

1. Temple Sowerby Victory Hall  
Charitable Incorporated Organisation

**Trustees Report**  
**For the year ended 31 December 2021**

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# Temple Sowerby Victory Hall

## Trustees Report for the year ended 31 December 2021

### A. Reference and Administrative Details

|                                     |   |
|-------------------------------------|---|
| <b>Charity name:</b>                | Temple Sowerby Victory Hall                                 |
| <b>Charity registration number:</b> | 1177446   |
| <b>Principal address:</b>           | Temple Sowerby<br>Penrith<br>Cumbria CA10 1SB               |
| <b>Contact address:</b>             | Eden Croft<br>Temple Sowerby<br>Penrith<br>Cumbria CA10 1RZ |

### Trustees

|                   |                              |
|-------------------|------------------------------|
| Dr Gavin Young    | Chairman                     |
| Mr Stephen Parker |                              |
| Mr James Higgins  | Treasurer( to November 2021) |
| Mr Geoffrey Wyatt |                              |

**Bankers** – Barclays, Market Square, Penrith CA11 7YB

**Solicitors** – Cartmell Shepherd, Bishop Yards, Penrith CA11 7XU

**Independent Examiner** – As the Charity's income did not exceed £25,000 and there are no other requirements for audit or examination of its accounts, the members have opted forego independent examination for the period ended 31 December 2019 as permitted under the Charities Act 2011.

### B. Structure, governance and management

Prior to 2018, Temple Sowerby Victory Hall was set up as an unincorporated charity, registered number 523081. At the AGM of charity 523081 held on 30 January 2018 it was resolved to convert the charity to a Charitable Incorporated Organisation (CIO). The CIO was registered on 6th March 2018 with the registered number 1177446.

Charity 523081 carried on its activities until 31st August 2018 when its assets and liabilities were transferred to the CIO which assumed responsibility for these activities as of 1st September 2018.

The title to the property in Temple Sowerby Victory Hall was held by The Official Custodian for Charities on behalf of the Trustees of Charity 523081, but as a CIO, Charity 1177446 is in a position to hold title to property in its own right. The title to Temple Sowerby Victory Hall was duly conveyed to it on 7th June 2018 subject to the restrictions on disposition imposed by sections 117-121 of the Charities Act 2011.

The CIO is governed by a constitution last amended on 30 January 2018.

The first trustees of the CIO were the existing trustees of charity 523081, two of whom resigned during 2018 with replacements being appointed by the remaining trustees. No changes to the trustees of the CIO have taken place during 2019. Trustees may also be

elected at an annual general meeting provided they are duly nominated in accordance with the provisions of the constitution. Each supportive user body as defined under the constitution also has the right to appoint one trustee.

The trustees delegate management activities to committees each of which has at least one trustee representative.

### **C. Objectives and activities**

The objects of the CIO are to establish and run a village hall for the benefit of the inhabitants of the Parish of Temple Sowerby in Cumbria (the “area of benefit”) without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions. This is achieved by provision of facilities for recreation and 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 inhabitants of the area of benefit.

The main activities undertaken for the public benefit in relation to these objects are:

- the hiring of the hall to local residents, clubs and organisations to enable them to carry on social, educational and recreational activities
- promotion, organisation and management of fundraising and community events held in the hall, all of which are aimed at promoting social interaction and cohesion.

The trustees review all proposed activities before they are undertaken to ensure that they contribute to and comply with the objects contained in the CIO constitution. The Charity Commission’s general guidance on public benefit was referred to in formulating the CIO’s objects. The success of each activity and the benefits it has brought are reviewed at each Trustee and Delegate meeting.

A major contribution to the management, maintenance and renovation of the hall and the organisation and execution of fundraising and community events is made by volunteers, who are organised through the Friends of Temple Sowerby Victory Hall group. This voluntary activity itself contributes to the CIO objects through providing a platform for community identity and involvement.

### **D. Achievements and performance**

Unrestricted funds were again raised from room hiring fees, fundraising events, donations, the village lottery and Christmas raffle. These funds are used to cover the hall running costs.

However, during much of the year the hall remained closed, as it had been in 2020 because of COVID 19 and the risk of infection. An exception was made for TS Primary School which carried out its own risk assessment. When we were able to open for periods in 2021 the hall was used once again for coffee mornings (1st and 3rd Tuesday mornings).

Sadly (for the hall) the Pilates teacher now has her own premises in Appleby and no longer uses our building. However, Anne Stowers has started a weekly exercise class.

We were able to put on a very successful Christmas lunch, largely due to Janet Davies moving into the village and taking over much of the catering in the hall as well as providing takeaways from the hall.

6 people were trained in the use of the evacuation chair  
Fire risk assessment was completed.

Maintenance: despite “lockdown” due to Covid we did manage to improve the building:

- Limework repairs by Colin Sowerby to the chimney and gable end.
- New radiant heaters to the main hall.
- Painting of the upstairs lobby and men’s toilet
- Repair of rear windows
- New spout and gutter to front of building
- Cleaning of cobbles at main door
- New curtains for downstairs
- Purchase of warming cabinet
- Change of lock of main entrance to a more secure lock with strict limit on number of key holders

## **E. Financial review**

The CIO has continued its reserves policy of retaining minimum cash funds sufficient to finance one year's worth of normal outgoings. This has been calculated as £5,000 at current rates of expenditure.

The impact of Covid would have been very damaging but for grants from HM Government. This meant that although unrestricted income was only £2,725 against normal expenditure (utilities, cleaning, insurance, repairs and licences) of £3,760. We received grants in 2021 of £18,210.

Specific grants from EDC, CWMET and Frieda Scott have now been spent. The account has a surplus of £20,365.

We have had to move to a new account with Barclays because apparently the old account was “the wrong kind of account”. The process began in November 2021 and at the time of writing (May 4<sup>th</sup> 2022) is still not complete but should be shortly.

Due to illness Sandy Higgins relinquished the role of treasurer in November 2021 though remained a trustee. Alison Sambrook took on the role of treasurer.

## **F. Trustees Declaration**

The trustees declare that they have approved the above report.

Signed on behalf of the charity’s trustees:

Signature: .....

Full name: Dr Gavin Young

Mr Stephen Parker

Position: Chairman

Trustee

Date:

# Temple Sowerby Victory Hall Charitable Incorporated Organisation - Registered Charity 1177

## Income & Expenditure Report for the year ended 31st December 2021 and Statement of Assets & Liabilities as at 31st December

|   | Bank    | Cash   | Bar Stock | Total     | Restricted Funds | Unrestricted Funds | Total Funds | 2020      | Note  |
|---|---------|--------|-----------|-----------|------------------|--------------------|-------------|-----------|-------|
| <b>Assets and liabilities brought forward 01/01/2021</b>  | £19,832 | £507   | £26       | £20,365   | £3,637           | £16,728            | £20,365     | £10,803   | 2,3,4 |
| <b><u>Income for the year ended 31/12/2020</u></b>        |         |        |           |           |                  |                    |             |           |       |
| Hire Fees   |         |        |           | £941      |                  |                    |             | £1,007    |       |
| Events income   |         |        |           | £818      |                  |                    |             | £1,138    |       |
| Lottery   |         |        |           | £777      |                  |                    |             | £897      |       |
| Donations   |         |        |           | £189      |                  |                    |             | £44       |       |
| Total Normal Unrestricted Income                          |         |        |           | £2,725    |                  | £2,725             | £2,725      | £3,086    |       |
| Grants Received   |         |        |           | £18,210   | £1,875           | £16,335            | £18,210     | £18,959   | 5     |
| Total Income  |         |        |           | £20,935   |                  |                    |             | £22,045   |       |
| <b><u>Expenditure for the year ended 31/12/2019</u></b>   |         |        |           |           |                  |                    |             |           |       |
| Utilities   |         |        |           | £(700)    |                  |                    |             | £(600)    |       |
| Cleaning  |         |        |           | £(692)    |                  |                    |             | £(801)    |       |
| Maintenance & Repairs                                     |         |        |           | £(969)    |                  |                    |             | £(2,073)  |       |
| Insurance   |         |        |           | £(736)    |                  |                    |             | £(734)    |       |
| Licences  |         |        |           | £(123)    |                  |                    |             | £(223)    |       |
| Other   |         |        |           | £(540)    |                  |                    |             | £(250)    |       |
| Total Normal Unrestricted Expenditure                     |         |        |           | £(3,760)  |                  | £(3,760)           | £(3,760)    | £(4,681)  |       |
| Project Spend - Repairs to windows                        |         |        |           | £(958)    |                  | £(958)             | £(958)      |           |       |
| - Groundfloor limework, gable end and archway repairs     |         |        |           | £(6,516)  | £(5,512)         | £(1,004)           | £(6,516)    |           |       |
| - Redecorating woodwork in downstairs rooms               |         |        |           | £(402)    |                  | £(402)             | £(402)      |           |       |
| - Downstairs room curtains                                |         |        |           | £(584)    |                  | £(584)             | £(584)      |           |       |
| - Main hall radiant heating                               |         |        |           | £(6,348)  |                  | £(6,348)           | £(6,348)    |           |       |
| - Catering standard warming cabinet                       |         |        |           | £(350)    |                  | £(350)             | £(350)      |           |       |
| - storeroom shelving                                      |         |        |           |           |                  |                    |             | £(196)    |       |
| - repairs to 1st floor windows                            |         |        |           |           |                  |                    |             | £(2,652)  |       |
| - evacuation stair chairs                                 |         |        |           |           |                  |                    |             | £(1,254)  |       |
| - stairlift   |         |        |           |           |                  |                    |             | £(3,700)  |       |
| Total Expenditure   |         |        |           | £(18,918) |                  |                    |             | £(12,483) |       |
| <b><u>Surplus/(Deficit)</u></b>                           |         |        |           |           |                  |                    |             |           |       |
| Unrestricted - normal activities                          |         |        |           | £(1,035)  |                  |                    |             | £(1,595)  |       |
| - excess of project spend over restricted grants received |         |        |           | £(9,646)  |                  |                    |             | £(3,315)  |       |
| - Coronavirus Relief Grants                               |         |        |           | £16,335   |                  |                    |             | £11,334   | 5     |
| Restricted  |         |        |           | £(3,637)  |                  |                    |             | £3,138    |       |
| Total   |         |        |           | £2,017    |                  |                    |             | £9,562    |       |
| <b>Assets and liabilities carried forward 31/12/2021</b>  | £21,178 | £1,102 | £102      | £22,382   | £0               | £22,382            | £22,382     | £20,365   | 4,6,7 |

# **Temple Sowerby Victory Hall Charitable Incorporated Organisation - Registered Charity 1177**

## **Income & Expenditure Report for the year ended 31st December 2021 and Statement of Assets & Liabilities as at 31st December**

### **Notes:**

- 1 These accounts are prepared on a receipts and payments basis.
- 2 Prior to 2018, Temple Sowerby Victory Hall was set up as an unincorporated charity, registered number 523081. At the AGM of charity 523081 held on 30th January 2018 it was resolved to convert the charity to a Charitable Incorporated Organisation (CIO). The CIO was registered on 6th March 2018 with the registered number 1177446.
- 3 Charity 523081 carried on its activities until 31st August 2018 when its assets and liabilities were transferred to the CIO which assumed responsibility for these activities as of 1st September 2018.
- 4 The title to the property in Temple Sowerby Victory Hall was held by The Official Custodian for Charities on behalf of the Trustees of Charity 523081, but as a CIO, Charity 1177446 is in a position to hold title to property in its own right. The title to Temple Sowerby Victory Hall was duly conveyed to it on 7th June 2018 subject to the restrictions on disposition imposed by sections 117-121 of the Charities Act 2011. Because of these restrictions no value has been assigned to the property in the statement of assets and liabilities, but the Trustees of the CIO estimate its value to be £220,000 based on insurance values.
- 5 The second installment of a grant for building repairs was received during the year from Eden District Council (£1,875 - 2020 £5,625). In addition £16,335 in Coronavirus Relief grants were received (2020 £11,334) which have been treated as Unrestricted Funds. It is the Trustees' intention that these funds are used entirely for charitable purposes so no provision for any potential tax liability has been made.
- 6 No guarantees have been given by the CIO as at 31st December 2021. In addition there was no debt owed by the CIO which was secured by an express charge on any assets of the CIO as at 31st December 2021.
- 7 The CIO has adopted a reserves policy of retaining minimum cash funds sufficient to finance one year's worth of normal outgoings. This has been calculated as £5,000 at normal rates of expenditure.
- 8 As the CIO's governing document only requires the members to procure external scrutiny of its accounts in accordance with the Charities Act 2011 and its income in the period did not exceed the £25,000 exemption limit granted under that Act, the members have resolved to forego independent examination of these accounts.

### **Signed**

**Name**            **Dr Gavin Young**

**Mrs Alison Sambrook**

**Position**       **Chairman**

**Treasurer**

**Date**