

The Perranwell Centre TRUSTEES' ANNUAL REPORT

1ST January 2022– 31st December 2022

This report is based on the model provided by the Charity Commission.

Section A: Reference and administration details

Charity name	The Perranwell Centre
Other names charity is known by	Perranwell Village Hall
Registered charity no. (if any)	1170974
Charity's principal address	School Hill
	Perranwell Station,
	Truro, Cornwall
Postcode	TR3 7JU

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)
	John Frankland	Chair		
	Juliet Hollingsworth			
1	Chris Davie			
2	Guy Hanson		From 01-06-22	
3	Mark Breach	Maintenance		
4	Anne Brazier	Fire Safety Officer		
5	Ann Degenhart	Housekeeper	01-02-22 resigned	
6	Ray Christophers	Maintenance	From 01-08-22	
7	Colin Groom	Drama group representative		Camon Downs Drama Group
8	Ian Halford	Publicity & Maintenance	01-08-22 resigned	
9	Ellen Solley		From 01-08-22	
10	Laura Angell		From 01-10-22	Loyal Bees Care
11				
12				
13				

	Jenifer Macindoe			
14	David Ward	Booking Manager		
15	Simon Fisher		From 01-12-22	Football Club
	Claire Martin Ex Officio member	Treasurer		
	Yselkia Hall Ex Officio member	Secretary		

Description of the charity's trusts

Type of governing document	Constitution (Foundation model)
How charity is constituted	Charitable incorporated organisation
Trustee selection methods	<p>Charity trustees must be elected at an annual general meeting at which all inhabitants of the area of benefit of 18 years and upward are entitled to attend and vote. No person other than a charity trustee retiring in accordance with the constitution may be appointed a charity trustee at any general meeting unless:</p> <p>1. they are recommended for re-election by the charity trustees; 2. or, an individual is proposed for election by an inhabitant of the area of benefit as under the Constitution item 9.9.2</p> <p>The charity trustees shall maintain a list of user bodies that they consider to be supportive of the CIO's objects and which have indicated a wish to appoint a charity trustee of the CIO. Each listed user body shall have the right to appoint one charity trustee. Any such appointment must be made according to the ordinary practice of the appointing body and must be notified in writing to the secretary.</p> <p>Where any application for the right to appoint a charity trustee is received from any existing or newly-formed body operating in the area of benefit, the charity trustees may, with the approval of not less than two-thirds of all the charity trustees, add such body to the list of user bodies and allow such body to appoint a charity trustee.</p>

Additional governance issues (optional information)

<p>You may choose to include additional information, where relevant, about:</p> <p><input type="checkbox"/> policies and procedures adopted for the induction and training of trustees;</p>	<p>The following procedures are documented and in place to manage the charity:</p> <ul style="list-style-type: none"> • Annual business planner • Annual objectives • Annual review of trustees' performance • Declaration of business and pecuniary interest of trustees. • Annual inspection of premises and maintenance programme
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<ul style="list-style-type: none"> □ 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. 	<ul style="list-style-type: none"> • Annual fire safety check • Risk assessment • Planning for incidents and emergencies • Safety notices and procedures (also included with invoices) • Financial procedures • Annual review of insurance cover • Review of contract of hire • Booking data analysis and review of hire charges • Review of services and their suppliers • Conditions of Hire • Financial reports <p>Policies:</p> <ul style="list-style-type: none"> • Equal opportunities • Safeguarding children and vulnerable adults • Health and safety • Data protection Related Parties • To work closely with any provider of pre-school education, who hire premises in the building. • To liaise with the Loyal Bees Care company who hire premises • To liaise with the Football Club about their lease and services. • To invite users to meetings to assist them with their requirements when necessary and encourage sharing of considerate use, cleanliness, storage, etc. • To keep users updated with Conditions of Hire and Policies. □ To liaise with the Playing Field committee
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Section C: Objectives and activities

<p>Summary of the objects of the charity set out in its governing document</p>	<p>The objectives of the CIO are to establish and run a village centre and to promote, for the benefit of the inhabitants of the Parish of Perran-ar-worthal and surrounding districts ("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, education 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.</p>
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Section D: Achievements and Performance

2022 is our first full year back following two years of disruption caused by the Pandemic of 2020/21. I'm pleased to report that we have come back to normality strongly.

At the outset of the year we set goals of recruiting new trustees, to maintain a healthy financial position and to continue with the redevelopment programme.

During the year we welcomed five new trustees and had two resignations. Ann Degenhart who retired in February after 30 years as a trustee is an extreme example of the loyalty and hard work that all trustees undertake to ensure that the Hall is maintained in an efficient manner. Once again, thanks are expressed to our excellent trustees, both new and old, all of whom are highly committed and diligent.

Our thanks also go our paid Treasurer and our paid secretary, though they are not trustees they do make a valuable contribution to the smooth running of the centre.

Our financial position as outlined in the report is healthy with bookings returning to normal and a strong balance.

We have concentrated with the redevelopment programme to try and raise awareness of our plans and to begin to raise funds to meet the cost of further design work. We launched a Crowdfunder in October which will close in 2023. We plan to consult with Castria (architects) and to update the Strategic Brief. Alongside this we have increased our social media presence and commenced thinking of ways to improve our website.

The initial concentration of trustee work in the beginning of 2022 was focused on maintenance issues and bringing hirers back to the hall. The heating system was an ongoing saga since it could not be restarted in May resulting in consultations with plumbers and possible replacement systems and was not finally successfully resolved until December when Blue Flame corrected the May problem.

We welcomed the Loyal Bee Care group into what was the pre-school area this not only replaced the lost income but further enhance the Hall's role as a focus of care in the community. This is also reflected in the Wellbeing group which meets in the Hall and has had a positive impact on residents.

We also welcomed the arrival of a new mother and toddler group which has proved most successful and has helped alleviate the gap left by the closure of the Pre-School.

Following a comment at the last AGM we worked with the Emergency Planning Committee to launch a warm hub trial in November. It did not receive any takers which showed that the existing use of the Hall (Coffee Stop, Wellbeing, WI) were fulfilling this need in a less obvious manner. Indeed I would argue that all hirers and users of the Hall whether playing Bridge, Badminton or meeting as a History or Drama Group are fulfilling a social need and helping to bring the community together in addition to their more obvious aims.

We finished the year with bringing back the Christmas Concert in conjunction with the school. Whilst not as successful as some pre-Covid years it was good to be back and has led to more ideas for events at the Hall. It also reflected that there is a long term consequence to the pandemic which still has an effect.

Finally following some comments that we are no longer called the Perran-ar-Worthal Memorial Village Hall, can I reassure everyone that the name on the building remains the same. Now we are a charitable incorporated organisation it simply means that the management of the Perran-ar-worthal Memorial Village Hall is undertaken by the Perranwell Centre Trustees.

The charity's activities

The last year's booking figures taken from the Hallmaster booking system over a year show that the Hall was occupied for 851 hours, 48% of bookings were for the main hall, 17% for the south room and 33% for the west room. Though not exactly comparable the figures for 2019 were 44% main hall, 23% south room and 33% west room. Mondays and Wednesdays are the most popular days for hirers.

The beneficiaries of the charity's activities

The trustees are pleased to report that in pursuit of the charity's objectives, the hall continued to be used by a wide range of organizations, groups and private individuals.

'Community' activities include a diverse range, such as bridge clubs, church groups, dog training classes, as well as care groups such as Coffee Stop, Memory Café and Wellbeing. Craft groups include embroiderers, lace makers and quilters. 'Exercise' includes sports other than badminton, for example, carpet bowls and martial arts groups, as well as exercise and keep fit classes.

Sometimes, the classification is rather arbitrary. For example, 'statutory' includes the primary school, although the mother and toddler group is classed as community. Some U3A groups have been classed as community groups, but art, badminton, dance and sewing groups have been classed under those respective headings.

One reason for the Art and Craft categories is the type of resource that these groups prefer, such as lots of table space and good sources of natural light. The west room, with its better natural light, is favoured over the south room. Knowing the amount of use of the hall by these groups will help with future planning.

Demographic data is not routinely collected about the users of the facilities. It is true that the hall is used predominantly by a large number of older people, for example, the Memory Café and Coffee Stop. This is largely because older people are mostly retired and able to use the hall throughout the day. However, the hall is also used by many people in younger age groups. The youngest are members of the Toddlers Group followed by children from Perran-ar-worthal Primary School and members of the dance classes. The drama group has a large membership of young persons, and the football clubhouse stands on ground leased from the charity. Therefore, it can be reasonably claimed that the charity serves all ages in the community.

Section E: Financial review

Brief statement of the charity's policy on reserves

Surplus funds are held in interest-bearing accounts.

At present, the charity holds reserves of approximately 150% of annual income in order to cover any emergencies and fund any future improvements or major repairs

Details of any funds materially in deficit

Not applicable

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.

The charity's principal source of income is the revenue received from users for hiring facilities at the village hall.

The charity's policy is to charge hire fees at a rate that provides a modest surplus over expenditure.

Expenditure is entirely for the maintenance and improvement of the facilities for the benefit of users.

During 2020, funds from reserves were used to facilitate redevelopment work prior to a major fundraising drive.

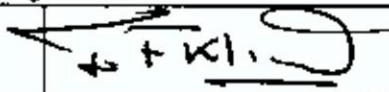
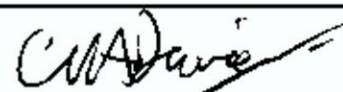
Section F: Other optional information

The charity's financial statement and balance sheet for 2022 are attached as appendices to this report, together with the report of the independent examiner.

Section G: Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Frankland	Chris Davie
Position, e.g. chair, secretary,	Chair	Trustee
Date	09/10/2023	09/10/2023

**Section A****Independent Examiner's Report****Report to the trustees/
members of**

The Perranwell Centre

**On accounts for the year
ended**31st Dec 2022**Charity no
(if any)**

1170974

Set out on pages

3 & 4

I report to the trustees on my examination of the accounts of the above charity for the year ended 31/12/2022.

**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.

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 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:**Date:**16th May 2022**Name:**

Leanda Daddow

**Relevant professional
qualification(s) or body
(if any):**MICB
Institute of Certified Bookkeepers
308300**Address:**Suite 8
Tower House
New Portreath Road, Bridge TR16 4QL**Section B****Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

The Perranwell Centre

Financial Activities

January - December 2022

	TOTAL
Income	
Crowd Funder	5.00
Grants	2,667.00
Hall Bookings	18,982.78
Hall Lettings	1,876.10
Pre-School Rental Income	1,625.00
Rent Income	100.00
Storage Charges	328.00
Total Income	£25,583.88
TOTAL	£25,583.88
Expenditures	
Audit and Accountancy Fees	2,056.80
Cleaning	3,815.62
Consultancy Fees	264.00
Electricity	2,915.27
Exterior Maintenance	2,525.00
Gas	409.74
Insurance	2,104.91
Office/General Administrative Expenditures	127.76
On-Line Services	908.40
Refuse Collection	889.92
Repairs and Renewals	1,457.73
Secretary Costs	1,200.00
Telephone	667.32
Water Rates	987.10
Total Expenditures	£20,329.57
NET OPERATING INCOME	£5,254.29
Other Expenditures	
Furniture/Fitting Depreciation	45.81
Office Equipment Depreciation_8004	81.46
Plant/Machinery Depreciation_8001	264.97
Total Other Expenditures	£392.24
NET OTHER INCOME	£ -392.24
NET INCOME/(EXPENDITURE)	£4,862.05

The Perranwell Centre

Balance Sheet

As of December 31, 2022

	TOTAL
Fixed Asset	
Tangible assets	
Furniture and Fixtures	2,816.72
Furniture/Fixture Depreciation	-2,204.41
Office Equipment	928.56
Office Equipment Depreciation	-195.39
Plant and Machinery	4,385.92
Plant/Machinery Depreciation	-2,451.14
Total Tangible assets	£3,080.26
Total Fixed Asset	£3,080.26
Cash at bank and in hand	
Barclays Bank, roof account	0.00
CAF Bank, Deposit Account	0.00
Cash Register	0.00
Lloyds Bank, Current Account	62,034.77
Petty Cash	0.00
Shawbrook 60 Day Notice	0.00
Standard Life, roof account (closed)	0.00
Total Cash at bank and in hand	£62,034.77
Debtors	
Debtors Control Account	2,826.84
Total Debtors	£2,826.84
Current Assets	
Prepayments	0.00
_EXISTING_Uncategorised Asset	0.00
Total Current Assets	£0.00
NET CURRENT ASSETS	£64,861.61
Creditors: amounts falling due within one year	
Trade Creditors	
Creditors Control Account	185.94
Total Trade Creditors	£185.94
Current Liabilities	
Manual Adjustments	0.00
Suspense Account	-346.00
VAT Control	0.00
Total Current Liabilities	£ -346.00
Total Creditors: amounts falling due within one year	£ -160.06
NET CURRENT ASSETS (LIABILITIES)	£65,021.67
TOTAL ASSETS LESS CURRENT LIABILITIES	£68,101.93
Creditors: amounts falling due after more than one year	
Funds	0.00
Total Creditors: amounts falling due after more than one year	£0.00
TOTAL NET ASSETS (LIABILITIES)	£68,101.93

The Perranwell Centre

Balance Sheet

As of December 31, 2022

	TOTAL
Charity funds	
Retained Earnings	63,239.88
Surplus/(Deficit)	4,862.05
Total Charity funds	£68,101.93