
interest and sundry	415	-	-	415	260
furlough	13,306	-	-	13,306	-
Sub total (Gross income for AR)	66,519	-	-	66,519	67,379
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	66,519	-	-	66,519	67,379
A3 Payments					
wages and taxes	26,487	-	-	26,487	24,708
utilities	3,220	-	-	3,220	4,749
v l repairs and maintenance	7,268	-	-	7,268	8,140
cottage repairs and maintenance	5,065	-	-	5,065	8,396
capital expend	6,298	-	-	6,298	222
insurance hall and cottages	7,500	-	-	7,500	4,027
agent mgm fees	3,189	-	-	3,189	2,821
cleaning	357	-	-	357	750
misc expenses	5,995	-	-	5,995	5,171
legal	300	-	-	300	-
Sub total	65,679	-	-	65,679	58,984
Total payments	65,679	-	-	65,679	58,984
Net of receipts/(payments)	840	-	-	840	8,395
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	27,083	-	-	27,083	18,688
Cash funds this year end	27,923	-	-	27,923	27,083

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	cooperative current	17,875	-	-
	petty cash	8	-	-
	cooperative deposit	10,040	-	-
	Total cash funds (agree balances with receipts and payments)	27,923	-	-
		OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	M&GCHRIBBONDS	perm	-	35807.00
	M&GCHRIFUND	perm	-	41,157
			-	-
	BLACKROCKCHIRINCO	perm	-	20,985
	CCLA CHARITY	perm	-	11,210
				109159.00

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	VERNON INSTITUTE	PERM	-	850,000
	COTTAGES 1-4	PERM	-	840,000
	FURNITURE	PERM	-	5,288
	GREEN LANE	PERM	-	25,000
			-	-
				-
				-
				-

B5 Liabilities			

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		HARRY DOBSON	

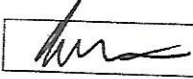
**Independent
Examiner's statement**

In connection with my examination, no material matters have come to my attention (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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: 7/11/2021

Name: PAUL STORRAR

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

IFA

Address:

EAST HEY
SAUGHALL
CHESTER CH1 6DH

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).