



## Trustees' Annual Report for the period

	Period start date			T o	Period end date		
	1	April	2023		31	March	2024
From							

### Section A

### Reference and administration details

Charity name

St John Village Trust

Other names charity is known by

N/A

Registered charity number (if any)

1178524

Charity's principal address

St John Village Hall

St John

Torpoint

Postcode

PL11 3AW

### 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	Mr Bob Keys	Chairman		
2	Dr Christopher Morris	Vice Chairman		
3	Ms Charmaine Ferguson	Treasurer		
4	Mr Christian Ferris			
5	Mrs Susan Huke			
6	Mr Richard Dolton			
7	Mrs Emma Tanner			
8	Ms Judith Annells			
9	Mr Barrie Mills			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
N/A		

**Name of chief executive or names of senior staff members (Optional information)**

N/A
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**Section B****Structure, governance and management****Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	<ol style="list-style-type: none"> <li>1. The St John Village Trust CIO Constitution is based on the Charities Commissions' CIO Association Model Constitution.</li> <li>2. There is a Deed of Trust.</li> <li>3. These are lodged with the Charities Commission.</li> </ol>
How the charity is constituted (eg. trust, association, company)	We are a Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	<ol style="list-style-type: none"> <li>1. Trustee selection is as per the CIO Association Model Constitution (e.g. at the AGM (Annual General Meeting)).</li> <li>2. New trustees are recruited from the parish and the local community.</li> <li>3. The appointment of new trustees is proposed and ratified at the AGMs.</li> <li>4. All Trustees give their time voluntarily and receive no remuneration or other benefits.</li> </ol>




**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity’s organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<ol style="list-style-type: none"> <li>1. Our Administrative Document clarifies how the St John Village Trust routinely functions and it is lodged with the Charities Commission. It should be read in conjunction with our CIO Constitution. It is updated as and when required.</li> <li>2. There is a Child Protection Policy in place. However, as no children are involved in any of the village hall’s routine activities no volunteers currently require DBS checks. However, two of our Trustees have valid DBS checks for their primary employment.</li> <li>3. Our comprehensive Health &amp; Safety (H&amp;S) Inspections are regularly carried out as are the mandated assessments (e.g. fire equipment &amp; alarms, electrical testing). These are all up to date.</li> <li>4. The Covid-19 pandemic is now well passed and this is the first year that we consider the St John Village Hall (VH) has resumed ‘normal services’, with attendance rates very similar to pre-pandemic levels.</li> <li>5. This year’s AGM, held on the 17th June 2024, was carried out using the traditional methodology. Two new trustees were elected this year.</li> <li>6. In 2022 we were fortunate in being successful with a National Lottery Awards for All grant application and were able to complement our building regeneration with a grounds regeneration programme.</li> </ol>
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## Summary of the objects of the charity set out in its governing document

The objects of the CIO are to provide and maintain the St John Village Hall and grounds for the use of the inhabitants of the village and parish of St. John, Torpoint in the County of Cornwall for the benefit without distinction of political religious or other opinions including the use for lectures and classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants

## Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

1. Historically the activity groups utilising the VH have all been very well attended. A couple did not survive the COVID-19 pandemic, but new ones developed. The Singing Group, Dreckly Club, Snooker Club and Coffee Mornings have been especially successful. A new keep fit club started in this reporting year, and another variant is due to start imminently.
2. The increased demand for the VH hire has materialised as expected after our building and grounds regeneration, which brings with it a much needed income.
3. Our fundraising events, an essential component of our financial strategy, are most successful with a diverse programme of events.
4. Our insurance premium has increased this FY due to the increased valuation of the building.
5. Building routine maintenance costs have settled although there will always be a requirement due to the nature of the building fabric. In some areas they have increased (e.g Fire prevention and alarms).
6. The St John Village Hall Trust Trustees and Fundraising & Hire Committee meet regularly, thus ensuring the smooth running of the charity.
7. The Trustees review the delegated areas of responsibility regularly as per our Administrative Document.
8. The Trustees review the risks associated with the running of the charity (e.g. risk management, volunteer management and safeguarding, complaints handling) regularly at their meetings.
9. The Trustees have regard to the guidance issued by the Charities Commission on public benefit when reviewing our aims and objectives, holding meetings, and planning future activities.

## 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.

1. Our brilliant volunteers have continued to fully support the VH and our activities, and without them the VH simply would not flourish.
2. The annual H&S Inspections and Reviews are up to date and an ongoing process.
3. The regeneration and restoration building project has addressed our disabled facilities issues (Equalities Act) and compliance with the Manual Handling Regulations.
4. Our successful National Lottery Community Fund grants are continuing to have a dramatic effect on the facilities on offer to our parishioners, and positions us well for the future.
5. Our activity groups will continue to meet our parish's demographic demands, with two new ones (Dreckly & Darts) and two ceasing (Bowls & Bridge). Two keep fit classes have commenced.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

1. Another successful year for the St John Village Trust Charity and builds on the success of our building and grounds regeneration projects.
2. Our strength is our fabulous unique facilities and our superb dedicated volunteers who have continued to support the VH and the community.
3. The universal support from the Parish Council is very much appreciated.
4. There is strong governance and administration of the St John Village Trust.
5. Additional activity groups continually evolve.
6. The whole hearted endorsement from our parishioners is paramount and this was conclusively quantified and proven by our external Community Consultation Project. However we must not become complacent and must ensure that we continue to meet the evolving needs of our community
7. There is an ongoing H&S Inspection and Review process including an Action Plan, which has been vigorously acted upon.
8. The utilisation of the VH and facilities has returned to pre-pandemic levels and the private hiring rate has increased, which is not exactly surprising considering the enhanced facilities.
9. A diverse programme of fundraising events aimed to appeal to all parishioners is ongoing, whilst ensuring that the 'old favourites' are not forgotten.
10. We will always be indebted to the National Lottery Community Fund for their most generous grants.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

1. The St John Village Trust seeks to hold sufficient reserves to ensure the charity can operate the VH in the long term, whilst meeting both the routine and unexpected expenditures.
2. The St John Village Trust's balance as of 31 March 2024 was £10,094, £5094 (unrestricted) and £5000 (restricted). These restricted funds are an emergency fund.
3. The structural repair and kitchen issues referred to in previous reports have been addresses by the building project.

### Details of any funds materially in deficit

N/A

### 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.

1. The St John Village Hall has traditionally had an income of less than £10,000.
2. The principal sources of funds for the St John Village Trust are group activities, hire of the village hall and fundraising events.
3. Our basic income for 2023/2024 are now at pre-pandemic levels, however, we are optimistic for the future and that the VH usage will continue to grow.
4. Our single largest expenditure remains insurance.

## Section F

## Other optional information

### Our Key Objectives are:

1. To meet our charity objective and maintenance relevance for our parishioners. We aim to provide a facility and range of events that meets the needs of all of our community and we are always on the look out as to how this can be further added to and improved.
2. Our history is that at the end of The Great War the Boger family, who lived locally in Wolsden Estate, donated the land to St John Village for the purpose of building a village hall. The VH is of a wooden construction and was built in 1926 to commemorate the end of The Great War and is now 96 years old. In addition, 40 years ago there was a brick built extension to the west end of the VH comprising of the toilets and an extension to the communal room, together with a kitchen on the rear aspect. This was a lovely gesture by the Boger family. We are indebted to them and we aim to maintain and improve the building's fabric for future generations.
3. The St John Village Trust, and the parishioners of St John, has been very fortunate to have been granted a most significant National Lottery Community Fund grant, which has regenerated and transformed our village hall.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

{Original Signed}

{Original Signed}

Full name(s)

Christopher Morris

Charmaine Ferguson

Position (eg Secretary,  
Chair, etc)

Vice Chairman

Treasurer

Date

18th June 2024



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

St John Village Trust

**On accounts for the year  
ended**

31 March 2024

**Charity no  
(if any)**

1178524

**Set out on pages**

8 & 9

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2020.

**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 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:

- 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:** {Original Signed}

**Date:** 1st May 2024

**Name:** C L Chambers

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

**Address:** Well Cottage


4 Church Lane, St John
Torpoint, Cornwall PL11 3AP

**Section B****Disclosure**

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.**



 <b>CHARITY COMMISSION</b> FOR ENGLAND AND WALES	Charity Name <b>St John Village Trust</b>		No (if any) <b>1178524</b>		<b>CC16a</b>
	<b>Receipts and payments accounts</b>				
	For the period from	Period start date <b>1st April 2023</b>	To	Period end date <b>31st March 2024</b>	

Section A Receipts and payments					
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Subscriptions	497	-	-	497	-
Village Hall Hire	590	-	-	590	-
Activity Groups & Clubs	1,978	-	-	1,978	-
Fundraising Functions	3,862	-	-	3,862	-
Donations	32	-	-	32	-
Electricity & Gas Meters	622	-	-	622	-
Miscellaneous	463	-	-	463	-
National Lottery Community Fund					
Cornwall Council Business Support Grant		-		-	
Solar Fund		-			-
<b>Sub total</b> (Gross income for AR)	8,043	-	-	8,043	-
<b>A2 Asset and investment sales, (see table).</b>					
	- 0	- 0	- 0	-	
	- 0	- 0	- 0	-	- 0
<b>Sub total</b>	- 0	- 0	- 0	-	- 0
<b>Total receipts</b>	8,043	- 0	- 0	8,043	- 0
<b>A3 Payments</b>					
Insurance	1,021	-	-	1,021	-
Electricity, Gas & Water	1,291	-	-	1,291	-
Stationary, Cards & Flowers, Red Cross	172	-	-	172	-
Village Hall Maintenance Including Fire	995	-	-	995	-
Fundraising Expenses	2,032	-	-	2,032	-
Miscellaneous (incl acoustic insulation)	557	-	-	557	-
Grounds Refurbishment (incl acoustic survey)			-	-	-
		-	-	-	-
		-	-	-	-
<b>Sub total</b>	6,067	-	-	6,067	-

<b>A4 Asset and investment purchases, (see table)</b>					
	- 0	- 0	- 0	-	
	- 0	- 0	- 0	-	
<b>Sub total</b>	- 0	- 0	- 0	-	- 0
<b>Total payments</b>	6,067	- 0	- 0	6,067	- 0
<b>Net of receipts/(payments)</b>	1,976	-	-	1,976	-
<b>A5 Transfers between funds</b>	- 0	-	-	-	-
<b>A6 Cash funds last year end</b>	8,118	-	-	8,118	-
<b>Cash funds this year end</b>	10,094	-	-	10,094	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	5,094	5,000	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	5,094	5,000	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)

B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
	{Original Signed}	Dr Christopher Morris		07/05/2024
	{Original Signed}	Ms Charmaine Ferguson		07/05/2024