



Trustees' Annual Report for the period

From **1st April 2022** (*Period start date*) To **31st March 2023** (*Period end date*)

Charity name: **Baslow Village Hall**

Charity registration number: **1162216**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a Village Hall for the use of the inhabitants of Baslow and Bubnell
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	All the Village Hall User Bodies with a current Nominated Charity Trustee used the Hall throughout the year for various meetings and activities. In addition, there was range of other bookings including: fitness and mobility classes, children's parties, theatre and other live productions, quiz evening, art shows, business meetings and seminars. All required meetings of Trustees, sub committees and the June 2022 AGM have taken place.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the requirement for the hall to be used for public benefit and our provision complies with this.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants were made
Policy on social investment including program related investment	Para 1.38	There are no investments other than cash in the bank
Contribution made by volunteers	Para 1.38	All trustees and helpers are volunteers
Other		The Booking Clerk receives a modest remuneration

Achievements and Performance

	SORP reference Para 1.20	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.		<p>Recruitment of a replacement Marketing Trustee has proved impossible. This remains an ever higher priority as the hall has reopened after the pandemic and new sources of income are needed. Reluctance of residents to become trustees is of concern. The vacancies for Nominated trustees representing The Flower Circle and the Parochial Church Council were unfilled.</p> <p>A grant of £800 was received from Derbyshire Dales District Council in August 2021 towards the cost of external repainting (completed May 2022).</p> <p>For any new work carried out, tenders are sought before decisions are made. We are grateful to our volunteers and trustees for carrying out various essential duties eg Fire checks, garden maintenance etc. The volunteer Grants Officer has been invaluable, as obtaining grants for maintenance becomes ever increasingly important.</p> <p>We have continued to operate under the same governance structure, which was introduced to accommodate the increasing complexity of running such an operation effectively and the demands on volunteers' time. The Finance, Administration and Premises Sub Committees have operated effectively. This structure has enabled a more inclusive, efficient and effective operation which benefits the hall and its objectives.</p> <p>We formed a marketing subcommittee to deal with marketing issues, in the absence of a marketing trustee.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>Despite the pandemic, we have met our objective to serve the community and realise enough funding to maintain the facilities in a condition that meets users' needs. We have begun to implement some of the projects that were put on hold during the pandemic.</p>
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		<p>During the period August 2022 to December 2022 a comprehensive programme of redecoration and refurbishment was undertaken of the main hall, the smaller meeting room and the adjoining corridors. This included comprehensive repainting, replacement of curtains (both window and stage), fitting of blackout blinds to the main hall, upgrade to the lighting system and the extension of the high speed broadband network to the meeting room. In addition, the 80 chairs used in the main hall were replaced with much lighter and more attractive models. (This change has been particularly beneficial for the more elderly users of the hall who previously had considerable difficulty moving and stacking the old chairs.) Although undertaken at a difficult time financially for the hall, it was felt that the investment was critical to the ongoing and future success of the hall.</p>
Performance of fundraising activities against objectives set	Para 1.41	The Charity held one fundraising event in October 2022, a “Live & Local” concert, which raised £182.
Investment performance against objectives	Para 1.41	The charity has no investments
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position at 31.03.23 was satisfactory
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>As at 31/3/23, the charity held £30,387 at the bank. £10,000 is held in a deposit account to cover major repairs and renewals of the building which could arise and which would be of a scale that could not be financed from the day to day funds. A further £10,000 is necessary as working capital in the current account. We also hold £274 in deposits for future bookings. The remaining £10,000 arises from retained government COVID support and restart grants. Hire fee income is currently running at around £2,000 per annum below pre-COVID levels, and further expenditure on external repairs and landscaping is also anticipated. Costs, especially energy costs, are currently rising sharply, while income is not. Gas and electricity costs alone are currently estimated to be increasing by about £5,000 pa. Although we increased hire fees in July 2022 and January 2023,, we anticipate needing to fund ongoing losses for a few years into the future, from the remaining balance of our COVID support grants.</p>

Amount of reserves held	Para 1.22	£20,000
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not material
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainty

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fees for hiring out the Hall, grants towards refurbishment.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable, as no investments held.
A description of the principal risks facing the charity	Para 1.46	<p>1. Partial or total destruction of the Hall, but insurance is held to cover such.</p> <p>2. A lack of bookings to the point where there were insufficient funds to maintain the Hall.</p> <p>3. A law suit regarding injury sustained on the premises, but there is in place a Health & Safety Policy, and a Risk Assessment is carried out periodically, and moreover insurance is held to cover such liability.</p> <p>4. Ongoing high energy costs, beyond what can be funded from increasing hire fees.</p>
Other		<p>Following the COVID pandemic, the hall returned to normal operations in Autumn 2021, but some previous regular hirers did not return. Retained government COVID support grants more than covered the reduction in hire fees between March 2020 and September 2021. There is sufficient COVID grant remaining to ensure the charity remains financially secure for 2023-24, even if hire fees take some time to fully recover</p>

Structure, Governance and Management

Description of charity's trusts:		Foundation model for a C.I.O
Type of governing document	Para 1.25	Constitution dated 15th June, 2015
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or	Para 1.25	Appointed Trustees are elected at the AGM by residents of the area of benefit. Ex-Officio Trustee is the vicar of St Anne's Parish Church, Baslow.

name of any person or body entitled to appoint one or more trustees		Nominated Trustees are put forward by the local clubs, societies and associations that are designated the User Bodies of the Hall
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees receive an induction pack which includes such information as: The Charity Commission leaflet “The Essential Trustee”; the Constitution; annual accounts and latest report. The Administration Sub Committee has reviewed our induction pack in the light of increasing regulations associated with running such a Charity and a member has the responsibility for Trustee Induction. Trustees are circulated with information from Rural Action Derbyshire (RAD) and encouraged to attend any relevant training courses.
The charity’s organisational structure and any wider network with which the charity works	Para 1.51	The Committee of Trustees meet Quarterly. The sub committees meet a maximum of 4 times per year as required. The Charity has links with Rural Action Derbyshire (RAD) and Action with Communities in Rural England (ACRE) and receives appropriate information and publications.
Relationship with any related parties	Para 1.51	Under its Constitution the Hall is obliged to permit St Anne’s Parish Church Baslow to use the premises free of hire charge, subject to covering relevant heating and lighting costs.
Other		

Reference and Administrative details

Charity name	Baslow Village Hall
Other name the charity uses	None
Registered charity number	1162216
Charity’s principal address	Nether End, Baslow, Derbyshire DE45 1SR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	R Plumb	Chairman	Whole year
2	I Mailer	Treasurer	Whole year
3	A Haynes	Secretary	Whole year
4	J Petty	Facilities and Maintenance	Whole year
5	Rev M E Gilbert		Whole year
6	C Cooper		Whole year
7	D Gridley		Whole year
8	J Shaw		Whole year
9	S Bailey		Whole year
10	J Newton		Whole year
11	T Tucker		Whole year
12	J Powell		Whole year
13	J Parker		Whole year
14			
15			
16			
17			
18			
19			
20			

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser

Charity Advisors	
Solicitors	

Name of chief executive or names of senior staff members (Optional information)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Richard Plumb

Position (eg Secretary, Chair, etc)

Chairman

Date

2023

BASLOW VILLAGE HALL C.I.O.

Registered Charity No 1162216

Accounts for the Year ended 31st March 2023

BASLOW VILLAGE HALL C.I.O.
Registered Charity No 1162216

Accounts for the Year ended 31st March 2023

RECEIPTS AND PAYMENTS ACCOUNT		12m period to 31.03.2023	12m period to 31.03.2022
	Notes		
RECEIPTS			
Non-local/Commercial hirings	8/9	£3,297	£4,818
Local Hirings	8/9	£6,876	£4,735
Total hirings		£10,173	£9,553
Live & Local concert – gross income	10	£738	£1,091
Sale of surplus chairs		£400	
Donations – Senior Citizens Quiz Night			£652
Amazon Smile donations		£12	£13
Other donations	11	£16	£50
DDDC Grant – restricted – external repainting			£800
Government COVID (LRSG) support grants via DDDC			£12,367
Total grants & donations		£28	
Interest		£38	£1
		£11,377	£24,527
PAYMENTS			
Utilities (Gas, electricity, water, broadband)		£4,486	£2,656
Wages	7	£1,320	£1,250
Wages processing		£360	£360
Cleaning (hall, windows & materials)		£2,355	£1,628
Refuse Collection		£475	£460
Repairs/ Maintenance	4	£15,096	£578
Equipment	5	£378	£30
Live & Local fees	10	£1,292	
Performing Rights & other licences		£250	£132
Insurance		£2,033	£1,693
Garden Maintenance		£615	£338
Sundries (Misc)			£85
Post and stationery / IT (Admin - inc bank charges from 11/21)		£90	£179
TENS licences		£0	£0
Refunds		£172	£221
Advertising		£85	£75
		£29,007	£9,684
Excess of receipts over payments		-£17,630.00	£14,843
CASH FUNDS			
	2		
Current account HSBC 1/4/22	Unrestricted	£37,953	£23,110
Deposit account HSBC at 1/4/22	Unrestricted	£10,063	£10,062
(Deficit) / Surplus this period		-£17,630.00	£14,843
		Total (bank, calculated)	£30,386
			£48,015
Current account HSBC 31/3/23	6 Unrestricted	£20,286	£37,153
	2 Restricted		£800
		Total (current a/c)	£20,286
			£37,953
Deposit account (HSBC) 31/3/23	6 Unrestricted	£10,101	£10,063
		Total (bank, net)	£30,387
			£48,016
Outstanding cheques from previous year		£0	£0
		Total (bank, gross)	£48,016
		<i>Includes payment due to Live & Local, April 2022</i>	<i>£736</i>

TREASURER'S STATEMENT

I have prepared the financial statements on pages 1 to 2 for the year ended 31st March 2023 from the accounting records of the village hall.

Dr JPG Mailer
Hon Treasurer and Finance Trustee
30/04/2023

BASLOW VILLAGE HALL

Accounts for the Year ended 31st March 2023

NOTES**1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Charities Act 2011 using the Receipts and Payments basis available to small charities.

2 FUND ACCOUNTING

Unrestricted Funds may be used by the village hall for any of its ordinary purposes at the discretion of the Trustees

Designated Funds represent unrestricted funds set aside by the Trustees for specific designated purposes; they can be transferred back into general funds at the Trustees' discretion.

Restricted Funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.

The restricted funds balance at 31.03.22 was nil, (2022 £800)

Permanent Endowment Fund

Land and Buildings: Baslow Village Hall, Nether End, Baslow.

3 MONETARY ASSETS

The village hall monies are held in segregated accounts.

4 Repairs and Maintenance

Annual fire extinguisher service	£144.00
Repainting – external (grant aided £800 from DDDC)	£1,575.00
Repainting – internal	£4,280.00
Joinery repairs	£1,052.00
New curtains & fittings (Stockdale Hall & stage)	£3,619.00
New chairs	£2,904.00
New carpets (Barbrook Room & corridor)	£835.00
Electrical fittings & work	£281.00
Misc	£406.00
Less	£15,096.00
Sale of surplus old chairs	-£400.00
DDDC grant	-£800.00
Net cost of repairs & maintenance	£13,896.00
5 Equipment	
New digital lock	£289.00
Net cost of refurbishment, maintenance and equipment	£14,185.00

6 Of the £30387 held in the bank at 31.03.2022, £274 is deposits paid in advance for 2023/2024 hiring

7 The wages creditor at 31.03.2021 was £0.

8 The hall partly reopened in May 2021, but did not return to normal operations until September 2021
For 2022-23:

The average monthly hiring income was £865
The average hours let per month was 79
The average hourly rate for letting was £10.95

9 Money due to Baslow Village Hall at 31.03.2023: March hire fees £330.00
Money due by Baslow Village Hall at 31.03.23: deposits for future bookings £274.00

10 Includes income for Autumn 2022 event, and fees for both spring and Autumn events

11 Donations for coffee etc at open day

12 Assets retained for the Charities own use

Furniture (Chairs and tables)
Cleaning equipment
Kitchen equipment (Cooker, Fridge, Crockery)
P A System
Bookings phone

The above assets, together with the Permanent Endowment Fund referred to above in note 2, and together with the Cash Funds at bank as shown on page 1, were all made over by a Vesting Declaration of the 1st October 2015 from the Charity bearing registered number 520414 and also known as "Baslow Village Hall".

BASLOW VILLAGE HALL C.I.O.
Registered Charity No 1162216

Accounts for the Year ended 31st March 2023

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

I report to the trustees on my examination of the accounts of Baslow Village Hall for the year ended 31st March 2023, which are set out on pages 1 and 2.

Responsibilities and basis of report

The charity's trustees 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 charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

accounting records were not kept in accordance with section 130 of the Act or

the accounts do not accord with the accounting records

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 order to enable a proper understanding of the accounts to be reached.

Signed by the Independent Examiner:

date:

Name: Diane Clewes

Relevant professional qualification: Chartered Certified Accountant

Address: Barley Croft, School Lane, Baslow. DE45 1RZ