

# CHEDDAR VILLAGE HALL

England & Wales - Charity number 1182939

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2019-04-11

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** Cheddar Village Hall  
Church Street  
Cheddar  
BS27 3RF

**Phone** 01934743013

**Email** [richardscourse@hotmail.com](mailto:richardscourse@hotmail.com)

**Website** [www.cheddarvillagehall.org.uk](http://www.cheddarvillagehall.org.uk)

## Activities

---

**Objects:** THE OBJECTS OF THE CIO IS THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF AND ORGANISATIONS WITHIN THE PARISH OF CHEDDAR WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS INCLUDING USE FOR:(A) MEETINGS, LECTURES AND CLASSES, AND(B)OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION, WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS.

**Activities:** Cheddar Village Hall serves the community of Cheddar Parish and nearby areas. It functions as a venue for hire by local organisations and contains a large hall with a stage, 2 meeting rooms, a kitchen and toilets. A large number of local organisations use it including Cheddar Valley U3A, dance classes, 4 badminton clubs, a Country Market, society meetings, Church meetings and many others.

## Classification

---

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Somerset

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-12-31 | £27,691 | £19,022     | -      | -         |
| 2023-12-31 | £38,699 | £41,644     | -      | -         |
| 2022-12-31 | £28,348 | £20,723     | -      | -         |
| 2021-12-31 | £22,056 | £21,946     | -      | -         |
| 2020-12-31 | £23,266 | £18,294     | -      | -         |

## Trustees

| Name                             | Role  | Appointed  |
|----------------------------------|-------|------------|
| <b>Rev Stuart Sandeman Burns</b> | Chair | 2019-04-11 |
| DAWN MARY HILL                   |       | 2019-04-11 |
| RICHARD JOHN SCOURSE             |       | 2019-04-11 |

**CHEDDAR VILLAGE HALL**

England & Wales - Charity number 1182939

---

# Accounts

---

## CHEDDAR VILLAGE HALL

### Trustees Report for AGM, September 29<sup>th</sup> 2025

The hall committee has met on 8 occasions since the last AGM in September 2024 with one additional meeting which was not quorate. The committee have worked hard to continue to improve the provision of this attractive hall for community benefit.

Significant work has continued mainly in relation to the maintenance of a Victorian building which, whilst very well built in the 1890s, inevitably requires upgrading and repair in many areas. As reported last year the committee have to prioritise projects and are significantly governed by funds available and the availability of any grants. The main work in the past year has been the refurbishment of the kitchen and the repointing of the east wall together with the repair of its distinctive lead glazed windows.

The kitchen is a vital facility and the committee decided to improve it in the autumn.. The work was completed in January/February. Once again the trustees and committee are very grateful to Darren Pantrey who worked hard to carry out the improvements with John Sammut's help with measurements in a room with unpredicted angles! Heather and Meryl also contributed significantly in making decisions about cupboards and storage areas as well as décor. Advice was obtained regarding the installation of a dishwasher but the geometry of the room and other limitations meant that no machine was added. This project cost £9500.

Making the kitchen improvement a priority meant that the work to upgrade the stage end of the hall has been deferred for the time being. There is still a commitment to do this work when appropriate and with the necessary funds. It has been suggested that this work could be dedicated to the memory of Anne Higgs who did so much to help with suggestions and ideas as to how to open up this area but still retain the facilities for drama and music.

In November, during a Breakfast Service on a very wet morning, water was coming into the entrance lobby ceiling and outer wall. The cause was identified as rotting pointing in the east wall and in the covering coping stones– the effects have also been evident high in the east wall of the main hall where peeling paint results from damp conditions. This meant that the east wall needed repointing in a project similar to that in the west wall completed in 2021. A scaffold was erected and Darren carried out the work with his usual skill and tenacity. Over many years patches have been repointed but mostly using incorrect mortar using cement and not lime. Lime allows for thermal flexibility and thereby avoids the creation of cracks. In the process it was possible to examine the condition of the windows in this wall. These are elaborate Victorian windows with many small lead glazed pieces of glass. 16 were cracked (probably from stones thrown in the past according to the glazier) and one section was warped and at risk of loss of glass. With a scaffold in place it was agreed

that these issues should be addressed by a specialist firm from Wells familiar with similar problems in our churches. The glazing work cost c£2600 and was completed in August/September.

A related issue concerns the electrical sub-station at the north end of the east wall. Many years ago it was agreed with Western Power that it's movement to a different site could be arranged but legal delays meant that this never happened. Since then National Grid have become the controlling authority and we have been informed that this is no longer a business necessity. Originally the costs of movement were promised by Western Power but National Grid are not prepared to do this and the cost would be unaffordable for the Village Hall CIO. The consequence is that this year's work could only extend as far as the sub-station. Extra costs and safety issues are involved in working above and in the compound of this infra-structure so, regrettably, part of the wall will not be repointed and will mean that the façade will appear unfinished. Fortunately the parts most needing repair are within the area repointed.

A host of other maintenance jobs have continued. Notable amongst these are electrical items. This work related to completing a list identified in the last inspection, replacing 9 emergency lights with LEDs, replacing PIR floodlights to S and W, work to refit the refurbished kitchen, installation of a mains operated heat detector in the kitchen and installation of a new PIR floodlight to the external north wall. All of this cost close to £900 and mostly stemmed from an updated Fire Risk Assessment kindly completed by Patrick Westby.

In addition a significant repair has been carried out in the larger toilet close to the car park. Curtain repairs are in hand including replacement of the rail above the main hall window and a fairly crucial repair to the heating pipework has been completed. Many other minor items have been given attention. Helpful work has been carried out by Mike Curtis.

In August, shortly before the AGM, a structural weakness was identified to the right of the main entrance and advice is being obtained from a firm dealing with structural problems; the appropriate remedial actions will be implemented in due course.

The company responsible for cleaning the hall are no longer doing this work and as this report is being written a new arrangement is in hand. The trustees and the committee are sure that this will help considerably. Many thanks are due to Meryl Sammut who has looked after the cleaning of the hall since our contractor ceased working. She has had help from others but has conscientiously kept up with all necessary work.

In 2024 a new Booking Secretary was appointed but unfortunately the person chosen resigned even before starting work. Penny Hambly very kindly took on this job and has worked hard and very efficiently in responding to requests for bookings, liaising with everyone necessary, updating forms and paperwork and helping new hirers. The trustees are extremely grateful for all she has done, not just in terms of

“doing the job” but also with her constructive suggestions and improvements to processes. Penny made it clear at the outset that her tenure was “until a replacement is found”. The trustees are now delighted to have received a willingness to do this from John Sammut, Meryl’s husband. This has led to a relatively painless transfer of responsibility and we are very fortunate to have John’s help and expertise, not just in this role but in many other ways as well. For example, his advice and experience with the removal of the partition wall in the smaller hall and in preparing method statements and risk assessments for the east wall work.

The trustees wish to record their gratitude to Anne Higgs for all she has done in support of the hall, not just in relation to the possibilities for the stage but also by making donations towards the hall from her regular brass concerts in the Church. Her sudden loss affected all of us involved with the hall very deeply. She will be greatly missed. She did donate c£400 from a last Concert on December 5th.

No other fund raising events have been organized since the last AGM but the trustees continue to be very grateful to Heather for the consistent and substantial contributions generated by her line dancing classes on Mondays and Thursdays. Heather has been given considerable help from Trish Fleet and Helen Simmons – many thanks to them. In the financial year ending December 31<sup>st</sup> 2024 £6350 was contributed to hall funds. All the proceeds from line dancing payments go into hall funds – not just the rent due. Many of the recent projects carried out would not have been possible without this help.

Meryl and Heather work hard to identify and apply for grants for future work. A significant amount of work went into an application to help with efforts to reduce energy costs. A response to this is awaited but irrespective of a positive result a lot of ground work was completed which will help in future applications, notably an extensive consultation exercise to gain feedback from hall users. This is usually a requirement for any application. The trustees thank Meryl and Heather for their hours of painstaking effort.

The trustees wish to thank the committee for its work during the year, ably led by co-chairs Heather Scourse and Meryl Sammut. Meryl has looked after the control of the heating as well as coordinating and doing cleaning in the transition to a new cleaner. The hall is very fortunate to have Mark Voice as Treasurer. His reliability and management of all transactions, including insurance and service provision is fundamental to procedures. Thanks are also due to Adrian Targett who has continued as Secretary. Together with Penny Hambly important initiatives have been frequently taken and this help is hugely appreciated. Elaine Reynolds, Robin Boyd, Ade Macrow and Andrew Langford have all also contributed valuably and the importance of all these voluntary contributions in maintaining a vibrant community hall is not to be underestimated.

The trustees continue to be grateful to all the other volunteers who help to make the hall a vital local venue for the community. Many people attending and

participating in events also help considerably especially as the hall doesn't have a caretaker in post. The hall is a valuable and much loved place in Cheddar.

Approved by Trustees  
August 20<sup>th</sup> 2025





7 Cliff Street, Cheddar, BS27 3PT  
01934 744333  
info@atlasacc.co.uk.com

29<sup>th</sup> September 2025

Dear Sirs,

We have independently reviewed the accounting records of the Cheddar Village Hall CIO for the year ended 31 December 2024 and can confirm that the accounts agree with the underlying records. We confirm that the accounting records have been maintained in accordance with the requirements of the Charity Commission.

Atlas Accounting Limited  
7 Cliff Street,  
Cheddar  
Somerset  
BS27 3PT

**CHEDDAR VILLAGE HALL**

England & Wales - Charity number 1182939

---

# Accounts

---

## CHEDDAR VILLAGE HALL

### Trustees Report for AGM, September 23<sup>rd</sup> 2024

The hall committee has met on 8 occasions since the last AGM in September 2023. After the completion of projects in 2023 as reported at the last AGM this has been a year with no further significant project completed. Nevertheless the committee are planning to proceed with alterations to the stage area in the near future, changes which will open up the rose window in the west wall whilst maintaining the area for entertainment and performances.

Maintenance of the building continues to need regular attention. The many and frequent issues that arise have included electrical work in the new toilet and external toilet/store, prevention of damp ingress in north wall and east wall/entrance lobby, investigation of suitability of valves for independent heating of different areas, plumbing repairs, maintenance of ferrules for hall chairs and care of floors following renovation last year. Elaine Reynolds investigated possible improvements to the kitchen with the hope that a dishwasher can be included. The building was erected in 1893-95 so upkeep issues are not surprising. The committee constantly faces the challenge of deciding which project/system/space to address next. Urgent and essential needs have to be given priority but the availability of accessible grant funding often dictates what might be possible. Without a significantly large sum of funding developing a longer time programme of work is difficult.

Following STARR's decision to cease functioning last year, wiring was removed from the north side of the hall by Patrick Westby. Also the cupboard under the stairs to the stage from the smaller hall was emptied and converted by Meryl Sammut and Heather Scourse to a store for cleaning consumables. Thanks to efforts by Elaine Reynolds the shed in the rear courtyard was emptied in the summer and with STARR agreement that the hall can have it is now available as a store. Spare chairs from the old rear toilet can be accommodated in this shed (they are needed for meeting regulations during seated stage performances as they can be clipped together) and this is valuable space for other items from the stage area in the future.

The post of Booking Secretary was advertised in the April/May period as a result of the very regrettable resignation of Samm Richards. Two applications were received, an interview process took place and an appointment was agreed. Unfortunately the applicant appointed resigned before doing any work despite considerable liaison with Samm as to the nature of the job. The committee are extremely grateful to Penny Hambly for stepping into this post as a matter of urgent necessity until a permanent appointment can be made.

Samm Richard's work as the first permanent Booking Secretary deserves every tribute. She worked with great understanding of the role, was very efficient and quick to respond to queries. She handled clients with considerable tact and was

always very helpful to the committee. She was very proficient with all the software involved in performing the tasks, generating invoices and handling paperwork. She showed considerable patience and understanding during the period when her successor appointment failed, volunteering to continue until Penny took over. The committee and trustees formally thanked Samm for all that she achieved and did to support the Village Hall.

Fund raising continues to be very important. Anne Higgs supported the hall with a wonderful brass concert involving the Cheddar Valley Music Club bands and Penny Hambly and Adrian Targett organized an excellent quiz. In addition Mendip Inner Wheel have contributed from the proceeds of a Concert. Line Dancing, organized by Heather Scourse, continues to flourish and provided almost £4000 in the last financial year. All the proceeds from line dancing go to hall funds with, on average, about 40-50 people attending every Monday morning with some coming from as far away as Clevedon! All of these fund raising efforts make a huge difference to hall finance and the trustees are sincerely grateful for all the hard work that goes into running activities to help finance the hall.

Thanks are due to Will our cleaner for continuing to serve the hall again over the last year and to various other people for advice and help. John Sammut has once again been of great assistance with his knowledge of project procedures and experience of Health and Safety. Patrick Westby has again taken on the task of monitoring fire risk and the production of a new Fire Risk assessment.

The trustees wish to thank the committee for its work during the year, ably led by co-chairs Heather Scourse and Meryl Sammut. Meryl has looked after the control of the heating and made many visits to the hall to support cleaning and maintenance. Thanks are due to Penny Hambly for her active involvement and recent contribution as Booking Secretary; to Mark Voice who continues to do a lot of work as Treasurer including the negotiation of new gas and electricity contracts and to Adrian Targett who has continued as Secretary and made other very significant contributions. Elaine Reynolds (see above), Robin Boyd, Ade Macrow and Andrew Langford have all also contributed valuably and the importance of all these voluntary contributions in maintaining a vibrant community hall is not to be underestimated.

The trustees continue to be grateful to all the other volunteers who help to make the hall a vital local venue for the community. Many people attending and participating in events also help considerably especially as the hall doesn't have a caretaker in post. The hall is a valuable and much loved place in Cheddar.

Report agreed by Trustees, August 2024





7 Cliff Street, Cheddar, BS27 3PT  
01934 744333  
info@atlasacc.co.uk.com

28<sup>th</sup> October 2024

Dear Sirs,

We have independently reviewed the accounting records of the Cheddar Village Hall CIO for the year ended 31 December 2023 and can confirm that the accounts agree with the underlying records. We confirm that the accounting records have been maintained in accordance with the requirements of the Charity Commission.

Atlas Accounting Limited  
7 Cliff Street,  
Cheddar  
Somerset  
BS27 3PT

**CHEDDAR VILLAGE HALL**

England & Wales - Charity number 1182939

---

# Accounts

---

## CHEDDAR VILLAGE HALL

### Trustees Report for AGM, September 25<sup>th</sup> 2023

Since the last AGM on September 26<sup>th</sup> last year the Hall committee have worked hard to continue to improve the hall for the community. Apart from a host of maintenance issues the main achievement of the past year has been the creation of the south hall enabling simultaneous rentals in the 2 halls now made available. The committee has met on 11 occasions with 1 meeting rendered inquorate in November 2022.

The project to remove the partition between the 2 meeting rooms on the south side of the building began in November 2022 and finished in April 2023. The work was made possible by the availability of grant funding (£20,500) from several sources for which the committee is extremely grateful. Because this project created more community space and permitted more activities to take place the funding was granted. By contrast it is very difficult to obtain funding for any purely maintenance project (eg electrical problems). The committee is therefore keen to use whatever grants can be obtained whilst always being aware of a host of other needs.

We were extremely fortunate to have the services of Darren Pantrey for the south hall project. His range of high level skills, his very obliging and flexible nature (often having to dovetail work with bookings in the hall to prevent disruptive noise) meant that the work proceeded steadily. There were some difficult obstacles to deal with including the fact that the wall was made of stone and not brick or block. At the top of the wall where the roof is supported (there is a roof valley directly above) the wall plate (made of timber) had been affected by water ingress in the past. Had this not been discovered there would have been a serious future problem at this location. Darren was able to protect most of the wall plate and create firm supports for the future stability of the roof. The finish he created has been widely regarded as excellent. There is no doubt that had any other contractor been commissioned to carry out this work then the cost would have been very considerably greater. The committee is indebted also to Patrick Emmett who once again gave his wise and experienced advice as the project proceeded. The committee is also very grateful for John Sammut's advice and help in managing a project with significant structural components. The main source of grant funding came from Sedgemoor District Council. The Council have been very supportive with several projects in recent years (roof, west wall) and Meryl, Richard and Heather attended a reception at Woolavington given in support of many village halls to mark the end of the Council's existence and the move to the unitary authority of Somerset. The committee is very grateful to Julie Cooper at Sedgemoor for her sustained help over several years.

Prior to the removal of the partition wall it had been agreed with PCC that cupboards would need to be provided for STARR, Messy Church and the Toddler Group. Darren spent the first few weeks building a new cupboard at the east end of the south hall and another adjacent to the door to the main hall. The bar area

previously attached to the partition wall was resited in the north east corner of the south hall and the bar roof component completely removed. Storage for glasses was then created behind the counter. At the same time the CCTV unit was moved into this new position with much help from John Sammut. The CCTV system was operational throughout this work and proved invaluable in identifying a thief during a U3A event in the hall which was successfully reported to the police. The “bar” cannot now strictly be termed a bar as it has no running water available. It is now a useful available counter for serving drinks or food or for display purposes and the refrigerator is retained within it.

During Darren’s time at the hall it was agreed to investigate the old external toilet block. The committee has long recognized the need for more toilet facilities in the hall and Darren has been able to create a working toilet in part of the old block. The urinals have been removed and wash basin installed and storage space created in the remaining area. Volunteers on the committee are to be thanked for improving this “new” toilet.

After further discussion Darren suggested that the area previously used for storing tables and equipment used by hirers could be converted into another toilet. Because access to the drains was not difficult it was agreed to make this change. This area now provides a sizeable new toilet with baby change facility and is a great asset for people hiring the main hall – especially if the south hall is being used at the same time. The committee is once again indebted to Darren’s creative thinking for increasing available internal toilet space by 50% and, with the external one, doubling the previous number. The tables are now stored partly on a trolley and partly in the cupboard adjacent to the front entrance. The trolley helps in distributing tables to different areas but it is essential that it be loaded in the correct way. Instructions are issued to all users together with clear guidance as to the correct stacking of chairs in the hall. The committee is keen to upgrade chairs where possible and has purchased 41 soft cover chairs during the past year.

In November 2021 there was significant vandalism in the hall. This resulted in damage to the floor, particularly in the main Hall. An insurance claim was made and after Darren had completed the work in the south hall a professional firm carefully sanded the floors in both halls and protected them with 4 coats of clear varnish as well as completely resetting the badminton court. The work was completed in May to a very high standard. The committee are aware that the floor needs to be carefully managed and it is no longer possible to allow heavy items to be installed resulting in the removal of the old piano from the main hall. A modern electric replacement has been generously donated by Adrian Targett. All the hall chairs have been checked to see if the ferrules on each leg are in place. Without these the floor can be easily damaged. Appropriate floor cleaning fluids have been purchased following advice from the company responsible for improving the floor.

The huge rise in energy costs has had a profound impact and more needs to be done to persuade users to try hard to conserve energy especially in winter. It was reluctantly decided that there was no alternative but to raise rental charges as a

result so the basic rate for the main hall was changed from £10 per hour (which had existed for many years) to £14 per hour. This was solely because of energy price increase but the committee hope that there may be some slight easing of prices in the future.

Covid demanded that when it was possible to use the hall then good ventilation was essential. This was completely understandable but also meant that keeping the hall warm in winter conditions became both expensive and difficult. Now that the pandemic has eased significantly the committee is keen to stress that the fire door on the SW corner should not be used for constant entry and exit during bookings. The main entrance should be used at all times and there should be no entry to the hall via the fire door. Respecting this will help to keep the hall warm in cold weather and benefit everyone.

Other important maintenance and improvement tasks have been completed. The stage apron has been removed as it had become a dangerous hazard, crockery and curtains have been bought to replace and renew old stock and a curtain has been erected where the meeting rooms partition used to be enabling subdivision of the south hall if required. The pairs of entry swing doors have been eased, a disturbing audio whine affecting presentations in the hall has been eliminated and the 5 year electrical inspection has been carried out with no serious issues identified (several were addressed after the previous inspection).

Fund raising continues to be important. The grants donated for the project to create the south hall were greatly appreciated and there is no doubt that further grant support will be necessary for future plans. Heather Scourse and Meryl Sammut meet regularly and spend hours investigating and applying for grants. Local fund raising efforts are also important and a second dog show was held this year on the Old Vicarage lawn by kind permission of Dawn Hill. The committee continues to try to develop further ways of raising funds recognizing that we are all faced with significant cost increases in every direction. A sustained fund raising source is maintained by the generosity of the Monday Line Dancing sessions led by Heather Scourse, Richard Lovell and others All the income from these sessions is donated to the hall averaging over £100 each week.

The trustees wish to thank the committee for its work during a busy year, ably led by co-chairs Heather Scourse and Meryl Sammut. Penny Hambly joined the committee during the year as replacement for John Morgan. Mark Voice continues to do a lot of work as Treasurer and Adrian Targett has continued as Secretary. Elaine Reynolds, Robin Boyd, Ade Macrow and Andrew Langford have all contributed significantly and the importance of all these voluntary contributions in maintaining a vibrant community hall is not to be underestimated.

The trustees also wish to thank Sann Richards for all her hard work as Booking Secretary. This is an unending job and Sann has again managed bookings sensitively and tactfully and has efficiently distributed all booking forms and notices to hall users. She is a very valued member of the team. She also distributes quarterly

invoices to user groups and liaises with Mark as Treasurer in managing rental income.

The trustees continue to be grateful to all the many volunteers who help to make the hall a vital local venue for the community. Many people attending and participating in events also help considerably especially as the hall doesn't have a caretaker in post. The hall is a valuable and much loved place in Cheddar.

In mid September 2023 the trustees learned that at their AGM STARR (St Andrew's Roof Raisers) agreed to cease activity. The trustees greatly regret this decision and wish to pay tribute to the amazing amount of effort made by STARR in both providing consistently high levels of community entertainment and financing significant improvements in the hall over 35 years. Without these efforts and a great deal of voluntary work the hall would be in a much poorer condition. It is important to record formally the gratitude of both the CIO (running the Village Hall) and that of PCC (fully responsible When Church House). STARR's contribution has been an outstanding example of the huge value of voluntary community activity and effort and is a great loss.

#### REPORT AGREED BY TRUSTEES

Rev Stuart Burns  
Mrs Dawn Hill  
Mr Richard Scourse

September 2023.





7 Cliff Street, Cheddar, BS27 3PT  
01934 744333  
[info@atlasacc.co.uk](mailto:info@atlasacc.co.uk)

11<sup>th</sup> December 2023

Dear Sirs,

We have independently reviewed the accounting records of the Cheddar Village Hall CIO for the year ended 31 December 2022 and can confirm that the accounts agree with the underlying records. We confirm that the accounting records have been maintained in accordance with the requirements of the Charity Commission.

Atlas Accounting Limited  
7 Cliff Street,  
Cheddar  
Somerset  
BS27 3PT

**CHEDDAR VILLAGE HALL**

England & Wales - Charity number 1182939

---

# Accounts

---

## CHEDDAR VILLAGE HALL

### Trustees Report for AGM, September 26<sup>th</sup> 2022

Since the last AGM on September 27<sup>th</sup> last year the Hall committee have worked hard to manage bookings and maintenance issues whilst also planning longer term for future improvements. The committee has met on 9 occasions with 3 on the Zoom platform. Meryl Sammut and Heather Scourse have been appointed Joint Chairpersons.

The gradual easing of Covid restrictions has meant a return to more normal booking arrangements and the 30 minute interval between sessions deemed necessary to reduce infection risk has been suspended. As a result consecutive bookings have given increased scope for hire of the hall.

During the year the lease allowing the Hall CIO to manage the building was (at last) signed and agreed along with an agreement with the PCC regarding the use of the car park. A schedule of condition had to be completed to accompany the lease to provide a benchmark of hall fabric conditions and this took the form of a large number of photographs illustrating conditions throughout the hall. In addition, because the management team had been operating prior to the completion of the lease it was agreed that another document tabulating all the works and improvements made in recent years should accompany the legal lease and schedule of condition. This recognizes improvements made by the hall management prior to lease completion.

The trustees wish to thank the Booking Secretary, Samm Richards, for her considerable efforts in managing the bookings. She has worked conscientiously to arrange and liaise timings with clients and has been creative in suggesting ways forward as well as uploading valuable hall information to the hall FaceBook page.

On Saturday, November 13<sup>th</sup> 2021 serious vandalism occurred in the hall. This was caused by a group of youngsters illegally entering the hall and discharging fire extinguishers, soap and sanitizer dispensers and poster paints all over the main hall floor with additional damage to the kitchen floor and side room containing the bar. This resulted in a photographic record, police involvement and subsequent enquiries and actions which the police have pursued with some benefit for the community at large. The damage resulting necessitated an emergency committee meeting on November 15<sup>th</sup> and as a consequence an insurance claim was made with particular reference to the floor damage. This has been a successful claim and arrangements are to follow concerning floor resurfacing.

An immediate consequence of the damage was the clean up required and it is appropriate to record our thanks to the cleaning company Maid2Clean run by Sarah Betts. Her partner, Will, does most of the actual cleaning and he worked long hours on November 14<sup>th</sup> to try to restore the floor to a useable condition. We were

particularly grateful for his efforts but wish also to record our thanks for maintaining a clean hall throughout the past year.

Another consequence of this vandalism has been the installation of a CCTV system and this will hopefully act as a deterrent to further break ins. This was negotiated through the efforts of John Morgan. John has worked tirelessly during most of the year and we are sorry to record his departure from the committee during the recent summer. In effect he acted as a caretaker and was very proactive in dealing with practical issues and maintenance. The trustees and the committee thank him for all he has done not least during the times of Covid restrictions.

Heather Scourse and Meryl Sammut have worked hard to try to secure grants for hall improvements and as a result funding support has been gained for a project to link the 2 meeting rooms by removal of the intervening wall. This work should take place during the autumn and the intention is to create a more useful space available for hire in addition to the main hall. This involves the relocation of the bar and reorganization of storage cupboards. A Foodshare Pantry scheme is being considered for this space on one day per week. This has the aim of supporting efforts to provide food to members of the scheme at affordable prices during the current time of rising living costs.

The Friday line dancing group led by Richard Lovell initiated a fund raising effort to install a defibrillator at the hall. This project was supported by some other users as well but particularly by the local Lions organization. The Lions took responsibility for purchase and installation and the defibrillator is located just outside the front door of the hall. The trustees and committee are grateful for this effort and welcome the installation for the benefit of the whole community.

Patrick Westby continues to provide helpful advice regarding fire risk assessment and the actions needed to mitigate risks. He has also regularly checked emergency lighting provision and given helpful suggestions and advice in a number of areas. He has also on several occasions helped considerably in clearing weeds from the car park perimeter and in the area of the access ramp.

All future improvements continue to depend on local fund-raising and grant support. Local fund-raising has been difficult during the pandemic and grant support is very difficult to obtain in a highly competitive "market". However a very successful brass concert took place recently raising £850 for the hall and organized by the Cheddar Valley Music Club directed by Anne Higgs. A fund raising dog show is planned for September using the old Vicarage lawn by kind permission of Dawn Hill. Thanks to line dancers and a grant from the Parish Council 41 new chairs have been purchased and also 2 new tables.

Andrew Langford and Elaine Reynolds continue to work on the website development. This has developed further during the year and is more informative and engaging with photographs of events in the hall and information about booking procedures as well as a link to the calendar.

The trustees are also very grateful to Adrian Targett who acts as Secretary and to Mark Voice as Treasurer. Their efficient, accurate and quick recording of affairs is much appreciated. Thanks also go to Ade Macrow and Robin Boyd for their continuing contributions to committee decision making and voluntary help at various times..

Whilst some named persons have been included in the above report the trustees continue to be grateful to all the committee members and the many volunteers who help to make the hall a vital local venue for the community. Many people attending and participating in events also help considerably especially as the hall doesn't have a caretaker in post. The hall is a valuable and much loved place in Cheddar and the trustees look forward to reporting more activity, improvement and development in the next AGM report.

Rev. Stuart Burns  
Mrs Dawn Hill  
Mr Richard Scourse

**CHEDDAR VILLAGE HALL CIO**  
**ACCOUNTS FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

**GENERAL FUND**

**Payments and Receipts for the period ending 31 December 2021**

|                                  | 2021          |                        | 2020          |                        |   | 2021                   |   | 2020                   |   |
|----------------------------------|---------------|------------------------|---------------|------------------------|---|------------------------|---|------------------------|---|
|                                  | £             | £                      | £             | £                      |   | £                      | £ | £                      | £ |
| <b>Payments</b>                  |               |                        |               |                        | <b>Receipts</b>                         |                        |   |                        |   |
| Heating                          | 1655.97       |                        | 1817.38       |                        | Income from lettings                    | 8110.50                |   | 8565.00                |   |
| Lighting                         | 339.58        |                        | 126.76        |                        | Water Rebate                            | 193.71                 |   | 72.06                  |   |
| Water                            | 232.00        |                        | 372.00        |                        | Bank interest                           | 0.00                   |   | 22.55                  |   |
| Telephone                        | <u>280.58</u> |                        | <u>61.81</u>  |                        | Sedgemoor COVID grant for running costs | 4980.97                |   | 10000.00               |   |
| Total utilities                  |               | 2508.13                |               | 2377.95                |   |                        |   |                        |   |
| Cleaning services                | 3387.50       |                        | 3153.12       |                        |   |                        |   |                        |   |
| Cleaning materials               | <u>108.79</u> |                        | <u>581.75</u> |                        |   |                        |   |                        |   |
| Total cleaning                   |               | 3496.29                |               | 3734.87                |   |                        |   |                        |   |
| Booking secretary                |               | 1670.00                |               | 810                    |   |                        |   |                        |   |
| Community Council                |               | 100.00                 |               |                        |   |                        |   |                        |   |
| Performing Rights                |               | 267.64                 |               |                        |   |                        |   |                        |   |
| Insurance                        |               | 1239.66                |               | 1238.69                |   |                        |   |                        |   |
| Building Maintenance             |               | <u>12418.96</u>        |               | <u>3060.13</u>         |   |                        |   |                        |   |
| <b>TOTAL EXPENDITURE</b>         |               | <b>21700.68</b>        |               | <b>11221.64</b>        | <b>TOTAL INCOME</b>                     | <b>13285.18</b>        |   | <b>18659.61</b>        |   |
| Excess of Receipts over Payments |               |                        |               | 7437.97                | Excess of Payments over Receipts        | 8415.50                |   |                        |   |
|                                  |               | <u><b>21700.68</b></u> |               | <u><b>18659.61</b></u> |   | <u><b>21700.68</b></u> |   | <u><b>18659.61</b></u> |   |

**IMPROVEMENT ACCOUNT (RESTRICTED FUNDS)**  
**Payments and receipts for the period ending 31 December 2021**

|                                   | 2021 |                       | 2020 |                       |                                  | 2021                  |   | 2020                  |   |
|-----------------------------------|------|-----------------------|------|-----------------------|----------------------------------|-----------------------|---|-----------------------|---|
|                                   | £    | £                     | £    | £                     |                                  | £                     | £ | £                     | £ |
| <b>Payments</b>                   |      |                       |      |                       | <b>Receipts</b>                  |                       |   |                       |   |
|                                   |      |                       |      |                       | <u>Fund Raising Events</u>       |                       |   |                       |   |
| Audiovisual and projector systems |      | 245.00                |      | 7072.53               | Line Dancing                     | 2100.80               |   | 1267.20               |   |
|                                   |      |                       |      |                       | New Year Party                   |                       |   | 213.00                |   |
|                                   |      |                       |      |                       | Mothers and Toddlers             |                       |   | 250.00                |   |
|                                   |      |                       |      |                       |                                  |                       |   |                       |   |
|                                   |      |                       |      |                       |                                  | <u>2100.80</u>        |   | <u>1730.20</u>        |   |
|                                   |      |                       |      |                       | <u>Donations / Grants</u>        |                       |   |                       |   |
|                                   |      |                       |      |                       | Surplus from clock donation      |                       |   | 50.00                 |   |
|                                   |      |                       |      |                       | Cheddar Parish Council           | 0.00                  |   | 1000.00               |   |
|                                   |      |                       |      |                       | Somerset Community Foundation    | 2500.00               |   | 1500.00               |   |
|                                   |      |                       |      |                       | In memory of Gerald Deane        | 2000.00               |   | 326.25                |   |
|                                   |      |                       |      |                       | Rotary Club                      | 2000.00               |   |                       |   |
|                                   |      |                       |      |                       | Other donations                  | <u>170.00</u>         |   |                       |   |
|                                   |      |                       |      |                       |                                  | <u>6670.00</u>        |   | <u>2876.25</u>        |   |
| <b>TOTAL EXPENDITURE</b>          |      | <b>245.00</b>         |      | <b>7072.53</b>        | <b>TOTAL INCOME</b>              | <b>8770.80</b>        |   | <b>4606.45</b>        |   |
| Excess of Receipts over Payments  |      | 8525.80               |      |                       | Excess of Payments over Receipts |                       |   | 2466.08               |   |
| TOTAL                             |      | <u><b>8770.80</b></u> |      | <u><b>7072.53</b></u> |                                  | <u><b>8770.80</b></u> |   | <u><b>7072.53</b></u> |   |

**Statement of Assets and Liabilities as at 31 December 2021**

|   | 2021            | 2020            |                          | 2021            | 2020            |
|---|-----------------|-----------------|--------------------------|-----------------|-----------------|
| <b>General Fund</b>                           |                 |                 | <b>Cash at bank</b>      |                 |                 |
| Opening Balance                               | 13814.15        | 6376.18         | Nat West Current Account | 0.00            | 0.00            |
| Income  | 13285.18        | 18659.61        | Lloyds Current Account   | 17626.69        | 17516.39        |
| Expenditure                                   | -21700.68       | -11221.64       |                          |                 |                 |
| Closing Balance                               | <u>5398.65</u>  | <u>13814.15</u> |                          |                 |                 |
| <b>Improvement Account (Restricted Funds)</b> |                 |                 |                          |                 |                 |
| Opening Balance                               | 3702.24         | 6168.32         |                          |                 |                 |
| Income  | 8770.80         | 4606.45         |                          |                 |                 |
| Expenditure                                   | -245.00         | -7072.53        |                          |                 |                 |
| Closing Balance                               | <u>12228.04</u> | <u>3702.24</u>  |                          |                 |                 |
| <b>Total</b>                                  |                 |                 |                          |                 |                 |
| Opening Balance                               | 17516.39        | 12544.50        |                          |                 |                 |
| Income  | 22055.98        | 23266.06        |                          |                 |                 |
| Expenditure                                   | -21945.68       | -18294.17       |                          |                 |                 |
| Closing Balance                               | <u>17626.69</u> | <u>17516.39</u> |                          | <u>17626.69</u> | <u>17516.39</u> |

Signed by: Stuart Burns, Dawn Hill, Richard Scourse

Trustees  
Date September 21 st 2022

**CHEDDAR VILLAGE HALL**

England & Wales - Charity number 1182939

---

# Accounts

---

## CHEDDAR VILLAGE HALL

### Trustees Report for AGM, September 27<sup>th</sup> 2021

Since the last AGM on November 30<sup>th</sup> last year the Hall committee have worked hard to manage bookings and maintenance issues whilst also planning longer term for future improvements. The committee have met on 7 occasions, all on the Zoom platform except for the first “in person” meeting held in the hall on August 16<sup>th</sup>.

As with every organization Covid-19 has dominated the year. Managing bookings has been very challenging and constant attention to the rules laid down in the Government’s roadmap for gradually releasing restrictions has meant frequent revisions of conditions for making bookings and the same has applied to the required hall risk assessment. It has therefore been pleasing to have received a number of grateful comments from user groups reflecting their confidence in the cleaning and sanitizing arrangements which have been in place throughout the pandemic.

As the roadmap progressed through the key dates of March 29<sup>th</sup>, April 10<sup>th</sup>, May 17<sup>th</sup> and June 21<sup>st</sup> (replaced by July 19<sup>th</sup>) a gradual increase in hall activity took place. Early in the year there were very few events in the hall (but including critical needs such as by the Blood Transfusion Service) and some line dancing groups decided to operate outside in the car park. Later on, although activities gradually returned (especially badminton and low number groups) the need for social distancing and the application of the rule of six had to be observed so, for example, the Country Market could not provide the normal coffee morning catering. In order to allow for cleaning and sanitization between bookings a 30 minute interval was fixed. This helped to support confident use of the hall but of course limited available booking times. All user group leaders had to sign the Covid conditions of hire and to take responsibility for managing numbers, spacing and the activities of attendees. Since July 19<sup>th</sup> there has been a gradual return to a more normal pattern of use and the onset of the autumn period will hopefully see further bookings arising.

The trustees wish to thank the Booking Secretary, Samm Richards, for her considerable efforts in managing the bookings with all the constant protocol revisions. She has worked tirelessly to keep user groups informed throughout whilst also trying hard to offer the hall to prospective (new) users. The decision to abolish the 30 minute interval between bookings made in August will help significantly. Juggling the requests of new users with long-term organisations’ bookings has been handled with immense tact when, in particular, the return of long-term groups has not always been assured.

The accounts, carefully presented by Mark Voice, Treasurer, include reference to a vital grant of £10,000 which was administered by Sedgemoor District Council under the umbrella of Government support due to Covid-19. Obviously this made a significant impact because of the loss of revenue during the several periods of lockdown. The trustees are very grateful to Mark for his work in managing the accounts.

John Morgan has provided a maintenance report but cannot be present at the AGM. He has been a crucial person in proactively managing a whole range of issues as his report reveals and the trustees and all people attending are extremely grateful for all his efforts. In many ways he has effectively been operating as a caretaker with frequent requests for help from a range of directions. He has also managed the sanitizing stations and liaises regularly with the hall cleaner who has increased her frequency of cleaning to every day at the current time – again, because of Covid-19 needs.

A major project within the maintenance work has been the repointing of the west wall which over time has been displaying an increasing number of thermal cracks resulting from incorrect cement based pointing. This has been carefully replaced with a lime-based mix advised by the specialist firm Rose of Jericho (near Dorchester) and approved by the Sedgemoor Conservation Officer. Very valuable local advice was provided by Patrick Emmett and the committee were extremely fortunate to enjoy the skilled and tenacious efforts of Darren Pantrey in executing the laborious task over several summer weeks. At the same time the rose window in the wall was reglazed using 20mm structural glass made up by a specialist company from Bristol. The original glass had been affected by thermal movement resulting in cracks. This work was supported by a substantial grant from Sedgemoor District Council, one from Cheddar Parish Council and by 2 from the Somerset Community Council. Without these grants the work would not have been possible.

A very valuable grant was also received towards the installation of a new AV system in the Hall. This will make presentations with illustrations far more effective than previously possible and we are indebted to Mendip Rotary for 50% of the costs. A fixed data projector and a drop down screen at the front of the stage are key components.

It is very likely that the next main maintenance task will be a rewiring of the hall. This will be costly and will involve closure for bookings for the period required. In addition Patrick Westby, (not a committee member but a very much appreciated volunteer) has given valuable advice regarding fire risk assessment and the actions needed to mitigate risks. He has also regularly checked emergency

lighting provision and made helpful suggestions in a number of areas. He has also helped considerably in clearing weeds from the car park perimeter.

The trustees are pleased to report that the legal work required to create an Albemarle lease to the Village Hall CIO is now close to completion after many years of snail-paced progress. This has involved lengthy and complicated procedures but the CIO will thereafter have the responsibility for maintenance and operation according to the 35 year lease. A Schedule of Condition will be necessary to mark and record the condition of the hall, its fabric and structure, at the beginning of this 35 year period. Work carried out by in recent years will be acknowledged and recorded with the Schedule.

All future improvements will depend on local fund-raising and grant support. Local fund-raising has been impossible during the pandemic and grant support is very difficult to obtain in a highly competitive "market". Meryl Sammut and Heather Scourse have given considerable time and thought to raising grants and were successful in organizing that for the west wall and in obtaining another for future development of the meeting rooms. The latter project will need further grant support before it can happen. The trustees are very grateful to Meryl and Heather. Applications take a long time whilst a refusal from a grant awarding body (and these happen!) probably takes 5 minutes.

Andrew Langford and Elaine Reynolds continue to work on the website development. The Hall now has a Facebook page. They are both keen to ensure that the website is easy to update and as informative and attractive to users as possible. The website's main current advantage is access to the diary of bookings.

The trustees are also very grateful to Adrian Targett who acts as Secretary. His efficient, accurate and quick recording of minutes is much appreciated.

Whilst some named persons have been included in the above report the trustees continue to be grateful to all the committee members and the many volunteers who help to make the hall a vital local venue for the community. It is very much to be hoped that future months will see a continuing easing of the pandemic. The hall is a valuable and much loved place in Cheddar and the trustees look forward to reporting more activity, improvement and development in the next AGM report.

Rev. Stuart Burns  
Mrs Dawn Hill

Mr Richard Scourse

**CHEDDAR VILLAGE HALL CIO**  
**ACCOUNTS FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

**GENERAL FUND**

Payments and Receipts for the period ending 31 December 2020

|                                  | 2020          |                 | 2019    |         |   | 2020 |                 | 2019 |         |
|----------------------------------|---------------|-----------------|---------|---------|---|------|-----------------|------|---------|
|                                  | £             | £               | £       | £       |   | £    | £               | £    | £       |
| <b>Payments</b>                  |               |                 |         |         | <b>Receipts</b>                         |      |                 |      |         |
| Heating                          | 1817.38       |                 | 432.00  |         | Income from lettings                    |      | 8565.00         |      | 9377.45 |
| Lighting                         | 126.76        |                 | 523.63  |         | Water Rebate                            |      | 72.06           |      |         |
| Water                            | 372.00        |                 | 286.50  |         | Bank interest                           |      | 22.55           |      | 16.41   |
| Telephone                        | <u>61.81</u>  |                 | 45.90   |         | Sedgemoor COVID grant for running costs |      | 10000.00        |      |         |
| Total utilities                  |               | 2377.95         |         | 1288.03 |   |      |                 |      |         |
| Cleaning services                | 3153.12       |                 | 2170.56 |         |   |      |                 |      |         |
| Cleaning materials               | <u>581.75</u> |                 | 431.71  |         |   |      |                 |      |         |
| Total cleaning                   |               | 3734.87         |         | 2602.27 |   |      |                 |      |         |
| Booking secretary                |               | 810.00          |         |         |   |      |                 |      |         |
| Piano tuning                     |               |                 |         | 60.00   |   |      |                 |      |         |
| Performing Rights                |               |                 |         | 159.16  |   |      |                 |      |         |
| Insurance                        |               | 1238.69         |         |         |   |      |                 |      |         |
| Building Maintenance             |               | <u>3060.13</u>  |         | 249.68  |   |      |                 |      |         |
| <b>TOTAL EXPENDITURE</b>         |               | <u>11221.64</u> |         | 4359.14 | <b>TOTAL INCOME</b>                     |      | <u>18659.61</u> |      | 9393.86 |
| Excess of Receipts over Payments |               | 7437.97         |         | 5034.72 | Excess of Payments over Receipts        |      |                 |      |         |
|                                  |               | <u>18659.61</u> |         | 9393.86 |   |      | <u>18659.61</u> |      | 9393.86 |

**IMPROVEMENT ACCOUNT (RESTRICTED FUNDS)**

Payments and receipts for the period ending 31 December 2020

|                                   | 2020 |                | 2019 |                |                                  | 2020 |                | 2019 |                |
|-----------------------------------|------|----------------|------|----------------|----------------------------------|------|----------------|------|----------------|
|                                   | £    | £              | £    | £              |                                  | £    | £              | £    | £              |
| <b>Payments</b>                   |      |                |      |                | <b>Receipts</b>                  |      |                |      |                |
|                                   |      |                |      |                | <u>Fund Raising Events</u>       |      |                |      |                |
| Audiovisual and projector systems |      | 7072.53        |      | 0.00           | Line Dancing                     |      | 1267.20        |      | 1961.45        |
|                                   |      |                |      |                | Extravaganza                     |      |                |      | 100.00         |
|                                   |      |                |      |                | Choir concert                    |      |                |      | 573.58         |
|                                   |      |                |      |                | U3A Midsummer                    |      |                |      | 525.79         |
|                                   |      |                |      |                | New Year Party                   |      | 213.00         |      |                |
|                                   |      |                |      |                | Mothers and Toddlers             |      | <u>250.00</u>  |      |                |
|                                   |      |                |      |                |                                  |      | 1730.20        |      | 3160.82        |
|                                   |      |                |      |                | <u>Donations / Grants</u>        |      |                |      |                |
|                                   |      |                |      |                | Surplus from clock donation      |      | 50.00          |      |                |
|                                   |      |                |      |                | Cheddar Parish Council           |      | 1000.00        |      |                |
|                                   |      |                |      |                | Somerset Community Foundation    |      | 1500.00        |      |                |
|                                   |      |                |      |                | In memory of Gerald Deane        |      | 326.25         |      |                |
|                                   |      |                |      |                | Anonymous for audio system       |      |                |      | 3000.00        |
|                                   |      |                |      |                | Other donations                  |      |                |      | <u>7.50</u>    |
|                                   |      |                |      |                |                                  |      | <u>2876.25</u> |      | <u>3007.50</u> |
| <b>TOTAL EXPENDITURE</b>          |      | <u>7072.53</u> |      |                | <b>TOTAL INCOME</b>              |      | 4606.45        |      | 6168.32        |
| Excess of Receipts over Payments  |      |                |      | 6168.32        | Excess of Payments over Receipts |      | 2466.08        |      |                |
| <b>TOTAL</b>                      |      | <u>7072.53</u> |      | <u>6168.32</u> |                                  |      | <u>7072.53</u> |      | <u>6168.32</u> |

**Statement of Assets and Liabilities as at 31 December 2020**

|   | 2020             |                 | 2019            |                 |                          | 2020 |                 | 2019 |                 |
|---|------------------|-----------------|-----------------|-----------------|--------------------------|------|-----------------|------|-----------------|
| <b>General Fund</b>                           |                  |                 |                 |                 | <b>Cash at bank</b>      |      |                 |      |                 |
| Opening Balance                               | 6376.18          |                 | 1341.46         |                 | Nat West Current Account |      | 0.00            |      | 5673.67         |
| Income  | 18659.61         |                 | 9393.86         |                 | Lloyds Current Account   |      | 17516.39        |      | 6870.83         |
| Expenditure                                   | <u>-11221.64</u> |                 | <u>-4359.14</u> |                 |                          |      |                 |      |                 |
| Closing Balance                               |                  | <u>13814.15</u> |                 | <u>6376.18</u>  |                          |      |                 |      |                 |
| <b>Improvement Account (Restricted Funds)</b> |                  |                 |                 |                 |                          |      |                 |      |                 |
| Opening Balance                               | 6168.32          |                 | 0.00            |                 |                          |      |                 |      |                 |
| Income  | 4606.45          |                 | 6168.32         |                 |                          |      |                 |      |                 |
| Expenditure                                   | <u>-7072.53</u>  |                 | <u>0.00</u>     |                 |                          |      |                 |      |                 |
| Closing Balance                               |                  | <u>3702.24</u>  |                 | <u>6168.32</u>  |                          |      |                 |      |                 |
| <b>Total</b>                                  |                  |                 |                 |                 |                          |      |                 |      |                 |
| Opening Balance                               | 12544.50         |                 | 1341.46         |                 |                          |      |                 |      |                 |
| Income  | 23266.06         |                 | 15562.18        |                 |                          |      |                 |      |                 |
| Expenditure                                   | <u>-18294.17</u> |                 | <u>-4359.14</u> |                 |                          |      |                 |      |                 |
| Closing Balance                               |                  | <u>17516.39</u> |                 | <u>12544.50</u> |                          |      | <u>17516.39</u> |      | <u>12544.50</u> |

Signed by:

Trustee

Date:

R.J. France  
 PP all Trustees  
 8/9/21