

Trustees Report for the Year Ended 28<sup>th</sup> Feb 2023.

20 September 2023

This has been a further year of consolidation following the significant effects of the Covid Pandemic which devastated the hospitality industry and which some are still struggling to overcome. Cottingham Civic Hall operates in the hospitality sector and we have not been immune to the issues that have befallen it. However, it is comforting to know that we have come through the worst of it in a strong position to build on the success of the previous 5 years.

We can honestly say that we are perhaps the largest facility of this type in East Yorkshire and being classified generally as a Village Hall we are expected to provide the same sort of opportunities as much smaller operations for the local community to enjoy. At the same time we have the added responsibility of operating the villages public toilets and caring for large premises part of which dates to the turn of the 20th century. This means that we cannot rely solely on hire fees (which we did not increase despite increased costs) to meet the cost of operations as the buildings would continue to fall into disrepair resulting in inevitable closure and, therefore, our weekend music and entertainment activities are crucial to our success.

To serve the need for cash we can say we are now a 7 day a week, 12 months a year operation and a busy programme of social, leisure and welfare activities. Our NHS related activities include Blood Donor session more often than monthly, four diabetes groups, smoking cessation sessions, Pulmonary Fibrosis and Asbestosis support Groups. Evening activities at Cottingham Civic Hall included 37 gigs, 4 discos, 16 musical concerts and 6 private parties over the last 12 months.

That we can function throughout the year creates hard work. We have just 3 Part Time employees and we place much responsibility on them requiring them to work unsocial hours, split shifts and to be versatile a thank you is due to Annette, Andrew and Tony. It would not be possible for us to exist were it not for our fantastic volunteers. We have calculated that in the year to the end of February 2023 there were over 2000 hours of volunteer work attributed to the activities we provided, especially at weekend and holiday periods.

We have been actively seeking grant funding for some of the work we have been wishing to complete on the premises and did receive a small grant from ERYC to help us purchase a projector and screen which you can see and we have started showing movies monthly on a Thursday afternoon. This grant was given specifically to encourage those who had not emerged from the isolating effects of the pandemic to come out and meet others in a warm and non-threatening environment and we have been encouraged by the success of that venture. Unfortunately, we have been denied access to funds which the ERYC holds related to the Housebuilding going on in the area as we do not possess an outdoor space where we conduct our welfare, exercise and sporting activities; this is a key requirement applied by the ERYC. We know many other Councils readily give funds to organisations such as ours with no outdoor space. We hope to challenge this through our elected councillors.

We run a 500 Club Lottery and which has approximately 230 members. Our Facebook Page has 6141 followers an increase of 448 over the previous year. We have started gathering data to set up a mailing list.

There has been a significant commitment post year end in that the charity has taken on a loan and received a grant from the Key Fund towards refurbishing our bar area.

**Cottingham Village Trust**

**Registered Charity No.  
1171733**

**Accounts for the year ending  
28<sup>th</sup> February 2023**



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Cottingham Village Trust

**On accounts for the year  
ended**

28/02/2023

**Charity no  
(if any)**

1171733

**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 28/02/2023.

**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 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.

**Signed:**

**Date:**

12/05/2023

**Name:**

Matthew Stephen Kendall

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

FCA

**Address:**

2 Exeter Street

Cottingham

HU16 4LU

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.**

**Cottingham Village Trust**  
**Registered Charity No. 1171733**  
**Period end 28<sup>th</sup> February 2023**  
**Financial Review**

The income and expenditure account for the year ending 28<sup>th</sup> February 2023 shows a surplus of £48,930. This is a reduction of £21,496 on the year ending 28<sup>th</sup> February 2022, this reduction is largely due to refurbishments that have taken place over the year.

The trustees have decided that a minimum cash balance of £10,000 is always required in case of emergency and unforeseen costs, Cottingham Village Trust (CVT) has achieved this throughout the whole year.

The Trustees are planning that as CVT holds the required minimum cash reserves any surplus funds will continue to be reinvested into the Civic Hall, this will continue until the Civic Hall is brought up to the required standard.

**Cottingham Village Trust**  
**Registered Charity No. 1171733**  
**Income & Expenditure Account**

	<b>Year End 28/02/2023</b>	<b>Year End 28/02/2022</b>
<b>Bar</b>		
Bar Sales	73,685	53,038
Bar costs	(34,123 )	(22,915 )
Security	(4,732 )	(3,754 )
Bar Licence	(120 )	(180 )
	<b>£34,710</b>	<b>£26,190</b>
<b>Events</b>		
Tickets Sold	6,112	4,812
Band/Pantomime Fee	(2,660 )	(2,625 )
One off Event Licences	-	-
Venue Hire	-	-
Wristbands	-	-
	<b>3,452</b>	<b>2,186</b>
<b>Rental Income</b>		
Hall Hire Income	93,881	50,780
Office Rental Income	-	1,488
	<b>£93,881</b>	<b>£52,268</b>
<b>Total Generated from Operations</b>	<b>£132,043</b>	<b>£80,644</b>
<b>OPERATING COSTS</b>		
Cleaning	(1,087 )	(1,498 )
Computer Costs	(144 )	-
Depreciation	(6,084 )	(4,500 )
Insurance	(2,430 )	(2,237 )
Light & Heat	(19,214 )	(11,005 )
Legal Fees	-	-
PPL Licence	-	-
Printing	-	(395 )
Rates	(2,648 )	(2,967 )
Repairs	(37,916 )	(27,239 )
Stationery	(323 )	(221 )
Sundry	(1,947 )	218
Telephone	(1,462 )	(1,284 )
Training	(52 )	-
Wages	(31,548 )	(20,821 )
Waste Disposal	(2,527 )	(2,168 )
Website	(1,407 )	(271 )
	<b>£(108,789)</b>	<b>£(74,388)</b>
<b>Donations &amp; Grants</b>		
Donations Received	9,897	6,278
Donations Made	-	-
Grants Received	15,779	57,906
Fundraising	-	(13 )
	<b>£25,676</b>	<b>£64,171</b>
<b>Surplus/(Deficit)</b>	<b>£48,930</b>	<b>£70,426</b>

**Cottingham Village Trust**  
**Registered Charity No. 1171733**  
**Balance Sheet**

	<b>Feb-22</b>	<b>Feb-23</b>
<b>Fixed Assets</b>		
Equipment	58,350	61,140
Equipment Depreciation	(9,023 )	(15,108 )
	<u>49,327</u>	<u>46,032</u>
<b>Current Assets</b>		
Bar Stock	2,702	4,547
Prepayments	-	281
Debtors	7,142	5,774
Staff Loan	-	6,199
Cash	50	50
Bank Account	107,428	152,778
	<u>117,321</u>	<u>169,629</u>
<b>Current Liabilities</b>		
Income in Advance	-	-
Accruals	-	243
Trade Creditors	5,829	5,662
PAYE	-	(43 )
Pensions	-	60
Wages	-	(10 )
Loan	-	-
	<u>5,829</u>	<u>5,912</u>
<b>Net Assets</b>	<u><b>160,819</b></u>	<u><b>209,749</b></u>
<b>Reserves</b>		
B/fwd	90,392	160,819
Surplus/(Deficit)	70,426	48,930
<b>C/fwd</b>	<u><b>160,819</b></u>	<u><b>209,749</b></u>



Cottingham Village Trust

Registered Charity No.  
1171733

Accounts for the year ending  
28<sup>th</sup> February 2023



**Section A**

**Independent Examiner's Report**

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