



Trustees' Annual Report for the period

From	Period start date	To	Period end date
1	January 2021	31	December 2021

Section A Reference and administration details

Charity name

The Freshford Village Memorial Hall

Other names charity is known by

Registered charity number (if any)

1174158

Charity's principal address

Freshford Memorial Hall

Freshford Lane

Freshford, Bath

BA2 7UR

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 Wright	Chair		Elected
2	Peter Jones	Treasurer		Freshford Horticultural Society and Freshford and District History Society
3	Alexandra Malir	Secretary		Freshford Pre-school
4	Martin Walker	Committee member		Freshford Parish Council, then co-opted
5	Philip Haile	Committee member		Elected
6	Nicholas Stevens	Committee member		Friends of Freshford
7	Benjamin Batchelor-Wylam	Committee member		Elected
8	Claudia Towner	Committee member		Elected
9	William Sneyd	Committee member		Elected
10	Martin Whitbread	Committee member		Freshford School PTA
11	Jeffrey Hurst	Committee member		Freshford Drama Group
12	Ian Sharp	Committee member		Elected
13	Simon Coombe	Committee member		Galleries Shop and FLISCA
14	Joan Benfield	Committee member	Until 12 March 2021	Badminton Group

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution dated 26 th July 2017
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The management committee members consist of up to ten elected trustees elected at the AGM by the inhabitants of the area of benefit, up to 15 trustees appointed to represent specified Hall user groups and up to 5 co-opted 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.

On 26 July 2017, the trustees of The Freshford Village Memorial Hall (Registered Charity No.304545) established a Charitable Incorporated Organisation; The Freshford Village Memorial Hall (Registered Charity No.1174158) to take forward the charity's work.

By a General Vesting Declaration made by the trustees on 18 October 2017, The Freshford Village Memorial Hall (Registered Charity No.304545) merged with, and transferred all its assets and property to, The Freshford Village Memorial Hall (Registered Charity No. 1174158).

The merger was registered with the Charity Commission on 28th September 2018, after the new ownership of the land was registered with the Land Registry, and The Freshford Village Memorial Hall (304545) was removed from the Register of Charities on the same date.

All trustees give their time as volunteers and receive no remuneration or other benefits for duties fulfilled as part of their trustee role.

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

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section

The objects of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Freshford and the neighbourhood ("area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

In managing Freshford Village Memorial Hall the trustees had due regard to the Charity Commission's public benefit guidance.

During 2021, the Charity's public benefit can be summarised as;

the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Continued provision, maintenance and improvement of a village hall facility to provide a regular venue for Freshford Pre-school, sporting and drama activities by Freshford Primary School, Freshford and District Local History Society, Freshford and District Horticultural Society, Freshford Beavers, Cubs and Scouts, Warrior Academy martial arts, Freshford Music and Drama Group, zumba classes, yoga classes, GCSE/A level revision classes table tennis, badminton, fencing and monthly Parish Council meetings. In addition the village hall is used as a one-off venue for a wide range of events including Brownie, Rainbow and Guide pack holidays, Friends of Freshford fundraising social events, charity fundraising jumble sales, children's birthday parties, private parties, elections and furniture and carpet sales.

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.

A great contribution is made to Freshford Village Memorial Hall by trustees and other community volunteers, particularly with regard to development, maintenance, management, accounting, marketing, fundraising and preparing grant applications. Without this valuable contribution of time, energy and expertise the successful operation of Freshford Village Memorial Hall would not be possible.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Preschool, Warrior Academy, Revision Courses, Furniture sales, Fencing and Badminton were able to continue during much of 2021 as they were providing an activity for children, retail services or sports. Covid restrictions mainly impacted ad hoc bookings such as Brownie holidays, Parties, Weddings, Quizzes, and regular groups with vulnerable members such as the Horticultural and Historical Societies, Zumba, Table Tennis and PC meetings which moved online. Bookings for these events were reduced significantly in 2021.

The trustees kept up to date with the changing government Covid regulations and guidance with the valuable support of ACRE (Action with Communities in Rural England) and the support of Dick Whittington from WERN (West of England Rural Network). Covid risk assessments have been completed and updated throughout the year, and the frequency of cleaning increased to reduce infection risk.

The Community Right to Build Order Referendum for a redeveloped Hall took place on 6th May 2021. 56% of the electorate in Freshford and Limpley Stoke chose to vote in the Referendum, with 484 votes in favour of the proposed development and 41 against. This means the Community Right to Build Order was approved by the community, and was "made" by B&NES Council (as the Local Planning Authority) providing planning permission to allow the proposed works to start at the Hall. The first planned works are to re-clad and re-glaze the existing main hall and meeting rooms in order to provide much higher levels of insulation, reduced heat loss, better waterproofing, enhanced fire safety and an improved appearance. These works will be coupled with a new air conditioning heating system to replace the current oil-fired system which is nearing the end of its life. The new system will have a much reduced carbon footprint demonstrating the trustees' commitment to the Climate Emergency.

To date £195K has been raised towards the total Phase 1 costs of £235K, with the glazing and cladding works planned to take place in summer 2022.

At the AGM in 2021, the Hall trustees elected David Wright as the new Chairman, replacing Claudia Towner. This is reflected in the list of Trustees above.

The trustees carried out minor improvements to the toilet facilities during 2021. The Annual Fete was held in September 2021 after Covid restrictions eased. This event was very well attended and raised £4,680 for the Hall.

Brief statement of the charity's policy on reserves

Freshford Village Memorial Hall was opened in August 1964. After over 50 years of use, many aspects of the building are considered to be approaching the end of their economical and structural life, and are being replaced through the Hall's ongoing development programme.

In order to continue to secure and sustain the charity's viability and the Memorial Hall's future availability to users, it is the Trustees' policy to aim to hold sufficient funds in unrestricted reserves to support anticipated major maintenance and redevelopment costs, providing leverage for additional grant and community funding.

The Trustees will review the Reserves Policy and the amount of reserves held at each Management Committee meeting.

Freshford Village Memorial Hall held £59,352 in unrestricted reserves at 31 December 2021.

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.

In 2021, Unrestricted Funds receipts exceeded payments by £20,023 (2020 £9,330).

In 2021, a transfer of £40 from Unrestricted Funds to Restricted Funds was required to meet a shortfall in grants received for Door Lock Replacement (2020 £nil).

Unrestricted Cash Funds at 31 December 2021 were £59,352 (2020 £39,369) which equates to 38 months of general expenses (2020 24 months).

Restricted Cash Funds at 31 December 2021 were £23,282 (2020 £nil).

RECEIPTS

Block Bookings: Receipts were £8,913 (2020 £11,351).

Occasional Bookings: Receipts were £3,486 (2020 £1,272).

Grants & Donations: Unrestricted Funds receipts were £19,621 (2020 £13,573). FVMH received £17,302 in COVID-19 grants from Bath and NE Somerset Council during the year (2020 £11,334). Freshford Parish Council contributed £1,883 to the costs of FVMH in 2021 (2020 £2,028).

Restricted Funds receipts were £25,217 (2020 £nil). Phase 1 of the Freshford Village Memorial Hall redevelopment programme is to update the

cladding, glazing and heating of the building. Grants towards this work came from Freshford Parish Council (CIL) - £10,082, The National Lottery - £10,000 and The Cobalt Trust - £5,000.

PAYMENTS

Hall redevelopment: Expenditure from Restricted Funds was £1,800 for professional fees.

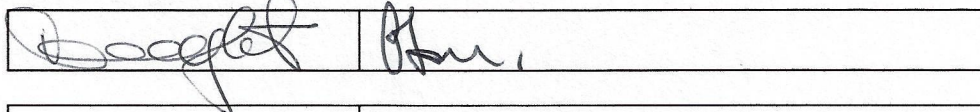
Maintenance & Repairs: Expenditure increased to £5,287 (2020 £1,488). Payments in 2021 included £1,599 for exterior painting and £847 for window frame repairs.

Section F Other optional information

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 Wright

Peter Jones

Position (eg Secretary,
Chair, etc)

Chair

Treasurer

Date

09/03/2022

**RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
RECEIPTS						
Hire of hall						
Block booking	8,913		8,913	11,351		11,351
Occasional	3,486		3,486	1,272		1,272
	12,399		12,399	12,623		12,623
Grants & Donations <i>note 2</i>	19,621	25,217	44,838	13,573		13,573
Fund raising - Fete <i>note 3</i>	4,780		4,780	-562		-562
Trading & Parking Agreements	1,661		1,661	2,168		2,168
Hire of Equipment	60		60			
Interest	13		13	50		50
	38,534	25,217	63,751	27,852	-	27,852
PAYMENTS						
Hall Redevelopment	92	1,800	1,892	3,827		3,827
Maintenance & Repairs	5,112	175	5,287	1,488		1,488
Cleaning	4,006		4,006	3,507		3,507
Booking Secretary & Administration	2,860		2,860	2,293		2,293
Maintenance of Field & Play Area	1,790		1,790	1,560		1,560
Utilities						
Heating Oil	761		761	1,260		1,260
Electricity	564		564	749		749
Water Services	363		363	609		609
Insurance	1,687		1,687	1,708		1,708
Refuse collection	973		973	952		952
Music licences	303		303	569		569
	18,511	1,975	20,486	18,522	-	18,522
RECEIPTS LESS PAYMENTS	20,023	23,242	43,265	9,330		9,330
TRANSFERS BETWEEN FUNDS	-40	40	-			-
CASH FUNDS AT 31 DECEMBER 2020	39,369		39,369	30,039		30,039
CASH FUNDS AT 31 DECEMBER 2021	59,352	23,282	82,634	39,369	-	39,369
CASH FUNDS AT 31 DECEMBER 2021						
CAF Bank CAF Cash Account	49,072	23,282	72,354	29,102		29,102
Virgin Charity Deposit Account	10,190		10,190	10,177		10,177
COIF Charities Deposit Fund	90		90	90		90
	59,352	23,282	82,634	39,369	-	39,369

**RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

OTHER MONETARY ASSETS AND LIABILITIES

	2021	2020
	<i>Unrestricted Funds</i>	<i>Unrestricted Funds</i>
DEBTORS AND PAYMENTS IN ADVANCE		
Hire of hall		
Block booking	1,949	513
Occasional	104	185
Trading & Parking Agreements	137	225
2021 Fete - band deposit	100	100
	<u>2,190</u>	<u>1,023</u>
CREDITORS AND RECEIPTS IN ADVANCE		
Hire of hall		
Occasional - 2022 bookings	608	455
Other expenses	545	602
	<u>1,153</u>	<u>1,057</u>

ASSETS RETAINED FOR THE CHARITY'S OWN USE

Buildings and land used by the charity - The Freshford Village Memorial Hall, the Queen Elizabeth recreation field and children's play area.

The Freshford Village Memorial Hall (Registered Charity No.1174158) is the corporate trustee of the charity's permanent endowment on the terms of the existing trusts. The permanent endowment is the land comprised in a conveyance made 23 August 1919 with The Freshford Village Memorial Hall since erected thereon.

The land comprised in a deed of gift made 22 July 1950 is unrestricted property.

Furniture and equipment - play area equipment, heating and lighting systems, kitchen equipment, chairs, tables, piano etc. These are maintained in a suitable condition by the Committee of Management and repairs and replacements are included in the Receipts and Payments Accounts.

NOTES

1. Receipts and Payments Accounts

The Receipts and Payments Accounts summarise the movements of cash into and out of the charity during the period.

2. Grants & Donations Received

Restricted Funds

Restricted Funds are separated from Unrestricted Funds. The Trustees are obliged to spend Restricted Funds only on the particular purposes set out by the donors.

Transfers from Unrestricted Funds to Restricted Funds are required to meet any deficits on projects.

	Redevelopment Recladding & Thermal Envelope	Replacement Door Lock	Total
Restricted Funds - Grants received in 2021			
Freshford Parish Council - CIL Grant	10,082		
The National Lottery	10,000		
The Cobalt Trust	5,000		
FLISCA		135	25,217
Transfer from Unrestricted Funds			
Replacement Door Lock		40	40
	<u>25,082</u>	<u>175</u>	<u>25,257</u>
Expenditure in 2021			
Redevelopment - Recladding & Thermal Envelope	1,800		
Replacement Door Lock		175	1,975
Carried forward 31 December 2021	<u>23,282</u>	<u>-</u>	<u>23,282</u>

**RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

NOTES (continued)

Unrestricted Funds - Grants & Donations received in 2021

Covid 19 Grants	17,302
Freshford Parish Council	1,883
Freshford & District Horticultural Society	436
	<u>19,621</u>

3. Fund raising - Fete



A fete was not held in 2020. £562 shown in 2020 is the excess of payments over receipts which related to the 2019 fete.

4. Outstanding Guarantees and Secured Debts

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

Signed on behalf of all the trustees

Signature



Name

David Wright
Chair

Peter Jones
Treasurer

Date of approval

9 March 2022

9 March 2022



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

THE FRESHFORD VILLAGE MEMORIAL HALL

On accounts for the year
ended

31st DECEMBER 2021

Charity no
(if any)

1174158

Set out on pages

1 - 3

(remember to include the page numbers of additional sheets)

Responsibilities and basis
of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

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").

Independent examiner's
statement

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.

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:

Date:

9th March 2022

Name:

DAVID LINDOP

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

Address:

1 STAPLES HILL

FRESHFORD

BATH BA2 7WL

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.

NONE

hw