

Horsell Village Hall

Chairmans Report 2021

May I welcome every-body to the Horsell Village Hall 2021 Annual General Meeting. This is the sixth full year of operation as a CIO (Charitable Incorporated Organisation) which was constituted in February 2016, and it marks the completion my fourth year as the Chairman of the Trustees.

The last 2 AGMs, for 2019 and 2020 were both held via ZOOM digital meetings, and it is very pleasant to be hold this AGM, for 2021 as a conventional face-to face gathering, although as I type this, the number of cases in the country wide community appear to be on the increase, although it is now the very much less severe BA1 and BA2 variants. There was a second lock down, which was only lifted in mid-April 2021, and then for organised classes only, not for private hires. These recommenced in late June/early July 2021. Therefore, we still do not have a full, normal year to report on, but we hope that 2022 will be that full year. During both lock downs, we operated a policy of returning any deposit money held, such that any hirer did not lose any money. This was very appreciated by our customers, who have mentioned it a number of times during booking conversations.

The financial results for the year to 31st December 2021 have shown an operating profit. This is a very good result, considering it represents only 7 months of normal operation of the hall. During 2021 we also had donations from the Garden Safari and from the Christmas Carol Concert. These are very much appreciated, and supported the repainting of the exterior of the hall during August 2021. These results have left the hall in a good financial position, and able to look to the future with some security. Full details will be given during the Treasurers report.

The country is currently having to make adjustments to a period of higher than normal inflation, it is above what we have become accustomed to over the last 10 years. The hall is not immune to the effects of this, and we have been notified of increases in the charges made by the cleaners and Hallmaster, the operating system we are using. Our energy bill will also be subject to an increase when a period of fixed charges comes to an end. We review our hire charges every September, and we can anticipate an increase this year. This will be the first increase for 2 years, and we will keep it to a minimum.

The booking of the hall is now made using Hallmaster, a commercially available hall hiring system. This has now been in use for 2 years, and is now fully integrated in our operation. This system was in use during the various full shut downs limited openings, and it made coping with the many changes manageable. I doubt if we could have coped without it. It is also used for the issuing of invoices, which can be produced accurately and quickly. Some of our regular customers are now making regular use of their access to Hallmaster to check availability before making a provisional booking.

During the year, we had a number of issues with young children, boys aged 7 to 10 years old. They have been shouting at hall hirers, some of which is obscene, and pulling on the red car park

door. In a few cases, they have been running around the hall during classes, and once tried to take a hirer's audio equipment. All cases have been reported to the Police, and crime numbers allocated. As the same boys have also been causing a problem around the Scout Hut, a joint meeting was held with Woking Council, the Scouts and the local Police. The Police are now routinely dropping by during their patrols, but really need some identification of the boys. The Police have clarified that it is permissible to photograph children, if they are doing something illegal or anti-social behaviour, but that they must not be posted on any social media or made available to the public. Any photographs can only be used in the reporting of the event to the Police. This information has been passed on to some classes which have been affected, and we hope to get some identification if there are any repeats of this behaviour.

In late December 2021, it was reported that the ladies toilet had flooded, and the toilets waste was blocked. During investigation, a large blockage was found in the waste pipe under the road out-side the hall. This took considerable effort to move using rods. No definitive cause could be identified, but wet-wipes were seen when the blockage was loosened, and it started to flow away. During rodding, a hard restriction was reported in the pipe, which may indicate further work may be required, possibly lining. Note that a second blockage occurred in March 2022, which in this case was confirmed as wet-wipes. I have notified the hirers who have young children and their mothers in classes to remind them not to flush any wet-wipes away.

Following the passing of our booking secretary, Avril Clarke on October 2020, I have been acting as a temporary booking secretary. I am very pleased to be able to report that we have now found a volunteer to take over this role, Candace Relf. We are currently in the hand over phase, and hope she will be fully in the position very shortly.

Under the rules of the CIO, it is required that all the Trustees stand down at the AGM meeting, and indicate if they are willing to stand again for election. They have all agreed to do this.

I would also like to thank the other Trustees who run the hall on a voluntary basis work in 2022. Without their help, it would be possible to provide this facility, which is well used and appreciated by the local population.

Finally, below is a listing of the current Trustees:-

Paul Bowyer – Chairman of Trustees
Alan Bartlett
Bridie Dolman – WI Representative
Anna Doran – Treasurer
Paul Edwards
Adrian Harvey – Church and Institute Representative
Dorothy Smith – HRA Representative
Situation Vacant - Secretary

Paul Bowyer
Chairman Horsell Village Hall Trustees.

April 2022

HORSELL VILLAGE HALL

Registered Charity No 1160600

Receipts and Payments Account for the year ended 31/12/2021

Receipts

Letting Income
Donations
Grant Income
Bank Interest
Warranty Claim
Total receipts

This year	This year	This year
£	£	£
Main fund	Designated fund	Total
25,003	0	25,003
0	3,976	3,976
0	0	0
62	0	62
0	0	0
25,065	3,976	29,041

Last year
£
Total
20,160
2,000
0
69
0
22,229

Payments

Utilities
Telephone
Cleaning and Waste
Repairs and Maintenance
Insurance
Sundry
Sub total

10,552	0	10,552
764	0	764
7,858	0	7,858
1,391	3,525	4,916
2,727	0	2,727
663	0	663
23,955	3,525	27,480

8,450
149
6,001
1,606
2,566
3,581
22,353

Asset Purchases

0	0	0
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0

Total payments

23,955	3,525	27,480
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22,353

Surplus/deficit

1,110	451	1,560
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-124

Note : All funds are unrestricted

Independent Examiner's Report

Report to the Trustees of the Horsell Village Hall CIO on the accounts for the year ended 31 December 2021

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Susan Trueman FCA

Date: 13/04/2022