

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
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
	M&GCHTRIBBONDS	perm	-	35807.00
	M&GCHRIFUND	perm	-	41,157
			-	-
	BLACKROCKCHIRINCO	perm	-	20,985
	CCLA CHARITY	perm	-	11,210
				109159.00
		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).