

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, reading 'Cjharman'.

Chair of the Vernon Institute
8th November 2022



Charity Name VERNON INSTITUTE		No (if any) 1156/07	
Receipts and payments accounts			
For the period from	Period start date 05/04/2021	To	Period end date 05-Apr-22
			CC16a

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)

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:

13/12/2022

Name:

Dave Ash

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

Address:

27, The Ridings

Saughall

Chester. CH1 6AX