

# Trustees' Annual Report for the period

Period start date  
From 1 April 2020 To 31 March 2021

## Section A Reference and administration details

Charity name Pillaton Village Hall CIO

Other names charity is known by

Registered charity number (if any) 11711103

Charity's principal address

Pillaton Village Hall

Pillaton

Cornwall

Postcode

PL12 6QS

### 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	David Dolley	Chair		
2	Shirley Floyd	Social Events Coordinator		
3	Ann Henderson	Social Events Coordinator		
4	Chris Ley	Treasurer		
5	Helen Smith	Booking Secretary		
6	Susan White	Secretary		
7	Lesley Allibone			
8	Brian Henderson			
9	Carole Hoskin			
10	Josephine King			
11	Peter Johnson			
12	Robin Dwane			

## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Foundation Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

### 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.

There should be seven appointed trustees and five ex officio trustees.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- a copy of the current version of this constitution; and
- a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

All trustees give their time voluntarily and receive no remuneration or other benefits.

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The provision and maintenance of a village hall for the use of the inhabitants of Parish of Pillaton in the county of Cornwall, 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 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)**

Covid 19 restrictions have severely impacted opening and usage of the Village Hall since April 2020. During periods of relaxed regulations, the hall was hired for Pilates sessions. However, because of continuing uncertainty the hall was only used twice for limited private socially distanced events and on six occasions by local groups.

**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.

The Village Hall CIO is dependent on the voluntary efforts of its dedicated trustees, who made considerable efforts to ensure that the hall could be opened and managed safely when open for the public.



## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

#### April to July 2020

The Village Hall remained closed to the public throughout this period. Replacement of the defective flooring was undertaken by contractors between 24 June and 14 July.

A trustee meeting was held on 27 July to review opening arrangements. Decoration of the hall was scheduled for two weeks commencing 10 August. It was determined that after subsequent risk assessments and deep cleaning, the hall could not be opened before 14 September 2020.

#### August to December 2020

Decoration of the hall was completed as scheduled and the hall reopened under strict Covid guidance on 21 September 2020. Pilates sessions were held and some local groups used the hall until lockdown closure from 5 November to 2 December 2020.

Following concern over cracking by the lintel over the committee room doorway, the insurers were informed. On their advice a local structural engineer and building contractor were engaged to investigate. Initial stripping of plaster/render and survey results indicated that resolution could be readily achieved with installation of stainless-steel reinforcing bars. Quotations were obtained from three suppliers.

Two fund raising ventures were undertaken. A 100 club was instigated and the target of 100 members achieved, contributing an annual payment of £24. This generated £1200 for CIO funds from half of the payments. The other half was utilised for monthly £100 prize. The first draw was held in November. One thousand tickets were sold for the Grand Christmas draw and £1000 was raised for CIO funds.

The joint committee with Pillaton Parish Council to investigate funding for play park equipment (PFSG) raised funds of £12850 towards replacement. This consisted of £12000 from Cornwall Community Foundation, £750 from Tesco Callington and £100 from private individuals. The funds were managed by the CIO. The donations of £850 were transferred to Pillaton Parish Council to assist with purchase of some items.

#### January to March 2021

The hall was closed again on 5 January 2021 due to Covid 19 lockdown requirements.

The CIO decided to instigate a sub committee to manage the lintel repair. This consisted of four trustees and 2 co-opted members with appropriate structural engineering expertise. Instead of adopting reinforcing bars, the committee determined that a local building contractor should be retained to reduce the doorway under the lintel and replace faulty cracked blockwork under the management of co-opted engineer. As the work required Building Control planning approval and an application was submitted and approved. No further activity was undertaken in this period.

**Section E****Financial review****Brief statement of the charity's policy on reserves**

We hold cash at bank of £39,288.96 and cash in hand of £51.86. These funds are held to meet planned and any unforeseen expenditure.

**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.


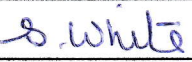
Our main source of income this year has been government Covid grants, and the funds raised from the 100 Club and Christmas draw.

The main costs incurred have been expenditure on floor replacement, decoration, insurance premiums and utility bills.

**Section F****Other optional information****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)	DAVID JOHN DOHERTY	SUSAN TRIxie WHITE
Position (eg Secretary, Chair, etc)	CHAIRMAN	SECRETARY
Date	25-8-21	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Pillaton Village Hall CIO

1171103

## Receipts and payments accounts

CC16a

For the period  
from

01 April 2020

To

31 March 2021

### 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 £
<b>A1 Receipts</b>					
100 Club	2,400	-	-	2,400	-
Xmas Draw 2020	1,150	-	-	1,150	-
PAAC Project	-	-	-	-	700
PFSG Equipment project	12,850	-	-	12,850	-
Hall maintenance	78	-	-	78	-
Village News	516	-	-	516	517
Miscellaneous	116	-	-	116	70
Fund Raising	-	-	-	-	1,968
Hire of hall	496	-	-	496	3,281
Grants and donations	19,663	-	-	19,663	25
Playing Field rent	20	-	-	20	20
Electric Meter	87	-	-	87	-
Floor damage: costs & damages	-	-	-	-	13,620
<b>Sub total (Gross income for AR)</b>	<b>37,376</b>	<b>-</b>	<b>-</b>	<b>37,376</b>	<b>20,201</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>37,376</b>	<b>-</b>	<b>-</b>	<b>37,376</b>	<b>20,201</b>
<b>A3 Payments</b>					
100 Club	499	-	-	499	-
Xmas Draw 2020	150	-	-	150	-
PAAC Project	122	-	-	122	578
PFSG Equipment project	850	-	-	850	-
Hall maintenance	4,140	-	-	4,140	3,091
Village News	225	-	-	225	144
Miscellaneous	187	-	-	187	143
Fund Raising	-	-	-	-	-
Utilities	662	-	-	662	1,139
Insurance	605	-	-	605	766
Floor reparation	16,208	-	-	16,208	-
Covid 19 Sundries	76	-	-	76	-
Floor damage: costs & damages	-	-	-	-	26
<b>Sub total</b>	<b>23,724</b>	<b>-</b>	<b>-</b>	<b>23,724</b>	<b>5,887</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>23,724</b>	<b>-</b>	<b>-</b>	<b>23,724</b>	<b>5,887</b>
<b>Net of receipts/(payments)</b>	<b>13,652</b>	<b>-</b>	<b>-</b>	<b>13,652</b>	<b>14,314</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>25,689</b>	<b>-</b>	<b>-</b>	<b>25,689</b>	<b>11,375</b>
<b>Cash funds this year end</b>	<b>39,341</b>	<b>-</b>	<b>-</b>	<b>39,341</b>	<b>25,689</b>

## 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 £
<b>B1 Cash funds</b>	Cash at bank	39,289	-	-
	Cash in hand	52	-	-
		-	-	-
	<b>Total cash funds</b>	<b>39,341</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

[illegible]

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on  
behalf of all the trustees

**Signature**

Print Name \_\_\_\_\_

Date of approval

D Dall	
S White	

DAVID DOOLEY  
SUSAN WHITE

28.6.21





Section A

Independent Examiner's Report

Report to the trustees/ members of	Pillaton Village Hall CIO		
On accounts for the year ended	March 31 2021	Charity no (if any)	1171103
Set out on pages	3 to 5		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

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:

*Richard Woodley*

Date:

*26/5/2021*

Name:

Richard Woodley

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

FCA

Address:

*Flowerwood*

*PILLATON*

*PC12 695*



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.

**PILLATON VILLAGE HALL CIO ACCOUNTS**  
**1st APRIL 2020 TO 31st March 2021**

2019/20		2020/21	2019/20		2020/21
£	RECEIPTS	£	£	PAYMENTS	£
0.00	100 Club	2,400.00	0.00	100 Club	499.00
0.00	Xmas Draw 2020	1,150.00	0.00	Xmas Draw 2020	150.00
700.00	PAAC Project	0.00	578.19	PAAC Project	121.81
0.00	PFSG Equipment project	12,850.00	0.00	PFSG Equipment Project	850.00
0.00	Hall maintenance	78.00	3,090.57	Hall maintenance	4,139.56
517.00	Village News	516.00	144.00	Village News	225.02
70.00	Miscellaneous	116.00	143.30	Miscellaneous	187.48
1,968.00	Fund Raising	0.00	0.00	Fund Raising	0.00
3,281.00	Hire of hall	496.00	1,138.56	Utilities (water, oil, elec)	662.11
25.00	Grants and donations	19,662.79	766.29	Insurance	605.46
20.00	Playing Field rent	20.00	0.00	Floor reparation	16,208.11
0.00	Electric Meter	87.00	0.00	Covid 19 Sundries	75.57
13,620.00	Floor damage costs & damages	0.00	26.30	Floor damage court expenses	0.00
<u>20,201.00</u>	<b>TOTAL RECEIPTS</b>	<u>37,375.79</u>	<u>5,887.21</u>	<b>TOTAL PAYMENTS</b>	<u>23,724.12</u>

**BANK POSITION 2020/21 and RECONCILIATION AS AT 31 March 2021**

	£
Opening Balance 1st April 2020	
Current Account	25,613.29
Cash 1st April 2020	75.86
Total Cash 1st April 2020	25,689.15
less outstanding cheques	0.00
Add receipts as above 20/21	37,375.79
	63,064.94
Less payments as above 20/21	23,724.12
Closing Balance 31 March 2021	<u>39,340.82</u>
Represented By	
Current Account	39,288.96
Cash	51.86
Total at 31 March 2021	<u>39,340.82</u>
Add outstanding lodgement	0.00
Less outstanding cheques	0.00
Cash Book 31 March 2021	39,340.82
Less PAAC Project funds	0.00
Less PFSG Funds	12,000.00
Less 100 Club prize funds	701.00
CIO available funds	26,639.82

SIGNED  TREASURER Pillaton Village Hall CIO

See attached Schedule for detailed breakdown of categories

**Report of independent auditor of Pillaton village hall CIO.**

I have examined the records of Pillaton village hall CIO for the year ended 31st March 2021 and in my opinion the accounting records have been accurately kept and that the above accounts agree with those records and that the format of the accounts is correct.

R. Woodley BA FCA  May 2021

## Schedule

Category	Expense	Income	Total
100 Club			£0.00
100 Club:Prize	£399.00		-£399.00
100 Club:subscriptions	£100.00	£2,400.00	£2,300.00
100 Club:Unpaid cheque			£0.00
Subtotal	£499.00	£2,400.00	£1,901.00
COVID 19:cleaning sundries	£48.71		-£48.71
COVID 19:general sundries	£26.86		-£26.86
Subtotal	£75.57		-£75.57
Electric Meter		£87.00	£87.00
Subtotal		£87.00	£87.00
Floor reparation:reparation work	£16,208.11		-£16,208.11
Subtotal	£16,208.11		-£16,208.11
Grants & Donations:Covid 19 grant		£19,597.79	£19,597.79
Grants & Donations:Donation		£65.00	£65.00
Subtotal		£19,662.79	£19,662.79
Hall Maintenance:Boiler	£310.00		-£310.00
Hall Maintenance:cleaning sundries	£7.99		-£7.99
Hall Maintenance:Cleaning wages	£167.50		-£167.50
Hall Maintenance:Decorating 2020	£1,825.00	£78.00	-£1,747.00
Hall Maintenance:Electrical work	£1,054.38		-£1,054.38
Hall Maintenance:Fire safety	£207.60		-£207.60
Hall Maintenance:First Aid	£20.79		-£20.79
Hall Maintenance:Lintel repair	£484.00		-£484.00
Hall Maintenance:Repairs	£5.95		-£5.95
Hall Maintenance:Sundry Items	£56.35		-£56.35
Subtotal	£4,139.56	£78.00	-£4,061.56
Hire of Hall:Committee		£144.00	£144.00
Hire of Hall:Parish Council		£140.00	£140.00
Hire of Hall:Pilates		£150.00	£150.00
Hire of Hall:Private		£62.00	£62.00
Subtotal		£496.00	£496.00
Insurance:Village Hall	£605.46		-£605.46
Subtotal	£605.46		-£605.46
Miscellaneous	£20.00	£50.00	£30.00
Miscellaneous:Mural	£160.00		-£160.00
Miscellaneous:PAT Tests		£66.00	£66.00
Miscellaneous:Sundries	£7.48		-£7.48
Subtotal	£187.48	£116.00	-£71.48
PAAC Project	£121.81		-£121.81
Subtotal	£121.81		-£121.81
PFSG:Equipment fund	£850.00	£12,850.00	£12,000.00
Subtotal	£850.00	£12,850.00	£12,000.00
Playing Field:Rent		£20.00	£20.00
Subtotal		£20.00	£20.00



## Schedule

Utilities:Electricity	£358.21		-£358.21
Utilities:Oil	£241.35		-£241.35
Utilities:Water	£62.55		-£62.55
Subtotal	£662.11		-£662.11
Village News:Advertising		£516.00	£516.00
Village News:Printing	£225.02		-£225.02
Subtotal	£225.02	£516.00	£290.98
Xmas draw:Prize donation		£150.00	£150.00
Xmas draw:Tickets		£1,000.00	£1,000.00
Xmas draw:£150 1st prize	£150.00		-£150.00
Subtotal	£150.00	£1,150.00	£1,000.00
Total	£23,724.12	£37,375.79	£13,651.67