



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From January 2023 To December 2023

Charity name: Copsale Village Hall

Charity registration number: 1171081

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To maintain and run the village hall as a facility for the benefit of the residents of Nuthurst Parish and the surrounding areas.
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	Two events are held monthly, Bacon Butties and the Copsale Coffee Pot which are open to the public as well as other pop-up and one-off events.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The charity runs, maintains and strives to constantly improve the facilities offered at the Village Hall. The trustees are keen to ensure the Hall is an integral part of its community. The trustees provide a well maintained hall for hirers from the community (and beyond) to use and for events that bring together residents from Nuthurst Parish and the surrounding areas. In setting our objectives and planning our activities the trustees have given careful consideration to the Charity Commission's public benefit guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

Contribution made by volunteers	Para 1.38	With the exception of cleaning, and some of the gardening, all other work arranging events and day to day running of the hall is undertaken by volunteers.
Other		The community contributes to the hall by offering help at events and by the many donations of items which are useful to the hirers of the hall or for events held by the committee.

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	Well 2023 got off to a flying start with bacon butties on Sunday 1 January and that pretty much set the tone for the rest of the year. Just a couple of weeks later we hosted Bird Box Building which is always popular. Once again Wenban-Smith generously donated the timber for the event. Village Halls week was celebrated at the January Coffee Pot where we invited regular hirers to come to the Coffee Pot and promote what they use the Hall for. Attendees included NPC, Horsham and district Archeological Group and a local Bicycle Repair workshop. Bacon Butties and the Copsale Coffee Pot continued throughout the year on the first Sunday and the last Friday of each month respectively. These events in particular are well supported and bring the local community together. The children at St Andrews school had planted spring bulbs to sell in aid of their PTA. They had some left over and we were asked if we would sell them on their behalf at the April bacon butties which we were of course happy to do. In April we also held our annual St George's celebration. Many thanks to Nick Cowley who once again provided an excellent and entertaining quiz. At the May bacon buties the community bunting was out and the National Anthem played by the band to celebrate the coronation of King Charles III. In June we hosted a completely different type of event to celebrate Sussex Day. On 16 th June on what seemed like the hottest day of the year, Paddy and Penny Bullen led a walk from the hall through the Sussex countryside highlighting points of interest as we went. Once back to the Hall a wonderful lunch of Sussex fayre was laid on. It was deemed to be a great success and was enjoyed by all ages from as young a 4 to those who are considerably older! At the July bacon butties, we launched the Marigold project. This project was to highlight the need for a dishwasher. Throughout the rest of the year, the monies raised by the band went towards this. Additionally, Gordon donated a marvellous hamper of homegrown

		produce to raffle off, one supporter donated an absolutely amazing cake to raffle, jams and jellies made from Copsale Hall damsons were sold and one volunteer did a sponsored silence throughout the whole of the September bacon . IAt the end of the year we took part in what is becoming a tradition, the Christmas Tree festival in St Andrews Church. The tree was bedecked in donated green and white baubles and some home-made decorations representing events at the hall. As we had the funds and to make things easier for the volunteers, we hired a gardener who continues to keep the grass and the hedges cut. We have also worked hard at becoming more efficient within our organisation seeing the need to work smarter not harder. There is still more work to be done but we are continuing to improve by planning ahead more. We are looking at ways to increase our volunteer numbers and have started a recruitment campaign.
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity is in a healthy position financially. The bank account is healthy even after the contingency is set aside.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A contingency fund is set aside in case of extreme circumstances whereby the hall can not be hired or events held but expenses still have to be met. Such a situation might be a storm which damages the hall and renders it unusable until repairs or a medical lock-down such as Covid-19.
Amount of reserves held	Para 1.22	£5000 is ring-fenced by the committee
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

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 majority of the funds are raised by events held by the committee and hall hires.
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A description of the principal risks facing the charity	Para 1.46	Whilst there are plenty of people who volunteer to help, there is a lack of people coming forward to become a Trustee may be an issue in the future.

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
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	Election

Reference and Administrative details

Charity name	Copsale Village Hall
Other name the charity uses	Copsale Hall
Registered charity number	1171085
Charity's principal address	Copsale Hall Copsale Road Copsale Horsham West Sussex RH13 6QE

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	Michele Harrison	Chairman		
2	David Toye	Vice Chair		
3	Julie Fordyce	Secretary		
4	Dennis Livingstone	Treasurer		
5	Susan Livingstone			
6	Andrew Fordyce			
7	Gordon Cooper			
8	Valerie Sutlieff			
9	Wallis Ingram			
10	Jan Pieniazek			
11	Biff Manvel			
12				
13				
14				
15				
16				
17				
18				
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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)	M Harrison	
Full name(s)	Michele Harrison	
Position (eg Secretary, Chair, etc)	Chairman	

Date

30.09.24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date

To

Period end date

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall Hire	8,426	-	-	8,426	10,825
Events	8,309	-	-	8,309	8,121
Grants	-	-	-	-	-
Donations	-	-	-	-	49
Savings Account Interest	66	-	-	66	6
Misc	2,456	-	-	2,456	-
Cash held from events (petty cash)	535	-	-	535	351
	-	-	-	-	-
Sub total (Gross income for AR)	19,792	-	-	19,792	19,352
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	19,792	-	-	19,792	19,352
A3 Payments					
Expenses from events (petty cash)	535	-	-	535	-
Deposit Return	537	-	-	537	1,794
Electricity	3,432	-	-	3,432	1,056
Water	77	-	-	77	69
Gardening	200	-	-	200	32
Cleaning	1,754	-	-	1,754	1,914
Repairs & Maintenance	1,771	-	-	1,771	4,952
Event Materials	1,585	-	-	1,585	1,696
Equipment Purchase	113	-	-	113	70
Ground Rent	239	-	-	239	229
Business Rates	245	-	-	245	233
Insurance	914	-	-	914	838
Web Site	145	-	-	145	145
Misc	725	-	-	725	138
Redevelopment Costs	-	-	-	-	16,788
Airs Subscription	-	-	-	-	144
Sub total	12,270	-	-	12,270	30,098
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	12,270	-	-	12,270	30,098
Net of receipts/(payments)	7,522	-	-	7,522	- 10,746
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,727	-	-	5,727	-
Cash funds this year end	13,249	-	-	13,249	- 10,746

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	Cash		-	-
	Current Account		-	-
	Deposit Account		-	-
	Total cash funds		-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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)
	Tables and Chairs	Unrestricted	-	500
	Kitchen Appliances	Unrestricted	-	500
	Crockery	Unrestricted	-	300
	Village Hall Building	Unrestricted	-	395,000
			-	-
			-	-
			-	-
			-	-
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	
	M Harrison	Michele Harrison	30.09.2024	