

Chittlehampton Village Hall
Trustees' Annual Report for the period
From 1st May 2023 to 30th April 2024

Charity name: Chittlehampton Village Hall

Charity registration number: 1200197

1. Objectives and Activities

To manage and administer the affairs of Chittlehampton Village Hall to provide a safe and secure environment as a centre for community social, cultural and recreational activities and to foster community well-being, social trust, cohesion and a sense of belonging among all residents.

Our vision is to

1. provide a welcoming and vibrant community hub for community events that stimulates community engagement and lively social interaction for the well-being of the community and alleviates problems with physical and mental health issues caused by rural isolation and loneliness
2. promote community diversity, equality and inclusion and foster a sense of belonging and community spirit among residents
3. provide a first class well-equipped venue that takes advantage of the adjacent playing field, to encourage active, healthier lifestyles for all ages by offering facilities for indoor and outdoor sports, fitness classes for all ages, toddlers development, and encourage participation in community life, arts and culture
4. promote and organise social and fund-raising events for the benefit of the charity and support events that create a strong sense of community pride and identity by providing access to a wide range of interests

Chittlehampton village hall is a traditional village hall used by the community for social gatherings, functions, activities, meetings, private parties and fund-raising events including the Annual Village Show & Fete and Christmas and Easter Fairs. The community has a long-standing vested interest in the hall owing to its history and its proven significance to our rural village life.

The charity manages the village hall's affairs to provide a safe and secure environment for community social, cultural and recreational activities for the 800+ residents of this rurally isolated village in North Devon. It engages with, and communicates to, all sections of the community to promote events and activities that meet their needs to attract diversity and inclusiveness of use.

2. Achievements and Performance

The village hall is a crucial meeting point for the community. In spite of social changes over its 70+ years existence and the hall's increasingly deteriorating condition, it remains a focal point that is crucial for a community struggling to make ends meet and which sometimes needs moral support, compassion and a local place to go for affordable entertainment and a range of activities. The regular and long-running monthly Bingo and weekly Whist Drives have been the mainstay of community and fund-raising activities since the village hall charity was originally established, and they remain so.

The charity installed a new website and achieved Hallmark certification in September 2023 for its strong management disciplines and events such as Ceilidh dances, big breakfast, skittles evenings, hobby horse racing, lunch club, historical society, quiz evenings, craft club and a live concert featuring local artists have encouraged social trust, cohesion and sense of belonging.

Affordable events such as the annual Garden Show and Fete, Christmas and Easter Fairs and monthly lunch club help address the 'cost of living crisis' and attract up to 300 people.

Activities such as Ceilidh dances, yoga sessions, and skittles evenings have positive impacts on the physical and mental health of the community, bringing people together including newcomers.

3. Renovation Project

In February 2023, the charity initiated a major renovation project to plan, architect, design and fund significant external and internal renovations to its building and a considerable amount of time and effort was invested by the trustees during this financial period.

The project successfully undertook RIBA Stage 3 and 4 activities during this period with a Design and Access Statement published in May 2023 followed by a house to house survey to gain community feedback followed by an initial bat survey and a structural survey in August 2023. Planning approval was achieved in September 2023 and building regulations approval was confirmed in April 2024.

Tenders were invited in February 2024 for Stage 5 construction of the first section of work to replace the asbestos roof, insulate and clad the walls and to install multi-glazed windows and doors. A formal tendering process was followed to decide a preferred supplier. Formal discussions to confirm the project priorities, scope, timings and budget for the first section of work took place in April 2024 and a Letter of Intent signed on 25th April 2024 to authorise the preferred supplier to start preliminary works for a site handover and construction work to begin on 3rd June 2024.

Fund-raising activities, donations and grants from the community raised over £28K towards the project and a grant of £264.5K was awarded by the Community Ownership Fund followed by £75K from the Platinum Jubilee Fund, £15K from the Bernard Sunley Foundation and £7K from smaller trusts/foundations.

4. Financial Review

Although grants were confirmed prior to YE24, the monies were not received until after YE24 so do not show in the YE24 financial statements. Each grant had its own terms and condition that had to be met before the release of the funds. The COF, for example, required £62.5K of match funding to be confirmed before releasing the money. However, the YE24 statements shows a healthy income from community donations and some smaller foundations/trust.

The business reserve account at the end of the period stood at £74,270 of which £50K had been designated by the trustees in previous years for investment in the hall building.

The trustees have very strong financial and safeguarding policies in place to protect and secure the monies raised and will continue to do so into the future. As part of this, the trustees have not received any remuneration during this period.

Chittlehampton Village Hall

CIO No. 1200197

Financial Statements.

For the year 1st May 2023 - 30th April 2024

<u>Contents.</u>	<u>Page.</u>
Balance Sheet	1
Income and Expenditure Account	2

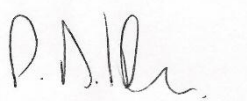
Chittlehampton Village Hall CIO No. 1200197

Balance Sheet at 30th April 2024

	<u>2024</u>	<u>2023</u>
<u>Fixed Assets.</u>		
Village Hall	£150,000	£150,000
Kitchen Equipment	£ 2,555	£ 2,555
Furniture	£ 640	£ 640
Marquees & Gazebos	£ 550	£ 550
Defibrillator	£ 800	£ 800
	-----	-----
Total Fixed Assets	£154,545	£154,545
 <u>Current Assets.</u>		
Debtors	-	-
Bank Current A/C	£ 3,401	£ 1,264
" Reserve A/C	£ 70,425	£ 50,300
Petty Cash	£ 444	£ 600
	-----	-----
Total Current Assets	£ 74,270	£ 52,164
 <u>Current Liabilities.</u>		
Creditors & Accruals	£ -	£ -
	-----	-----
Total Current Liabilities	£ -	£
 Total Net Assets.	<u>£ 228,815</u>	<u>£206,709</u>
 <u>Represented By.</u>		
Accumulated Fund b/fwd	£ 206,709	£208,507
Profit for Year	£ 22,106	£ (1,798)
	-----	-----
Accumulated Fund c/fwd	<u>£ 228,815</u>	<u>£206,709</u>

Signed

Chairman



Date:- 01/08/2024

Secretary



Date:- 01/08/2024

Chittlehampton Village Hall CIO No. 1200197

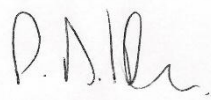
Income & Expenditure Account for Year Ending 30th April 2024

	<u>2024</u>	<u>2023</u>
<u>Income</u>		
Bank Interest	£ 769	£ 243
Gift Aid & Interest	£ 4,445	
	-----	-----
	£ 5,214	£ 243
<u>Grants & Donations</u>		
Grants	£ 13,000	£ 160
Donations	£ 21,447	£ 324
Defibrillator (Donation)	£ -	£ 800
	-----	-----
	£34,447	£ 1,284
<u>Fundraising:</u>		
Fete	£ 1,511	£ (179)
Social Events	£ 3,852	£ 1,783
Whist Drives	£ 4,649	£ 2,692
Bingo	£ 4,072	£ 2,892
Lunch Club	£ 420	£ 467
Lettings/Rent	£ 1,297	£ 1,201
	-----	-----
	£15,801	£ 8,856
	-----	-----
Total Income	<u>£ 55,462</u>	<u>£ 10,383</u>
<u>Less Expenditure.</u>		
Miscellaneous Exps	£ 50	£ -
Water Rates	£ 1,429	£ 645
Electricity	£ 1,837	£ 827
Cleaning (inc Materials)	£ 1,229	£ 1,000
Premises Expenses	£ 2,261	£ 1,325
Insurance	£ 816	£ 1,194
Printing/Postage	£ 2	£ 47
Legal Fees	£ 2,642	£ 3,370
Subscription Costs	£ 50	£ 14
Village Hall Renovations	£ 23,040	£ 3,759
	-----	-----
Total Expenditure	<u>£ 33,356</u>	<u>£ 12,181</u>

Profit of Income over Expenditure **£ 22,106**

Signed

Chairman



Date:- 01/08/2024

Secretary



Date:- 01/08/2024

5. Structure, Governance and Management

The charity was initially setup in February 1980 as a unincorporated association with a constitution (Trust Deed) signed by the then existing village hall committee members. It continued to operate successfully, as such, until the AGM in May 2022 when it was agreed to change the management structure of the charity to a **Charitable Incorporated Organisation** to provide a legally up-to-date structure and the management disciplines needed to attract the significant level of funding needed to fully renovate and refurbish the hall.

The new CIO charity was registered on 26th August 2022 with a new charity number (1200197) and a new Constitution based on the ACRE (Action with Communities in Rural England) model for village halls which is approved by the Charity Commission for use by village halls in England. The CIO's constitution describes the organisation's governance and membership structures. The model adopted is a Foundation CIO whereby the voting members and charity trustees are one and the same (known as 'closed' membership).

The transfer of the charity's assets, namely the village hall building and car park, to the CIO was completed by the Land Registry on 31st August 2023. The charity now has the constitutional disciplines of a CIO with high standards of governance, as confirmed by its Hallmark quality assurance status achieved in October 2023.

All policies, procedures and statutory risk assessments are available to view under Booking Info on the Village Hall website – www.chittlehamptonvillagehall.co.uk

6. Reference and Administrative details

Charity name	Chittlehampton Village Hall
Other name the charity uses	
Registered charity number	1200197
Charity's principal address	c/o Cobble Cottage The Square Chittlehampton Devon EX37 9QW

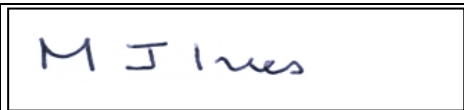
7. Trustees Names and Office (if any)

Peter Bradshaw	Chairman
Martin Ives	Treasurer
Keith Routledge	Secretary
Zoe Nicklin	
Jimmy Willcox	
Sally Broughton	
Charlotte Grimshire	
John Adde	
Julie Adde	
Tony Dellow	

8. Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Martin John Ives	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	1 st November 2024	

INDEPENDENT EXAMINER'S REPORT

Report to the trustees of the Chittlehampton Village Hall ("the Hall") on the accounts for the year ended 30th April 2024 set out on pages 1 and 2.

The Hall's trustees are responsible for the preparation of the accounts. The Hall's trustees consider that an independent examination is needed.

It is my responsibility to:

- Examine the accounts; and
- To state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Hall and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

Date 21st July 2024

Name: A C B Browne

Qualification: FCA (Institute of Chartered Accountants in England & Wales)

Address: South Cobbaton Farm, Chittlehampton, Umberleigh, Devon EX37 9RZ