Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	January	2021		31	December	2021

Section A Reference and administration details

Charity name	Clopton Village Hall
Other names charity is known by	
Registered charity number (if any)	1192415
Charity's principal address	Clopton Village Hall Clopton Woodbridge Postcode IP12 6QN

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

Richard Taylor

2

Diana Dawson
Chairman

3

David Hayhow
Hon Treasurer

4

Susan Christensen
Vice Chairman

5

Doris Main

6

Della Hughes
Booking Clerk

7

8

9

10

11

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

Name
Dates acted if not for whole year

None

Names and addresses of advisers (Optional information)

Type of adviser
Name
Address

General
Community Action Suffolk
Brightspace, Ipswich, IP2 0HH

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

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(e.g. trust deed, constitution)

CIO 1192415 is a CIO governed by a foundation model constitution; registered 19 November 2020.

How the charity is constituted
(e.g. trust, association, company)

CIO

Trustee selection methods
(e.g. appointed by, elected by)

Volunteers from the local community and organizations are invited by existing trustees.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The provision and maintenance of a village hall and playing field for the use of the inhabitants of Clopton 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.

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

The village hall and surrounding recreation ground belongs to Clopton parish council. The lease expired in 2020 and new lease was finalized in September 2021.

The hall is the only public building in the village excepting the church.
There is no other public open space.

There are frequent meetings of local organizations and occasional dances.
The hall is used as a polling station.
The parish council uses the hall for its meetings when not subject to Covid restrictions.

The hall and field are hired for a variety of parties, weddings, outdoor events and once or twice a year a caravan club has a meeting in the field.

The recreation ground has a small selection of children's play equipment.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

Volunteers, mainly trustees, perform the majority of maintenance and administrative tasks.

Section D Achievements and performance

Summary of the main achievements of the charity during the year	Covid-19 has severely affected the operation of the hall since indoor gatherings were not allowed for most of the year, reducing rental income. Hedges round the playing field were cut by volunteers and a further section will be cut back in 2022. Ditches round the playing field were cleared by volunteers. Grass cutting was carried out by a local volunteer thus saving considerable expense.

Section E Financial review

Brief statement of the charity's policy on reserves	Maintain a level of funds in the bank account sufficient to cover one year's expenditure and any planned operations.
Details of any funds materially in deficit	None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Fortunately, there were suitable reserves to fund operations in 2021.

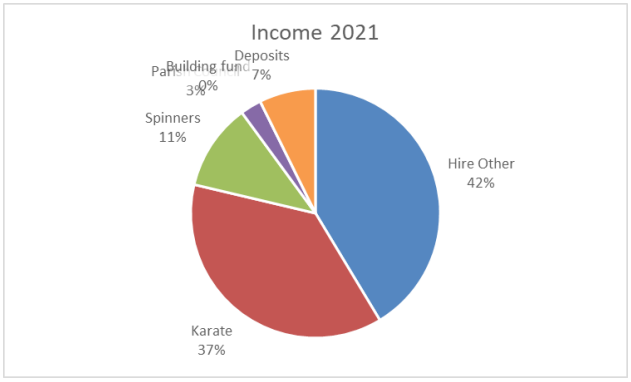
Legal costs from renegotiation of the lease were covered by the reserves.

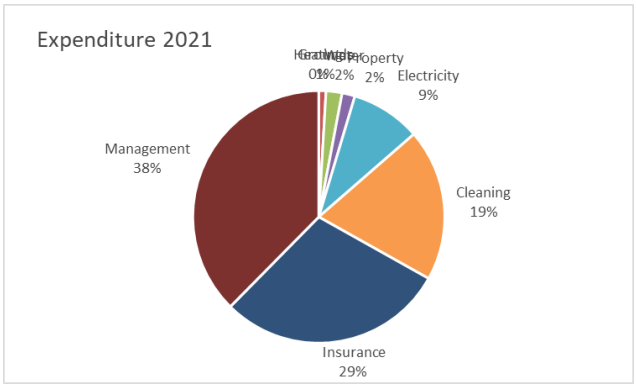
Section F Other optional information

Financial Information

Cash in Bank – Balance on 31 December 2021 = £5,759.84 allowing for cheques not presented.

	Income 2021	**Expenditure 2021**	**Balance 2021**	**Notes**
Hire Other	1131.00		1131.00	
Karate	1020.00		1020.00	
Spinners	307.50		307.50	
Parish Council	75.00		75.00	
Deposits	200.00	200.00	0.00	
Heating		0.00	0.00	
Grounds		25.20	-25.20	
Water		56.20	-56.20	
Property		45.27	-45.27	
Electricity	80.00	245.06	-165.06	
Cleaning		532.64	-532.64	
Insurance	0.00	799.85	-799.85	
Management		1026.60	-1026.60	
			-117.32	Check
Total	**2813.50**	**2930.82**	**-117.32**	
2021 Trading Profit	**-117.32**			





Notes

1) Excess of expenditure over income - £**117.32**
2) Management expenditure was dominated by payment to the solicitor to finalize the lease and electrical inspections.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (e.g. Secretary, Chair, etc)

Date