



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2021 Period start date to 31st March 2022 Period end date

Charity name: Bulphan Village Hall CIO

Charity registration number: 1173308

Objectives and Activities

	SORP reference	
Summary of the purposes of the Charity as set out in its governing document	Para 1.17	<p>1. To hold and manage the property for the purposes of a village hall for the use of the inhabitants of the area to their benefit without distinction of sex, sexual orientation, age, disability, nationality, race, colour, or political, religious, or other opinions, including use of the property for meetings, lectures and classes or other forms of recreation and leisure-time occupation in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. However, the Trustees will follow all stated Government guidelines on the mitigation of political extremism.</p> <p>2. To further or benefit the inhabitants in the community/ area by providing grants to voluntary organisations with the object of improving conditions of life for those inhabitants utilising the services of said organisations.</p>
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	<p>The main activities of the Charity continue to be the provision and maintenance of facilities for the community of Bulphan in the County of Thurrock. This specifically includes the internal care of the community's village hall building and the provision of services in that building, and leasing out the village shop attached to the hall.</p> <p>The Trustees are committed to enabling as many people as possible to access the facilities provided by the village hall.</p>

Statement confirming whether the Trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have considered the Charity Commission's guidance (in general) on the importance and provision of public benefit to and within the Community and have reviewed the Charity's objects and activities for the year to ensure compliance with this guidance. The Charity carries out these objects by;
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		<ul style="list-style-type: none"> • making a commitment to make the hall available every day of the week at affordable rates, with specific subsidised charges to smaller and local community groups • maintaining the building's facilities to a proper standard, ensuring compliance with relevant legislation • ensuring proper management of the organisation's finances, with budgeting and detailed analysis and review, thus ensuring long term stability for the hall's activities • supporting initiatives to provide new and existing activities in the hall.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grant making will be done on an 'as and when basis' taking into account income and expenditure projections
Policy on social investment including program related investment	Para 1.38	Our policy on social investment has at its heart complete inclusion with all stated policies and guidance and we will strive to achieve this common objective.
Contribution made by volunteers	Para 1.38	The Trustees are very grateful to the volunteers who have helped them in the maintenance and management of the village hall during the year. These include members of Bulphan in Bloom, who help tend the gardens and local amenity spaces and, also, the volunteers who run the Community Café.
Other		

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	<p>The Trustees are pleased with the hall's performance over the course of 2021/22. Demand for hiring the building continues to be maintained and running costs have been covered.</p> <p>Special events and regular classes held in the hall have attracted large numbers of visitors to the Hall when not in lockdown.</p> <p>The hall continued to host a Community Cafe twice a week, which included 6 hours a week attendance by an Outreach Post Office. The hall is a Licensed Premises. The hall has been closed for the first three months of the year, on government advice, because of the coronavirus pandemic. Local government subsidies have allowed the Hall to continue funding overhead costs in challenging circumstances. Our major project this year has been the total electrical re-wiring of the Hall. The shop continues to be a great asset to the residents.</p> <p>All loans for the construction of the shop have been repaid. This has allowed the Trustees to commence the distribution of the shop rent equally to Bulphan Church, Bulphan in Bloom, Bulphan Village Forum and Bulphan Village Hall CIO.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set		Para 1.41	During the year we have specifically addressed specific governance issues and have adopted changes and procedures commensurate with this objective.
Performance of fundraising activities against objectives set		Para 1.41	N/A
Investment performance against objectives		Para 1.41	N/A
Other			

Financial Review

Review of the Charity's financial position at the end of the period	Para 1.21	The Trustees are happy with the outcome for this financial year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Bulphan Village Hall CIO has agreed to set aside appropriate reserves for future planned improvements and emergency works: These reserves are invested prudently and attract a small amount of interest, but are readily accessible.
Amount of reserves held	Para 1.22	See Accounts
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	None

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	Income from the hire of the building was reduced due to a lockdown period of 3 months at the start of the year but recovered well for the rest of the year. Shop rental income was received for the whole year and this enabled the Trustees to approve the full repayment of private loans that had funded the shop construction. The Hall also started receiving a 25% distribution of the shop rental income towards the end of the year.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Bulphan Village Hall CIO has agreed to set aside appropriate reserves for future planned improvements and emergency works: these reserves are invested prudently and whilst they attract a negligible amount of interest, they are readily accessible and are consistent with the agreed investment risk profile

A description of the principal risks facing the Charity		Para 1.46	<p>The Trustees heed advice given by RCCE and Thurrock Council regarding major risks and procedures to manage them.</p> <p>The principal risk facing the Trustees was the lockdown for the early part of this financial year, and whether all hall users would be able to return when restrictions were lifted and under what conditions.</p>
Other			N/a

Structure, Governance and Management

Description of Charity's trusts:			Community based amenity provision
Type of governing document (trust deed, royal charter)		Para 1.25	Association (Incorporated)
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	<p>Up to 5 elected by residents attending Bulphan Village Hall CIO Annual Meeting, up to 5 appointed by voluntary community organisations using Bulphan Village Hall and operating in Bulphan, currently Bulphan Village Community Forum, Toddler Club, Short Mat Bowls Club, Bulphan in Bloom and Women's Institute.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

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Policies and procedures adopted for the induction and training of Trustees		Para 1.51	Training for Trustees is offered via RCCE.
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The Charity's organisational structure and any wider network with which the Charity works		Para 1.51	Bulphan Village Hall CIO works with the wider network of the Rural Community Council of Essex.
Relationship with any related parties		Para 1.51	The Charity has a close working relationship with Bulphan Village Community Forum. Thurrock Council owns the hall and site, which includes a recreation ground and car park. Division of responsibility between Thurrock Council and Bulphan Village Hall CIO Trustees is set out in the Lease made 12th June 2019.
Other			N/A

Reference and Administrative details

Charity name		Bulphan Village Hall CIO
Other name the Charity uses		Bulphan Village Hall
Registered Charity number		1173308
Charity's principal address		Bulphan Village Hall, Church Road, Bulphan, Essex RM14 3RU

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)
Diane Perkins	Chair		Members of Bulphan Village Community Forum
Janet McCheyne	Secretary		Members of Bulphan WI
John Mumford	Treasurer		Members of Bulphan in Bloom
Patricia Rampling	Vice-chair		Members of Bulphan Short Mat Bowls Club

Funds held as custodian Trustees on behalf of others

Description of the assets held in this capacity		N/A
Name and objects of the Charity on whose behalf the assets are held and how this fall within the custodian Charity's objects		N/A
Details of arrangements for safe custody and segregation of such assets from the Charity's own assets		N/A

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

COVID-19 presents special and significant and largely unmeasurable challenges but we hope that we are now through this period of threat. The Trustees hope that the Hall's financial position will remain strong and the programme of improving the hall's facilities to and for the benefit of the community will continue without interruption. We will continue to follow national guidance on COVID and anticipate that activities benefitting the residents of Bulphan will be able to continue.

The continued support of the village community and the immediate neighbours of the hall is much appreciated.

Declarations

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

Signed on behalf of the Charity's Trustees

Signed :

A handwritten signature in dark ink, appearing to be 'Diane', written over a horizontal line.

Name : Diane Perkins

Position : Chair

Profit and Loss

Bulphan Village Hall CIO

For the month ended 31 March 2022

Account	Mar 2022	Feb 2022	Jan 2022	Dec 2021	Nov 2021	Oct 2021	Sep 2021	Aug 2021	Jul 2021	Jun 2021	May 2021	Apr 2021	Total
Turnover													
Interest Income	0.00	0.00	0.00	0.35	0.00	0.00	0.40	0.00	0.00	0.18	0.00	0.00	0.93
Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(31.25)	0.00	0.00	(31.25)
Sales	1,972.50	1,909.75	2,601.50	1,055.00	1,475.50	2,162.00	2,613.00	747.50	2,358.50	316.25	0.00	0.00	17,211.50
Shop Rental Income	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
Total Turnover	2,572.50	2,509.75	3,201.50	1,655.35	2,075.50	2,762.00	3,213.40	1,347.50	2,958.50	885.18	600.00	600.00	24,381.18
Cost of Sales													
Shop Income Distributions	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00
Total Cost of Sales	2,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00
Gross Profit	172.50	2,509.75	3,201.50	1,655.35	2,075.50	2,762.00	3,213.40	1,347.50	2,958.50	885.18	600.00	600.00	21,981.18
Administrative Costs													
Bank Fees	26.00	8.00	8.00	26.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	132.00
Car park costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,450.00	0.00	0.00	0.00	1,450.00
Charitable Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	100.00
Cleaning	980.00	0.00	490.00	540.00	498.01	490.00	490.00	490.00	980.00	594.63	0.00	0.00	5,552.64
Hall Manager Payments	600.00	0.00	300.00	325.00	300.00	300.00	300.00	300.00	600.00	300.00	0.00	0.00	3,325.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,202.05	0.00	0.00	0.00	0.00	1,202.05
IT Software and Consumables	31.20	31.20	31.20	31.20	31.20	31.20	12.00	3.48	12.00	0.00	0.00	0.00	214.68
Light, Power, Heating	338.66	542.60	1,542.70	91.36	122.42	93.94	68.95	61.87	69.64	155.45	62.09	139.19	3,288.87
Opening/Closing Payments	0.00	0.00	0.00	0.00	0.00	60.00	60.00	80.00	60.00	0.00	0.00	0.00	260.00
Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	79.39	0.00	0.00	0.00	0.00	79.39
Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	1.00
Repairs & Maintenance	1,689.11	12,810.14	0.00	0.00	70.74	0.00	56.99	28.47	64.81	0.00	370.00	0.00	15,090.26
Subscriptions	0.00	66.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.00	0.00	132.00
Telephone & Internet	65.94	65.94	65.94	65.94	65.94	65.94	65.94	67.89	50.68	50.68	50.68	50.39	731.90
Trustee/Helper Awards	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.99	0.00	10.99
Water Rates	0.00	0.00	0.00	0.00	0.00	92.88	0.00	0.00	80.69	146.49	0.00	0.00	320.06
Website Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209.00	0.00	0.00	0.00	209.00
Window Cleaning	60.00	30.00	60.00	0.00	60.00	0.00	30.00	30.00	30.00	30.00	30.00	0.00	360.00
Total Administrative Costs	3,790.91	13,553.88	2,497.84	1,079.50	1,156.31	1,141.96	1,091.88	2,351.15	3,615.82	1,385.25	531.76	263.58	32,459.84
Operating Profit	(3,618.41)	(11,044.13)	703.66	575.85	919.19	1,620.04	2,121.52	(1,003.65)	(657.32)	(500.07)	68.24	336.42	(10,478.66)
Other Income													
Government Grants Received	3,733.80	0.00	0.00	0.00	0.00	0.00	0.00	667.00	0.00	0.00	0.00	95.00	4,495.80
Shop Distribution Share	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00
Total Other Income	4,333.80	0.00	0.00	0.00	0.00	0.00	0.00	667.00	0.00	0.00	0.00	95.00	5,095.80
Profit on Ordinary Activities Before Taxation	715.39	(11,044.13)	703.66	575.85	919.19	1,620.04	2,121.52	(336.65)	(657.32)	(500.07)	68.24	431.42	(5,382.86)
Profit after Taxation	715.39	(11,044.13)	703.66	575.85	919.19	1,620.04	2,121.52	(336.65)	(657.32)	(500.07)	68.24	431.42	(5,382.86)

Balance Sheet

Bulphan Village Hall CIO As at 31 March 2022


	31 MAR 2022	31 MAR 2021
Current Assets		
Cash at bank and in hand		
Barclays Community CIO Current	6,423.24	15,205.11
Barclays Savings	236.11	7,059.27
CAF Bank	4,797.36	3,732.30
Unity Trust current	2,141.05	-
Unity Trust Savings	6,059.85	-
Total Cash at bank and in hand	19,657.61	25,996.68
Accounts Receivable	1,175.00	-
Shop Distributions Due	600.00	-
Total Current Assets	21,432.61	25,996.68
Creditors: amounts falling due within one year		
Accounts Payable	1,523.53	-
ECC Find Your Active Fund	604.00	-
Hall Deposits Held	2,125.00	-
Shop Rental Distributions Owing	2,400.00	-
VAT	240.00	73.74
Total Creditors: amounts falling due within one year	6,892.53	73.74
Net Current Assets (Liabilities)	14,540.08	25,922.94
Total Assets less Current Liabilities	14,540.08	25,922.94
Creditors: amounts falling due after more than one year		
Loan	-	6,000.00
Total Creditors: amounts falling due after more than one year	-	6,000.00
Net Assets	14,540.08	19,922.94
Capital and Reserves		
Current Year Earnings	(5,382.86)	-
Retained Earnings	19,922.94	19,922.94
Total Capital and Reserves	14,540.08	19,922.94

Bulphan Village Hall CIO
Charity Number : 1135063

As an Independent Examiner I have examined the books and records of Bulphan Village Hall CIO and can confirm that the accounts for the year ended 31 March 2022 are in accordance with those records.

Name : KAY STEVENS

Address : 'BRAMBLES' STANLEY ROAD
BULPHAN ESSEX RM14 3RX

Signed : 

Date : 26/7/2022