

BURTLE VILLAGE HALL

England & Wales · Charity number 1164684

Details

Status Registered

Legal form CIO

Registered 2015-12-03

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

Contact

Address Burtle Village Hall
Burtle Road
Burtle
Bridgwater
Somerset
TA7 8NB

Phone 01278287837

Email chair@burtlevillage.co.uk

Website www.burtlevillage.co.uk

Activities

Objects: THE OBJECTS OF THE CIO ARE TO ESTABLISH AND RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF THE PARISH OF BURTLE (?AREA OF BENEFIT?) WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

Activities: To run a village hall and to promote for the benefit of the inhabitants of the Parish of Burtle without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation of individuals who have need of such facilities with the object of improving the conditions of life of the said inhabitants.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Somerset

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£19,256	£17,139	-	-
2023-12-31	£13,134	£13,722	-	-
2022-12-31	£10,681	£13,744	-	-
2021-12-31	£21,758	£11,604	-	-
2020-12-31	£14,388	£11,264	-	-

Trustees

Name	Role	Appointed
Jamie Anderson		2024-04-18
Michelle Henderson		2024-04-18
Neil Haigh		2024-04-18
Sarah Louise Seago		2024-04-18
Simon Ward Parry		2022-05-10

BURTLE VILLAGE HALL

England & Wales - Charity number 1164684

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2024

To 31st December 2024

Charity name: BURTLE VILLAGE HALL

Charity registration number: 1164684

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants.
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	The Hall is the social hub of the village and is fully licensed with a well-stocked bar, run and staffed by volunteers from the Management Committee and other villagers. The Management Committee control and run the bar, even if it is hired by an outside group, and the Bar Manager is a member of the Committee,
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees fulfil their primary objective of the provision and maintenance of a Village Hall and also organises regular events for the benefit of the village and to raise much needed funds for maintenance and refurbishment.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The running costs are kept as low as possible by the continuing generosity of the village and the voluntary work of Trustees and other villagers. However, the Hall now employs a professional Cleaner to maintain the standard and consistency of cleaning. The Management Committee ensures all statutory regulations regarding fire, electricity and other services are maintained by professional contracts.

Other		
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Achievements and Performance

	SORP reference	
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.	Para 1.20	Many different types of events organised by local groups take place in the Hall and it is well used for private celebrations such as birthday parties, wedding receptions, funeral wakes, and anniversary parties.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial situation, despite concerns earlier in the year, has finished on a reasonably sound footing with no major losses and this was with some careful housekeeping and reduction in monthly costs.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trustees shall approve a Reserves Policy and determine the extent and nature of reserves for each year
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	The principal sources of funds are: Hall Rental, Donations, Events, 100 Club.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Voluntary, approved at the AGM

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Burtle Village Hall
Other name the charity uses	
Registered charity number	1164684
Charity's principal address	Burtle Village Hall, Burtle Road, Burtle, Somerset, TA7 8NB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Simon Ward Parry	Chair		
2	Neil Haigh	Treasurer		
3	Sarah Louise Seago	Bar Manager		
4	Jamie Anderson	Bookings Secretary		
5	Michelle Henderson	Secretary		
6				
7				
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9				
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12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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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)

Simon Ward Parry

Position (eg Secretary,
Chair, etc)

Chair

Date

01/10/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Burtle Village Hall

No (if any)
1164684

Receipts and payments accounts

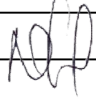
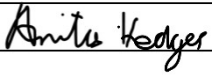
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For the period from	Period start date 01/01/2024	To	Period end date 31/12/2024
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Section A Receipts and payments

	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					
Grant Income	-	-	-	-	-
Invoices/Hall Rental	5,700	-	-	5,700	3,093
Donations/Misc	3,771	-	-	3,771	4,147
Events	9,785	-	-	9,785	5,894
Adjustment	-	-	-	-	8
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	19,256	-	-	19,256	13,126
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	19,256	-	-	19,256	13,126
A3 Payments					
Repairs/Maintenance	4,483	-	-	4,483	3,585
Phone/Broadband	654	-	-	654	653
Electricity/Water	3,135	-	-	3,135	3,112
Insurance	2,527	-	-	2,527	2,108
General	1,401	-	-	1,401	675
Cleaning	500	-	-	500	2,095
Fees	473	-	-	473	92
Stock Purchases	3,966	-	-	3,966	1,380
Adjustment	-	-	-	-	15
	-	-	-	-	-
Sub total	17,139	-	-	17,139	13,715
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	17,139	-	-	17,139	13,715
Net of receipts/(payments)	2,117	-	-	2,117	589
A5 Transfers between funds					
	-	-	-	-	-
A6 Cash funds last year end	23,418	-	-	23,418	-
Cash funds this year end	25,535	-	-	25,535	589

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	Balance at bank	25,535	-	-
			-	-
		-	-	-
	Total cash funds	25,535	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Bar Float	180	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Village Hall	500,000	-	-
	Fixtures & Fittings	20,000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Neil Haigh	26/03/2025	
Signed by external auditor	Signature	Print Name	Date of approval	
		ANITA HEDGES	26/03/2025	

BURTLE VILLAGE HALL

England & Wales - Charity number 1164684

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2023

To 31st December 2023

Charity name: BURTLE VILLAGE HALL

Charity registration number: 1164684

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Other		
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Relationship with any related parties	Para 1.51	
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Reference and Administrative details

Charity name	Burtle Village Hall
Other name the charity uses	
Registered charity number	1164684
Charity's principal address	Burtle Village Hall, Burtle Road, Burtle, Somerset, TA7 8NB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Simon Ward Parry	Chair		
2	Neil Haigh	Treasurer		
3	Sarah Louise Seago	Bar Manager		
4	Jamie Anderson	Bookings Secretary		
5	Michelle Henderson	Secretary		
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Corporate trustees – names of the directors at the date the report was approved

Director name		

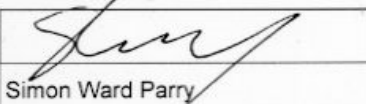
Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

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)	Simon Ward Parry	
Position (eg Secretary, Chair, etc)	Chair	
Date	14/11/2024	

Burtle Village Hall Cash Book Summary

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Invoices/Hall Rental	48.00	72.00	78.00	98.00	99.00	144.00	702.00	222.00	48.00	182.00	400.00	1000.00	3093.00
Donations/Misc	1403.48	150.00	70.00	0.00	0.00	623.00	0.00	352.69	0.00	1195.85	0.00	352.28	4147.30
Events	85.11	106.68	17.70	290.96	338.19	2808.45	328.33	0.00	50.63	555.85	20.00	1291.97	5893.87
Total Income	1536.59	328.68	165.70	388.96	437.19	3575.45	1030.33	574.69	98.63	1933.70	420.00	2644.25	13134.17
Repairs/Maintenance	0.00	858.74	47.43	0.00	0.00	190.00	0.00	90.00	0.00	118.67	2280.00	0.00	3584.84
Phone/Broadband	44.69	45.10	44.69	44.69	52.18	52.18	52.18	64.64	133.37	39.66	39.60	39.60	652.58
Electricity/Water	326.16	309.02	184.16	328.04	375.10	283.54	304.89	146.25	159.69	170.51	277.56	247.30	3112.22
Insurance	0.00	2108.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2108.32
General	0.00	160.00	360.00	0.00	0.00	0.00	100.00	9.50	0.00	45.23	0.00	0.00	674.73
Cleaning	157.50	157.50	142.50	180.00	0.00	352.50	187.50	187.50	157.50	157.50	240.00	175.25	2095.25
Fees	0.00	0.00	18.00	0.00	0.00	18.00	0.00	0.00	31.00	0.00	0.00	25.47	92.47
Stock Purchases	0.00	548.35	0.00	80.00	0.00	0.00	200.23	0.00	0.00	176.65	0.00	374.62	1379.85
Total Expenditure	528.35	4187.03	796.78	632.73	427.28	896.22	844.80	497.89	481.56	708.22	2837.16	862.24	13700.26
Profit/Loss	1008.24	-3858.35	-631.08	-243.77	9.91	2679.23	185.53	76.80	-382.93	1225.48	-2417.16	1782.01	-566.09
Balance b/f	24006.76	25015.00	21156.65	20525.57	20281.80	20291.71	22970.94	23156.47	23233.27	22850.34	24075.82	21658.66	
profit/Loss	1008.24	-3858.35	-631.08	-243.77	9.91	2679.23	185.53	76.80	-382.93	1225.48	-2417.16	1782.01	
Balance c/f	25015.00	21156.65	20525.57	20281.80	20291.71	22970.94	23156.47	23233.27	22850.34	24075.82	21658.66	23440.67	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Burtle Village Hall

No (if any)
1164684

Receipts and payments accounts

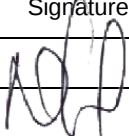
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For the period from	Period start date	To	Period end date
	01/01/2023		31/12/2023

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					
Grant Income	-	-	-	-	3,667
Invoices/Hall Rental	3,093	-	-	3,093	3,259
Donations/Misc	4,147	-	-	4,147	2,031
Events	5,894	-	-	5,894	2,879
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,134	-	-	13,134	11,836
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,134	-	-	13,134	11,836
A3 Payments					
Repairs/Maintenance	3,585	-	-	3,585	699
Phone/Broadband	653	-	-	653	444
Electricity/Water	3,112	-	-	3,112	1,837
Insurance	2,108	-	-	2,108	2,015
General	675	-	-	675	2,751
Cleaning	2,095	-	-	2,095	1,875
Fees	92	-	-	92	202
Stock Purchases	1,380	-	-	1,380	2,139
VAT to Recover	-	-	-	-	800
100 Club Prizes	-	-	-	-	390
Sub total	13,700	-	-	13,700	13,152
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	13,700	-	-	13,700	13,152
Net of receipts/(payments)	- 566	-	-	- 566	- 1,316
A5 Transfers between funds		-	-	-	-
A6 Cash funds last year end	24,007	-	-	24,007	-
Cash funds this year end	23,441	-	-	23,441	- 1,316

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	Balance at bank	23,441	-	-
			-	-
		-	-	-
	Total cash funds	23,441	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Bar Float	164	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Village Hall	500,000	-	-
	Fixtures & Fittings	20,000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		N Haigh	31/10/2024	

BURTLE VILLAGE HALL

England & Wales - Charity number 1164684

Accounts

Burtle Village Hall - Chair's Report 2022

OVERALL, VIEW OF THE YEAR

2022 was an extremely challenging year for Burtle village hall!

The Burtle Village Hall committee has found 2022 to be an extremely challenging year as they grappled with balancing work commitments with the voluntary work needed to keep the hall itself and its finances in good condition.

While we were able to hold various events for the local community, getting help from within the local community had been challenging and certain planned events had to be cancelled due to a lack of available resources.

Thanks to the hard work of the committee though, we were able to put on a number of wonderful events at the hall, which raised some much needed funds as well as allowed the local community to come along and enjoy themselves at the hall.

The Burtle Village Hall Management Committee continued to hold monthly meetings at the hall, and it was so nice to hold the AGM in April 2022 face-to-face after the last few years saw disruption caused by COVID-19.

This year's AGM saw several new committee members voted in, including:

- Chair
- Deputy Chair
- Treasurer
- Hall Manager
- General Committee member

All have settled well to the Committee bringing different strengths and expertise.

The BVH still have a few rental groups. It was lovely to welcome back groups and to see the hall being used again. And we were able to hold several social events and was wonderful to see villagers and friends enjoying these events. We held another welcome event at the hall, as well as the continuation of the ever popular and long-standing monthly Saturday Café Burtle as well as the Macmillan Cancer Support Charity coffee morning was also held during the year. With the devastating loss of Her Majesty the queen, we were able to open up the hall for the local community and we provided some light refreshments so that they could view the state funeral and pay their respects in the company of others from the village. We also managed to hold an extremely successful Christmas market in December, which also saw the popular Burtle Silver Band play some wonderful Christmas music.

The **financial situation** continued to be worrying throughout the year, especially given the increasing utility costs of running the hall, which as seen monthly electricity costs jump from and average pf £80 to £250+.

Treasurers Report

2022 has been quite a difficult year for the Village Hall, with organisations still coming back slowly to use the hall and the costs to run the hall increasing by over 22% year on year. The main increase coming from the electricity charges. I did manage to obtain a £150 credit, which was very much appreciated. I anticipate costings will stay the same for the new financial year.

BANKING – the internet banking system is now up and running and is much easier to administer for all the income and expenditure of the hall. The bank balance at the end of 2022 was down year on year by 12%. With the signs of new bookings and the general return of organisations will hopefully ease the worry the situation – as it cost approximately £12000 to run the hall

BVH FINANCIAL POLICY – The committee updated their financial policy.

CASH BOOK – I have simplified the cash book to make it as transparent as possible. It means you can now see monthly how much it costs to run the Village Hall.

I am stepping down at the AGM in April after nearly 3 years being the treasurer for the hall. I am pleased to say that the accounting procedure, new internet banking, new main suppliers have all been changed and is much easier to administer. I am also pleased to say that a new Treasurer has been recruited and files will be handed over prior to the AGM. I could not have done my small part of contributing to the running of the hall, without the strong teamwork of all the other loyal and dedicated Committee Members

I will make public the accounts once the external auditor has signed them-off.

I have attached the latest calendar year cash-book to this document



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20BURTLE%20JAN%2

Financial Strategy

A formal Financial Policy which set out responsibility for the prudent management of Hall funds. It is the objective of the Burtle Village Hall Management Committee to maintain income at a level which ensures that basic running costs are met – this is approximately £12,000 a rise of over £2000 since last year. Finance is an item on every monthly Committee meeting agenda and monthly statements are produced for each meeting – transparency is considered very important. All invoices for payment are now brought to each monthly committee meeting and authorised. The Treasurer then sets up the payments with Unity Trust Bank but does not make the payments. There are four signatories with the bank and only when two of these four - randomly selected – have authorised payments electronically are the payments released. This gives protection to the Treasurer but also keeps the whole

committee informed of income and expenditure throughout the year. This system continues to work well. I would like to sincerely thank Jim Murray for all his hard work managing the banking system.

Behind the scenes this year there has been a considerable amount of work to **maintain and improve the Burtle Village Hall**, paid partially from the reserves built up from prudent housekeeping over the preceding years.

Maintenance & upkeep of Hall

Regular maintenance of the hall infrastructure and internal facilities was undertaken including.

- Regular monthly maintenance checks on the internal and external areas of the hall
- Regular running of the water system (taps and toilets) to help keep the system fresh.
- PAT testing of all electrical devices to maintain safety standards.
- Annual servicing of the Air Conditioning, Burglar Alarm and fire alarm system
- Fire extinguishers and fire exit lighting
- General external ground maintenance – hedges, weeds and rubbish collections
- Rodent control within the loft area and external locations
- An 'A' board has been purchased for advertising hall events and will be secured on the forecourt of the hall.
- Internal commercial floor mats have been purchased in order to reduce damage to hall floor.
- Regular dedicated hall cleaner has maintained the hall, toilets and kitchen areas to a high standard.
- Two of the vehicle bollards have been removed from the front parking area reducing the potential for vehicular damage.
- A large BBQ was purchased for hall usage and is stored internally, the gas bottle is not stored on site.
- Changes in electrical sockets in the bar area now have a facility for usb charging.

Areas of issues

- Hall Clock – an electrician examined the clock and found the fleece used for insulation within the loft had wound around the internal mechanism causing damage.
- Loft insulation – this is deemed ineffective due excess rodent damage and contamination, which will need to be addressed.
- Heating controls – due to the nature of the system installed in the hall, we are unable to remotely activate the heating control prior to an event, unless this is physically done by a key-holder.

Hallmark is a nationally recognised Quality Standards scheme for village halls. It recognises good quality of management administration and practice and ensures compliance with legislation relating to community buildings. The Burtle Village Hall Management Committee had achieved Hallmark One and Hallmark Two accreditation in July 2019. In addition to

these Awards, Burtle Village Hall was also surprised and delighted to receive the 'District Hall of the Year' for Sedgemoor in 2019. The Management Committee applied for Hallmark Three early in 2020 but due to the Coronavirus pandemic, all visits and assessments were cancelled. The application stood for 2021 when external validation resumed where we achieve **Hallmark Three in July 2021** – we continue to work hard as a committee to ensure that the hall is kept at this level.

Burtle Village Hall Bookings Secretary Report

April 2023

Following several difficult years due to Covid, the hall began rebuilding bookings again in 2022-2023.

The hall continued to be used weekly by long term local user groups including:

Burtle Silver Band

Burtle babies

The Longs

The Parish Council

Cafe Burtle

The Community Coffee Morning

The Harvest Home

Regular user groups such as Tor Cycling Club and returned this year, and we also engaged some new user groups, including a local band, Maestros Pizza and the Fish and Chip van, who now have a regular fortnightly slot at the hall.

Other bookers included private functions, birthday parties, rehearsals and practices for dance/music Somerset Wildlife Trust and craft events.

The hall committee organised multiple successful events too, including a summer BBQ, a resilience themed open evening, Halloween bingo, Christmas market and carols, Gin Tasting and Canapés, 'music from the movies' evening with the silver band

The hall also played a key role in jubilee celebrations, working alongside the harvest home to deliver a weekend of events.

Event promotion

The committee worked hard to promote events across more channels, including the newsletter, the email list and in local publications such as the polden post. Physical materials such as posters and an A Frame sign were also used. A new FB page for the hall was established to promote events too.

Challenges

the hall, like many other organisations, has struggled to rebuild engagement following covid, although this appears to be shifting now, with a gradual increase in booking enquiries. We hope this continues longer term and

Hire pricing still felt challenging, as many users/potential users commented that hire was too expensive for them. Compared to other village halls, BVH is slightly more expensive, although facilities are larger/newer

During the winter, the cold weather and an issue with the heating impacted bookings, but this was addressed and resolved.

Acknowledgements

I would like to take this opportunity to **thank the BVH 2022 Committee members** for their continued support, especially as most have extremely challenging and full time jobs, as such any little piece of volunteering work they do on behalf of the hall is extremely welcome, and I do appreciate all of their hard fought efforts.

In particular, I would like to thank Jim Murray and Beth who are leaving the Committee at the AGM in April, although both will still be around to help and support. They have both served on the Committee for two years and have each given many hours of their time and much expertise. Jim has excelled in his role as hall treasurer and Beth as vice chair has simply been wonderful in her support to the hall – Both have also stepped in numerous times to help me in the running of the hall, as have all of the committee members during 2022.

The Burtle Village Hall would also like to thank Maureen, Jenny and Zac for running Café Burtle and to thank Heather for running the Community Coffee Shop. Let's hope we have a continued run in 2023.

The Burtle Village Hall Management Committee would like to thank the residents, family, and friends of Burtle for their continued support of the Hall. The majority of Hall bookings come from the Parish and local clubs, organisations and individuals who either live in the village or have links with Burtle. Unlike many village Halls, Burtle Village Hall does not receive regular grant support towards running costs and has to be self-supporting.

The Burtle Village Hall Management Committee also acknowledges the continued advice and support received from the Community Council for Somerset (CCS). Once again in 2022 we have appreciated the guidance, help and support of both 'Action with Communities in Rural England' (ACRE) and CCS – this has taken the form of numerous emails and information sheets with updates as the situation constantly changed.

Finally, I wish to announce that I will be stepping down this year as both Chair of the Burtle Village Hall Committee as well as committee member of the hall. It has been an honour to help support the hall over the previous three years, but work commitments make my ability to carry on as part of the committee extremely challenging, so I have made the extremely difficult decision to step down at the April AGM.

2023 will I am sure continue to challenge the hall at a financial level, but I have every confidence that we will see a new influx of committee member join us in April to replace those that have worked so hard and done so much to support the hall.

I am also sure that the hall will continue as the social hub of the village, and I also hope that we will see the hall return to a more secure financial footing in order to run the Burtle Village Hall without the financial pressures of the last three years.

Ieuan Day – Chair Burtle Village Hall

BURTLE VILLAGE HALL

England & Wales - Charity number 1164684

Accounts

BURTLE VILLAGE HALL
Registered Charity 1164684

TRUSTEES' ANNUAL REPORT

1st January 2021 – 31st December 2021

Correspondence address:

Burtle Village Hall
Burtle Road
Burtle
Bridgwater TA7 8NB

Telephone: 01278 287837

Trustees: Stephen Allen, Natasha Bloor, David Clark, Ieuan Day, Tracy Fear, Lyn Goodliffe, Rhiannon Walker

Management Committee:

Chair	Lyn Goodliffe
Vice Chair	Ieuan Day
Treasurer	Jim Murray
Secretary	Rhiannon Walker
Bar Manager	Tracy Fear
Bookings Secretary	Natasha Bloor
Hall Manager	Ieuan Day
Media/Publicity	Jayne Murray
Committee Member/Hall Management	David Clark

Community Group Representatives:

Parish Council Chairman	Richard Dallimore
Parish Council Representative	Sandra Bull
Harvest Home Representative	Steve Allen
Burtle Babies Representative	Lorraine Simmonds
Friends of Burtle Church Representative	Rosemary Tucker
Burtle Silver Band Representative	Philip Hamlin

Bank: Unity Trust Bank

Governance

Burtle Village Hall is a registered Charity original number 269598 governed by a scheme dated 30th June 2003 which replaced a conveyance dated 28 February 1948. The 2003 scheme was incorporated on 25th November 2015 to a Charitable Incorporated Organisation (CIO) Charity number 1164684. Amongst other things this enabled the Trustees/committee members to regularise the bar trading and it also limits the personal liability of Trustees/committee members. In 2016 a commercial arm, Burtle Village Enterprises Ltd, was established. Assets from the bar (stock) were transferred to the commercial arm which traded separately during 2017, 2018, 2019 and early 2020 - in order to separate profits made from the bar from those of the village hall itself. It was resolved that any profits made by the bar would, at the end of each year, be transferred to the Burtle Village Hall as a donation. In 2020 it was decided that there was no need for a separate commercial arm and that the bar accounts, although still being kept separate, could be incorporated into the main Burtle Village Hall accounts. The bar is no longer being used extensively, although still a major part of the running of the hall and events. The Director of this commercial arm was also standing down from the Committee. After much discussion, the commercial arm was closed in March 2020. This makes the accounts simpler as they do not have to be sent to Companies House. The Burtle Village Hall accounts will continue to be externally audited for good practice.

Background

The original Burtle Village Hall was built in 1939 to serve as a meeting place for residents of the village. Major Luttrell of Edington donated the plot of land and villagers themselves raised the money for the building.

The Church administered the Hall for the first few years but it was soon passed over to an elected Management Committee an arrangement that continues to the present day.

The original Hall was a simple single skin wooden building with a shingle roof. Over the years walls and ceiling were lined in an attempt to insulate the building but it remained cold and draughty.

The Hall was extended in the 1960s and the ladies' toilet was moved from the back of the stage to the old kitchen area on eastern side of the Hall. A new kitchen extension was built on the same side of the Hall in line with the front wall and another entrance door was made on the front. This arrangement remained until the major refurbishment in 2008/9. In the 1990s it was realised that the Hall was in serious need of a complete replacement or major updating and fund raising was started. Many events were held in the Hall but it was a long process as the amount required was considered so large.

A planning application was submitted to Sedgemoor District Council in 2004 and permission was granted to demolish the existing Hall and replace it with a steel framed modular building. Following this an application was made to the Lottery Fund for a grant but hopes were dashed when the application was declined because it was deemed there were sufficient local halls to satisfy the community. The people from the lottery had obviously not realised that Burtle was a very strong independent community. During all this time the Hall was still well used but was deteriorating rapidly. Just as the prospect of a new Hall seemed further away than ever a local man, Robin Howell, who is a retired builder, came forward with an unusual plan for an affordable solution. He proposed an innovative design using straw bales, sheep fleece and old wine bottles to construct a new Hall around the old one. The first step would

be to 'drop' an agricultural type roof over the old Hall and extensions. This new roof would be supported on metal posts and the new walls constructed from compressed straw bales with an exterior cladding of clay and wood.

With the help of Community Council for Somerset match funding grants were secured from Somerset County Council and Sedgemoor District Council. Planning consent for the revised design was obtained by Burtle Parish Council and work was set to begin.

The work took almost eighteen months to complete during which time the Hall never closed and activities carried on amongst the building work. The project came in on budget of £150,000. This could not have been achieved without the support of the whole community both young and old many of whom brought their skills or a willingness to learn new skills.

The 'new' Hall which comprises a main Hall complete with large stage with a small room/store, a separate small meeting room, well equipped kitchen, separate bar and up to date toilet facilities, was opened on 20 June 2009. The Hall is fully accessible to those with disabilities. The new roofing arrangement also made a large upstairs storage area. The Hall is energy efficient with its thick straw bale walls and sheep fleece insulation in the loft and a heat exchange system for ventilation and heating. An outside ramp with rails was added in 2014 for disabled access.

Trustees

The Trustees are responsible for the overall management of the Hall, its finances and for keeping the building in a good state of repair. This responsibility is made easier by the fact that the innovative design, the generosity of local people and businesses and the use of so much voluntary labour kept costs to a minimum with the result that there are no loans or mortgages to service as all the costs of the building work were covered by fundraising, donations and grants. In 2017 the Trustees delegated responsibility for the day to day running of the hall to an elected Management Committee.

Appointment of Trustees

The 'Trust Deed' governs the appointment of trustees and the management of the charity. Trustees are elected at the Annual General Meeting each year, usually in April. In addition, certain local organisations that regularly use the hall have a right to appoint a trustee.

Trustees appointed by local groups are full trustees with all the same rights and responsibilities as elected trustees and when voting or acting as a trustee of the Hall are required to act in the best interests of the Hall. Not all of the organisations elect to appoint a trustee. There is one ex-officio trustee, the Chairman of Burtle Parish Council.

The Trustees have delegated day to day running of the Hall to a Management Committee made up of Trustees and other committee members elected at the Annual General Meeting and non-elected representatives from the designated community groups. The Management Committee are required to carry out the duties involved in running Burtle Village Hall and are accountable to the Trustees. The Management Committee usually meets on the second Tuesday of each month in the Village Hall. These meetings are open to the public.

Objectives of the Charity

The trust deed states that:

‘the object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the inhabitants’

Principal Activities in pursuit of Objectives

The Hall is the social hub of the village and is fully licensed with a well-stocked bar, run and staffed by volunteers from the Management Committee and other villagers. The Management Committee control and run the bar, even if it is hired by an outside group, and the Bar Manager is a member of the Committee,

Many different types of events organised by local groups take place in the Hall and it is well used for private celebrations such as birthday parties, wedding receptions, funeral wakes, and anniversary parties.

The long standing ‘Cafe Burtle’ is held in the Hall once a month on a Saturday morning giving villagers the opportunity to meet up with friends and neighbours over a cup of tea or coffee and homemade cakes. There are local craft stalls, and regular attendance by the Community Police Officer, Councillors and even the local MP. A ‘Community Coffee Shop’ was started in 2019 and is held once a month on a Wednesday morning. This provides another gentler social environment for people to meet and chat with refreshments and cakes. It raises funds for local charities as well as the Village Hall. The Hall is the home of Burtle Babies Mother and Toddler group and to the Burtle Silver Band. Weekly dance classes for children and private dance bookings are also run in the hall providing both community services and much needed regular income. Monthly Parish Council meetings and the Burtle Village Hall Management Committee meetings are also held in the Hall.

The Management Committee fulfils its primary objective of the provision and maintenance of a Village Hall and also organises regular events for the benefit of the village and to raise much needed funds for maintenance and refurbishment.

Hall Bookings

These are made primarily by telephone and email at the moment. A new village website has been developed and a Google electronic booking system was established in 2021. An ‘Events Calendar’ is in place helping prospective hirers to see when the Hall is available. A Booking form, Booking rates, Health and Safety Policy, and Terms and Conditions are sent to each prospective hirer – all of these were reviewed and updated in 2018.

Publicity

The Management Committee prepares, publishes and distributes a free monthly Newsletter to every household in the village. There is a dedicated Facebook page which is very popular, especially with the younger residents, and this is used to advise about upcoming events and community issues. There is also a Village Hall website page as part of the Burtle Village website. In 2018 the Committee also prepared a ‘Welcome Booklet’ to be given to all new residents in the village introducing them to the various groups and facilities in and around

Burtle. There is also a regular email sent to those that have ‘opted-in’ to receive it, the email list was updated following the new GDPR regulations introduced in 2018. A new Data Protection Policy (GDPR) and Privacy Notice were put in place in 2018. The Management Committee have made a concerted effort to increase publicity and marketing which resulted in new rental income and generally more awareness.

Licences

The Hall has a Premises Licence issued by Sedgemoor District Council governing the provision of entertainment to the public and the sale and supply of alcohol. The licence is held by the Trustees who are collectively responsible for its administration.

The Hall is registered with Sedgemoor District Council under the Food and Hygiene Ratings Scheme and has received a 5* grading, the highest. The hall is not registered as a ‘food business’, as limited food and refreshments are prepared and served on the premises. The main two women who organise the kitchen for events renewed their ‘Food and Hygiene’ Level Two Awards in 2019.

The Hall holds a combined Music Licence - Performing Rights Society (PRS) for live music and Phonographic Performance (PPL) for the playing of recorded music – Licence Account Number 01628866.

Risk Management

The Management Committee recognises that it is under a legal obligation to protect the building, its hirers and volunteers through adequate and appropriate insurance.

The Hall is insured with respect to property damage (buildings insurance) with ANSVAR - Insurance (£650,705 buildings cover).

It is insured with the same company with respect to contents (£18,082), Public Liability (£5 million), Employers’ Liability (£10 million), Property Ownership Liability (£5 million), Public and Products Liability (£5 million), Trustee Indemnity (£250,000) and Legal Expenses (£250,000).

Subject to certain conditions, hirers who have no public liability cover of their own are included under the Hall’s public liability insurance. This cover does not extend to commercial hirers.

A new and more comprehensive Risk Assessment of the Hall was undertaken in December 2018 and this Risk Assessment was subsequently updated in August 2020.

Maintenance Matters

The Hall Manager as well as dealing with day to day maintenance issues, ensures that:

- Portable electrical appliances are tested by qualified personnel periodically as required by law
- Safety Risk Assessments are carried out as necessary
- Fire Fighting Appliances and Fire Alarm System are inspected and serviced under their respective contracts
- Security Alarm System is regularly inspected and serviced
- Pest Control is activated and regularly maintained, as rodents are a problem in this rural setting

- Regular monthly Maintenance checks are made
- A log is kept giving the name of company with whom the Village Hall has a contract and details of all visits both routine and call outs are recorded with details of the outcome
- A new comprehensive Maintenance File was put in place in 2018 which includes all aspects of maintenance, all logs, all details of tradespeople used, all assessments, and all documentation
- Hall users are required to record all accidents in the Accident Record Book. The Accident/Injury forms were updated in 2018
- A Complaints procedure and form was added in 2019

In 2019 the front of the hall was given a 'facelift'. The original wooden front had weathered since the hall refurbishment in 2009 and was badly stained in some parts. The work was done with only the cost of the materials needed, as all the labour was provided by Committee members. Local villagers supplied the scaffolding and the use of an industrial power washer. The front of the hall was prepped and washed and it looks like new! Hopefully this will last another ten years. New Security Cameras with active 24 hour CCTV were installed in autumn 2019 following security issues in some other village halls.

Compliance

Throughout 2018 and 2019, the Management Committee has reviewed every one of its existing Policies and Procedures. New Policies and Procedures have also been put in place to make sure that Burtle Village Hall is compliant with new legislation. Policies and Procedures are no good as paper exercises and so it is important to monitor them to make sure they are working practice. All Policies and Procedures are reviewed every three years or earlier if required by practice and/or change of legislation;

- Terms and Conditions for Hirers – updated May 2018
- Hire Charges document - updated June 2018
- Booking Form – updated and new receipt Form – June 2018. New electronic form December 2021
- Data Protection Policy (GDPR) and Privacy Notice – June 2018
- Health and Safety – updated August 2018
- Risk Assessment – December 2018
- Safeguarding and Protecting Children and Vulnerable Adults – January 2019
- Equality and Equal Opportunities Policy – March 2019
- Complaints Form – May 2019
- Media Policy – February 2020
- Financial Policy – June 2021

Due to the unprecedented Coronavirus pandemic in 2020 and 2021, further compliance policies needed to be put in place;

- Terms and Conditions for Hire – updated August 2020

- Special Conditions for Hirers Covid-19 – new August 2020
- Coronavirus Risk Assessment – new August 2020
- Risk Assessment – updated August 2020
- Health and Safety – updated June 2021
- Checklist for opening and closing the Village Hall – new August 2020
- Hire Charges document - updated December 2020

Financial Strategy

The Trustees previously agreed a formal Financial Policy which sets out their responsibility for the prudent management of Hall funds and this policy was updated in June 2021. It is the objective of the trustees to maintain income at a level which ensures that basic running costs are met – this is approximately £10,000 per year. Finance is an item on every monthly Committee meeting agenda and monthly statements are produced for each meeting – transparency is considered very important. A change of bank was made in September 2021, moving to 24/7 online banking. The four accounts previously held with a high street bank have now been consolidated into one online banking account. All invoices for payment are now brought to each monthly committee meeting and authorised. The Treasurer then sets up the payments with Unity Trust Bank but does not make the payments. There are four signatories with the bank and only when two of these four - randomly selected – have authorised payments electronically are the payments released. This gives protection to the Treasurer but also keeps the whole committee informed of income and expenditure throughout the year. This new system is working well.

Trustees make regular checks to ensure that hire charges remain comparable with other halls in the area and in 2017 the discounts for local groups and for individuals from the village were reviewed. From June 2018, all users of the Hall are now paying the same hire charges with a 20% discount for local resident groups. The Committee aims to ensure that local residents and groups benefit from discounted charges on a fair and equal basis and to particularly assist groups that will enhance village life during their ‘start up’ period. The hire charges were reviewed in December 2020 and a small increase was set effective from 1st January 2021. The same level of discount for local users was kept in place.

Volunteers’ Efforts

The running costs are kept as low as possible by the continuing generosity of the village and the voluntary work of Trustees and other villagers. However, the Hall now employs a professional Cleaning Agency which has improved the standard and consistency of cleaning. A new detailed cleaning schedule has also been agreed and put in place. The Management Committee ensures all statutory regulations regarding fire, electricity and other services are maintained by professional contracts.

Hallmark

Hallmark is a nationally recognised Quality Standards scheme for village halls. It recognises good quality of management administration and practice and ensures compliance with legislation relating to community buildings. The Hall had been awarded Hallmark One in 2014 but unfortunately this Award had lapsed. The new Committee appointed in April 2018

made this a priority and worked hard to meet the assessment criteria and external validation. The Management Committee applied for Hallmark One and Hallmark Two accreditation in February 2019, with a subsequent visit and report in June 2019. They were rewarded for their hard work by achieving Hallmark One and Hallmark Two. In addition to these Awards, Burtle Village Hall was surprised and delighted to receive the 'District Hall of the Year' for Sedgemoor in 2019. The Management Committee applied for Hallmark Three early in 2020 but due to the Coronavirus pandemic, all visits and assessments were cancelled. The application stood for 2021 when external validation resumed. The Burtle Village Hall is delighted to report the achievement of **Hallmark Three in July 2021** – the final award. I would like to thank the present BVH Committee and the previous Committee for all their support and hard work with this project. It has helped to maintain and improve all standards for the benefit of current and future users.

OVERALL VIEW OF THE YEAR

At the AGM in April 2021 – held by Zoom once again - two existing members stood down from the Management Committee but we welcomed three new members, giving a total of eight Committee members, plus user group representatives. This included a new Treasurer, Secretary and Assistant Hall Manager. All three have settled in well to the Committee bringing different strengths and expertise. The Chair remained in place and there was a change of Vice Chair.

2021 was another Coronavirus disrupted and disappointing year!

The Burtle Village Hall had been forced into a second lockdown from 5th November 2020 and it did not reopen again in 2020. We started the year of 2021 in a third national Lockdown, after coming out of a Tier system. It was such a disappointing start to the year as we had planned to reopen the Burtle Village Hall on 4th January 2021. At this stage there was optimism as the vaccine roll out had started and we were looking forward to the New Year. However, it was a very long haul before Government restrictions lifted and we were able to reopen.

The Burtle Village Hall Management Committee continued to hold **monthly meetings** but all via Zoom, as was the AGM in April and the first meeting of the new Committee in May. It was not until June that we were able to meet in person in the hall where we welcomed three new people to the BVH Committee in person.

The BVH finally reopened in mid-April but only for a few rental groups who could comply with the restrictions at the time. Although further restrictions were lifted in May, it was not until July that Government restrictions were fully lifted and a few more rental groups returned. It was lovely to welcome back groups and to see the hall being used again. We were itching to start holding social events for the community and two took place in August. It was

wonderful to see villagers and friends enjoying these events. A 'Welcome morning' was also held to give Newcomers to the village some information about Burtle and its activities. The long standing monthly Saturday Café Burtle restarted in September and the Macmillan Cancer Support Charity coffee morning was also held that month. We really thought we were on our way and back to a sense of 'normality' but the situation began to change once again. The 'Delta' variant arrived later in October with an increase of Coronavirus cases and more hospital admissions. So, once again events were cancelled in November. A new variant 'Omicron' in December altered the landscape once again. The Government introduced new restrictions and all the lovely events leading up to Christmas had to be cancelled. Community events have been sorely missed in 2021 and it was the 'here we go again' that made a depressing end to 2021.

The **financial situation** continued to be worrying having had very little income for 2020 and now very little income in 2021. Our rental income for 2021 was only £2,457 – this in 'normal' times would have been approximately £6,000. Other income was only £1,000. At the same time, the maintenance of the Burtle Village Hall continued. The Management Committee has to ensure the hall complies with all relevant legislation and is up to date with all the necessary checks and assessments – whether the hall is open or not. All appliances have to be tested and serviced regularly by qualified personnel, and all equipment inspected and serviced under respective contracts. Once again, there were visiting rodents and the Pest Controller was a frequent visitor. All of this maintenance had to be scheduled and paid for. The hall also had to cover an increased cleaning schedule, and pay for the various licences that are required.

The biggest expenditure is the Insurance cover which is just under £2,000. The hall is very energy efficient due to the straw bales in the walls and the sheep's fleeces in the loft but this does add to the Insurance premium, as it is classed as a 'non-standard' village hall. The second biggest expenditure is on the Utility bills – approximately £1800 - and electricity in particular. With increasing costs of heating bills, this is only set to increase drastically in 2022.

A lot of time was spent on sourcing and applying for different grants and support. We received a Government grant of £2,000 in February for the third national lockdown. We also received £500 from the Burtle Parish Council *'for loss of income that would have arisen from the Parish Council's use of the hall for meetings and events'* to cover both 2020 and 2021. We managed to obtain rate relief from Sedgemoor District Council and some other small rebates. The Management Committee runs the Burtle Village Hall 100 Club which adheres to the gambling rules and regulations, with a one-off yearly payment for a number and monthly cash prizes. This raises funds for the Hall and continued all through the year 2021. In May BVH was delighted to obtain a business support grant from Sedgemoor District Council of £8,000 which relieved the financial pressure. **Without these grants, the Burtle Village Hall would be in a very different place financially.**

One of the most important issues in 2021 was to continue with a rigorous **cleaning schedule** – this meant high expenditure on cleaning but the Committee felt it was a priority for all our users. In February a 'Fogging Machine' was bought and this has been one of the best purchases made for the hall. We are delighted with its performance, how it enhances the

cleaning, destroys any viruses and gives extra confidence to hall users. Due to its success several other village halls have followed our lead and purchased the same machine.

Behind the scenes this year there has been a considerable amount of work to **maintain and improve** the Burtle Village Hall, paid partially from the reserves built up from prudent housekeeping over the three years prior to the pandemic and from the grants received in 2020 and 2021. In April, the old, stained and badly worn flooring in the Bar was replaced with a new plywood base and new safety vinyl. It was a big project as all the big coolers and machines had to be disconnected and moved out of the bar to allow access. Stock was checked, the bar was deep cleaned, including shelves and glasses.

The Kitchen was also deep cleaned, including cupboards, fridges and freezers. In July the walls and skirting boards in the main hall were painted. Later the bar area, entrance and foyer were also painted. In August, the main hall floor was professionally cleaned and refurbished and the entrance and Kitchen floors were also professionally cleaned. This took a complete week but the results are spectacular and will hopefully last a long time. In September, a new lock was fitted to the front door as this had been causing trouble for some time and new keys were issued. In November, a new key safe for the kitchen key was installed and a hand rail fitted in the store room on the stairs.

I would like to take this opportunity to **thank the BVH 2020 and 2021 Committee members** during this disruptive Coronavirus pandemic. I have nothing but praise for every one of them. They are all volunteers and the majority are in full time employment, including key workers, which mean they have great demands on their time, and yet they all give as much as they can for the benefit of the BVH and the community. It has been a constantly changing landscape and not easy at times having to respond to the restrictions, guidance and paperwork of the Government, ACRE, Community Council of Somerset, and our Insurers.

So, 2022 – Let's hope 2022 will be a more stable year with less restrictions and a much more positive outlook for us all. We all hope we can gradually return to a more 'normal' timetabling of rental groups and social events and that we can learn to live without the viruses dominating our lives in the community. The Burtle Village Hall is the social hub of the village and it has been sorely missed. We also need to return to a more secure financial footing in order to run the Burtle Village Hall without the financial pressures.

Acknowledgements

The Trustees would like to thank the residents and friends of Burtle their continued support of the Hall. The majority of Hall bookings come from the Parish and local clubs, organisations and individuals who either live in the village or have links with Burtle. Unlike many village Halls, Burtle Village Hall does not receive regular grant support towards running costs and has to be self-supporting.

The Trustees acknowledge the continued advice and support received from the Community Council for Somerset (CCS). Once again in 2021 we have appreciated the guidance, help and support of both 'Action with Communities in Rural England' (ACRE) and CCS – this has taken the form of numerous emails and information sheets with updates as the situation

constantly changed. There have also been Zoom Webinars on various topics concerning the pandemic and the running of village halls which have been informative and helpful.

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

Signed on behalf of the charity's trustees

Signature: 

Name: LYN GOODLIFFE

Date: 12.03.2022

Trustee – Burtle Village Hall

and CHAIR of BVH Committee

**BURTLE VILLAGE HALL
RECEIPT AND PAYMENTS ACCOUNT 2021**

	2,021	2,020
Opening Balance	17,465	14,341
RECEIPTS		
Grant Income	16,835	11,334
Function Income	275	826
Hire of Hall	2,300	556
Bank Interest	1	46
Donations	230	157
Advertising	216	0
100 Club	1,070	1,050
Café Burtle	59	308
GMBC	0	0
Community Coffee Morning	24	60
Profit from Bar	748	251
Total Receipts	21,758	14,388

PAYMENTS		
Gifts	24	30
Function/Bar Expenditure	832	406
Telephone	337	280
Electricity Charges	821	1,131
Insurance	1,874	1,841
Water	65	58
Hall Maintenance	3,991	4,864
Fire Extinguisher and Pest Control	551	524
Equipment	961	0
Sundry - incl Chairman Expenses	321	0
Bank Charges	18	0
Sundry Overheads - Licences	158	131
Charity	0	17
Cleaning	1,082	1,236
VAT to recover	187	0
100 Club Prizes	90	400
Membership	100	100
Stationery/Printing/ Adverts	192	274
Café Burtle Expenses	0	72
Total Payments	11,804	11,284

Net of Receipts/payments 10,154 3,124

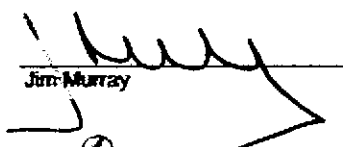
Cash Fund Brought Forward	17,465	14,341
Add Net Receipts	10,154	3,124
Closing Cash Fund Carried Forward	27,620	17,465

<u>Reconciled by</u>		
Balance at Bank	27,070	16,881
Cash in Hand	550	50
Amounts owed by Burtle V Hall Enterprises	0	0
Creditors outstanding at year end	0	0
Debtors outstanding at year end	0	534
Small Variance	(0)	0
Closing Balance	27,620	17,465

ASSETS

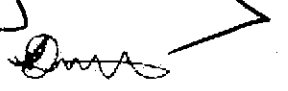
Float for Café Burtle Kept by Maureen (see a)	30	30
Float for GMBC (see above)	20	20
Float for Bar Kept by Tracy	500	0
Village Hall	500,000	500,000
Fixtures & Fittings	20,000	20,000
Total Assets	547,620	537,465

Prepared by


Jim Murray

23.03.22

Independent Review


Karen Nobes

23/03/2022