

Trustees' Annual Report for the period		
From	Period start date To	Period end date
	1st January 2020	31st December 2020

Section A Reference and administration details

Charity name The Manor Hall At Coalpit Heath CIO

Other names charity is known by

Registered charity number (if any) 1169917

Charity's principal address Henfield Road
Coalpit Heath
Bristol

Postcode BS36 2TG

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	
1 Richard Branton	Chair		11
2 Jean Butler	Treasurer		12
3 Geraldine Jasper	Vice Chair		13
4 Georgina Hawke			14
5 John Wordley			15
6 Glenys Hale			16
7 Nicky Sweetland			17
8 Jo Hosker			18
9			19
			20
Name of person (or body) entitled to appoint trustee (if any)			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name **Dates acted if not for whole year**

Names and addresses of advisers (Optional information)

Type of adviser **Name** **Address**

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TAR 1 March 2012

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

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)

How the charity is constituted(eg. trust, association, company)

Trustee selection methods (eg. appointed by, elected by)

Constitution
Charitable incorporated organisation

Elected by Westerleigh parishioners and appointed by User groups
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Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

Summary of the objects of the charity set out its

Governing document

The objects of the CIO are to maintain and run a village hall and to promote for the benefit of the inhabitants of the Parish of Westerleigh ("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 conditions of life of the said inhabitants

TAR 2 March 2012

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The trustees have ensured that the premises, a grade 2 listed building of significant historical interest, meet all statutory standards to be able to hire the hall to various groups within the community.

Despite the challenging circumstances this year due to Covid 19, were able to accommodate a number of groups to support their vulnerable clients such as Cocaine Anonymous and Smile Independent Living Support.

The hall usage diversified as groups relocated from premises that were unable to allow for social distancing.

We hosted a Macmillan Coffee morning to raise funds alongside the local Scout group.

The community garden continued to be a focus for members of the community unable to visit family and friends in other parts of the country or world. The fantastic volunteers ensure that this is a relaxing and calm place to be able to gather thoughts and promote mental wellbeing.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers continue to supply their time and experience to the village hall and the trustees would like to acknowledge their valuable contribution

TAR 3 March 2012

Summary of the main achievements of the charity during the year

The charity would like to say that her hard work has enabled her to provide a COVID support service for other volunteers who were not able to accommodate their own needs.

The charity has continued its fundraising programme albeit reduced by the Grants

Communication remains a priority and the use of WhatsApp has been a valuable knowledge

TAR 4 March 2012

Brief statement of the charity's policy on reserves

The policy that the Trustees have agreed to is that the reserves should be no less than 6 months of operating costs

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Hire fees and rent from the attached residence.
Contribution of 6k from the Parish council

Maintenance of the building, employing personnel to ensure that the building was managed for the benefit of the community and improved facilities.

N/A

Section F Other optional information



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

Signed on behalf of the charity’s trustees

Signature(s) Richard Branton

Full name(s)
Richard Branton

Position (eg Secretary, Chair, etc)
Chair

Date
25/10/2021

Financial Statement for the Manor Hall at Coalpit Heath CIO
Income & Expenditure as at 31st December 2020

	<u>2020</u>	<u>2019</u>
Income	£	£
Bank Interest	37.63	57.45
Booking receipts	19,853.42	40,950.20
Donations	413.50	5,297.61
Fundraising		1,705.31
Grants	12,001.00	1,124.40
House Rent (inc water)	9,792.00	8,824.00
Miscellaneous income	58.76	
WPC contribution	6,085.00	5,248.00
Total Income	48,241.31	63,206.97
Expenses		
Bank charges		3,446.60
Community Garden	1,891.51	349.01
Council Tax		2,259.51
Equipment/machinery	1,097.83	1,150.11
Fundraising/Event Costs	80.00	
Hall Manager's Expenses		90.00
Mobile phone	154.25	
Postage	9.95	
Salary	9,504.76	8,791.52
PAYE Tax/NI	267.83	538.76
Stationery	115.59	151.00
House Expenses	353.99	1,872.20
Insurance	2,247.50	2,101.61
Lease payment	50.00	50.00
Licence Fees	620.00	620.00
Miscellaneous Expense	109.00	60.50
Office Expenses		6,122.60
Cleaning	3,001.40	498.43
Consumables	590.26	260.40
Nappy Bin Service	227.80	237.60
Sanitary bin service	158.40	27.06
Stationery	52.31	126.48
Supplies	41.21	521.80
Professional Fees	510.79	
Repairs & Maintenance		5,856.00
Decorating/Improvements		4,086.09
Main building	12,462.10	426.25
Outbuildings	595.00	8,336.87
Perimeter walls & car park	42.00	72.21
Subscriptions	121.31	
Utilities		1,934.22
Electricity	1,189.06	1,775.24
Gas	2,573.07	867.54
Waste & Recycling	699.20	955.69
Water	451.06	477.59
Wi-fi service	364.89	
Total Expenses	39,582.07	54,062.89
(Deficit) / Surplus for the year to date	<u>8,659.24</u>	<u>9,144.08</u>
Surplus b/fwd from last year	<u>40,980.92</u>	<u>31,836.84</u>
Deficit/Surplus for This Year	<u>8,659.24</u>	<u>9,144.08</u>
	<u>49,640.16</u>	<u>40,980.92</u>
Payments in hand		42.00
Outstanding Cheques/credits	-36.00	
Petty Cash account	112.35	96.63
HSBC Current a/c	2,159.09	3,060.20
HSBC Savings a/c	47,404.72	37,782.09
	<u>49,640.16</u>	<u>40,980.92</u>

Accounts prepared by J Butler Treasurer

Accounts checked by Independent Examiner

Dated



 7/19/21



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE MANDR HALL AT COALPIT HEATH CIO

On accounts for the year
ended

31-12-2020

Charity no
(if any)

1169917

Set out on pages

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 year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) 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

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.

* Please delete the words in the brackets if they do not apply.

Signed:

AMarshall

Date:

7/9/21

Name:

MISS ALLISON MARSHALL

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

FCCA.

Address:

KELLER & CO, 367B CHURCH ROAD,
FRAMPTON COTTERELL,
BRISTOL, BS36 2AQ.

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Name:

MISS ALLISON MARSHALL

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