

OVERTON VILLAGE HALL

England & Wales · Charity number 214788

Details

Other names PARISH HALL, VILLAGE HALL

Status Registered

Legal form Other

Registered 1963-03-25

Register [View on the Charity Commission register](#)

Contact

Address Totley House
1 High Street
Overton
Wrexham

Phone 01978 710444

Email billgrindley@btinternet.com

Website www.overtonvillagehall.co.uk

Activities

Objects: 1)THE OBJECT OF THE CHARITY IS THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR USE BY THE INHABITANTS OF THE AREA OF BENEFIT 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 OBJECTS OF IMPROVING THE CONDITIONS OF LIFE FOR THE INHABITANTS. 2)THE LAND IDENTIFIED IN PART 2 OF THE SCHEDULE TO THIS SCHEME MUST BE RETAINED BY THE TRUSTEES FOR USE FOR THE OBJECT OF THE CHARITY.

Activities: Provision of a village hall for use by the local community for meetings, recreational, sporting and educational activities

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF OVERTON
- Denbighshire
- Flintshire
- Shropshire
- Wrexham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-05-31	£34,589	£27,611	-	-
2024-05-31	£33,119	£25,934	-	-
2023-05-31	£25,824	£26,781	-	-
2022-05-31	£20,764	£45,885	-	-
2021-05-31	£29,995	£16,174	-	-

Trustees

Name	Role	Appointed
William Grindley	Chair	2019-12-16
Barry Metcalfe		2024-08-07
Nigel Lloyd		2023-12-13
PETER HARRISON ROSSELLI		
Richard Hewitt		2023-12-13
Robin Wason		2017-07-17
Sandra Isobel Manley		2024-07-31

OVERTON VILLAGE HALL

England & Wales - Charity number 214788

Accounts

Pen-y-Llan Street
Overton on Dee
Wrexham LL13 0EE
Tel: 07563 826 271



OVERTON
VILLAGE HALL

Registered Charity Number
214788



Overton Village Hall Trustees

Annual Report and Accounts
1st June 2024 – 31st May 2025

Trustees:

Mr Bill Grindley *	-	Co - opted Chairman.
Mr Barry Metcalfe	-	Co-opted Treasurer.
Ms Emma Long	-	Co-opted Administrator
The Reverend Peter Macriell	-	Ex Officio Trustee – Rector of St Mary’s Church, Overton
Mrs Joanne Kember	-	Ex Officio Trustee and Church Warden – Resigned June 2024
Mrs Sandra Manley	-	Ex Officio Trustee and Church Warden – Appointed August 2024
Mr Peter Rosselli	-	Ex Officio Trustee and owner of the Bryn-y-Pys Estate
Mr Robin Wason	-	Co-opted Trustee
Mr Nigel Lloyd	-	Coopted Trustee
Mr Richard Hewitt	-	Co-opted Trustee

* Denotes a Trustee or Officer involved in the day to day management of the village hall

Management Committee:

Mr Bill Grindley *	-	Chairman
Ms Catherine Sheridan	-	Administrator
Ms Emma Clarke	-	Officer
Ms Rebecca Lloyd	-	Officer
Mrs Marion Sinclair – Edwards	-	Officer

* Denotes an Officer involved in the day to day management of the village hall

Administrator of the Trustees and Management Committee:

Ms Emma Long,
The Quinta,
High Street,
Overton on Dee,
Wrexham.

Governance:

Overton Village Hall was opened on the 26th October 1926 by Mrs Gladstone, wife of the Lord Lieutenant of Flintshire.

The Cocoa Rooms and Hall operated under a Charitable Trust (Registered Charity Number 810182) from its registration on the 25th March 1963 until it was replaced, on the 3rd December 1999, by the Charitable Trust (Registered Charity Number 214788) under which it now operates.

The Trust document governs the appointment of the Trustees and the management of the charity.

The Overton Village Hall Trustees and Management Committee are responsible for keeping the building in good repair.

Appointment of Trustees

Trustees are elected at the Annual General Meeting (AGM).

Function of the Trustees:

The Trustees must ensure that the property belonging to the charity is used in accordance with the trusts of the charity.

Trustees have the power to co-opt up to 8 further Trustees on an annual basis.

Appointment of Officers of the Management Committee:

Management Committee Officers are elected at the AGM.

Function of the Management Committee:

The Trust Document states:

- The general control and management of the property of the charity and the arrangements for the use of the land and buildings is entrusted to the committee.
- If there is no management committee, the Trustees shall exercise the powers of the Management Committee.

Policies and Procedures:

To guide the Trustees and Officers of the Management Committee in exercising their duty of care to themselves, employees, and users of the hall - the following policy statements have been produced:

- | | |
|--|---|
| ▪ Health & Safety Policy | ▪ Reserves Policy |
| ▪ Safeguarding Children & Vulnerable Adults Policy | ▪ Trustee Conflicts of Interest Policy & Procedures |
| ▪ Bullying & Harassment Policy & Procedures | ▪ Financial Controls Policy |
| ▪ Complaints Policy & Procedures | ▪ Internal Risk Management Policy & Procedures |
| ▪ Reporting Serious Incident Policy | ▪ Social media & Procedures |
| ▪ Trustee Expenses Policy & Procedures | |

Copies of these documents can be found on the Overton Village Hall website www.overtonvillagehall.co.uk

Licences:

The village hall has a Premises Licence, and the hall is licenced for the sale of alcohol. It is also licensed by the Performing Right Society for live and recorded music.

Hiring Conditions:

Use of the village hall is subject to the Hiring Conditions which can be found on the Village Halls website www.overtonvillagehall.co.uk

When making a booking application the hirer is required to agree to the terms of the hiring agreement which sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Risk Management:

The village hall – including the Cocoa Rooms, the Recreational Club building and the Cottage is insured with respect to property damage (buildings insurance) by NFU Insurance (£3,590,472 cover). It is insured with the same company with respect to contents (up to £39,236), employers' liability (£5,000,000 any one incident) and legal assistance.

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

Strategy for future Condition Surveys:

- ◆ Building condition surveys will be carried out at 5 year intervals (next survey due 2026).
- ◆ Gas appliances and portable electrical appliances are tested by qualified Gas Safe Engineers annually.
- ◆ The mains electrical installation is checked by a qualified Electrical Engineer – now recommended to be carried out every 3 years (next survey due Nov 2025).
- ◆ A Fire Safety Risk Assessment (FSRA) was undertaken by Heritage & Ecclesiastical Fire Protection on the 24th August 2019 and the associated 'action plan' was completed on the 24th August 2019. The Plan is reviewed or updated annually by Bill Grindley (who also holds the *IOSH Managing Safely* qualification). and he is satisfied that no changes need to be made.
- ◆ Firefighting appliances are inspected annually under contract with a specialist supplier.
- ◆ Bill Grindley carries out other regular maintenance checks.

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

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The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious, or other opinions, including use for:

- a. Meetings, lectures, and classes.
- b. other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit as shown in the list of typical activities pursued each year.

Reserves Policy:

Historically the village hall has always been run by volunteers and supported by Trustees of the Charitable Trust responsible for it.

Hall hire has always been subsidised by the commercial income from our Tenants and, thanks to the dedication of the Trustees, in recent years has been financially sound.

Chairperson's Review:

Formation of a Management Committee.

At the Trustees Meeting, on the 3rd of August 2021, the Chairman apprised the Trustees of the formation of a new Overton Village Hall Management Committee (OVHMC) and proposed, going forward, Trustee's Meetings would take place every two months, with financial reporting being emailed to the Trustees by the Treasurer monthly. The Trustees welcomed and approved the motion.

General management of the village hall is undertaken by the OVHMC. The committee members are as follows:

- ❖ Chairperson Bill Grindley.
- ❖ Administrator Catherine Sheridan
- ❖ Officer Emma Clarke
- ❖ Officer Emma Long
- ❖ Officer Rebecca Lloyd

The first meeting of the OVHMC was held in June 2021, and meetings are generally held bi-monthly opposite to the bi-monthly Trustees Meetings.

Another year of strengthening

Hall hirings have been steady and the fabric of the buildings remain in good shape. Indeed, we are now attracting bigger events, such as Wedding Receptions and the return of 'Goin up the Country Blues Club' band bookings. It is clear from the bookings levels that we are now established as a very suitable local venue to serve the needs of the community and surrounding areas.

A Social Hub for the Community

The Overton Community Council funded *Weekly Warm Spaces Initiative* (in the form of a Tea and Cakes get together each Monday afternoon in the Parish Room) continues to be a real success. We offer the space to the Community Council at much reduced cost, as we feel it provides a real benefit to the elderly inhabitants of the local area, and we hope that this will continue for some time to come.

The Overton Village Hall Management Committee (OVHMC) have had great success organising A Christmas Fair and a Quiz and Supper Evening to raise funds for the maintenance of the Village Hall.

The Christmas Fair was very well attended by the local inhabitants and raised £2,150.45 and the Quiz Night raised a further £3,555.64 (including a donation of £90.00) making a total income raised of £5,706.09. These were great results.

Synopsis of general maintenance and other Events over the year:

Resignations: June 2024 - Mrs Joanne Kember wrote to explain she has resigned as Rector of St Mary's Church. Consequently, she wished to resign as a Trustee.

June 2024 - Mrs Catherine Sherridan regretfully indicated her wish to resign as a Trustee and Administrator. However, she agreed to continue as a member of the Village Hall Management Committee, which is much appreciated.

July 2024 - Mrs Emma Clarke resigned as an Officer of the Management Committee, because was finding it difficult with her other commitments.

June 2024 - Jim Eastop (our treasurer for many years who had signalled he would like to retire as treasurer as soon as a replacement could be found) In June 2024 BG informed the Trustees that he had found a replacement and was able to let Jim know. The Trustees immediately expressed their heartfelt thanks to Jim and acknowledged his commitment and enthusiasm has been greatly appreciated by all past and present trustees, and they wished him well for the future. They agreed the changeover would take place in August 2025.

August 2024 - Tony Shaw, our caretaker for many years, has indicated his wish to retire once we can find a replacement.

December 2024 – our caretaker Tony Shaw retired with the best wishes of the Trustees and a farewell Gift for his loyal service to the community.

Appointments: July 2024 - Following Catherine Sheridans resignation as a Trustee, Mrs Emma Long agreed to take over as a Trustee and Administrator

January 2025 – Aaron Fielding took over as the Overton Village Hall Caretaker.

August 2025 - Barry Metcalf (a resident of Overton and Treasurer of the Overton Oracle) took over the position of Trustee and Treasurer to the Overton Village Hall.

Building Maintenance & repairs.

June 2024 - The joiner completed works to stop-up potential vermin access routes into the Hall and Buildings.

October 2024, BG appointed a local Builder and a Roofer to jointly tackle repairs and refurbishments to prevent water ingress leakage which was passing through the flat roof of the recreational club. Rotten timber joists were replaced and the area of the flat roof which was leaking was repaired with rubber roof system and all leadwork replaced as necessary.

October 2024 - The Garden Exit Corridor, refurbished, old carpet tiles replaced with non-slip vinyl flooring, exposed pipework has been boxed-in and the concrete blockwork walls have been plastered and painted.

December 2024 - the Women's Institute have contacted us to say many of their members find it very difficult to hear what is going on when they have meetings and when visiting speakers are addressing them in the village hall. Upon inspection, it appears that the existing loop system is no longer operating. The WI will be celebrating their centenary next year and have offered to contribute towards the replacement of the defunct hearing loop and provide a new sound system within the main hall. BG met with the WI and Steve Swinden (the sound man at Shrewsbury Cathedral). Steve has provided a quotation which is roughly £4,500, but Mike Baker (a sound specialist who lives in the village) may be able to do something at a lower cost.

February 2025 - Repairs to garden exit timber gate and post completed.

February 2025 – Following removal of some redundant close boarded fencing, a WC overflow pipe from one of the clubs upstairs female toilets, was observed to be leaking making the outside wall of the ladies’ toilets very damp, to the point where salts of efflorescence were present over the internal surface of the plastering in the downstairs female toilet. It was agreed that the Club will be asked to repair the leak. However, we arranged for the plaster to be broken off and the area will be re-plastered and painted once the wall had dried out.

February 2025 - Leaking roof repairs to the Recreational Club – works completed.

March 2025 – Damp plaster in the ladies’ toilet removed and area allowed to dry out before re-plastering.

April 2025 – Ladies toilets plastering complete and walls painted.

Principal Activities in pursuit of the ‘Object of the Charity’

Over the past twelve months the Village Hall has been used for a variety of activities that meet the ‘Object of the Charity’, including hosting meetings and AGMs for the following organisations:

- Overton Community Council weekly meetings.
- Overton Community Council – Warm Spaces Initiative - weekly coffee afternoons.
- Overton Women’s Institute monthly meetings.
- Overton Women’s Institute Annual Flower and Produce Show.
- Overton Women’s Institute Annual Handicraft Show.
- Overton Amateur Dramatics Society Theatrical Productions and Pantos
- Overton Village Hall Christmas Fair.
- Overton Village Hall Quiz and Supper evening.
- Overton Twinning Association meetings and fundraising parties.
- Royal British Legion monthly meetings.
- Rainbow Centre walk-in facility to explain Benefits Entitlements to Overton residents.
- Weekly Zumba Exercise Classes.
- Weekly Martial Arts Classes.
- Wedding Receptions.
- Funeral Wakes.
- Childrens and Adult Birthday Parties.
- ‘Goin up the Country’ Blues Nights.
- St Hillary’s Church Erbistock, fundraising events.
- MP Surgeries.
- Annual 100 Veterans Cycling Club stopover and refreshments base.
- Overton Bowling Club Meetings.
- Meditation Classes.
- St Mary’s PTA events.
- AVOW Community Health Events.
- Welsh Quiz.

Our Hall and village remain very attractive, and we consistently receive very positive feedback from hirers.

Hall**bookings**

As can be seen from the activities above, we are still very busy with various classes, club activities, public sector events, weddings and private parties, demand for which has held up well.

Declaration

I am very grateful for the Trustees' backing and interest in what we do. I am also appreciative of The Management Committees keenness to see the hall prosper with an increase in the diversity of events and the desire to serve the local needs of the village and surrounding areas.

Finally, I would like to thank our Caretaker, Aaron Fielding, for his dedication, enthusiasm and loyalty.

Signature**Full name**

William James Grindley

Position

Chairperson

Date

August 2025

Treasurer's Report to the 2024 -25 AGM

Period 01/06/24- to 31/05/25 : Year End (Figures in () refer to Y/E 2024)

1. Bank Reconciliation complete		
2. Total Current assets	£37,424.39	(£30,446.50)
i. Cash	£18,239.28	(£11,864.73)
ii. Quilter	£19,185.11	(£18,581.67)
3. Profit & Loss		
Income		
a. Club Rent	£ 6,300	(£6,025)
b. Cottage Rent	£ 7,080	(£7,560.96)
c. Library & Office Rent	£ 2,906	(£2,500)
d. OVHMC Event Income	£ 5,706.09	(£2442.97)
e. Hall Hire	£11,993.55	(£12,823.50)
f. Interest (gross)	£ 603.44	(£1,129.85)
g. Misc.	£ 129.49	(£ 230.00)
Total INCOME	£34,718.57	(33,119.08)
4. Expenses		
a. Caretaking	£5,850.00	(5,776.00)
b. Gardening	£ 628.05	(633.99)
c. Event expenses	£2,618.00	(712.26)
d. Garden Waste	£ 35.00	(35.00)
e. Trade Refuse	£ 335.00	(115.00)
f. Maintenance	£ 4,602.12	(6,136.06)
g. Hall Supplies	£ 808.00	(320.12)9
h. Office Supplies	£ 126.06	(4.90)
i. IT Software & Subscriptions	£ 522.13	(587.05)
j. Utilities Electricity	£ 3,313.00	(1,795.03)
k. Utilities Gas	£ 1,394.00	(3,594.97)
l. Utilities Water	£ 977.22	(443.75)
m. Insurance	£ 6,422.00	(5,779.78)
n. Misc.	£ 129.00	(0.00)
Total EXPENSES	£27,740.70	(£25,934.01)

Summary

The **PROFIT** for the year 2024 – 25 is **£6,977.89 (£7,185.07)**.

Generally, it has been a successful year, with special Thanks due to the OVHMC for organising the events which provided +£3000 profit.

The only disappointing area is HALL HIRE where we were c£900 less than last year.

Barry Metcalfe OVH Treasurer

06th August 2025

OVERTON VILLAGE HALL
UK Balance Sheet - Prev Year Comparison
As of 31 May 2025

Registered Charity 214788

	<u>31 May 25</u>	<u>31 May 24</u>	<u>£ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Cash at bank and in hand				
Old Mutual Wealth (Quilter)				
Reserve	11,000.00	11,000.00	0.00	0.0%
Old Mutual Wealth (Quilter) - Other	8,185.11	7,581.67	603.44	7.96%
Total Old Mutual Wealth (Quilter)	19,185.11	18,581.67	603.44	3.25%
TSB Current Account	18,234.84	11,860.39	6,374.45	53.75%
TSB Savings Account	4.44	4.44	0.00	0.0%
Total Cash at bank and in hand	<u>37,424.39</u>	<u>30,446.50</u>	<u>6,977.89</u>	<u>22.92%</u>
Total Current Assets	37,424.39	30,446.50	6,977.89	22.92%
NET CURRENT ASSETS	<u>37,424.39</u>	<u>30,446.50</u>	<u>6,977.89</u>	<u>22.92%</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>37,424.39</u>	<u>30,446.50</u>	<u>6,977.89</u>	<u>22.92%</u>
NET ASSETS	<u><u>37,424.39</u></u>	<u><u>30,446.50</u></u>	<u><u>6,977.89</u></u>	<u><u>22.92%</u></u>
Capital and Reserves				
Opening Bal Equity	39,687.28	39,687.28	0.00	0.0%
Retained Earnings	-9,240.78	-16,425.85	7,185.07	43.74%
Profit for the Year	6,977.89	7,185.07	-207.18	-2.88%
Shareholder funds	<u>37,424.39</u>	<u>30,446.50</u>	<u>6,977.89</u>	<u>22.92%</u>

Auditor Signed Copy of the Balance Sheet - Previous Year Comparison

3:30 PM
30/06/25
Cash Basis
Registered Charity 214788

OVERTON VILLAGE HALL
UK Balance Sheet - Standard
As of 30 June 2025

ASSETS	<u>31 May 25</u>
Current Assets	
Cash at bank and in hand	
Old Mutual Wealth (Quilter)	
Reserve	11,000.00
Old Mutual Wealth (Quilter) - Other	<u>8,185.11</u>
Total Old Mutual Wealth (Quilter)	19,185.11
TSB Current Account	18,234.84
TSB Savings Account	<u>4.44</u>
Total Cash at bank and in hand	<u>37,424.39</u>
Total Current Assets	37,424.39
NET CURRENT ASSETS	<u>37,424.39</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>37,424.39</u> ✓
NET ASSETS	<u>#REF!</u>
Capital and Reserves	
Opening Bal Equity	39,687.28
Retained Earnings	<u>-2,262.89</u>
Shareholder funds	<u>37,424.39</u>

Audited and found correct

DR Bellis

17th July 2025

OVERTON VILLAGE HALL

England & Wales - Charity number 214788

Accounts

Pen-y-Llan Street
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Tel: 07563 826 271



OVERTON
VILLAGE HALL

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Overton Village Hall Trustees

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Mr James Eastop	-	Co-opted Treasurer.
Ms Emma Long	-	Co-opted Administrator
The Reverend Peter Macriell	-	Ex Officio Trustee – Rector of St Mary’s Church, Overton
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Another year of consolidation

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It has proven to be a great success with a lively atmosphere and many new friendships made, and we hope that this will continue for some time to come.

The OVHMC have had great success organising an annual Early Christmas Fair and a Wreath Making Workshop to raise funds for the maintenance of the Village Hall.

The OVHMC organised a Christmas Fair, which proved to be a huge success. The event was very well received by the local inhabitants, and it raised over £1,752.97 and the Wreath Making Workshop raised a further £690.00 making a total income of £2,442.97. These were great results.

Synopsis of general maintenance and other events over the year:

- Defibrillator** - June 2023 - existing defibrillator found to be defective. Replacement costs found to be well above £1,000.00 so a decision was taken to ask whether the Overton Community Council would wish to take on the responsibility – OCC duly agreed.
- Pest Control** - July 2023 – Cottage tenant informed the Trustees that she had a vermin problem within the Cottage. The tenant appointed specialist vermin control expert. At the same time, the OVHMC appointed contractors to carry out CCTV survey of manholes and sewers at the rear of the Cottage – sewers had no issues, but brickwork in manholes needed to be re-pointed and drain benching needed to be replaced. OVHMC instructed contractor to undertake the works.
- Gardener** - August 2023 – The Caretaker, Tony Shaw, informs the Chairman that he is struggling with the gardening.
- PAT Testing** - Electrician undertakes PAT testing throughout the building during September 2023
- Gardening** - September 2023 a tree surgeon was appointed to reduce thickness of the hedge between the Hall and the Cottage, the hedge also needed to be reduced in height, together with a dead apple tree which was within the hedge.
- Gardener** - Steve Bell was appointed as our gardener in October 2023
- Appointment of Trustee** - Joanne Kember joins as Rector/Trustee in Dec 2023
- Gas Boiler** - The Halls Gas Boiler was serviced in January 2024
- Window Security Bars** - In March 2024, window security bars were fitted to the Ladies and Gentleman’s toilets of the hall.
- Joinery repairs** - Following a break-in attempt in April 2024, a joiner was appointed to repair and reinforce the timber side gate of the Hall.
- Cottage Boiler** - The Gas boiler was serviced in May 2024.
- Resignation of Trustee** - Joanne Kember (Rector/Trustee) resigns in May 2024

Principal Activities in pursuit of the ‘Object of the Charity’

Over the past twelve months the Village Hall has been used for a variety of activities that meet the ‘Object of the Charity’, including hosting meetings and AGMs for the following organisations:

- Overton Community Council weekly meetings.
- Overton Community Council – Warm Spaces Initiative - weekly coffee afternoons.
- Overton Women’s Institute monthly meetings.
- Overton Women’s Institute Annual Flower and Produce Show.
- Overton Women’s Institute Annual Handicraft Show.
- Overton Amateur Dramatics Society Theatrical Productions and Pantos
- Overton Village Hall Christmas Fair.
- Royal British Legion monthly meetings.
- Overton Twinning Association meetings and fundraising parties.
- Rainbow Centre walk-in facility to explain Benefits Entitlements to Overton residents.
- Weekly Zumba Exercise Classes.
- Weekly Mothers & Toddlers Group.
- Weekly Martial Arts Classes.
- Wedding Receptions.

- Childrens and Adult Birthday Parties.
- 'Goin up the Country' Blues Nights.
- Maelor Music Society fundraising events.
- St Hillary's Church Erbistock, fundraising events.
- MP Surgeries.
- Annual 100 Veterans Cycling Club stopover and refreshments base.

Our Hall and village remain very attractive, and we consistently receive very positive feedback from hirers.

Hall bookings

As can be seen from the activities above, we are still very busy with various classes, club activities, public sector events, weddings and private parties, demand for which has held up well.

Declaration

I am very grateful for the Trustees' backing and interest in what we do. I am also appreciative of The Management Committees keenness to see the hall prosper with an increase in the diversity of events and the desire to serve the local needs of the village and surrounding areas.

Finally, I would like to thank our Caretaker, Tony Shaw, for his dedication and loyalty.

Signature



Full name

William James Grindley

Position

Chairperson

Date

December 2023

TREASURERS REPORT

For period 01/06/2023 until 31/05/2024

YEAR END

1. Bank reconciliation for May 2024

Completed. Balanced.

2. Accounts

1. Balance Sheet

Total Current Assets at £30,446.50 are £7,185.07 higher than at end May 2023, (plus 30.89%).

The **Quilter Investment Account** fund at £18,581.67 is £1,129.73 higher than at end May 2023, (plus 6.47%). Valuation is per 21st March 2024.

The **Bank Current Account** balance at £11,860.39 is £6,055.22 higher than at end May 2023 (plus 104.31%).

2.2 Profit & Loss year on year

Total Income at **£33,119.08** is £7,294.96 higher than at end May 2023 (plus 28.25%).

Club Rent has increased by £25 (5%) per month from 01/05/24.

Cottage Rent at £7,560.96 is £757.96 higher than the combined rent for the full year 2022-23 (plus 11.11%).

Cottage Rent (HB) has ceased. The tenant now pays full rent.

Donation Income is at £210.

OVHMC Event Income at £2,442.97, is £1,272.97 higher than the full year 2022-23 (plus 108.80%).

Hall Hire at £12,823.50 is up by £3,552.24 (plus 38.32%). There has been invoicing of old unpaid bookings during recent months.

Interest is a relatively healthy £1,476.79 above last year's negative figure.

Total Expenses at **£25,934.01** are £847.19 lower than the full year 2022-23, (minus 3.16%).

Event expenses of £712.26, are £507.49 ahead of LY (plus 247.83%).

Gardening costs of £633.99, are £290.53 ahead of LY (plus 84.59%).

Hall Supplies costs of £320.12, are £53.08 higher than LY (plus 19.88%).

IT Software/Equipment costs at £330.00 are £499.99 lower than LY (minus 60.24%).

Insurance costs of £5,779.78, are £632.31 ahead of LY (plus 12.28%).

Licences/Subs costs at £257.05 are £457.93 lower than LY (minus 64.05%).

Total Maintenance Costs at £6,136.06 are £1,062.36 lower than LY (minus 14.76%).

Trade Refuse costs of £115.50 are £224.00 lower than LY (minus 65.98%)

Utility Electricity costs of £1,795.03 are £54.87 lower than (minus 2.97%). The new contract from 1st May 2024 will increase annual costs by over 50%. We are currently in dispute with the provider.

Utilities Gas costs of £3,594.97 have reduced by £182.92, (minus 4.84%).

Utility Water cost of £443.76 are £15.50 higher than same period last year, (plus 3.62%).

The PROFIT for the FULL YEAR 2023-24 is an excellent £7,185.07.

In the full year 2022-23 we had a LOSS of £957.08.

Year End Profit & Loss

	YEAR END			
	<u>Jun '23 - May 24</u>	<u>Jun '22 - May 23</u>	<u>£ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
CC Office Rent	406.00	406.00	0.00	0.0%
Club Rent	6,025.00	6,000.00	25.00	0.42%
Cottage Rent	7,560.96	1,863.00	5,697.96	305.85%
Cottage Rent (HB)	0.00	4,940.00	-4,940.00	-100.0%
Donation Income	210.00	0.00	210.00	100.0%
Events Income				
Christmas Fair	1,752.97	1,044.50	708.47	67.83%
Dinner Dance	0.00	0.00	0.00	0.0%
Jubilee receipts	0.00	125.50	-125.50	-100.0%
Wreath Making	690.00	0.00	690.00	100.0%
Total Events Income	2,442.97	1,170.00	1,272.97	108.8%
Hall Hire	12,823.50	9,271.26	3,552.24	38.32%
Interest (Gross)	1,129.85	-346.94	1,476.79	425.66%
Library Rent	2,500.00	2,500.00	0.00	0.0%
Wayleave	20.80	20.80	0.00	0.0%
Total Income	33,119.08	25,824.12	7,294.96	28.25%
Expense				
Caretaking	5,776.00	5,619.77	156.23	2.78%
Events Expenses	712.26	204.77	507.49	247.83%
Garden Waste	35.00	25.00	10.00	40.0%
Gardening	633.99	343.46	290.53	84.59%
Hall supplies	320.12	267.04	53.08	19.88%
I.T. Software & Equipment	330.00	829.99	-499.99	-60.24%
Insurance	5,779.78	5,147.47	632.31	12.28%
Licences and Subscriptions	257.05	714.98	-457.93	-64.05%
Maintenance				
Refurbishment project	0.00	2,930.00	-2,930.00	-100.0%
Maintenance - Other	6,136.06	4,268.42	1,867.64	43.76%
Total Maintenance	6,136.06	7,198.42	-1,062.36	-14.76%
Office Supplies	4.49	14.75	-10.26	-69.56%
Telephone	0.00	20.00	-20.00	-100.0%
Trade Refuse	115.50	339.50	-224.00	-65.98%
Utilities Electricity	1,795.03	1,849.90	-54.87	-2.97%
Utilities Gas	3,594.97	3,777.89	-182.92	-4.84%
Utilities Water	443.76	428.26	15.50	3.62%
Total Expense	25,934.01	26,781.20	-847.19	-3.16%
Net Ordinary Income	7,185.07	-957.08	8,142.15	850.73%
Profit for the Year	7,185.07	-957.08	8,142.15	850.73%

Auditor Signed Copy of the Balance Sheet - Previous Year Comparison

3:38 PM
23/06/24
Cash Basis

OVERTON VILLAGE HALL
UK Balance Sheet - Prev Year Comparison
As of 31 May 2024

	YEAR END		
	31 May 24	31 May 23	% Change
ASSETS			
Current Assets			
Cash at bank and in hand	11,000.00	11,000.00	0.0%
Old Mutual Wealth (Quilter)	7,581.67	6,451.94	17.51%
Reserve	18,581.67	17,451.94	6.47%
Old Mutual Wealth (Quilter) - Other	11,860.39	5,805.17	104.31%
Total Old Mutual Wealth (Quilter)	4.44	0.12	2.78%
TSB Current Account	30,446.50	23,261.43	30.89%
TSB Savings Account	30,446.50	23,261.43	30.89%
Total Cash at bank and in hand	30,446.50	23,261.43	30.89%
NET CURRENT ASSETS	30,446.50	23,261.43	30.89%
TOTAL ASSETS LESS CURRENT LIABILITIES	30,446.50	23,261.43	30.89%
NET ASSETS	30,446.50	23,261.43	30.89%
Capital and Reserves			
Opening Bal Equity	39,687.28	39,687.28	0.0%
Retained Earnings	-16,425.85	-15,468.77	-6.19%
Profit for the Year	7,185.07	-957.08	850.73%
Shareholder funds	30,446.50	23,261.43	30.89%

Registered Charity Number
214788

Audited and found correct
DR Bellis 1st August 2024

OVERTON VILLAGE HALL

England & Wales - Charity number 214788

Accounts

Pen-y-Llan Street
Overton on Dee
Wrexham LL13 0EE
Tel: 07563 826 271



OVERTON
VILLAGE HALL

Registered Charity Number
214788



Overton Village Hall Trustees

**Annual Report and Accounts
1st June 2022 – 31st May 2023**

Trustees:

Mr Bill Grindley *	-	Co - opted Chairman.
Mr James Eastop	-	Co-opted Treasurer.
Ms Catherine Sheridan *	-	Co-opted Administrator
The Reverend Peter Macriell	-	Ex Officio Trustee – Rector of St Mary’s Church, Overton
Mrs Joanne Kember	-	Ex Officio Trustee and Church Warden
Mr Peter Rosselli	-	Ex Officio Trustee and owner of the Bryn-y-Pys Estate
Mr James Glover	-	Co-opted Trustee (resigned on the 4 th March 2023)
Mr Robin Wason	-	Co-opted Trustee

* Denotes a Trustee or Officer involved in the day to day management of the village hall

Management Committee:

Mr Bill Grindley *	-	Chairman
Ms Catherine Sheridan	-	Administrator
Ms Emma Clarke	-	Officer
Ms Emma Long	-	Officer
Ms Rebecca Lloyd	-	Officer

* Denotes an Officer involved in the day to day management of the village hall

Administrator of the Trustees and Management Committee:

Ms Catherine Sheridan,
Gwernheylod Hall,
Argoed Lane,
Overton on Dee,
Wrexham.

Governance:

Overton Village Hall was opened on the 26th October 1926 by Mrs Gladstone, wife of the Lord Lieutenant of Flintshire.

The Cocoa Rooms and Hall operated under a Charitable Trust (Registered Charity Number 810182) from its registration on the 25th March 1963 until it was replaced, on the 3rd December 1999, by the Charitable Trust (Registered Charity Number 214788) under which it now operates.

The Trust document governs the appointment of the Trustees and the management of the charity.

The Overton Village Hall Trustees and Management Committee are responsible for keeping the building in good repair.

Appointment of Trustees

Trustees are elected at the Annual General Meeting (AGM).

Function of the Trustees:

The Trustees must ensure that the property belonging to the charity is used in accordance with the trusts of the charity.

Trustees have the power to co-opt up to 8 further Trustees on an annual basis.

Appointment of Officers of the Management Committee:

Management Committee Officers are elected at the AGM.

Function of the Management Committee:

The Trust Document states:

- The general control and management of the property of the charity and the arrangements for the use of the land and buildings is entrusted to the committee.
- If there is no management committee, the Trustees shall exercise the powers of the Management Committee.

Policies and Procedures:

To guide the Trustees and Officers of the Management Committee in exercising their duty of care to themselves, employees, and users of the hall - the following policy statements have been produced:

- Health & Safety Policy
- Safeguarding Children & Vulnerable Adults Policy

Copies of these documents can be found on the Overton Village Hall Noticeboard.

Licences:

The village hall has a Premises Licence, and the hall is licenced for the sale of alcohol. It is also licensed by the Performing Right Society for live and recorded music.

Hiring Conditions:

Use of the village hall is subject to the Hiring Conditions which can be found on the Village Halls website overtonvillagehall.co.uk

When making a booking application the hirer is deemed to agree to the terms of the hiring agreement which sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Risk Management:

The village hall – including the Cocoa Rooms, the Recreational Club building and the Cottage is insured with respect to property damage (buildings insurance) by NFU Insurance (£3,228,050 cover). It is insured with the same company with respect to contents (up to £38,290), employers' liability (£5,000,000 any one incident) and legal assistance.

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

Building Issues:

in October 2021 Bill Grindley (a qualified Incorporated Engineer, who had undertaken many building condition surveys during his many years in Professional Consultancy) undertook a comprehensive Buildings Condition Survey and this uncovered several building dilapidations which needed to be improved immediately, before deterioration reached the point where some elements would prove to be beyond repair and full replacement would be the only option. In particular, the flat roof over the Recreational Pub needed some maintenance repairs and the condition of the windows, fascia boards, the 'mock' Tudor gable, and all external painting needed to be tackled directly before the winter took further toll.

Everything was approved by the Trustees and work started immediately and comprised:

- Repairs, filling and painting of all external joinery and masonry where appropriate.
- Hot bitumen felt overlays to all roofing felt joints on the flat roof over the rear of the Recreational Club.
- Local lowering of the car park surface adjacent to the library to prevent damp penetration which had been present due to the car park surfacing bridging the Damp Proof Course of the Cocoa Rooms building.
- Replacement of damp damaged plaster and rotten timber skirtings to the library.
- Lime mortar pointing of the sandstone to the west facing façade of the Cocoa Rooms building.
- Replacement of rotten rear doors to the backstage storeroom.
- Reconstruction of the pedestrian paving to the front entrance of the Cocoa Rooms building.
- Replacement of all sanitary ware and refurbishment of the disabled toilet.
- Internal decoration of the cocoa Rooms building, the Main Hall, the Overton Community Council office, and the Wrexham County Council library.

The above works were completed early December 2022.

Strategy for future Condition Surveys:

- ◆ Building condition surveys will be carried out at 5 year intervals (next survey due 2026).
- ◆ Gas appliances and portable electrical appliances are tested by qualified Gas Safe Engineers annually.
- ◆ The mains electrical installation is checked by a qualified Electrical Engineer – now recommended to be carried out every 3 years (next survey due Nov 2025).
- ◆ A Fire Safety Risk Assessment (FSRA) was undertaken by Heritage & Ecclesiastical Fire Protection on the 24th August 2019 and the associated 'action plan' was completed on the 24th August 2019. The Plan is

reviewed or updated annually by Bill Grindley (who also holds the *IOSH Managing Safely* qualification). and he is satisfied that no changes need to be made.

- ◆ Firefighting appliances are inspected annually under contract with a specialist supplier.
- ◆ Bill Grindley carries out other regular maintenance checks.

Funding Strategy:

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

Object of the Charitable Trust:

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious, or other opinions, including use for:

- a. Meetings, lectures, and classes.
- b. other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit as shown in the list of typical activities pursued each year.

Reserves Policy:

Historically the village hall has always been run by volunteers and supported by Trustees of the Charitable Trust responsible for it.

Hall hire has always been subsidised by the commercial income from our Tenants and, thanks to the dedication of the Trustees, in recent years has been financially sound.

Chairperson's Review:

Formation of a Management Committee.

At the Trustees Meeting, on the 3rd of August 2021, the Chairman apprised the Trustees of the formation of a new Overton Village Hall Management Committee (OVHMC) and proposed, going forward, Trustee's Meetings would take place every two months, with financial reporting being emailed to the Trustees by the Treasurer monthly. The Trustees welcomed and approved the motion.

General management of the village hall is undertaken by the OVHMC. The committee members are as follows:

- | | |
|-----------------|--------------------|
| ◆ Chairperson | Bill Grindley. |
| ◆ Administrator | Catherine Sheridan |
| ◆ Officer | Emma Clarke |
| ◆ Officer | Emma Long |
| ◆ Officer | Rebecca Lloyd |

The first meeting of the OVHMC was held in June 2021, and meetings are generally held bi-monthly opposite to the bi-monthly Trustees Meetings.

A year of consolidation

Hall hirings have been steady and the fabric of the buildings remain in good shape. Indeed, we are now attracting bigger events, such as Wedding Receptions and the return of the 'Goin up the Country Blues Club' band bookings has certainly shown-off the beauty of the Main Hall.

A Social Hub for the Community

In December 2022, the Overton Community Council approached the OVHMC with a proposal to provide a weekly Warm Spaces Initiative, in the form of a Tea and Cakes get together every Monday afternoon in the Parish Room. We offered the space to the Community Council at much reduced cost to provide a benefit to the inhabitants of the local area.

It was well-received from the start and has proved to be a great success with a lively atmosphere and many new friendships made. We hope that this will continue for some time to come.

A Christmas Fair to raise funds for the maintenance of the Village Hall

In October 2022 the OVHMC organised a Christmas Fair, which proved to be a huge success. The event was very well received by the local inhabitants, and it raised over £1,100.00. We all agreed that this will be something we will organise each year.

Principal Activities in pursuit of the 'Object of the Charity'

Over the past twelve months the Village Hall has been used for a variety of activities that meet the 'Object of the Charity', including hosting meetings and AGMs for the following organisations:

- Overton Community Council weekly meetings.
- Overton Community Council – Warm Spaces Initiative - weekly coffee afternoons.
- Overton Women's Institute monthly meetings.
- Overton Women's Institute Annual Flower and Produce Show.
- Overton Women's Institute Annual Handicraft Show.
- Overton Amateur Dramatics Society Theatrical Productions and Pantos
- Overton Village Hall Christmas Fair.
- Royal British Legion monthly meetings.
- Overton Twinning Association monthly meetings and fundraising parties.
- Maelor Young Farmers meetings and new members nights.
- Rainbow Centre walk-in facility to explain Benefits Entitlements to Overton residents.
- Weekly Childrens Dance Classes.
- Weekly Mothers & Toddlers Group.
- Weekly Martial Arts Classes.
- Weekly Yoga Classes.
- Weekly Zumba Exercise Classes.
- Wedding Receptions.
- Childrens and Adult Birthday Parties.
- 'Goin up the Country' Blues Nights.
- Maelor Music Society fundraising events.
- St Hillary's Church Erbistock, fundraising events.
- Weekly Adults Ballroom and Latin American Dance Classes.
- MP Surgeries.
- 3 Public Presentations to provide Overton residents information on current housing development proposals in Overton.
- Annual 100 Veterans Cycling Club stopover and refreshments base.

Our Hall and village remain very attractive, and we consistently receive very positive feedback from hirers.

Hall bookings

As can be seen from the activities above, we are still very busy with various classes, club activities, public sector events, weddings and private parties, demand for which has held up well.

Declaration

I am very grateful for the Trustees' backing and interest in what we do. I am also appreciative of The Management Committees keenness to see the hall prosper with an increase in the diversity of events and the desire to serve the local needs of the village and surrounding areas.

Finally, I would like to thank our Caretaker, Tony Shaw, for his dedication and loyalty.

Signature

A handwritten signature in blue ink, appearing to read 'W J Grindley', is shown within a light grey rectangular box.

Full name

William James Grindley

Position

Chairperson

Date

December 2023

Treasurer's Report prepared by James Eastop

Overton Village Hall
Treasurer's monthly report
For period 01/06/2022 until 31/05/2023 YEAR END

1. Bank reconciliation for May 2023

Completed. Balanced.

2. Accounts

2.1 Balance Sheet

Total Current Assets at £23,261.43 are £957.08 lower than at end May 2022, (minus 3.95%).

The **Quilter Investment Account** fund at £17,451.94 is £347.06 lower than at end May 2022, (minus 1.95%). The valuation is per 21/03/2023.

The **Bank Current Account** balance at £5,805.17 is £610.14 lower than at end May 2022 (minus 9.51%).

2.2 Profit & Loss year on year

Total Income at **£25,824.12** is £5,060.25 higher than at end May 2022 (plus 24.37%).

Club Rent is £2,050 ahead of the same period 2021-22, (plus 51.90%).

Event Income for events organised by OVHMC, is £1,170.00. Excellent.

Hall Hire at £9,271.26 is up by £3,902.26 (plus 72.68%), (benefiting in part from BCUHB's early payment). This is an excellent result.

Interest (Gross) at minus £346.94 is £26.01 lower than same period last year.

Total Expenses at **£26,781.20** are £19,103.59 lower than same period 2021-22 (due to the impact of the refurbishment project in 2021/2), (minus 41.63%).

Caretaking costs at £5,619.77 have increased by £30.07, (plus 0.54%).

Event Expenses at £204.77 have occurred.

Gardening costs at £343.46 are £35.54 lower than same period last year (minus 9.38%).

Hall Supplies costs at £267.04 are £75.68 more than same period 2021-22 (plus 39.55%)

I.T. Software/equipment costs of £829.99 include the cost of a new laptop.

Insurance costs of £5,147.47 are £200.79 higher than last year, (plus 4.06%)

Licences/Subs at £714.98 are £179.53 higher than same period last year (plus 33.53%), with LEMON Booking costs now registered here.

Maintenance Refurbishment project lower than planned costs of £2,930.00 have occurred.

Maintenance Costs, Other at £4,268.42 have occurred. Last year's figures are deflated by the OCC £1,730 reimbursement for the hatch.

Trade Refuse costs at £339.50 are £11.00 higher than last year (plus 3.35%).

Utility Electricity costs of £1,849.90 have reduced by £374.72, (minus 16.84%). Bill has implemented a new energy saving regime.

Utilities Gas costs of £3,777.89 have increased by £2,578.59, (plus 215.01%).

Utilities Water costs of £428.26 are £48.51 lower than last year (minus 10.18%).

The LOSS for the Financial Year 2022-23 is **£957.08**

For the Financial Year 2021-22 we had a loss of £25,120.92.

Registered Charity Number
214788

Year End Proffit & Loss

	YEAR END			
	<u>Jun '22 - May 23</u>	<u>Jun '21 - May 22</u>	<u>£ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
<i>CC Office Rent</i>	406.00	406.00	0.00	0.0%
<i>Club Rent</i>	6,000.00	3,950.00	2,050.00	51.9%
<i>Cottage Rent</i>	1,863.00	1,863.00	0.00	0.0%
<i>Cottage Rent (HB)</i>	4,940.00	4,940.00	0.00	0.0%
<i>Donation Income</i>	0.00	36.00	-36.00	-100.0%
Events Income				
<i>Christmas Fair</i>	1,044.50	0.00	1,044.50	100.0%
<i>Dinner Dance</i>	0.00	0.00	0.00	0.0%
<i>Jubilee receipts</i>	125.50	0.00	125.50	100.0%
Total Events Income	1,170.00	0.00	1,170.00	100.0%
<i>Grant</i>	0.00	2,000.00	-2,000.00	-100.0%
<i>Hall Hire</i>	9,271.26	5,369.00	3,902.26	72.68%
<i>Interest (Gross)</i>	-346.94	-320.93	-26.01	-8.11%
<i>Library Rent</i>	2,500.00	2,500.00	0.00	0.0%
<i>Wayleave</i>	20.80	20.80	0.00	0.0%
Total Income	25,824.12	20,763.87	5,060.25	24.37%
Expense				
<i>Caretaking</i>	5,619.77	5,589.70	30.07	0.54%
<i>Events Expenses</i>	204.77	0.00	204.77	100.0%
<i>Garden Waste</i>	25.00	25.00	0.00	0.0%
<i>Gardening</i>	343.46	379.00	-35.54	-9.38%
<i>Hall supplies</i>	267.04	191.36	75.68	39.55%
<i>I.T. Software & Equipment</i>	829.99	179.98	650.01	361.16%
<i>Insurance</i>	5,147.47	4,946.68	200.79	4.06%
<i>Licences and Subscriptions</i>	714.98	535.45	179.53	33.53%
Maintenance				
<i>Refurbishment project</i>	2,930.00	23,945.95	-21,015.95	-87.76%
<i>Maintenance - Other</i>	4,268.42	5,475.92	-1,207.50	-22.05%
Total Maintenance	7,198.42	29,421.87	-22,223.45	-75.53%
<i>Office Supplies</i>	14.75	7.85	6.90	87.9%
<i>Overton Jubilee Celebration</i>	0.00	350.79	-350.79	-100.0%
<i>Postage and Delivery</i>	0.00	7.92	-7.92	-100.0%
<i>Telephone</i>	20.00	20.00	0.00	0.0%
<i>Trade Refuse</i>	339.50	328.50	11.00	3.35%
<i>Transfer</i>	0.00	0.00	0.00	0.0%
<i>Utilities Electricity</i>	1,849.90	2,224.62	-374.72	-16.84%
<i>Utilities Gas</i>	3,777.89	1,199.30	2,578.59	215.01%
<i>Utilities Water</i>	428.26	476.77	-48.51	-10.18%
Total Expense	26,781.20	45,884.79	-19,103.59	-41.63%
Net Ordinary Income	-957.08	-25,120.92	24,163.84	96.19%
	-957.08	-25,120.92	24,163.84	96.19%

Registered Charity Number
214788

Auditor Signed Copy of the Balance Sheet - Previous Year Comparison

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11/06/23
Cash Basis

OVERTON VILLAGE HALL UK Balance Sheet - Prev Year Comparison As of 31 May 2023

	YEAR END		
	31 May 23	31 May 22	% Change
ASSETS			
Current Assets			
Cash at bank and in hand	11,000.00	11,000.00	0.0%
Old Mutual Wealth (Quilter)			
Reserve	6,451.94	6,799.00	-5.11%
Total Old Mutual Wealth (Quilter)	17,451.94	17,799.00	-1.95%
TSB Current Account	5,805.17	6,415.31	-9.51%
TSB Savings Account	4.32	4.20	2.86%
Total Cash at bank and in hand	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>
Total Current Assets	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>
NET CURRENT ASSETS	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>
NET ASSETS	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>
Capital and Reserves			
Opening Bal Equity	39,687.28	39,687.28	0.0%
Retained Earnings	-15,468.77	9,652.15	-260.26%
Profit for the Year	-957.08	-25,120.92	96.19%
Shareholder funds	<u>23,261.43</u>	<u>24,218.51</u>	<u>-3.95%</u>

Registered Charity Number
214788

Audited and Found Correct
DR Belli
24/11/23

OVERTON VILLAGE HALL

England & Wales - Charity number 214788

Accounts

Pen-y-Llan Street
Overton on Dee
Wrexham LL13 0EE
Tel: **07563 826 271**



OVERTON
VILLAGE HALL

Registered Charity Number
214788



**Overton Village Hall Trustees Annual Report & Accounts
1st June 2020 – 31st May 2021**

Trustees:

Mr William (Bill) Grindley *	-	Co - opted Chairman
Mr James Eastop	-	Co-opted Treasurer
Ms Catherine Sheridan *	-	Co-opted Administrator
The Reverend Peter Macriell	-	Ex Officio Trustee – Rector of St Mary’s Church, Overton
Mr Euan Stevenson	-	Ex Officio Trustee and Church Warden
Mr Peter Rosselli	-	Ex Officio Trustee and owner of the Bryn-y-Pys Estate
Mr James Glover	-	Co-opted Trustee
Mr Robin Wason	-	Co-opted Trustee

* Denotes a Trustee or Officer involved in the day to day management of the village hall

Management Committee:

Mr William (Bill) Grindley *	-	Chairman
Ms Catherine Sheridan *	-	Administrator
Ms Emma Clarke *	-	Officer
Ms Emma Long *	-	Officer
Ms Rebecca Lloyd *	-	Officer

* Denotes a Trustee or Officer involved in the day to day management of the village hall

Administrator of the Trustees and Management Committee:

Ms Catherine Sheridan,
Gwernheylog Hall,
Argoed Lane,
Overton on Dee,
Wrexham.

Governance:

Overton Village Hall was opened on the 26th October 1926 by Mrs Gladstone, wife of the Lord Lieutenant of Flintshire.

The Cocoa Rooms and Hall operated under a Charitable Trust (Registered Charity Number 810182) from its registration on the 25th March 1963 until it was replaced, on the 3rd December 1999, by the Charitable Trust (Registered Charity Number 214788) under which it now operates.

The Trust document governs the appointment of the trustees and the management of the charity.

The Overton Village Hall Trustees and Management Committee are responsible for keeping the building in good repair.

Appointment of Trustees

The Trust document governs the appointment of trustees and the management of the charity. Trustees are elected at the Annual General Meeting (AGM).

Function of the Trustees:

- The trustees must ensure that the property belonging to the charity is used in accordance with the trusts of the charity.

Management Committee Officers are elected at the AGM and form the Overton Village Hall Management Committee (OVHMC). The Committee has the power to co-opt up to 8 further trustees on an annual basis.

Appointment of Officers of the Management Committee:

The Trust Document indicates, as well as Trustees, it would be desirable to have a Management Committee, composed of officers and volunteers. This year the Chairman sought volunteers and was gratified to be in a position to appoint four committee members with himself acting as Chairman.

Function of the Management Committee:

The Trust Document states:

- The general control and management of the property of the charity and the arrangements for the use of the land and buildings is entrusted to the committee.
- If there is no management committee, the Trustees shall exercise the powers of the Management Committee.

Going forward, it is hoped further suitable candidates, nominated by some of the regular user groups, as well as others, will put themselves forward for election to the Committee.

Policies and Procedures:

To guide the Trustees and Officers of the Management Committee in exercising their duty of care to themselves, employees, and users of the hall - the following policy statements have been produced:

- Health & Safety Policy
- Safeguarding Children & Vulnerable Adults Policy

Copies of these documents are included in the Trustees' Welcome pack and can be found on the Overton Village Hall Noticeboard.

Licences:

The village hall has a Premises Licence, and the hall is licenced for the sale of alcohol. It is also licensed by the Performing Right Society for live and recorded music.

Hiring Conditions:

Use of the village hall is subject to the Hiring Conditions (which can be found on the back of the Booking Form) 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.

Risk Management:

The village hall – including the Cocoa Rooms, the Recreational Club building and the Cottage is insured with respect to property damage (buildings insurance) by NFU Insurance (£2,826,924 cover). It is insured with the same company with respect to contents (up to £31,002) , employers' liability (£10,000,000 any one incident) and legal assistance.

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

Building Issues:

- A building condition survey is carried out at 5 year intervals by a qualified surveyor.
- Gas appliances and portable electrical appliances are tested by qualified personnel annually.
- The mains electrical installation is checked by a qualified engineer every 5 years (Due May 2022).
- A Fire Safety Risk Assessment is reviewed or updated annually by a competent person as required by law. Bill Grindley (holds the *IOSH Managing Safely* qualification) reviewed the document and was satisfied that no changes need to be made to the document.
- Firefighting appliances are inspected annually under contract with a specialist supplier.
- Volunteers from the Committee carry out other regular maintenance checks.

Funding Strategy:

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

Object of the Charitable Trust:

The object of the charity is the provision and maintenance of a village hall for use by the inhabitants of the area of benefit 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.

The Trustees consider these objectives to be consistent with the Charity Commission guidance on providing for the public benefit as shown in the list of typical activities pursued each year.

Principal Activities in pursuit of the Object of the Charity:

Considering the reduced number of opening hours available to us, due to the COVID19 Lockdowns, the Village Hall has still been used for a variety of activities that meet the object of the Charity, including hosting meetings and AGM's for the following organisations:

- Overton Community Council.
- Overton Women's Institute.

- St Mary's Church PCC.
- MP Surgeries.
- An Outreach Post Office.
- Martial Arts Classes.
- Pilates Classes.
- St Mary's Church Toddlers.

COVID19 lockdowns:

The first two cases of COVID-19 in the UK were confirmed on January 31st, 2020, a growing number of coronavirus cases quickly followed and on March 23rd, 2020, Prime Minister Boris Johnson announced a lockdown of all non-essential businesses.

The Welsh Government imposed several strict lockdowns over the period covered by this report (1st June 2020 to 31st May 2021). In all the hall has been closed for over 65% of the year (a total of 34 weeks out of 52 weeks).

The periods when the village hall was open or closed to hirers this financial year were as follows:

CLOSED TO HIRERS	- 9 weeks (from 24th March to 2nd August 2020)
OPEN TO HIRERS	- 12 weeks (from 3rd August to 22nd October 2020)
CLOSED TO HIRERS	- 4 weeks (from 23rd October to 22nd November 2020)
OPEN TO HIRERS	- 2 weeks (from 23rd November to 6th December 2020)
CLOSED TO HIRERS	- 21 weeks (from 7th December to 2nd May 2021)
OPEN TO HIRERS	- 4 weeks (from the 3rd May 2021)

COVID19 Restrictions Grants and COVID19 Non Domestic Rate Grants

The Welsh Government offered grants to assist businesses during the lockdowns, through their Local Authorities. As a result, the Chairman applied for and successfully received a total of £13,000 in COVID19 assistance grants from Wrexham County Borough Council, as follows:

- £3,000 - 4th December 2020 - COVID19 DC Restrictions Grant.
- £3,000 - 22nd December 2020 - COVID19 DC Restrictions Grant.
- £3,000 - 15 February 2021 - COVID19 Non Domestic Rate Grant.
- £4,000 - 31st March 2021 - COVID19 DC Restrictions Grant.

COVID19 Risk Assessments:

In accordance with the requirements of the Welsh Government, a COVID19 Risk Assessment was undertaken to ensure the correct procedures were put in place to protect all users of the Village Hall. The assessments were carried out by *Bill Grindley IEng, MICE, MCIHT, IOSH Managing Safely*. The initial assessment on 29 Nov 2020 was updated on 15 April 2021, to comply with Welsh Government's revised requirements.

Copies of the current version of the COVID19 Risk Assessment document can be found on the Overton Village Hall Noticeboard.

Reserves Policy:

Historically the village hall has always been run by volunteers and supported by Trustees of the Charitable Trust responsible for it.

Hall hire has always been subsidised by the commercial income from our Tenants and, thanks to the dedication of the Trustees, in recent years has been financially sound.

The Recreation Club, being classed as a hospitality venue, was particularly affected by the Welsh Government lockdowns, and sought a reduction in the rent from £500/month to £250/month. The Trustees (being mindful of the fact that the Club rent was a major contributor to the running costs of the village hall) recognised that the fates of both the Village Hall and the Recreational club are inextricably tied together. Consequently, the Trustees agreed to the request to reduce the rent to give some financial relief to the Club during such a difficult time.

In appreciation for this financial help - in June five members of the Recreational Club rode a 717 virtual bike ride to raise money for both organisations. They each clocked up daily miles until the total of 717 miles was completed. They did it in just 9 days despite the heat, a knee injury, and the fact that two of them returned to work full time having been taken off furlough. They raised a total of £1985.05 of which they deposited £1,000.00 into the Village Hall Bank Account. This gesture was greatly appreciated by the Trustees.

Chairperson's Review:

The Pandemic

The COVID19 Pandemic has been the most serious global event that has happened in most people's lifetime. Indeed, in the United Kingdom the number of reported cases currently amounts to 7,871,014 and the number of deaths attributable to COVID amounts to 136,910

We all recognise the huge debt of thanks we owe the world's specialists who contributed to the vaccine testing, approval, production, distribution, and vaccination process. To date, in the UK 44,935,470 people have received both doses of the vaccine (82.5% of adults). It is only by having these vaccines, that we have been able to come out of lockdowns, and people are now able to mix. Otherwise, we would most likely still be in some form of lockdown.

Operating of the Village Hall during the Pandemic

At the time of the first lockdown, the Trustees recognised that 'face to face' meetings were not going to be possible for the foreseeable future, and also the felt the necessity to hold meetings were reduced (as there were no classes, meetings, weddings, parties or planned events for the village hall during forced closures), and so agreed to receive monthly financial reports from the Treasurer and keep in touch by email until things become clearer. When circumstances allowed, meetings would be held in the main hall with full social distancing.

The Village Hall was obligated to remain open, in a limited capacity, since it houses the Public Library, Community Council Offices and Wrexham CBC had asked to use the hall for the distribution of free school meals for a period. As a result, the caretaker was an '*essential worker*' – in that he was required to maintain a safe and sanitised environment for the following reasons:

- The Community Council would continue to use their Office and would receive visitors as necessary.
- The Library Service intended to remain open to operate a 'call and collect' booking system.
- Wrexham CBC hired the hall to distribute school meals.
- Also, during the non-lockdown periods when the building was allowed to be open to the public, our Risk Assessment required the Caretaker to sanitise all touch points, toilets, and furniture, both before and after hirers had been in occupation.

Formation of a Management Committee

The Village Hall Constitution from the Charity Commissioners for England and Wales, indicates there should be several trustees, assisted by a committee of management.

For the past few years there hasn't been a management committee, so (in accordance with the Charity Scheme - Section 12 (2) - Function of the Trustees "*if and when there is no committee, the trustees shall exercise the powers of the committee*") the trustees have been managing the Charity. But their long term plan has always been to find suitable officers and the reinstatement of Overton Village Hall Management Committee.

Following the appointment (at last year's AGM) of Catherine Sheridan as Administrator to the Trustees. Catherine recommended three candidates to join her and the Chairman in founding a Village Hall Management Committee.

On the 16th June 2021, the candidates met Bill Grindley to gain an understanding of the role of the committee. At the end of the meeting they agreed to formally put themselves forward to form a management committee.

The first official meeting of the Overton Village Hall Management Committee (OVHMC) took place on the 28th July and the committee members are as follows:

- ❖ Chairman Bill Grindley.
- ❖ Administrator Catherine Sheridan
- ❖ Officer Emma Clarke
- ❖ Officer Emma Long
- ❖ Officer Rebecca Lloyd

The first meeting of the OVHMC was held in June 2021, and meetings are now held monthly.

At the Trustees Meeting, on the 3rd August 2021, the Chairman apprised them of the formation of the new OVHMC and also proposed, going forward, trustee's meetings would take place every two months, with financial reporting being emailed to the trustees by the Treasurer monthly. The trustees welcomed and approved the motion.

Building maintenance issues

To save expensive surveyors fees (as a qualified Civil Engineering, who has undertaken similar condition surveys during his years in Consultancy) Bill Grindley, in collaboration with local trusted tradesmen, has undertaken a comprehensive Buildings Condition Survey and produced a set of repair/refreshment specifications, which have been cost appraised for consideration by the trustees.

It has been evident for some time that there are some building dilapidations which need to be improved before things deteriorate to the point where elements deteriorate beyond repair and full replacement is the only option. In particular, the flat roof needs some maintenance repairs and the condition of the windows, fascia boards and a mock Tudor Gable, and external painting need to be tackled before the winter.

It is hoped that the expenditure for the most urgent repairs will be approved by the trustees at their regular meeting after the AGM – so that external works can start as soon as possible before winter sets in.

Declaration

I am very grateful for the trustees' backing and interest in what we do. I am also very encouraged to see the formation of our new management committee and I am very appreciative of their keenness to see the hall prosper with an increase in the diversity of events and the desire to serve the local needs of the village and surrounding areas.

Finally, I would like to thank our Caretaker, for his dedication and loyalty over such a difficult time.

Signature



Full name

William James Grindley

Position

Chairperson

Date

October 2021

Treasurer's Report prepared by James Eastop

Overton Village Hall

Treasurer's monthly report

For the period 01/06/2020 until 31/05/2021 YEAR END

1 Bank reconciliation for May

Completed. Balanced.

2 Accounts

2.1 Balance Sheet

Total Current Assets at £49,210.77 are £13,820.63 higher than at end May 2020, (plus 39.05%).

The **Quilter Investment Account** fund at £23,123.22 is £1,726.97 higher than at end May 2020, (plus 8.07%). Latest valuation is per 21/03/2021.

The high **Current Bank Account** balance at £26,086.64, reflects the following: -

- Four Grant payments totalling £13,000 from WCBC in this Financial Year.
- £10,000 Grant received from WCBC at the end of May 2020
- £1,000 donation from the charity bike ride
- Some back rent from 2019-20 FY from the Recreation Club
- The second successful NFU claim income for the water leak.

A cheque raised on 17/12/2019 for £128.66, payable to PRS, has not yet been presented to our bank account. Possibly this should be written off.

2.2 Profit & Loss year on year

Total Income at £29,995.27 is £2,176.83 (minus 6.77%) lower than at end May 2020.

Club Rent of £250 per month is £1500 down on the same period 2019-20, with a payment of 2019-20 FY arrears having occurred in this financial year.

Cottage Rent is £56.00 higher than the same period 2019-20.

Donation income is £750.00 higher than the same period 2019-20.

Grant income is £3,000 higher than the same period 2019-20.

Hall Hire income is down by £5,166.51 (minus 82.15%), due to continued closure.

Interest (Gross) at £1,726.97 is up by £683.68 (plus 65.53%).

Total Expenses at £16,174.64 are £26,588.29 (minus 62.18%) lower than at end May 2020.

Caretaking costs have reduced by £1,836.90, (minus 27.27%), due to lockdown/hall closure.

Hall supplies are down by £24.60.

Insurance costs are £83.56 higher than same period 2019-20.

Licences etc are £433.34 higher, due to the Deposit Protection Scheme and upgrade work on our website.

Maintenance costs are down by £21,750.40 (minus 82.03%). By end May 2020, we had processed £24,136.35 in Fire Risk Assessment (FRA) costs.

Utilities Gas and Electricity lower costs reflect the premise's closure and a move to monthly payments for Electricity. Regular/Smart meter readings ensure we are now paying for usage.

Utilities Water costs reflect the recent NFU claim income.

The PROFIT for the Financial Year 2020-21 is £13,820.63 (for the same period in 2019-20 we had incurred a LOSS of £10,590.83 due to FRA).

Registered Charity Number 214788

Copy of the Profit & Loss Previous Year Comparison

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01/07/21
Cash Basis

OVERTON VILLAGE HALL
UK Balance Sheet - Prev Year Comparison
As of 31 May 2021

	<u>31 May 21</u>	<u>31 May 20</u>	<u>£ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Cash at bank and in hand	7,123.22	5,396.25	1,726.97	32.0%
Old Mutual Wealth (Quilter)				
Other	16,000.00	16,000.00	0.00	0.0%
Roof Fund				
Total Old Mutual Wealth (Quilter)	<u>23,123.22</u>	<u>21,396.25</u>	<u>1,726.97</u>	<u>8.07%</u>
TSB Current Account	26,086.64	13,992.98	12,093.66	86.43%
TSB Savings Account	0.91	0.91	0.00	0.0%
Total Cash at bank and in hand	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>
Total Current Assets	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>
NET CURRENT ASSETS	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>
NET ASSETS	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>
Capital and Reserves				
Opening Bal Equity	39,687.28	39,687.28	0.00	0.0%
Retained Earnings	-4,297.14	6,293.69	-10,590.83	-168.28%
Profit for the Year	13,820.63	-10,590.83	24,411.46	230.5%
Shareholder funds	<u>49,210.77</u>	<u>35,390.14</u>	<u>13,820.63</u>	<u>39.05%</u>

Audited and found correct

D.R. Bellis
10th September 2021

Registered Charity Number
214788

Copy of the Profit & Loss Previous Year Comparison

June 2020 through to May 2021

12:27 PM
01/07/21
Cash Basis

OVERTON VILLAGE HALL Profit & Loss Prev Year Comparison June 2020 through May 2021

	<u>Jun '20 - May 21</u>	<u>Jun '19 - May 20</u>	<u>£ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
CC Office Rent	350.00	350.00	0.00	0.0%
Club Rent	3,500.00	5,000.00	-1,500.00	-30.0%
Cottage Rent	1,835.00	1,779.00	56.00	3.15%
Cottage Rent (HB)	4,940.00	4,940.00	0.00	0.0%
Donation Income	1,000.00	250.00	750.00	300.0%
Grant	13,000.00	10,000.00	3,000.00	30.0%
Hall Hire	1,122.50	6,289.01	-5,166.51	-82.15%
Interest (Gross)	1,726.97	1,043.29	683.68	65.53%
Library Rent	2,500.00	2,500.00	0.00	0.0%
Wayleave	20.80	20.80	0.00	0.0%
Total Income	<u>29,995.27</u>	<u>32,172.10</u>	<u>-2,176.83</u>	<u>-6.77%</u>
Expense				
Caretaking	4,900.00	6,736.90	-1,836.90	-27.27%
Gardening	34.00	286.00	-252.00	-88.11%
Gifts and Donations	0.00	15.98	-15.98	-100.0%
Hall supplies	438.37	462.97	-24.60	-5.31%
Insurance	4,820.68	4,737.12	83.56	1.76%
Licences and Subscriptions	788.00	354.66	433.34	122.19%
Maintenance				
Fire Risk Assessment	0.00	24,136.35	-24,136.35	-100.0%
Maintenance - Other	4,764.39	2,378.44	2,385.95	100.32%
Total Maintenance	<u>4,764.39</u>	<u>26,514.79</u>	<u>-21,750.40</u>	<u>-82.03%</u>
Office Supplies	17.34	10.46	6.88	65.77%
Postage and Delivery	7.80	0.00	7.80	100.0%
Telephone	0.00	184.00	-184.00	-100.0%
Trade Refuse	105.00	235.00	-130.00	-55.32%
Utilities Electricity	1,479.38	2,988.75	-1,509.37	-50.5%
Utilities Gas	164.83	1,419.97	-1,255.14	-88.39%
Utilities Water	-1,345.15	-1,183.67	-161.48	-13.64%
Total Expense	<u>16,174.64</u>	<u>42,762.93</u>	<u>-26,588.29</u>	<u>-62.18%</u>
Net Ordinary Income	<u>13,820.63</u>	<u>-10,590.83</u>	<u>24,411.46</u>	<u>230.5%</u>
Profit for the Year	<u><u>13,820.63</u></u>	<u><u>-10,590.83</u></u>	<u><u>24,411.46</u></u>	<u><u>230.5%</u></u>

Registered Charity Number
214788