

## 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

**CHEDDAR VILLAGE HALL CIO**  
**ACCOUNTS FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

**GENERAL FUND**

**Payments and Receipts for the period ending 31 December 2023**

	<b>2023</b>		<b>2022</b>			<b>2023</b>		<b>2022</b>	
	£	£	£	£		£	£	£	£
<b>Payments</b>					<b>Receipts</b>				
Heating	4876.35		2006.76		Income from lettings	18433.31		16559.70	
Lighting	743.34		689.41		Water Rebate	0.00		0.00	
Water	454.50		275.00		Sedgemoor COVID grant for running costs	0.00		2667.00	
Internet	<u>579.65</u>		<u>506.56</u>						
Total utilities		6653.84		3477.73					
Cleaning services	2987.50		3225.00						
Cleaning materials	<u>0.00</u>		<u>23.98</u>						
Total cleaning		2987.50		3248.98					
Booking secretary		1246.00		1752.50					
Community Council		0.00		200.00					
Performing Rights		110.61		0.00					
Professional fees		200.00		330.00					
Insurance -net of premium and receipt		1408.19		-4011.87					
Building Maintenance		<u>8340.58</u>		<u>264.46</u>					
<b>TOTAL EXPENDITURE</b>		20946.72		5261.80	<b>TOTAL INCOME</b>		18433.31		19226.70
Excess of Receipts over Payments		-2513.41		13964.90	Excess of Payments over Receipts				
		<u>18433.31</u>		<u>19226.70</u>			<u>18433.31</u>		<u>19226.70</u>

**IMPROVEMENT ACCOUNT (RESTRICTED FUNDS)**  
**Payments and receipts for the period ending 31 December 2023**

	<b>2023</b>		<b>2022</b>			<b>2023</b>		<b>2022</b>	
	£	£	£	£		£	£	£	£
<b>Payments</b>					<b>Receipts</b>				
					<u>Fund Raising Events</u>				
Audiovisual and projector systems		0.00		0.00	Line Dancing	3716.00		3301.95	
Tables and chairs		887.82		2322.86	Dog show	229.00		319.00	
Building improvements		19808.99		11742.90	Quiz	353.00			
CCTV system		0.00		1395.00					
							4298.00		3620.95
					<u>Donations / Grants</u>				
					Flower Power	600.00		0.00	
					Church Concert	392.00		0.00	
					Sedgemoor	9975.60		0.00	
					Anonymous	5000.00		5000.00	
					Other donations	<u>0.00</u>		<u>500.00</u>	
							15967.60		5500.00
<b>TOTAL EXPENDITURE</b>		20696.81		15460.76	<b>TOTAL INCOME</b>		20265.60		9120.95
Excess of Receipts over Payments					Excess of Payments over Receipts		431.21		6339.81
TOTAL		<u>20696.81</u>		<u>15460.76</u>			<u>20696.81</u>		<u>15460.76</u>

**Statement of Assets and Liabilities as at 31 December 2022**

	<b>2023</b>	<b>2022</b>		<b>2023</b>	<b>2022</b>
<b>General Fund</b>			<b>Cash at bank</b>		
Opening Balance	19363.55	5398.65			
Income	18433.31	19226.70	Lloyds Current Account	22307.16	25251.78
Expenditure	<u>-20946.72</u>	<u>-5261.80</u>			
Closing Balance	<u>16850.14</u>	<u>19363.55</u>			
<b>Improvement Account (Restricted Funds)</b>					
Opening Balance	5888.23	12228.04			
Income	20265.60	9120.95			
Expenditure	<u>-20696.81</u>	<u>-15460.76</u>			
Closing Balance	<u>5457.02</u>	<u>5888.23</u>			
<b>Total</b>					
Opening Balance	25251.78	17626.69			
Income	38698.91	28347.65			
Expenditure	<u>-41643.53</u>	<u>-20722.56</u>			
Closing Balance	<u>22307.16</u>	<u>25251.78</u>		<u>22307.16</u>	<u>25251.78</u>

Approved by the trustees  
S.BURNS  
D. HILL  
R. SCOURSE



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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  
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