

Charity No. 1201460

Clyst Saint Mary Village Hall CIO

**Annual Report
and
Financial Statements**

For the period ended 31st December 2023

Chairman:
Mr Robert Hatton
14 Clyst Valley Road
Clyst St Mary

Bank:
Lloyds Banking Group

Independent Examiner:
Mr Martyn Grant
76 Clyst Valley Road
Clyst St Mary

Clyst Saint Mary Village Hall CIO - Annual Report for 2023

Constitution

Clyst St Mary Village Hall is a charity established by a Declaration of Trust dated 25th May 1977 (the old charity) and is held upon trust for the purposes of a village hall for the use of the inhabitants of the Parishes of Clyst St Mary and Sowton in the County of Devon without distinction of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life of the said inhabitants. The Trustees have the duty of promoting the use of the village hall by the local and wider community. They also have responsibilities for maintenance and improvements to the hall and grounds. The Trustees have had regard to the Charity Commission guidance on public benefit in carrying out their responsibilities.

During 2023 a new charity, Clyst St Mary Village Hall CIO, was established and the constitution approved by the Charity Commissioners. The new charity began operating on 6 March 2023 after the AGM which was the final meeting of the old charity. A Vesting Declaration signed on 24 June 2023 transferred all assets and liabilities of the old charity to the new CIO. The aims and purposes of the new charity and the duties and responsibilities of Trustees remain as stated above.

This Report and the attached accounts deal with the activities of the new CIO from 1 July 2023 to 31 December 2023.

Membership

Trustees are elected by the Annual General Meeting. Meetings are advertised in advance and open to the public and hall users are encouraged to attend meetings but do not have a vote. There are no policies or procedures for induction and training of new Trustees.

There are no ex-officio members, the Chairman, Secretary and Treasurer are appointed at a meeting after the AGM. The Committee currently has 5 Trustees. Meetings are held bi-monthly in January, March, May, July, September and November. The AGM is held in March. All meetings are open to the public.

During the year the following served as Trustees:

Peter Cusa	Secretary
Rob Hatton	Chairman
Roger Norman	Treasurer
Peter Edwards	
Peter Cain	

Committees

The Village Hall CIO does not appoint any statutory sub-committees. As and when required, sub-committees are appointed to fulfil specific remits. There are currently no sub-committees.

Review of the Year

The CIO held meetings in March and May and a short procedural meeting in June to establish the new charity. Formal meetings of the CIO were held in July, September and November. Due to lack of availability at the village hall, some meetings were held in Clyst St Mary Church. We have recently started to use the parish council office for normal CIO meetings, which has proved to be a workable arrangement.

The website and facilities for booking which were introduced in 2021 continue to produce a good level of occupation for the hall. Contracts for cleaning, booking services and buildings supervision are working well.

Our Building Supervisor, in addition to carrying out regular inspections, has organised and supervised a number of maintenance works during the year. The hall curtains were cleaned and rehung. The defunct drawstring mechanisms were removed and the rails cleaned. Our thanks to Carol Price for undertaking the curtain washing.

Improvements to the hall carried out during the period include the installation of a defibrillator adjacent to the main entrance, with grant support from BHF and the parish council

Charity No. 273938

Clyst Saint Mary Village Hall CIO- Annual Report for 2023 (Continued)

Review of the Year Continued

Development of plans for the proposed footpath through village hall land, which was the subject of a S106 contribution by the developer to EDDC, continues by the parish council.

An Open Morning was held on 1 July. This was judged to have been a success even though few people attended who were not already connected to the Village Hall. Short mat bowls attracted interest and suggestions for possible uses of the hall were received.

The Chairman attended both the general seminar of the Enterprising Halls programme and ones specifically focussed on planning, implementing and funding a major capital project, writing winning funding applications, sustainable energy use in halls and community buildings and extending the use of your hall. This was a useful exercise from which a number of points had arisen.

A new Environmental Policy was introduced and the General and Fire Risk Assessments were reviewed and updated.

Finances

Income and expenditure details are given in the Financial Report which also sets out the assets of the CIO. Insurance cover of the hall and contents is regularly reviewed. The Trustees have no policy on reserves but efforts are made to ensure that larger items of routine maintenance are planned.

Fund Raising

The Trustees do not carry out any significant programme of fundraising. Grants are sought as appropriate for improvement works.

The Year Ahead

We will continue with our efforts to improve our facilities by the provision of the annexe. We have significant funds to contribute towards this work and an application has been made to the National Lottery for funding. Our Open Day demonstrated the need for the additional space that the new room would provide.

Other improvements which are under development are:

Provision of additional storage by replacing the external store

Rearranging the stage area to make the back rooms more accessible and to increase the depth of the stage

Providing new fire doors

Due to the additional administration caused by increased use of the hall and lack of availability of volunteer effort, plans are in hand to take on paid staff to carry out this work. It is hoped to recruit a suitable candidate early in 2024.

This has been a momentous one for the village hall and my thanks go to all Trustees for their support. Particular thanks go to Peter Edwards and Roger Norman for their work in facilitating the establishment of the new CIO charity and the associated transfer of assets. Thanks also to our Bookings Officer, Ali West, our Buildings Supervisor, Shaun Perry and our Cleaning Contractor Adam Hurst for their continuing efforts to support the operation of the hall.

Finally, thanks to Roger Norman who retired as Treasurer at the end of 2023 and to Peter Edwards for agreeing to take over this important role.

Rob Hatton (Chairman)

January 2024

Independent Examiner's Report to the Trustees of Clyst St Mary Village Hall CIO

I report to the trustees on my examination of the accounts of the Clyst St Mary Village Hall CIO (the Trust) for the period ended 31st December 2023, which are set out on pages 4 and 5.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities act 2011('the Act')

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Martyn Grant

28th February 2024

Martyn Grant
76 Clyst Valley Road
Clyst St Mary
Exeter, EX5 1DE

Charity No. 1201460

Clyst Saint Mary Village Hall CIO

Income and Expenditure Account for the 6 months to 31st December 2023

	Note	2023 6mths £	2022 £
Income			
Lettings	1	15112.76	
Grants and Donations		7.00	
Solar Panel Feed in Tarif	2	2807.81	
Interest Received		213.82	
		<u>18141.39</u>	<u>0.00</u>
Expenditure			
Cleaning Contractor		2310.00	
Cleaning Materials		314.98	
Internet, Phone, Printing and Stationery		248.59	
Rates & Water Rates		331.69	
Heat & Light	4	-157.17	
Insurance		0.00	
Repairs and Maintenance		256.38	
Hall Cost		2514.77	
Sundries	5	1047.20	
		<u>6866.44</u>	<u>0.00</u>
Surplus/(deficit) of Income over Expenditure		<u>11274.95</u>	<u>0.00</u>
Gift/Transfer from Village Hall Committee	3	282376.76	0.00
Our Effective Working Surplus was		<u><u>293651.71</u></u>	<u><u>0.00</u></u>

Notes

- 1 Literally a year of two halves! The income during the last 6 months of the CSM VH was £16284.50 making a total for the year of £31397.26 - an increase of nearly 15% on the previous year.
- 2 Our total Solar Panel income is down by approx. £1k. A poor summer combined with the fact that 2022 figs contained some income from 2021 thus the comparison is unfair.
- 3 This is the value of the Fixed Assets transferred from the VH to the VH CIO.
- 4 We had been overpaying for electricity as EDF had demanded a minimum d/d when we joined them. They eventually saw sense and this figure reflects the repayment.
- 5 These are legal fees paid in respect of the transfer to the CIO.

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Statement of Assets and Liabilities as at 31st December 2023

	Note	2023	2022
		£	£
Fixed Assets			
Village Hall		0.00	
Additions during year		<u>160778.01</u>	
		160778.01	
Fixtures and Fittings		0.00	
Additions during year		<u>79590.62</u>	
		79590.62	0.00
		<u>240368.63</u>	<u>0.00</u>
Current Assets			
Lloyds bank - General Account		7938.19	
Lloyds bank - Deposit Account		5344.89	
Lloyds bank - Fixed Term Depost Account		<u>40000.00</u>	
		53283.08	0.00
Current Liabilities			
Loans from Members of the Community		0.00	
		<u>53283.08</u>	0.00
		<u>293651.71</u>	<u>0.00</u>
Funded by:			
Accumalated Account at 1st July 2023		0.00	
Surplus/(deficit) Income over Expenditure for the year		<u>293651.71</u>	<u>0.00</u>
		<u>293651.71</u>	<u>0.00</u>