

LECKHAMPTON VILLAGE HALL

Annual Report for the year to 31 December 2020

Leckhampton Village Hall is situated in Church Road, Leckhampton. The correspondence address is 36 Fairfield Parade, Leckhampton, Cheltenham GL53 7PJ. The Hall is registered with the Charity Commissioners (no. 1177433) and is constituted by Trust Deed.

The charity is administered by a Management Committee comprising:

- | | | |
|----------------------------|-------------------|-------------------|
| 1. Elected Members: | Chairman | Mr Daniel Peacey |
| | Vice-chairman | Mrs Kate Blake |
| | Secretary | Mrs Janice Keen |
| | Treasurer | Miss Karen Hanley |
| | Custodian | Mr Daniel Peacey |
| | General Committee | Mr Philip Brooker |

2. **One representative** from each user organisation

3. **Co-opted Members:** Mrs Jill Mills, Mrs Margaret Whalley

Elected members of the committee retire annually but may be re-elected.

The objective of the Charity is to maintain Leckhampton Village Hall for the benefit of the inhabitants of Leckhampton and its surrounds. The Management Committee aims to provide first class hall facilities at an affordable cost to voluntary organisations serving the community and to support other local groups.

The Charity employs a part-time caretaker who also acts as a booking secretary. Assistance with maintenance is given by the Custodian and Management Committee members.

During the year the Hall was used by ten local groups plus occasional users. Occupancy rates are usually approximately 90% on weekdays and 70% on weekends. However, in 2020, the Hall was shut for long periods of time due to the Covid-19 pandemic.

In 2020 the Hall had an excess of receipts over payments of £7,496 (2019: payments over receipts of £5,979). Cash reserves at 31 December 2020 amounted to £41,834 (2019: £34,338).

The Hall Charity is a member of the Gloucestershire Rural Community Council and receives advice, news and views from around the County. Trustees are also entitled to attend seminars organised by the Council on Village Hall related topics.

The Management Committee has instituted a Purchasing Policy together with a Financial Reserves Policy, has drawn up a Risk Assessment and instituted an Environmental Code for Trustees and users. Regular fire-drills are carried out, fire extinguishers are inspected and serviced regularly. In addition, new procedures were put in place to ensure that any bookings when the Hall re-opened when it was able to during the pandemic, were able to be Covid-19 secure.

Signature: 

D Peacey, Chairman

Date: 16.6.21

For and on behalf of **Leckhampton Village Hall**

LECKHAMPTON VILLAGE HALL


FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2020

1. Receipts and Payments Account

	General Funds £	Maintenance Reserve £	Total 2020 £	Total 2019 £
Income Receipts				
Grants and Donations	12070	0	12070	20
Trading Activities				
Hiring charges for use of Hall	6680	0	6680	14282
Fundraising Event Proceeds	0	0	0	1268
Bank Interest/Sundry	123	3	126	4
Total Receipts	18873	3	18876	15574
Direct Charitable Payments				
Hall Repairs and Renewals	2660	0	2660	1960
Lighting and Heating	3089	0	3089	5942
Rates & Water / Rates & Waste	187	0	187	383
Cleaning Wages and Materials	1695	0	1695	3267
Insurance	887	0	887	869
Licence & Performing Rights Fees	443	0	443	774
Other Payments				
Stationery, Post, Phone, Broadband	486	0	486	508
New Build	1224	0	1224	7488
Advertising	229	0	229	162
Sundries	480	0	480	200
Total Payments	11380	0	11380	21553
Net Receipts	7493	3	7496	-5979
Opening Bank Balance	31345	2993	34338	40317
Closing Bank Balance	38838	2996	41834	34338

Signed for and on behalf of Leckhampton Village Hall:

D Peacey

Chairman 

Date: 16.6.21

K J Hanley

Treasurer 

Date: 16.6.21

Statement of Assets and Liabilities at 31 December 2020

	2020	2019
	£	£
Monetary Assets		
Bank Accounts:		
CAF Current Account – General Fund	38,838	31,439
CAF Deposit Account – Maintenance Reserve	2,996	2,993
Other General Fund Monetary Assets		
Debtors: Hall Rent	185	723
Expenses paid in advance	1,186	1,148
Expenses paid in advance relate entirely to Insurance and Licences paid in December each year for the following 12 months		
Non-Monetary Assets		
Permanent Endowment		
Land and Buildings used by the Charity		
The Village Hall (Freehold title vested in Gloucester Diocesan Trust Ltd)		
Other Assets (Non-Endowed)		
Held for functional use by the Charity		
Piano, Tables, Chairs and Kitchen Equipment		
	2020	2019
	£	£
Liabilities	500	500

Notes to the Accounts

During the year cleaning wages of £1,334 (2019: £2,236) were paid to Mrs C Peacey, who did not take part in any discussions regarding the terms of her employment.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LECKHAMPTON VILLAGE HALL

I report to the trustees on my examination of the accounts (attached) of the Leckhampton Village Hall (the Trust) for the year ended 31 December 2020.

Responsibilities and basis of report

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'). 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name: Peter Marlow

Address: 1 Vineries Close, Leckhampton, Cheltenham GL53 0NU

Date: 7 June 2021