



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From** 1<sup>st</sup> April 2022 **To** 31<sup>st</sup> March 2023

**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>The hall has been used for many regular events in this period including Parish Council meetings, WI meetings and monthly village tea mornings. The weekly keep fit class continues to be popular and a weekly dance aerobics class is now in place. There are also plans to add a seated exercise class in the near future to support those who are less able.</p> <p>Toddington Town Band continued to use the hall for their weekly band practice and played at our Christmas carol concert. A village fun day was also hosted.</p> <p>The grounds continued to be available 24/7 throughout the period for community access and 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 one-off events held for the benefit of the local community and 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	We were previously concerned about ongoing dependence on a very small group of committed volunteers to keep the hall running smoothly. We had to reduce the number of private hall hirings because of effort required to manage bookings. Consequently, there was a concerted effort to publicise the need for additional help and a public meeting was held in January to stimulate support from residents. The meeting was well attended and we are pleased that a core group of volunteers agreed to join the committee to help support the charity objectives.
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>Ongoing upkeep to the hall and grounds continued and in this period, in addition to the regular decorating, we undertook some boiler and plumbing repairs and purchased a new fridge for the kitchen for the benefit of hall users. There were also some repairs to the outdoor chapel area where vandals had managed to crack and displace one of the concrete benches. Regular grounds maintenance and tree pruning activities were also undertaken.</p> <p>The village fun day was an attempt to bring together all members of the community post Covid. It was a great success both in terms of bringing together the CVA, Parish Council, WI and other members as an organising committee, and in terms of success on the day. Activities such as a magician, bucking bronco, bouncy castle, train rides and radio controlled cars were enjoyed by all. Part of the revenue from the event was donated to two local</p>

		<p>charities, Keech Hospice and Riding for the Disabled.</p> <p>The Help for Heroes “Tommy” silhouette statue purchased last year was again placed at the entrance to Water End Lane to commemorate Armistice Day and there was a small wreath laying ceremony attended by members of the community including two veteran soldiers from the village.</p> <p>The Christmas carol concert was as popular as ever and the hall was filled with residents who came to share the mince pies and mulled wine and join in the singing of carols accompanied by the Toddington Town band.</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 £10,841. The main reduction compared to last year was because there was no Covid grant from Central Beds Council this year. Hall hire income was down by £3,716 due to reduced volume of private hires. Hall and grounds maintenance were the largest expenses and as predicted, utility bills doubled from £1,339 last year to £2,671. The total of unrestricted funds on 31 <sup>st</sup> March 2023 carried forward to the next period was £39,324. This is broadly the same as last year which 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 to maintain the reserves at £10,000. 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. There was also a one-off grant of £750 from Chalton Parish Council designated for the village fun day and this was augmented by £834 of receipts on the day itself.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

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## 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	Diane Delicate	Chair		
2	Debbie Grygiel	Treasurer		
3	Alison Williams	Secretary / Bookings		
4				
5				
6				
7				
8				
9				
10				
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>	05/11/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Chalton Village Association

1188647

## Receipts and payments accounts

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For the period  
from

01/04/2022

To

31/03/2023

### 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
Hall Hire	9,257	-	-	9,257	12,973
CBC Grant	-	-	-	-	8,000
CPC Fun Day Grant	750	-	-	750	-
Fun Day Receipts	834	-	-	834	-
<b>Sub total (Gross income for AR)</b>	<b>10,841</b>	<b>-</b>	<b>-</b>	<b>10,841</b>	<b>21,133</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>10,841</b>	<b>-</b>	<b>-</b>	<b>10,841</b>	<b>21,133</b>
<b>A3 Payments</b>					
Hall Deposit Returns	3,240	-	-	3,240	5,115
Utilities	2,671	-	-	2,671	1,399
Hall Maintenance	1,521	-	-	1,521	5,248
Grounds Maintenance	242	-	-	242	1,552
General & Office Expenses	660	-	-	660	1,064
Insurances	355	-	-	355	352
Hall Cleaning	1,119	-	-	1,119	585
Xmas Concert	310	-	-	310	455
Village Fun Day	970	-	-	970	-
Village Fun Day Charity Donation	374	-	-	374	-
<b>Sub total</b>	<b>11,461</b>	<b>-</b>	<b>-</b>	<b>11,461</b>	<b>15,770</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>11,461</b>	<b>-</b>	<b>-</b>	<b>11,461</b>	<b>15,770</b>
<b>Net of receipts/(payments)</b>	<b>- 620</b>	<b>-</b>	<b>-</b>	<b>- 620</b>	<b>5,363</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>39,944</b>	<b>-</b>	<b>-</b>	<b>39,944</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>39,324</b>	<b>-</b>	<b>-</b>	<b>39,324</b>	<b>5,363</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	39,100	-	-
	Petty Cash	224	-	-
		-	-	-
	<b>Total cash funds</b>	<b>39,324</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<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	05/11/2023