

Monk Sherborne Village Hall

TRUSTEES REPORT

For the period ended 28th February 2022

Administrative details of the charity

This report is prepared for the Charitable Incorporated Organisation ('CIO') named Monk Sherborne Village Hall. The charity is registered with the Charity Commissioners under number 1175663. The principal location from which the charity operates is the Village Hall, Salters Heath Road, Monk Sherborne RG26 5HR.

The Trustees serving at the end of the period were as follows. There have been no changes to the date of this report:

Paul Cave — Chairman

Cheryl McSoley

Rob Perkins

Dominic Joseph

All trustees have served throughout the period.

Structure and governance

The constitution of the CIO was last amended on 27th October 2017 and approved by the Charity Commission on 9th November 2017. The document can be accessed at: <https://www.monksherbornevillagehall.org.uk/documents>

The Trustees meet as often as required to conduct the business of the charity. In the twelve months to the date of this report, there were small number committee meetings held, along with various ad-hoc meetings for specific events. The key constitutional provisions relating to the appointment and number of Trustees are:

Paragraph 9(3)(a) — sets the minimum number of Trustees at three.

Paragraphs 10(2)/(3) -- define the process for Trustees to retire at Annual General Meetings Paragraph 10(5) - allows for the co-option of new Trustees at any time.

Paragraph 15(2) — ability of Trustees to elect one of their number as Chair.

Financial Review

The income of the charity rose to unprecedented levels in the year to February 2022. As explained in the Treasurer's report and accounts, this relates to the fundraising activity for the new hall. However, during the period we only had 6 weeks of rental income due to an overrun in the build program, due to the Pandemic and supply issues.

The Trustees started the year with 5 bank accounts and £134,419 total cash in the bank. The year ended with £30,916 in the bank and a new village hall built. That is a net cash

outflow of £103,503, comprising receipts of £420,757 and payments of £524,440. A summary of those movements is presented in the Treasurers Report.

Going forwards the hall now has only 2 bank accounts, both with Lloyds Bank, and is fully operable online with no need for cash transactions.

Achievements and Chairman's Report

The build phase went well with relatively few hitches along the way considering the circumstances. That said Covid and Brexit did cause numerous delays, with a lack of trades people and materials being two key factors.

The final handover did not take place until early December when it had been promised originally for September and then October. We then had the final Opening Ceremony on December 16th, 2021, and it was very pleasing to see a large turn out from the Village.

The decision was taken by the Trustees not to open for bookings until early in the new year as we felt with the uncertainty of the final handover date, we did not want to commit to a Christmas event and any Christmas parties that had been planned by clubs and societies would have already been booked up months previously. Therefore, the first booking took place for a Pilates class on the 13th of January 2022.

Since that time the Hall has almost been in daily use for various classes and events, proving very popular for Children's parties.

Teething Problems

1. Not everything has gone as smoothly as we had hoped. The very first evening booking was a bit of a disaster with damage done to the hall, requiring the Trustees to spend a Sunday morning cleaning the hall and repairing some damage.
2. The next problem we encountered was the acoustics of the hall, it is a big empty box effectively. It became evident the acoustics were not ideal when we received comments from a band that had hired the hall for a rehearsal.
3. Finally, the light on a sunny day means the projector and screen is severely impacted, as the light floods in from the large doors and the Velux windows it covers the screen.

Lessons Learnt

1. We have changed our terms and conditions and restrict evening adult parties; imposing a 9pm cut-off, we also carry out much more vetting and charge a sizeable deposit. Since then, we have not really had a repeat of the problem.
2. Whilst we had considered this prior to opening we thought of it as a 'nice to have' if we had money over at the end of the build phase. We have now installed special flame-retardant acoustic curtains to run along front of the large glass

doors. Plus, two smaller ones in front of the smaller windows on the opposite wall.

3. We also installed two blinds that were be fitted to the fire doors onto the patio, they are specially made to run inside the push bar, whilst not strictly acoustic because they are fabric, they will deaden sound reflections from the glass of the doors
4. The light is still an issue but one the trustees are looking at and quotations have been requested for the installation of remote-control openers and blind system

I would like to mention and thank all the Trustees for their effort, we are a small group yet we have worked tirelessly to provide this valuable asset to the community, one volunteer outside of the Trustees deserves very special, that being Natasha Chappell, who has continued to provide essential support in running the enquiries and booking system for the Village Hall.

Finally, I would like to make special mention of the previous Chairman and her husband. Kim Fleming for her dedication and efforts, with all the 'small things' that meant we were able to open, purchasing tables and chairs, new crockery, choosing the colour schemes etc. without which we would never have open.

Martin Fleming who took on the role as Project Manager without charge and faced weekly challenges with the build, but he got us over the line. He must have the patience of a saint.

Monk Sherborne Village Hall CIO (1175663)**01.03.20 to 28.02.21**

	NOTES	2020/21 £	2019/20 £
INCOME			
Hall Rental		314.50	6,226.50
Fund Raising - Events		0.00	2,713.54
Net Lottery Income in Year		3,285.00	2,675.00
Lottery Advance Payments	1	270.00	80.00
General Donations Received		8,540.00	16,493.48
Donations Received New MSVH	2	43,290.08	0.00
Grants Received	3	48,612.00	1,194.29
Electricity Income		130.32	348.00
Gift Aid		500.00	2,672.10
Miscellaneous Income		48.32	72.27
Bank Interest Received		4.21	8.66
TOTAL INCOME		104,994.43	32,483.84
EXPENDITURE			
Electricity		318.41	564.97
Water		47.56	204.03
Building Maintenance		952.84	2,678.16
Insurance		679.55	679.05
Cleaning		48.00	256.13
Licences		90.00	336.62
Donations to others		0.00	28.00
PPS		0.00	13.08
Website		0.00	399.84
Bank Charges		47.60	0.00
Village Hall Project Expenditure		16,396.00	0.00
Events		0.00	821.28
TOTAL EXPENDITURE		18,579.96	5,981.16
INCOME OVER EXPENDITURE		86,414.47	26,502.68
OPENING BALANCE		48,005.44	21,502.76
CLOSING BALANCE		134,419.91	48,005.44
AVAILABLE FUNDS			
DEPOSIT A/C		8,117.08	43,112.87
CURRENT ACCOUNT		5,654.63	3,939.07
LOTTERY ACCOUNT		270.00	704.06
NEW VILLAGE HALL PROJECT A/C		120,058.76	0.00
CASH		319.44	249.44
TOTAL AVAILABLE FUNDS		134,419.91	48,005.44

Notes:

Balance of lottery funds as a result of

1 prepayment by participants

Donations towards new Village Hall

2 from local residents



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Report to the trustees/
members of

Charity Name
Monk Sherborne Village Hall

On accounts for the
year ended

28 February
2022

Charity no
(if any)

1175663

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 28 February 2022.

As the charity's trustees, 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 all 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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

23/10/2022

Name:

Mrs Tanya Lloyd FCA

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

Member of the Institute of Chartered Accountants England and Wales

Address:

Farfield House
Monk Sherborne, Tadley, RG26 5HJ

Only complete if the examiner needs to highlight material 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