

The Manor Hall at Coalpit Heath
Registered Charity: 11699017

AGM - 7.00pm Thursday, 6th June, 2024

Welcome

Good evening everyone. Thank you for joining us this evening. I would like to welcome any new faces with a special thank you to those of you who support us throughout the year and in some cases years.

CHAIRS ANNUAL REPORT

This AGM relates to the period of 1st January - 31st December 2023.

2023 was again a very successful year, our Treasurer will go into more detail on finances but we finished the year with a very healthy bank balance mostly earmarked for a very large project to be undertaken this year. We spend much of our meeting time looking at finances and trying to balance smaller maintenance requirements with the larger projects. We have a Business Plan which is looked at bi-monthly and is continually amended, we never get to the end of the list of required work and I don't suppose we ever will. The team is dedicated to maintaining this Grade 2 Listed building to the very best standard and we pride ourselves in our success.

The team I refer to is made up of seven volunteer Trustees and our Hall Manager, Alison Allan. The Trustees meet every month but the day to day running of the hall is left in Alison's capable hands. Alison manages to keep the hall running smoothly and keeps the Trustees up to date with her reports into our meetings and by ad hoc meetings, emails and telephone calls etc. Alison is the first point of contact for all our Users and deals with problem solving, the bookings, overseeing the cleaners, tradespeople and all visitors, she is the best at networking and almost solely responsible for our busy diary - the list is endless. Alison is a very valued employee, and the Trustees are very grateful to her for her dedication and hard work.

Throughout the year there has been one maintenance job after another, we had a high level, deep clean of the Newman Room, there was a lot of work on our wooden floors, part of the car park was re-surfaced, we refurbished the bathroom in the house, we commenced an expensive treatment programme to try and save our box hedging, that's ongoing and appears to be working. We

replaced our garden shed, we had some roof repairs to the house and Grey Store, maintenance to the kitchen cabinets etc Suffice it to say the list goes on and on. Thank you to Alison for managing all these projects plus many more.

We have a busy hall and our Users are from a wide variety of activities. Daily during term time we have Little Explorers, a very successful pre-school. Amongst our Regular Users we have diverse interests, Karate, Slimming World, Pilates, Yoga, Dance, Relaxation classes, gardening club, craft club, Baby Yoga, Church of Christ etc.

As well as Regular Bookings we also have many one-off bookings, we have private parties, weddings, meetings etc. Across the three rooms in the main building plus kitchen, we have the ability to provide a suitable venue for the local community to enjoy. We held another Harry Potter event and the same gentleman hosted a Jurassic Park event - sounds exciting!

The pop-up Vegan supper club, Greenhouse Plant Based Dining, continues to use our hall every month and appear to be going from strength to strength.

The popularity of the Red Brick Annex has improved, and we are so happy to see this investment being appreciated by so many. It provides the perfect environment for smaller groups looking for a quieter ambience The Management Team enjoy holding our meetings there every month. You could say fit for purpose.

The Community Garden continues to be a fantastic addition to our facilities, we have hosted a couple of children's groups who have enjoyed adventures outside. The garden looks fabulous even though it is hard work and is expensive to maintain. We are grateful to our volunteers who help to keep it looking so good but also to Alison who identifies and oversees any work that is required, she also tends to the garden herself, thank you Alison.

Everything we do at the hall is expensive, funds are raised from our bookings, but we do have help from the Parish Council. The Parish Council are our landlords, and we would like to thank them once more for their continuing support. The Parish Council continues to hold some of their meeting in the hall.

During 2023 we updated many of our policies and added those we were missing. We are very methodical in keeping up to date with such requirements and I would guess we are probably a benchmark for many other halls.

Finally, more thank yous.

I would like to thank the team of Trustees, each of whom plays a very vital role in the effectiveness of our body.

I would particularly like to thank the Officers.

Richard, our Vice Chair who gives me unwavering support, he has an in depth knowledge of the charity and brings us back to earth if we get over excited. He who also injects a bit of fun when needed.

Jean, our Treasurer who works so very hard behind the scenes and keeps us all in check if we decide to spend more than we should. It is because of her that we can work so efficiently, she runs a tight ship.

Sandra, our Secretary, how did we manage without her? Sandra is a very valued member of the team and I constantly look to her for guidance and support.

I would also like to thank our husbands, wives (wife) and partners who put up with us doing what we do.

Thank you again everyone.



Section A

Independent Examiner's Report

Report to the trustees/
members of

THE MANOR HALL AT COALPIT HEATH CIO

On accounts for the year
ended

31-12-2023

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").

Independent
examiner's statement

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.

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:

A Marshall

Date:

20/05/24

Name:

MISS ALLISON MARSHALL

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

FCCA

Address:

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

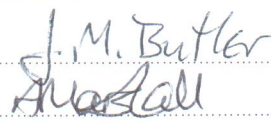
Financial Statement for the Manor Hall at Coalpit Heath CIO
Income & Expenditure as at 31 Dec 2023

	<u>2023</u>		<u>2022</u>	
Income	£	£	£	£
Bank Interest	1,026.02		119.05	
Booking receipts	46,372.73		44,860.21	
Donations	10.00		10.00	
Fundraising	809.59		534.05	
Grants			2,667.00	
House Rent (inc water)	10,272.00		10,272.00	
Miscellaneous income	9.59			
WPC contribution	7,110.00		8,974.00	
Total Income		65,609.93		67,436.31
Expenses				
Bank charges	68.80		71.60	
Community Garden	3,458.95		1,705.77	
Council Tax	65.28		161.28	
Equipment/machinery	859.71		2,370.37	
Fundraising/Event Costs	114.00		212.10	
Hall Manager's Expenses				
Homeworking allowance	312.00			
Mobile phone	101.56		157.82	
Postage	2.50			
Salary	11,777.57		10,952.13	
PAYE Tax/Nl/Pension	1,087.57		599.10	
Stationery	164.89		137.61	
House Expenses	7,907.14		1,032.00	
Insurance	1,292.27		2,750.96	
Lease payment	50.00		50.00	
Licence Fees	962.28		685.18	
Miscellaneous Expense	62.99			
Office Expenses				
Cleaning	9,595.05		9,089.40	
Consumables	416.23		297.67	
Nappy Bin Service	330.41		309.96	
Sanitary bin service	292.46		278.85	
Stationery			4.75	
Supplies	175.15		283.20	
Professional Fees	353.65		496.80	
Repairs & Maintenance				
Decorating/Improvements			3,720.00	
Main building	10,361.80		11,228.60	
Outbuildings	325.00		1,295.00	
Perimeter walls & car park	5,879.60		1,299.00	
Subscriptions			97.57	
Utilities				
Electricity	1,725.98		1,859.00	
Gas	2,394.75		2,540.75	
Waste & Recycling	999.82		902.94	
Water	1,076.88		984.26	
Wi-fi service	479.69		361.55	
Total Expenses		62,693.98		55,935.22
(Deficit) / Surplus for the year to date		<u>2,915.95</u>		<u>11,501.09</u>
Surplus b/fwd from last year		<u>71,866.00</u>		<u>60,364.91</u>
Deficit/Surplus for This Year		<u>2,915.95</u>		<u>11,501.09</u>
		<u>74,781.95</u>		<u>71,866.00</u>
Payments in hand				
Outstanding Cheques/credits	-90.00		-677.50	
Petty Cash account	194.60		293.24	
HSBC Current a/c	4,422.21		8,521.14	
HSBC Savings a/c	70,255.14		63,729.12	
	<u>74,781.95</u>		<u>71,866.00</u>	

Accounts prepared by J Butler Treasurer

Accounts checked by Independent Examiner

Dated


 J. M. Butler
 20/05/24



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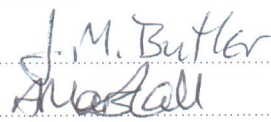
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