



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 1<sup>st</sup> April 2021 **To** 31<sup>st</sup> March 2022

**Charity name:** Chalton Village Association

**Charity registration number:** 1188647

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objective of the charity is to provide a village hall for Parish use for activities such as meetings, lectures or classes as well as other forms of recreation and leisure time activities providing social contact or entertainment for the benefit of the inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>2021/22 was a period where we came out of the previous year's COVID lockdown rules and we were able to start providing access to the hall again for individual hall hires as well as regular events.</p> <p>The hall was used for band practice, W.I. meetings and Parish Council meetings as well as for a Keep Fit class and monthly village tea mornings. The Christmas carol concert was a very enjoyable evening and a welcome return to normality after the COVID shutdown the previous year.</p> <p>The grounds were available 24/7 throughout the period for access to the community and provided football pitch facilities for the Sunday football club.</p> <p>A number of hall and grounds maintenance activities were undertaken and are itemised below.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees considered guidance from the Charity Commission on public benefit when planning activities. This is reflected in the hall hires and regular events, as well as the access to the grounds for all inhabitants for their own recreational purposes.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
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Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The charity depends on a very small group of committed volunteers to keep the hall running smoothly. It is proving very difficult to find new residents willing to join the committee and this is seen as a potential risk for the future.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The age and nature of the hall inevitably requires it to have ongoing maintenance and, in this period, in addition to general ongoing decoration such as painting and door re-hanging, we were able to upgrade the kitchen lights and switch and fit a new heater in the ladies' toilet. We purchased some new drink tumblers for the kitchen.</p> <p>We also undertook a major project to replace the old, sagging plastic pipework around the hall and installed new radiators. This had been an eye-sore for some time and the new pipes and radiators have significantly improved the appearance of the hall. A radiator was also installed in the small lounge room.</p> <p>There were some unwelcome rodent guests in the loft! They chewed through some water pipes and electrical cables causing a water leak and electrical short circuit, both of which had to be repaired and pest control measures put in place.</p> <p>We continued the regular grounds maintenance, including grass cutting and tree surgery, as well as topping up some of the gravel and replacing a broken manhole cover in the field.</p>

		<p>A Help for Heroes “Tommy” silhouette statue was purchased. This was placed at the entrance to Water End Lane to commemorate Armistice Day and to provide a focal point for reflection in the village for Remembrance Sunday. It is hoped that this will become an ongoing tradition.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Total receipts on unrestricted funds were £21,133. £7,858 was received from hall hires after return of deposits and a £8,000 Covid grant was provided by Central Beds Council. Hall and grounds maintenance were the largest expenses, totalling £6,800 with Utility bills being the next highest category at £1,399. This is expected to rise significantly in the next period as energy prices continue to rise. The total of unrestricted funds on 31 <sup>st</sup> March 2022 carried forward to the next period was £39,944
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The trustees have reviewed the reserves of the charity and the policy is to maintain if possible a balance of unrestricted funds to meet twelve months' operating costs in the event that hall hires are not possible (e.g. during Covid lockdown) or other emergency situations that may arise.
Amount of reserves held	Para 1.22	After reviewing the operating costs of the village Hall, the trustees have agreed a reserve of £10,000 which is equal to approx. 12 months operating expense plus recognition of ongoing fuel price increases, grass cutting and deposit returns in case of cancellations such as occurred during COVID. This amount remains well within the balance of unrestricted funds.
Reasons for holding zero reserves	Para 1.22	Not Applicable
Details of fund materially in deficit	Para 1.24	Not Applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not Applicable

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Hall hires were the principal source of funding and these were augmented by a one off Covid related grant of £8,000 from the Central Beds District Council. There was also a contribution of £160 towards tree surgery required in the grounds from the Leslie Sell Charitable Trust.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
	Para 1.46	

A description of the principal risks facing the charity		
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Chalton Village Association is a Charitable Incorporated Organisation ("CIO") set up under the Charities Act and the General Regulations 2012.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The first charity trustees are the same as those of the previous Chalton Village Hall charity and are appointed for a period of 3 years. Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The charity trustees will make available to each new charity trustee, on or before his or her first appointment, a copy of the current version of the constitution and a copy of the CIO's latest Trustees' Annual Report and statement of accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	This charity was formed in March 2020 as a Charitable Incorporated Organisation (CIO) to replace unincorporated charity "Chalton Village Hall" (1068255). The Charity Commission approved the transfer of assets on 5 <sup>th</sup> May 2020, and on 20th May 2020, the trustees of the CIO resolved pursuant to the charitable objects of the CIO to accept such transfer and to grant an indemnity to the Trustees under section 105 of the Charities Act 2011.
Relationship with any related parties	Para 1.51	The principal assets used by the Chalton Village Association are Chalton Village Hall and the surrounding grounds. These assets are owned by the Leslie Sell Charitable Trust (Reg. No. 258699)
Other		The Licence to occupy the village hall expired in September 2020 and the CVA committed to a new 5 year lease on the hall. This will provide some security to offer bookings on the hall in the coming months and years.

### Reference and Administrative details

Charity name	Chalton Village Association
Other name the charity uses	

Registered charity number	1188647
Charity's principal address	1, Luton Rd Chalton Beds LU4 9UJ

### **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	Jane Baker	Bookings		
2	Diane Delicate	Chair		
3	Debbie Grygiel	Treasurer		
4	Alison Williams	Secretary		
5				
6				
7				
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9				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	A Williams	
<b>Full name(s)</b>	Alison Williams	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	19/10/2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Chalton Village Association

1188647

## Receipts and payments accounts

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For the period  
from

01/04/2021

To

31/03/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Trust Tree Maintenance Contribution	160	-	-	160	90
Hall Hire	12,973	-	-	12,973	2,675
CBC Grant	8,000	-	-	8,000	10,000
	-	-	-	-	-
Bank Cash From Transfer & Merger	-	-	-	-	34,751
Petty Cash From Transfer & Merger	-	-	-	-	161
Utility Refund	-	-	-	-	178
National Grid Playground Grant	-	-	-	-	10,000
<b>Sub total (Gross income for AR)</b>	<b>21,133</b>	<b>-</b>	<b>-</b>	<b>21,133</b>	<b>57,855</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>21,133</b>	<b>-</b>	<b>-</b>	<b>21,133</b>	<b>57,855</b>
<b>A3 Payments</b>					
Hall Deposit Returns	5,115	-	-	5,115	2,055
Utilities	1,399	-	-	1,399	1,246
Hall Maintenance	5,248	-	-	5,248	2,614
Grounds Maintenance	1,552	-	-	1,552	511
General & Office Expenses	1,064	-	-	1,064	123
Insurances	352	-	-	352	335
Hall Cleaning	585	-	-	585	65
Xmas Concert	455	-	-	455	-
	-	-	-	-	-
Legal / Consultancy Services	-	-	-	-	1,200
Anti Covid Measures	-	-	-	-	126
Playground Upgrade	-	-	-	-	15,000
<b>Sub total</b>	<b>15,770</b>	<b>-</b>	<b>-</b>	<b>15,770</b>	<b>23,275</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>15,770</b>	<b>-</b>	<b>-</b>	<b>15,770</b>	<b>23,275</b>
<b>Net of receipts/(payments)</b>	<b>5,364</b>	<b>-</b>	<b>-</b>	<b>5,364</b>	<b>34,580</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>34,580</b>	<b>-</b>	<b>-</b>	<b>34,580</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>39,944</b>	<b>-</b>	<b>-</b>	<b>39,944</b>	<b>34,580</b>

## 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 Funds	39,681	-	-
	Petty Cash	263	-	-
		-	-	-
	<b>Total cash funds</b>	<b>39,944</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Chairs x 90		-	-
	Tables x 26		-	-
	Fridge		-	-
	Microwave Oven		-	-
	Committee Room Table & 6 Chairs		-	-
	Artificial Christmas Tree		-	-
	Kitchen Utensils		-	-
	Help for Heroes Armistice statue		-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Hall hire deposit returns	Unrestricted	-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		D Grygiel	Deborah Grygiel	19/10/2022