

BUNBURY VILLAGE HALL

CHARITY NUMBER 221392

ANNUAL REPORT AS AT 28/02/21

This is my 18th report as Treasurer of Bunbury Village Hall and without doubt the most difficult one during my term of office. As we are currently in lock down we will be unable to hold our AGM so everything will be done by post/email.

Having recovered from the huge damage caused by the burst pipe in 2019 we were hoping for a much easier year with bookings increasing in line with last year and hopefully at the end of this financial year we would see a good profit to add to our reserves. However this was not to be and we were hit by Covid 19 and everything associated with it.

The year started well but at the end of March the whole country was locked down because of the virus and we had to advise our hirers that they could no longer use the hall and as a result our rental income stopped immediately. However having obtained a grant from FCC Communities Foundation to fit a new kitchen and having placed the contract we were committed to going ahead with the order. In fact the close down worked in our favour as the kitchen installer was given permission by the police to come to the hall and install the kitchen without being in contact with any of our regular users and the work was completed in three weeks. As a result we now have a state of the art kitchen which has never been used!!!! The kitchen in total cost almost £20,000 but the grant from FCC Communities Foundation covered £13,000 of this and the remainder came from our reserves which we could easily afford provided our income continued. However although our income had stopped we were still left with a reserve of £17,000 after we had paid for the work. This reserve was then earmarked to cover our fixed costs whilst the hall remained unoccupied without any income. However we were able to open from time to time as the regulations were relaxed so we did get a bit of income (£4,200 compared to £12,200 the previous year).

Unfortunately just after the kitchen work was completed we noticed that a long standing bad damp patch in the small hall on the wall against the Nags Head had suddenly become much worse. We obtained estimates to put the problem right and were presented with a bill of some £6,000 because the problem was much worse than we at first thought. In view of the current financial situation we decided that we would have to live with it until things picked up financially. We were just about to tell the builder that the work would not take place when Cheshire East sent us £10,000 as a government Covid19 grant which we did not have to repay so we immediately instructed the builder to start work and it was all completed in three weeks and the problem has been cured.

Since then we have been opening and shutting depending on the state of the pandemic and we are now currently in our third full lockdown and I do not think we will be letting the hall again until the Spring or even early summer and we can just hope that our regular hirers will return but I am confident that we will see them again. In fact I have received confirmation from our main hirers that they will all be returning as soon as we can reopen. In view of the unexpected bonus of the grants from the Government we have advised the regular hirers that they can have a free month when they return so that they can recoup some of their lost income over the past 12 months and to encourage them to

return. This will cost us in the region of £800 lost income against the £19,000 we have so far received from the government.

In order to open after the first lock down we had to ensure that the building was Covid safe and we have spent almost £1,100 on new safety equipment to ensure that it is safe to use and this has been widely publicised in the local press.

With this new lockdown we were conditioned to the fact that we would show a substantial loss for the year but once again the Government came to our rescue and have been paying us enough each month to cover our fixed costs whilst we are closed and not receiving any income. Apparently there was a real risk that a number of community halls in the country would never reopen and the Government decided that they could not allow this to happen and to date they have paid us £9,000 in addition to the initial £10,000 so the financial situation is quite stable in spite of our problems. As a result we have ended the year with a bank balance of some £1,300 more than we started with last March!!

The income entries on the P & L are self-explanatory or explained above but there are one or two changes on the expenditure side of the P & L. The cleaner's wages have gone up slightly as she has had to undertake extra cleaning in order to comply with the Covid19 regulations and there has been a new item of expenditure for gardening where we employed a young lad to keep the drive clear of weeds which is something we have undertaken ourselves in previous years but to be honest I am no longer prepared to ask committee members to do this when we can afford to pay to have it done. The cost of electricity has dropped considerably as last year we were hit by the cost of the dehumidifiers after our leak. Also with the various closures we have not been using any lighting. Heating oil is also down mainly because of the low price of oil during the year but we have kept the heating on whilst closed to protect against frozen pipes. The huge increase in repairs and the new kitchen costs are covered above. Another new item this year is the fire regulations inspection which were not carried out last year but have started again this year after I found a more efficient and reliable firm. The final item is the cost of providing Covid 19 precautions in order for us to reopen once the lockdowns are relaxed. There should not be any major repair bills in the foreseeable future or expenditure on further improvements and hopefully the Covid 19 costs will not have to be repeated as I have purchased enough stock to see us through the next three to four years.

In view of the Government support our financial position is still secure and once again I do not propose an increase in our hire fees. We have now held our fees at the same level since 2010 and I would like this to continue in order to protect our high number of bookings. Provided the level of bookings remains high we can easily cover our monthly outgoings so everyone therefore benefits.

I have to thank all of our regular hirers for adhering to the rules we have laid down when we were able to reopen and for their continued support and we look forward to working with them for many years to come once we are back in more normal times.

As mentioned last year we still have no plans in place to replace Gill Johnson or myself and this matter needs to be addressed quite urgently as time is running on and we both need to think about standing down from our positions. Now would be a good time to start a handover as the hall is financially sound, all major repairs have been completed and the lettings book is at an all-time high. In fact the regular hiring income is strong enough for us not to have to worry about attracting casual bookings as the regular income is more than sufficient to cover our regular fixed costs. However casual hires are the icing on the

cake and with our much improved facilities we are bound to attract various parties and functions. Provided I am able, health wise, I will continue until I have completed my 20th year but would like to have someone working with me during that time to make for an easy transfer of work at the end of that period (February 2023). I would not want to just walk away from it but if we cannot find replacements then that is what will happen.

Again I could not do what I do without the help of Gill and Mike Johnson who took on extra work whilst I was quarantined as a result of being in contact with someone with the virus and I am most grateful for their help. Also mention must be made of our cleaner Gill Cadman who has kept on top of the new Covid 19 rules and kept the hall safe for people to use and again I thank her for her help and support. Finally I would like to thank Bob Welch for his assistance in obtaining the various grants we have received this year.

The attached accounts for the period ending 28/2/2021 are self-explanatory but if anyone has any questions do not hesitate to contact me.

Late news: In the last month we have been told that the Parish Council is heading up a group of local people to investigate the future of the pavilion on the playing field. It has been decided that the present building is not fit for purpose and they are seeking the opinion of the local community as to its future. I have been asked to join this group to put forward the thoughts of the village hall and how we see the future. It is possible that the group might decide to build a new community hall and if this is the case then the village hall will become redundant as the village could not support two halls chasing the same hirers. Any decision is a long way off but I will keep you advised as to what is happening.

David Ellis
Treasurer
28/2/2021

BUNBURY VILLAGE HALL
INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDING 29/2/2021

	<u>2021</u>		<u>2020</u>
INCOME	£	£	£
Letting fees - Regular Users	3099.16		£9,581.74
Letting fees - Casual Users	<u>1119.00</u>		<u>£2,674.00</u>
		4218.16	12,255.74
Donations		125.00	150.00
Fundraising		0.00	619.00
Insurance claim		0.00	0.00
<u>Grants Received:</u>			
WREN (Kitchen)		12999.60	0.00
Cheshire East BC (Covid 19 grants)		19241.07	0.00
			<u>0.00</u>
			0.00
Total Income		<u>36,583.83</u>	<u>13,024.74</u>
EXPENDITURE			
Cleaners		1925.00	1,800.00
Water Rates		326.02	345.77
Insurances		938.63	922.95
Light & Heat - Electricity	718.00		1,087.00
Oil	<u>1698.29</u>		<u>2,302.17</u>
		2,416.29	3389.17
Cleaning materials & refuse		343.73	630.54
Repairs & PAT Testing		7268.00	768.42
Licences & Subscriptions		120.00	117.09
Fire Inspection		643.20	0.00
Officers expenses, stationary & postage		12.44	40.30
Purchase of equipment		0.00	871.92
Improvements/New kitchen		19911.81	1,419.72
Gardening		260.00	0.00
Leak insurance claim		0.00	0.00
Refund of deposit		24.00	15.00
Auditor's honorarium		8.00	25.94
Covid 19 Expenditure		<u>1082.77</u>	<u>0.00</u>
Total Expenditure		<u>35,279.89</u>	<u>10,346.82</u>
Surplus/loss for Year		<u>1,303.94</u>	<u>2,677.92</u>
Reconciliation			
Opening balance at bank	22566.64		19,888.72
Post Office opening balance	<u>0.00</u>		<u>0.00</u>
	22566.64		19,888.72
Add/deduct surplus/loss for year	<u>1,303.94</u>		<u>2,677.92</u>
	<u>23870.58</u>		<u>22,566.64</u>
Closing balance at bank	<u>£23,870.58</u>		<u>22,566.64</u>

Signed: David Ellis

Treasurer

Signed: Stuart Cunningham

Auditor



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Bunbury Village Hall

On accounts for the year
ended

28 February 2021

Charity no
(if any)

221392

Respective
responsibilities of
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent
examiner's statement

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 charity 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 from the trustees 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.

Independent
examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *) to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

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

Signed:

Date: 02 March 2021

Name:

Stuart Cunningham

Relevant professional
qualification(s) or body

Chartered Certified Accountant

Address:

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CW6 0DD