

Oake & District Village Hall and Recreation Ground

Registered Charity 205829

Trustees' Annual Report 1st April 2020 to 31st March 2021

Names of Trustees

Mr B Ballardie	Chair
Mrs K Horton	Secretary
Ms P Archer	Treasurer
Mrs S Earthrowl	
Mrs T Bellamy	
Mrs L Lean	
Mr M Sharland	

Governance

The charity was established by a trust deed dated 20th May 2002

Appointment of Trustees

The trust deed governs the appointment of committee members who are the charity trustees. It allows for 5 elected members together with appointed members for user organisations. The term of office of all members will end at the end of the annual general meeting following the date on which they came into office. They may be re-elected or re-appointed.

Sources of Support and Advice

Somerset Community Council, Victoria House, Victoria St Taunton TA1 3JZ
Oake Parish Council

Policies and Procedures

To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been formulated:

Safe Guarding; Energy and Environment; Health and Safety;
Equal Opportunities; Vulnerable Adults; Financial; Noise; Alcohol Provision;
Data Protection.

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Hiring Agreement

Use of the village hall is subject to a Hiring Agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a Premises Licence and is registered with the local authority for small society lotteries. The hall is licensed by the Performing Right Society for live and recorded music

Risk Management

Insurance

The village hall is insured with Ansvar Insurance: with respect to Buildings insurance £1,176,818 cover, Property Owners Liability £5,000,000, Contents £55,604, Public Liability £5,500,000, Employer's Liability £10,000,000, Business Interruption £69,964, Legal Expenses £250,000, and Trustees Liability £1,000,000.

The Management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

Building Issues

Gas appliances and portable electrical appliances are tested by qualified personnel regularly.

The mains electrical installation is periodically checked by a qualified engineer within the 5 years period as required by law. The fire alarm system is checked every 6 months.

A Fire Safety Risk Assessment is now in place.

Firefighting appliances are inspected annually under contract with the supplier.

Volunteers from the Committee carry out other regular maintenance where appropriate.

Objectives of the Charity

The object of the charity is, in the interests of social welfare, to improve the conditions of the lives of the inhabitants of the area of benefit, without distinction of political, religious or other opinions, by the provision and maintenance of a village hall and recreation ground.

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Principal Activities in Pursuit of Objectives

The hall is available every day of the week for a variety of activities and is available for hire for private functions.

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by users of the hall are set to achieve this.

Volunteers' Efforts

Management costs are minimised by the input of many voluntary hours by the Committee Members and Booking Secretary throughout the year, in general running activities and organizing various fundraising events.

2020/2021 Achievements

The overriding factor of the year was the closure of the hall for approximately nine months due to the Coronavirus Pandemic. The diligence of the Committee in minimizing expenses and claiming available Government Grants in this period resulted in the hall maintaining a strong financial position for the re-opening in the following year.

Reserves Policy

The Charity has over £50,000 in bank current and savings accounts as unrestricted reserves at the year end. These balances are available for unforeseen expenditure in relation to building maintenance or equipment and fixtures replacements and any uninsurable losses. It is the Trustee's policy to maintain unrestricted reserves equivalent to at least annual revenue.

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Future Plans

The committee wish to continue to offer an excellent facility to the village, and assist with any community projects where possible.

The main aim is to rebuild the full use of the hall and maximise Income commensurate with offering the facilities in accordance with the Charity's Governance.

The Trustees declare that they have approved the forgoing report.

Signed on behalf of the charity's Trustees

Signature: 

Full Name BEN BALLARDIE

Position Chairman

Date 13/9/21

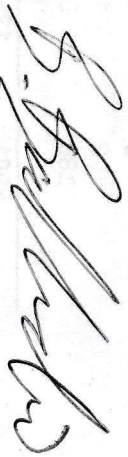
**Oake & District Village Hall
Charity No 205829**

Assets and Liabilities

Year ended 31st March 2021

	2021	2020
	£	£
Fixed Assets:		
Buildings	457423	457423
Playspace	76596	76596
	<u>534019</u>	<u>534019</u>
Current Assets		
Stock	0	55
Debtors and Prepayments	1389	2691
Cash at Bank and in Hand	50505	43891
	<u>51894</u>	<u>46637</u>
Total	<u>585913</u>	<u>580656</u>
Less Creditors and Accruals		
Toddler Group Funds	2481	3054
	<u>391</u>	<u>391</u>
	<u>2872</u>	<u>3445</u>
Net Assets	<u>583041</u>	<u>577211</u>
Represented By:		
Unrestricted Funds	195787	203902
Surplus/ Deficit for year	5830	-8115
	<u>201617</u>	<u>195787</u>
Restricted Funds (Building Fund)		
(Playspace)	304885	304885
	<u>76539</u>	<u>76539</u>
	<u>381424</u>	<u>381424</u>
Total Funds	<u>583041</u>	<u>577211</u>

Signed



Dated

13/9/2021.

**Oake & District Village Hall
Charity 205829**

Notes to Accounts

Year ended 31st March 2021

Note	2021 £	2020 £
1 Grants Receivable		
PCC : Play and Recreation Area	1120	1120
Total	1120	1120
2 Fundraising (Gross Income)		
Village Fete (shared with school)	0	991
100 Club	1117	1306
Bar	20	138
Whist Drives	0	2541
Plant Sale	0	356
Total	1137	5332

Note	2021 £	2020 £
3 Repairs:		
Hall Floor revarnish	1980	0
Boiler Replacement	0	10056
Water Heater Replacement	0	1319
5 Year Survey Work	0	2537
Heating Flush Through	954	0
General	4136	12398
Total	7070	26310

4 Administrative Costs		
Booking Secretary	5550	5550
Energy Costs	1479	2782
Water	268	478
Insurance	1796	1769
Advertising	40	40
Internet & Telephone	588	531
Music Licence	0	711
Newsletter	0	196
Other	180	505
Total	9901	12562

Year ended 31st March 2021





Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Oake & District Village Hall and Recreation Ground

On accounts for the year
ended

31st March 2021

Charity no
(if any)

205289

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and
basis of report

As the charity's trustees, 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

P Keen

Date:

4.8.2021

Name:

Pamela Keen

Relevant professional
qualification(s) or body
(if any):

Fellow of The Institute of Certified Bookkeepers (ICB)

Address:

1st Floor, Victoria House

Victoria Street, Taunton

Somerset. TA1 3FA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.