

BRUSHFORD PARISH HALL CIO

Registered Charity Number 1176214

**REPORT AND FINANCIAL STATEMENTS
30 SEPTEMBER 2021**

**BRUSHFORD PARISH HALL
TRUSTEES AND PROFESSIONAL ADVISERS
YEAR ENDED 30 SEPTEMBER 2021**

TRUSTEES (Directors)

Malcolm Godfrey (Chairman) - elected 24 January 2019
Paul Young (Vice Chairman) - elected 19 October 2020
Kate Hammond (Treasurer) – elected 19 October 2020
Richard Brentnall (Secretary) - elected 19 October 2020
David Davies - elected 19 October 2020
Barbara Wilson - elected 24 January 2019

Members of Subcommittees

Lyn Young (Booking Secretary)
Jacqueline Davies (Assistant Bookings Secretary)
Jude Atkins (Christmas Fair Committee) - (via Barbara Wilson)

Brushford Parish Hall CIO held board meetings on the 3rd Thursday of the month during the year.
There was no AGM or meetings of the Friends of Brushford Parish Hall held during 2020-2021 due to Coronavirus restrictions.

BANKERS

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

CCLA Investment Managers Limited
Cheapside
London
EC2V 6DZ

Nat West
9 The Parade
Minehead
TA24 5NL

INDEPENDENT EXAMINER

To be appointed

INSURERS

Community First,
Unit C2, Beacon Business Centre,
Hopton Park,
Devizes,
Wiltshire
SN10 2EY

BRUSHFORD PARISH HALL CIO
YEAR ENDED 30 SEPTEMBER 2021

TRUSTEES' REPORT

The Trustees present their annual report and the unaudited financial statements for the year ended 30 September 2021.

REVIEW OF THE YEAR

The objectives of the Charity continue in our aspirations to provide and promote recreational facilities for the civil parish of Brushford.

As it has been some time since the last AGM and as there have been several changes within the management structure of the charity the Trustees consider that the circumstances and changes since the last AGM warrants an up to date report on our current status rather than just for the financial year.

2020 - 2022 has seen a very difficult period for all organisations, companies, charities and the general public during the Coronavirus pandemic. Government guidelines and regulations effectively shut down many offices, workplaces and social gatherings during this period making both business and normal life difficult for everyone.

The Hall was no exception and was hit hard by the Covid19 Regulations and the need for social distancing. The Trustees and hirers considered it their civic duty to implement strict observation of the regulations and advice to minimise the spread of the infection within the community. The number of hours hired was therefore severely hit during the latter part of 2020 and during much of 2021. As the regulations and advice have relaxed the facilities and our hirers are slowly returning to normal use.

We started 2020 Financial Year in a strong financial position due to several Government grant payments secured by Sarah Blackburn, who sadly is no longer with us, and Malcolm Godfrey who we must thank for helping put us in this position. This money helped enable us embark on a fairly ambitious program of upgrading, uplifting and replacing some of the facilities at the hall during the lock down period. Our thanks also to Kate Hammond who stepped in as Treasurer and for a great job getting the accounts migrated onto a new accounting system and for researching electricity prices and negotiating our new electricity contract.

To date we have, with the help of a few hard working volunteers completed the following :-

Public Toilets – total strip out, replace toilets & cisterns, toilet cubicles, sinks, mirrors and tiling, service the extractor fans, refurbish the floors, paint walls and ceilings, fit door closers and new locks.

Energy Conservation - replace the toilet lights with LED strip lights, conversion of the gent's urinals to waterless units, replace the main water heater with energy efficient unit, fit auto shut off thermostatic taps in the toilets.

Disabled Toilet – fit new emergency call system and alarm.

Main Hall - heavy curtains replaced with black out blinds, brown woodwork painted mid grey and all doors painted white.

Carnarvon Room - walls and ceiling painted, the bar counter area updated, wall mounted optics and new wall lights, which for energy conservation are fitted with LED colour changeable bulbs.

As restrictions eased during 2021 we have provided and supported several community events including :-

Free entry barbecue in the car park and main hall with Punch and Judy show, face painting and a magician for the children in the afternoon and our PopUp Bar and live music event in the evening. We are very pleased to announce that all the entertainment was paid for out of the Brushford Parish Hall funds.

Profit and Loss Report for BRUSHFORD PARISH HALL CIO

For Period: 01/10/2020 to 30/09/2021

TURNOVER		
	Hall Hire	£2,082.40
	Fundraising - Bar	£715.00
	Miscellaneous Income	£1.62
	Fundraising - Raffle	£79.00
	Donations for ECVP	£28.00
	Donations received	£2,244.69
	Grants received from SWT	£19,654.00
	Fundraising - Bookmart	£237.55
	Community Event Income	£1,597.15
Total:		£26,639.41
LESS COST OF SALES:		
	Miscellaneous Purchases	-£209.06
	Stock Consumed	-£1,046.21
	Community Event Expenditure	-£1,246.85
Total:		-£2,502.12
GROSS PROFIT:		£24,137.29
LESS EXPENSES:		
	Advertising	-£48.00
	Miscellaneous Expenses	-£251.62
	Water Rates	-£384.00
	Premises Insurance	-£1,197.65
	Electricity	-£805.32
	Licences	-£360.20
	Broadband Internet and Fax	-£537.10
	Cleaning	-£806.00
	Premises Expenses	-£2,454.54
	Bank Charges	-£119.79
	Depreciation	-£1,841.00
	Subscriptions	-£100.00
Total:		-£8,905.22
Profit Before Tax:		£15,232.07

Balance Sheet for BRUSHFORD PARISH HALL CIO

For Period: 01/10/2020 to 30/09/2021

FIXED ASSETS:		
	Freehold Property	£318,637.48
	Furniture and Fixtures	£29,808.25
	Accumulated Depreciation	-£11,773.00
	Net Book Value	£18,035.25
Total Fixed Assets:		£336,672.73
CURRENT ASSETS:		
	Stock	£1,181.61
	Debtors Control Account	£530.50
	Brushford Parish Hall CIO	£26,249.54
	Brushford Parish Hall CIO	£1,868.60
	Brushford Parish Hall Charity Account	£50.00
	Petty Cash	£334.80
Total Current Assets:		30,215.05
CURRENT LIABILITIES:		
	Sundry Creditors	£223.50
Total Current Liability:		£223.50
Current Assets less Current Liabilities:		£29,991.55
Fixed Assets + Current Assets less Current Liabilities:		£366,664.28
CAPITAL AND RESERVES:		
	P&L Account	£0.00
	Retained Profit & Undistributed Reserves	£366,664.28
Total Capital and Reserves:		£366,664.28

**BRUSHFORD PARISH HALL CIO
NOTES TO FINANCIAL STATEMENTS
PERIOD END 30 SEPTEMBER 2021**

1. ACCOUNTING POLICIES

a. Basis of accounting

The financial statements have been prepared under the historical cost convention.

b. Tangible fixed assets

The original cost of the Brushford Parish Hall has not been depreciated, as the Trustees do not believe its residual value to be significantly lower than its cost. The cost of re-instating the Hall was professionally valued in January 2015 at £500,000 for insurance purposes. The insurance cover is indexed annually and the premium fixed for 3 years.

Other tangible fixed assets are stated at cost, net of depreciation and any provision for impairment. Depreciation is provided on a straight-line basis over the estimated life of the assets.

Fixtures fittings and furniture	5% per annum
Kitchen	10% per annum
Stage equipment	5% per annum
ECVP	20% per annum

c) Bar stock is held at historical cost on a first in first out basis

2. DEBTORS AND PREPAYMENTS

Hall Hire: £530.50

3. CREDITORS

Total: £223.50

This report for the year ended 30 September 2021 was approved by the Trustees on 17 December 2021.

I confirm that as a CIO (Charitable Incorporated Organisation) we have complied with our obligations of the rules of the constitution, kept minutes of our meetings and kept records of all financial transactions.

Malcolm Godfrey
Chairman / Trustee

Addendum to the Trustees Report - October 2021 – to Date

Planned Works:

Disabled Toilet: Remove toilet heater, water heater and sink. Prepare and paint all walls and ceiling, fit new water heater, sink and vanity unit,

2021 – 2022 Events:

Last Night of the Proms evening with our Pop-Up Bar and the live TV program screened onto the hall end wall with everyone joining in the singing of the well known anthems during the evening.

Flower and Produce Show again showcased Brushford's skilled gardeners and crafts and a new event, a children's cake baking competition. We are also pleased to add that to help the organisers the Trustees waived the hall hire fee for this event.

Christmas Fair with all the available table spaces being sold, tombola, raffle and our thanks to East Anstey School choir for their excellent carol singing. Unfortunately the afternoon was somewhat marred by a major mains electricity failure blacking out the entire area but to everyone's credit they soldiered through it and made it a success and for that we are extremely grateful to all concerned.

Hirers have started to reopen their classes for fitness, badminton, short mat bowls, table tennis and art classes and we welcome several new classes of Karate and Pilates who now hire the hall facilities on a regular basis.

The Book Club and Café on the 1st Thursday of the Month will now include a "Let's Get Connected Drop In Internet Café" for those struggling with technology to come along with their laptop, tablet or phone and get help and assistance.

"Let's Get Cooking" event sponsored by the Co-op to be arranged.

The monthly Pop-Up Bar has now restarted and will be open on the 2nd Saturday of every month and now includes a touch screen PC JukeBox with a variety of music for those who want have a dance.

However, the Trustees would like to say that although many people say they enjoy the events and PopUp bar nights, to keep them open we need more people to share the work of running them.

We desperately need new volunteers and helpers if we are to achieve everything you and we would like and we would welcome your ideas for new types of event and fundraising.

We have one of the finest facilities in the area here at our Parish Hall but community support in your attendance and help for these events is critical to the future wellbeing and financial standing of the Parish Hall. This will continue our ability to continue providing support and facilities for the groups who hire the hall and for our future social events.

If you are able to help in any capacity please email trustees@brushfordparishhall.org.uk

All events are published on the calendar at our website <https://brushfordparishhall.org.uk/>