

*Brigstock  
Village  
Hall CIO*

*31 March*

**2021**

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*Registered  
number 1172094*

*Charity*

*Annual Accounts*

# **Brigstock Village Hall CIO**

## **Report of the Trustees Year ended 31 March 2021**

### **1. OBJECTIVES AND ACTIVITIES**

The object of the CIO is;

The provision and maintenance of a village hall for the use of the inhabitants of the Parish of Brigstock and the surrounding area without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life of the said inhabitants.

We aim to provide a great facility for all residents of the village and the surrounding area to enable them to get the best use from the hall and rooms for their various meetings or events.

### **2. ACHIEVEMENTS AND PERFORMANCE**

Further lockdowns and restrictions have meant that we have had a very limited income this year. Thankfully our finances are sound following help from the government and local authority and we have been able to retain the services of our village hall manager Rosy Briggs throughout.

In December, after all the Covid upheaval, the hall was flooded. The water came up to 1998 levels and we were powerless to prevent it inundating the ground floor, which was devastating. Thanks to all those who tried to keep the water out and cleared up afterwards. We thought about opening the hall as a skateboard park as the wooden floor had buckled so much!

Fortunately, because of the pandemic, we did not have to cancel any events. The insurers responded very quickly and agreed the work to be done. We were lucky that Chris Allen volunteered to project manage the whole refurbishment with the result that the work was completed in May in time for the first meeting of the new parish council. Many, many thanks to Chris for overseeing all the works, getting extra money from grant applications for flood defences and improvements to the back of the hall which now has a lovely new patio area and will have a wooden gazebo to give a lovely, sheltered space. We were able to include upgrading of the lights to LEDs and updating the toilet facilities, particularly the disabled toilet so that it now meets current standards. Disabled access to the terrace and through the side doors should be installed by September. The flood defenses will include removable boards to protect all the outside doors, removable airbrick covers and covers for the gas vents. We have done all we can to protect the building from future flooding, but we hope it won't be tested in the near future! All in all, although it has been a traumatic experience, we now have a village hall refurbished and ready for business for many years to come. We are very grateful to the following Charities who have helped us: FCC Communities Foundation, The National Lottery Community Fund, The Countryside Fund, Market Harborough Building Society, Maud Elkington Charitable Trust, David Laing Foundation. Without these generous donations, we would not have been able to carry out all the improvements to the building. And I must not

forget to mention the lovely hanging baskets which now adorn the front wall and are being tended by Steph Beckett and Glenda Stephen.

## **Brigstock Village Hall CIO Report of the Trustees (continued) Year ended 31 March 2021**

We have continued to produce the Brigstock Newsletter although there are only a few activities taking place in the village at present. We were lucky to be offered a free print run which meant we were able to produce an extra edition which was well received by residents. Thanks to Caroline Nall of Tapestart for offering this service.

Our opportunities to fundraise over the next twelve months are not certain. Groups are starting to use the hall again under the present Covid restrictions, and we hope that these will be lifted in July. We are going to have to live with the virus and the upset it can cause for some time.

Following the announcement from Alison and William Millen that they are looking to move away from the village I would like to take this opportunity to thank them for all their support for the village hall, particularly for helping organise the very popular film nights which we hope can resume in the autumn.

Thanks again to Richard Gayton for managing the books, to David Oldham for being our CC contact, to Chris Allen for his work as secretary, and to all the trustees who continue to invest their time and effort for the benefit of the village.

### **3. PUBLIC BENEFIT**

We aim for the Hall to be used for as wide a range of activities as possible, so that all residents can make use of the Hall. This currently includes regular bookings for activities such as dance and Pilates classes, New Age Kurling, the Historical Society and cinema nights; and one-off events such as Theatre Group shows, weddings and private parties, and the Beer Festival.

### **4. FINANCIAL REVIEW**

This report reviews the Brigstock Village Hall Accounts for the financial year 1st April 2020 to 31st March 2021.

The report is intended to be a narrative and to read in conjunction with the Statement of Accounts 2020-2021.

Considerable sums have been received in the form of grants for planned works to the externals and monies paid by the insurance company in respect of the flood damage. The costs for both of these items are yet to be incurred. These will be reported in the statement for 2021 - 2022.

The exceptional nature of the years trading has been recognised and the figures are presented with these costs identified separately from the underlying Village Hall income and expenditure.

### **Summary**

The trading in the period has been subject to exceptional circumstances. The hall has been closed for the majority of the year. This is as a result of the covid pandemic and the flooding. The receipt of the government grants in respect of the covid restrictions has allowed the hall to trade at a profit in the period. The repairs required as a result of the flood damage have been covered by the insurance policy.

## **Brigstock Village Hall CIO Report of the Trustees (continued) Year ended 31 March 2021**

### **Income and Expenditure Overall Position**

	<b>Total</b>	<b>Flood Damage and Building Works</b>	<b>Underlying</b>
	£	£	£
Income	55,467	29,496	25,971
Expenditure	16,451	4,280	12,171
Depreciation	15,010	-	15,010
Loss	24,006	25,216	-1,210

The overall trading position in the year has been subject to significant income and expenditure in relation to -

- 1- The effects of the Covid restrictions
- 2- Flood Damage
- 3- Building Works

This analysis will consider the flood damage & building works and the underlying trading position separately.

The monies received in respect of covid grants will be included in the underlying position.

### **Flood Damage and Building Works**

	<b>Total</b>	<b>Grants - Works</b>	<b>Flood Payments</b>	<b>Extensio n works</b>
<b>Income</b>				
ENDC Grant	5,450	5,450	-	-
Main Grants	9,500	9,500	-	-
 Ansvar Flood Credit	 9,283	 -	 9,283	 -
Ansvar Flood Credit	5,263	-	5,263	-
	<b>29,496</b>			
	<b>6</b>	<b>14,950</b>	<b>14,546</b>	<b>-</b>

**Expenditure**

Catering				
Equipment	4,140	-	4,140	-
Skip for Flood	140	-	140	-
Final Payment Extension works	5,150	-	-	5,150
Sundries	229	-	-	229
	<b>9,659</b>	<b>-</b>	<b>4,280</b>	<b>5,379</b>

# Brigstock Village Hall CIO

## Report of the Trustees (continued)

### Year ended 31 March 2021

#### Building works - Externals

The Committee are planning to undertake building works to improve the village hall facilities. These will focus on the external areas to improve the offering to potential hirers.

Grants have been secured to fund these works. These are included in this year's accounts, total £14,950.

The works will commence in the next financial year and the costs will follow these. These costs will be included in the accounts for next year.

#### Building works - Extension

The extension works were undertaken last year. All the income and the bulk of the costs were considered in the last accounts, 2019-2020. The final payment to the builders and some sundry costs have been received this year. These are shown as an addition to fixed assets, total £5,379.

#### Flood Damage

The Village Hall was flooded in December 2020 causing considerable damage.

The costs of this damage have been recovered under our insurance policy with the exception of a small excess.

The works have been paid by a combination of the insurance company paying direct and the village hall paying for some works and recovering the monies from the insurance company.

At the time of preparing the accounts this process was still in progress. The current imbalance in costs incurred and monies received will be rectified in the next financial year. These figures will then balance.

#### Flood Damage - Current Position

Income	14,545
Expenditure	4,280
Works outstanding	10,265

#### Underlying Trading Position

	<b>Underlying Trading Position 2020- 2021</b>	<b>Underlying Trading Position 2019-2020</b>
	£	£
Income	25,971	18,083
Expenditure	12,171	20,160
Surplus / Loss	13,800	-2,077

# Brigstock Village Hall CIO

## Report of the Trustees (continued)

### Year ended 31 March 2021

#### Overview -

The effects of the government restrictions on respect of covid and the flood damage has meant that the village hall has been closed for the majority of the year.

The income has been dominated by the government grants in respect of Covid.

	Income	Costs
Underlying	6,304	12,171
Covid Grants	19,667	-
Total	25,971	12,171

#### Income and Expenditure - Significant Items

##### Hall Hire and Event income

The hall has been closed for the majority of the period April 2020 to March 2021.

There has been only a small hire income generated and no event income.

The treasurer would like to thank Rosy Briggs for her efforts under difficult circumstances.

Income from hall hire and events totaled £1,676 in the year.

	£
Hire	1,655
Cinema	-
Events	21
<b>Total Income</b>	<b>1,676</b>

Further income was generated from the Utilities feed in tariff.

The sum of £1,979 was received in the year

##### Total Base Hall Income

	2021	2020
	£	£
Hire	1,646	11,320
Cinema	-	946
Events	21	1,499
Utility Feed In Credit	1,979	941
Other	9	9
<b>Total Income</b>	<b>3,655</b>	<b>14,716</b>

# **Brigstock Village Hall CIO** **Report of the Trustees (continued)** **Year ended 31 March 2021**

## **Hall Running Costs**

Whilst the hall remained closed running costs were still incurred. The caretaker visited daily to ensure the hall remained in first class condition and to provide security checks. The utility bodies also continued to levy charges.

	<b>2021</b>	<b>2020</b>
	£	£
Cleaning & Admin	4,223	4,108
Events including film nights	-	216
Utilities	2,168	2,580
Repairs & Routine Maintenance	1,471	676
Insurances	1,421	1,340
Licenses	553	529
Equipment & furnishing inc Long Term Replacement	-	8,171
Miscellaneous	1,634	1,053
<b>Total Expenditure</b>	<b>11,470</b>	<b>18,673</b>

The overall hall hire v running cost was therefore

	<b>2021</b>	<b>2020</b>
	£	£
Income	3,655	14,716
Expenditure	11,470	18,673
<b>Loss</b>	<b>-7,815</b>	<b>-3,957</b>

This loss will be offset by the grants received and not included in the above. These grants have the effect of moving the hall running costs into a positive. However, the hall continues to remain closed into 2021 - 2022 financial year and these grants must cover that period.

<b>Revised Position</b>	<b>2021</b>	<b>2020</b>
	£	£
Total Grants Received	19,667	
Deficit on Hall Hire	-7,815	-3,957
<b>Overall Position</b>	<b>11,852</b>	<b>-3,957</b>

# **Brigstock Village Hall CIO** **Report of the Trustees (continued)** **Year ended 31 March 2021** **Utilities**



	<b>2021</b>
	£
Income	1,979
Expenditure	2,168
<b>Net Cost</b>	<b>-189</b>

The costs of the utilities in the year reduced considerably. Whilst the hall was closed utility costs were still incurred. However as a result of the efforts of Steph Beckett better tariffs were secured as well as considerable credits.

The overall effect of these efforts were a net loss in the period of £189.

#### **Repairs, Maintenance, Equipment and Furnishing Including Long Term Replacement**

	<b>2021</b>	<b>2020</b>	Change
	£	£	£
Repairs & Maintenance including Routine Costs	1,471	676	795
Equipment & furnishing Including Long Term Replacement	-	8,171	-8,171
Total	1,471	8,847	-7,376

#### **Repairs and Maintenance -**

The ash tree adjacent to the hall required felling for safety reasons. This was the significant spend in the year (£830)

#### **Routine Costs -**

£562 was spent on annual servicing and testing of the gas boilers, electrical systems and fire.

The balance of monies was spent on sundry items

#### **Insurances**

	<b>2021</b>	<b>2020</b>
	£	£
Expenditure	1,421	1,340

The insurance premium increased slightly in the year. This reflected the general trends in the market place.

Following the professional revaluation of the hall by the broker there were no issues with the flood insurance claim and the potential for being under insured.

It should be noted that the premium in 2021-2022 will increase following the flood and the loss of the no claims bonus.

### **Brigstock Village Hall CIO Report of the Trustees (continued) Year ended 31 March 2021**

#### **Newsletter**

	<b>2021</b>	<b>2020</b>
	£	£
Income	450	815

Expenditure	701	1,415
Net Loss	-251	-600

Only three issues of the newsletter were produced in the year rather than the usual four. This was as a direct result of the unusual circumstances. Our thanks go to the printers who kindly waived the costs of printing the third issue. It continues to be difficult to secure advertising revenue. This is likely to continue into 2021/2022. Our thanks go to the Parish council for their donations in supporting the newsletter. The newsletter continues to provide a useful social benefit to the village community recognised by many. Our thanks go to Chris Allen without whom the newsletter would not happen.

### **Other Income**

Donations were received in the year. The major ones being from the Maud Elkington Trust (£500) and £1,000 from the Laing foundation. Our thanks go to both these organisations.

The committee also offer their thanks to the tireless work of Chris Allen who sourced and secured these donations together with the grants received and recorded elsewhere

### **Balance Sheet Review**

#### **Cash Flow**

The value of the three accounts held in respect of the Village Hall have increased in the year by £41,342 to £98,473 as at 31st March 2021.

This increase was in the main due to the following :-

Current Account

Monies received in respect of flood works and grants for planned future building works to the externals. Costs of these items are yet to be received.

CAF Fund

The fund has increased in line with the markets from the low point recorded at the end of the last financial year.

## **Brigstock Village Hall CIO Report of the Trustees (continued) Year ended 31 March 2021**

<b>Account</b>	<b>2021</b>	<b>2020</b>	<b>Movement</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Current Account - Barclays	64,976	31,748	33,228
COIF Deposit Account	273	272	1

CAF growth fund	33,224	25,110	8,114
<b>Total current assets</b>	<b>98,473</b>	<b>57,130</b>	<b>41,343</b>

### **Current Account**

The sum held in this account has increased in the period. This reflects the effects of the monies received

- 1- In respect of the covid grants
- 2- Grants received for the planed works to the external works. The works are yet to commence. Costs in respect of these grants will follow in 2021 - 2022.
- 3- Insurance monies received in respect of flood repair works. The costs for these items will follow in 2021-22.

### **COIF Account**

There has been a small movement in this account which has a minimal sum held in it.

### **CAF Fund**

The fund currently stands at £33,224, an increase in the period.

This is an investment fund and its performance reflects the general performance of the markets in the period. The fund has followed the recovery in the markets.

The fund has a cautious profile in investments which suits our charitable status and purpose. The performance of the fund has been discussed by the committee during the year and we will continue to monitor the performance and the alternatives available.

**Brigstock Village Hall CIO  
Report of the Trustees (continued)  
Year ended 31 March 2021**

**5. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Trust was formed as a Charitable Incorporated Organisation No 1172094 on 16 March 2017. The trustees meet monthly to decide strategy and monitor performance.

Trustees who served on the Board during the year were as follows.

Sally Wilks (Chair)  
Chris Allen  
Steph Beckett  
Terry Beckett  
Pete Burdett  
Richard Gayton  
Caroline Motion  
David Oldham

All were members throughout the year.

Signed on behalf of all Trustees by

Sally Wilks  
Chair

2020

# Brigstock Village Hall CIO

Registered Charity number 1172094

Balance Sheet

31 March 2021

	<b>2021</b> <b>£000</b>	<b>2020</b> <b>£000</b>
Fixed assets (Note 1)	1,411,369	1,421,000
Debtors	1,000	592
Bank	98,473	57,130
<b>Total current Assets</b>	<u>99,473</u>	<u>57,722</u>
		£1,478,72
<b>Total assets less current liabilities</b>	<u>1,510,842</u>	<u>2</u>
<b>Reserves</b>		
Restricted Fund	19,837	-
Designated Fund	1,411,369	1,421,000
General fund	79,636	57,722
		£1,478,72
<b>Total Reserves</b>	<u>1,510,842</u>	<u>2</u>

Approved by the Trustees on

2020

Sally Wilks  
Chair

# Brigstock Village Hall CIO

## Statement of Financial Activities Year ended 31 March 2021

			2021	2020
	Restrict ed Funds £	Unrestrict ed Funds £	£	£
Transfer assets from Village Hall Charity	-	-	-	1,357,29 2
Income from charitable activities	14,546	4,114	18,660	15,531
Income from grants	14,950	19,667	34,617	53,484
Income from donations	-	1,550	1,550	1,850
Income from investments	-	640	640	909
Total income	29,496	25,971	55,467	1,429,06 6
Expenditure on charitable activities	4,280	27,181	31,461	11,917
Net surplus	25,216	-1,210	24,006	1,417,14 9
Unrealised surplus / (deficit) on investments	-	8,114	8,114	(7,029)
Surplus / (deficit) for the year	25,216	6,904	32,120	1,410,12 0
Reserves at the beginning of the year	-	1,478,722	1,478,7 22	68,602
Reserves at the end of the year	25,216	1,485,626	1,510,8 42	1,478,72 2



**Brigstock Village Hall CIO**  
**Notes to the accounts**  
**Year ended 31 March 2021**

**1. Fixed assets**

<b>Cost</b>	<b>Buildings</b>	<b>Furnishings and fittings</b>	<b>Total</b>
	£	£	£
At 1 April 2020	1,401,000	20,000	1,421,000
Additions during year	5,379	-	5,379
Disposals	-	-	-
At 31 March 2021	<u>£ 1,406,379</u>	<u>£ 20,000</u>	<u>£ 1,426,379</u>
<b>Depreciation</b>			
	£	£	£
At 1 April 2020	-	-	-
Charge for the year	14,010	1,000	15,010
Disposals	-	-	-
At 31 March 2021	<u>£14,010</u>	<u>£ 1,000</u>	<u>£15,010</u>
<b>Net Book Value</b>			
At 31 March 2021	<u>£1,392,369</u>	<u>£19,000</u>	<u>£1,411,369</u>
At 31 March 2020	<u>£1,401,000</u>	<u>£20,000</u>	<u>£1,421,000</u>



**Brigstock Village Hall CIO**  
**Notes to the accounts**  
**Year ended 31 March 2021**

**2. Reserves**

	<b>At 1.4.20</b>	<b>Income</b>	<b>Expenditu re</b>	<b>Gains on Investme nts</b>	<b>Transfe rs</b>	<b>At 31.3.21</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted fund</b>	-	29,496	(4,280)	-	-	<b>25,216</b>
<b>Buildings Fund</b>	1,421,000	-	-	-	(9,631)	<b>1,411,369</b>
<b>General Fund</b>	57,722	25,971	(27,181)	8,114	9,631	<b>74,257</b>
	<hr/> 1,478,722					<hr/> <b>1,509,842</b>
	2	55,467	31,461	8,114	-	

The Restricted Fund comprises insurance payments received to fund costs of repairs needed after the Hall was flooded, and grants received to fund flood defence works. The Trustees expect to use the fund in the next financial year.

The Designated Fund reflects the book value of the hall and its furnishings and fittings, which cannot be applied for any other use.

The General Fund represents retained earnings. The Trustees are aware that, over the life of the building, there will be a need to generate funds to pay for major works to the building, such as component replacement and any works needed to reduce the generation of greenhouse gases.