

Bibury United Charities (Registered Number 224307)
Trustees Annual Report for the year 1st January to 31st December 2021

Introduction

Bibury United Charities (BUC) is a small registered charity (registered number 224307) founded in 1898. Its volunteer Trustees, drawn from the local community, administer three historic, local charitable trusts: the Alfred Kennedy Trust, the Bibury Church House charity, and the Sackville & Cresswell Charity.

The first two of these (accounting for over 90% of the financial assets) are devoted to the operation and maintenance of Bibury Village Hall, and the third is a small welfare charity.

Only the income generated from these trusts can be applied to our charitable objectives. The BUC does not solicit donations, and does not routinely undertake fundraising activities.

BUC is responsible for managing the endowments (invested on our behalf by CCLA), and applying the income from investments, together with accumulated cash reserves, to repair and maintenance of the external fabric of the Village Hall (including the integral caretaker's cottage).

Bibury Village Hall Management Committee (BVHMC), with its own committee of volunteers, is responsible for the day-to-day running of the Village Hall, organizing events for the benefit of villagers and visitors, managing rentals of the hall (for retail fairs, private parties, club meetings, as the local polling station etc), and maintaining the internal decoration and facilities.

BVHMC is part of BUC, and runs its own finances and bank accounts, publishing a separate statement of accounts each year. For Charity Commission reporting purposes, the financial income and expenditure of both BUC and BVHMC are consolidated.

BUC Trustees meet twice a year. The BVHMC committee meets monthly. Our shared aim is to keep Bibury Village Hall at the heart of the local community, as a popular venue for all kinds of event arranged by us and by third-parties. Third-party events include private receptions, regular exercise classes, social gatherings, pop-up shops, antiques and craft fairs, and occasionally as overflow classroom space for Bibury Village School. Events arranged by BVHMC include the annual Open Gardens days, Village Show, Harvest Supper and Christmas Fair, and more frequent events such as the monthly Rural Cinema.

As far as possible, charges are kept low. Rental of the whole hall by a local resident or club/society, for example, costs just £8 an hour (2021), plus a heating charge between October and March. We aim to run the hall so that it covers its costs each year. Any surplus is added to cash reserves, in readiness for unexpected repairs or expenditure - an ever-present possibility with such a historic building, dating back in part to the 1800s.

Review of 2021

The Covid pandemic continued to impact seriously upon the Village Hall's activities through 2021, as Government instructions regarding closures were followed. Regular use of the hall stopped immediately when the lockdowns were announced. There was also an impact on forward planning for the larger events, given the uncertainty about whether the hall would be open or closed for events a few months ahead. There was also uncertainty about what the public appetite

for a resumption of social gatherings would be, after periods of lockdown. The popular Open Gardens day and Bibury Show did not take place.

A gradual return to normal activities and events in the hall started in the Autumn, following the evolving Government rules for social distancing, ventilation, mask wearing etc. The September Harvest Supper took place, but with reduced numbers to allow more space between tables.

Income from events and rentals was considerably reduced, totalling just £5,023 for the year (about half the corresponding figure in a recent pre-Covid year).

The BVHMC were grateful to have received money from the Government scheme to help village halls through the Covid epidemic. This was used (and will continue being used in 2022) to offset the loss of income caused by Covid closures, and for necessary expenditure to prepare the hall for the post-Covid world, and ensure it provides the best possible environment for community events. To meet rising public expectations, BVHMC is installing a cashless payment system, allowing attendees at events to pay by credit or debit card. This required the installation of wifi service in the hall, which in turn has enabled vendors using the hall to take card payments via their own payment systems.

There was no major expenditure needed by the BUC on the hall's structure in 2021, although at the year-end inspection some issues with external paintwork, stonework and roofing were identified. These will be monitored and attended to as appropriate in 2022.

Various improvements to the village hall caretaker's cottage were needed for health and safety reasons. Replacement of the obsolete electrical fuse panel with modern circuit breakers was completed in 2021. Further expenditure on the cottage will be made in early 2022, including the removal of potentially hazardous ceiling tiles.

A grant of £600 was made from the Sackville & Cresswell charity, using the combined investment income from 2019, 2020 and 2021, to Bibury Primary School, to be used at the school's discretion towards the cost of clothes and equipment for deserving pupils. As usual, the BUC contributed a share of the annual insurance costs paid by the BVHMC.

The year-end value of the charity's permanent endowments (non-expendable) was £105,658 (2020 year end: £92,348), thanks to unexpected stockmarket gains through 2021. Cash reserves (BUC and BVHMC combined) at the year end were £79,018 (2020 year end: £64,954). Consolidated income for the year (BUC and BVHMC combined) was £26,241. Consolidated expenditure was £11,581.

Although the village hall was effectively closed for business during the first half of 2021 as a result of Covid, it created additional work for the management committee behind the scenes. For example, keeping up to date with constantly-changing Government safety regulations, preparing and revising information posters, installing and maintaining hand-sanitising stations, and preparing for the post-Covid return to something like normality, whenever that would be.

BUC has no employees, so we were spared the challenges faced by employers during lockdowns.

The BUC Trustees would like to express thanks to BVHMC Chair Angela Alderton and her hard-working Committee members for their behind-the-scenes work through the worst effects of Covid, so that the hall could be safely re-opened, step-by-step, as Government rules evolved through the second half of the year and into early 2022. Also the additional volunteers who have stood by to help run activities when Covid rules permit.

We would also like to thank the residents of Bibury and surrounding villages for their continued support of the Village Hall now that the difficult Covid period seems to be receding.

And of course the trustees of Bibury United Charities, all volunteers, who take seriously their responsibilities as custodians of a historic charity that is still there to serve the people of Bibury and surrounding areas after 130 years.

Receipts and payments accounts, 1st January to 31st December 2021

These consolidated accounts include the three separate trusts within Bibury United Charities: the Bibury Church House Charity, the Alfred Kennedy Trust, and the Sackville & Cresswell charity. The first two are dedicated to the repair and maintenance of Bibury Village Hall. The third is a welfare charity.

The accounts also include the financial results of the Bibury Village Hall Management Committee (BVHMC) that handles the day-to-day running of the village hall, arranging and running events, and renting out the hall. The BVHMC prepares its own separate annual statement of accounts, from which the key income and expenditure figures have been extracted.

Receipts 1st January to 31st December 2021

Bibury Church House Charity

Income from invested endowments managed by CCLA

Bibury Church House (038270002T)	£890
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Interest from cash reserves held in Lloyds Bank current accounts

Nil

Alfred Kennedy Trust

Income from invested endowments managed by CCLA

Alfred Kennedy (424220001T) £1,625

Interest from cash reserves held in CLA Deposit Funds (retained in fund)

Alfred Kennedy (424220001C) £1

Interest from cash reserves held in Lloyds Bank current accounts

Nil

Sackville & Cresswell

Income from invested endowments managed by CCLA

Sackville & Cresswell (038270001T) £202

Interest from cash reserves held in CCLA Deposit Funds (retained in fund)

Sackville & Cresswell (038270001C) £0

Interest from cash reserves held in Lloyds Bank current accounts

Nil

BUC total receipts **£2,718**

Outgoings 1st January to 31st December 2021

Bibury Church House Charity

Expenditure

Nil

Alfred Kennedy Trust

Expenditure

New electrical consumer panel for Village Hall caretaker cottage £683
Contribution to annual insurance (2021 and 2020) £595 + £632 (not included in consolidated accounts as this an internal transfer between BUC and BVHMC).

Sackville & Cresswell

Expenditure

Grant to Bibury Primary School for use at their discretion towards clothing and equipment for deserving pupils £600

BUC total outgoings (not incl. internal transfers) **£1283**

Separate receipts & payments for Bibury Village Hall Management Committee

Income

Income from routine activities (excluding receipt of BUC insurance contribution) £4,391
Covid-related grants received £19,003
Savings account interest £130
Total BVHMC income (including Government Covid grants) £23,524

Total BVHMC Expenditure £10,298

Grand totals, BUC and BVHMC

(Adjusted to exclude internal transfers: contributions towards annual insurance, and nominal £1 cottage rent)

Consolidated income £26,241

Consolidated expenditure £11,581

Statement of assets and liabilities at 31st December 2021

Assets and liabilities at 31st December 2021

Assets

Property:

Bibury Village Hall, formerly the Bibury Reading Room, vested in the Charity Commission since 1889.

Invested permanent endowments:

Bibury Church House Charity

CCLA ref. 038270002T	£34,602	(2020: £30,243)
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Alfred Kennedy Trust

CCLA ref 424220001T	£63,201	(2020: £55,239)
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Sackville & Cresswell charity

CCLA ref 038270001T	£7,855	(2020: £6,866)
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Cash (current and deposit accounts)

Bibury Church House Charity

Lloyds Bank ref 00027349	£13,707	(2020: £12,817)
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Note: There is no CCLA Deposit account for this fund.

Alfred Kennedy Trust

CCLA ref 038270002C	£6,061	(2020: £6,061)
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Lloyds Bank ref 00354617	£11,680	(2020: £11,370)
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Sackville & Cresswell charity

CCLA ref 038270001C	£2,487	(2020: £2,487)
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Lloyds bank ref 00031370	£938	(2020: £1,336)
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Bibury Village Hall Management Committee

Cash reserves from operating Bibury Village Hall (mainly organising village events and private and commercial rentals, and including 2021 Government Covid grants) £44,145

Total financial assets at year end

Invested permanent endowments (managed by CCLA): £105,658 (2020: £92,348)

Current & deposit accounts (Lloyds Bank and CCLA): £34,873 (2020: £34,666)

BVHMC bank current & deposit accounts, & cash £44,145 (2020: £30,288)
(see BVHMC Statement of Accounts 2021)

Consolidated financial assets 31st Dec 2021	£184,676	(2020: £157,302)
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Liabilities

None

- **End** -

Roger Staton, Trustee and Treasurer, Bibury United Charities
20th September 2022

Appendices (2) in separate PDF files

1. Financial Statement for Bibury Village Hall Management Committee, which runs the village hall day-to-day, managing rentals and arranging events on behalf of Bibury United Charities
2. External Examiner's report on the 2021 Trustees Annual Report

NOTE 1

HIRE OF HALL**Routine Hire**

	<u>2020</u>	<u>2021</u>
Bibury & Barnsley WI	20.00	-
Wednesday Group	48.00	48.00
Bibury School	36.00	339.00
Parochial Church Council	-	-
Bibury Parish Council	22.50	85.50
Coln Crafters	78.00	54.00
Garden Club	126.00	96.00
Other	6.00	40.00

Casual Hire

Private Events	65.00	97.00
Fitness Classes	130.00	-

Outside Hire

Elections & Referenda	240.00	192.00
Bibury Antiques	396.00	992.00
Craft Fairs	-	288.00
Ampney Crucis Playgroup	45.00	-
Other	<u>72.00</u>	<u>448.00</u>
	1,284.50	2,679.50

Equipment Hire

	5.00	90.00
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NOTE 2

DONATIONS RECEIVED

Parochial Church Council	500.00	-
Parking at Flower & Arts Festival	-	72.20
Other	<u>150.00</u>	<u>-</u>
	650.00	72.20

NOTE 3

GOVERNMENT GRANTS

Covid-19 initial grant	10,000.00	-
Covid-19 Follow-up Grant (1)	-	8,907.21
Covid-19 Follow-up Grant (2)	-	2,096.00
Covid-19 Re-opening Grant	<u>-</u>	<u>8,000.00</u>
	10,000.00	19,003.21

NOTE 4

FUND RAISING EVENTS (excluding cinema)

	<u>2020</u>			<u>2021</u>		
<u>Bank</u>	<u>Received</u>	<u>Paid</u>	<u>Profit</u>	<u>Received</u>	<u>Paid</u>	<u>Profit</u>
Open Gardens	Cancelled due to pandemic			Cancelled due to pandemic		
Bibury Show	"	"	"	"	"	"
Harvest Supper	"	"	"	380.00	460.00	(80.00)
Harvest Supper Raffle	"	"	"	140.00		140.00
Christmas Fair	"	"	"	538.00	-	538.00
Village Hall Teas	"	"	"	-	-	-
	-	-	-	1,058.00	460.00	598.00

NOTE 5 BAR AT EVENTS

Money received from bar sales	92.00
Money received from Prosecco sale after gala evening	<u>28.00</u>
	120.00
Wine/crisps bought (includes stock for gala evening)	(235.40)
Ice Creams bought for gala evening	<u>(46.56)</u>
	(161.96)

NB. Stock of 16 bottles of wine and 3 soft drinks remains

NOTE 6 RURAL CINEMA

	<u>2020 Profit</u>		<u>Door</u>	<u>To CDC & DVD</u>	<u>Profit</u>
CDC Bill 2019	(38.56)	No outstanding CDC	-	-	-
January	5.15	No film due to Covid	-	-	-
February	28.86	" " "	-	-	-
March		" " "	-	-	-
April	No further films	" " "	-	-	-
May	due to Covid-19	" " "	-	-	-
September		The Father	101.50	45.21	56.29
October		Dream Horse	108.00	O/S	108.00
November		Nomadland	<u>87.00</u>	<u>O/S</u>	<u>87.00</u>
			296.50	(45.21)	251.29
		DVDs bought x 3	<u>(24.98)</u>	<u>(9.99)</u>	<u>(34.97)</u>
			271.52	(55.20)	216.32

NOTE 7 SUNDRY INCOME

	<u>2020</u>	<u>2021</u>
Sale of Speakers	-	100.00

NOTE 8 INSURANCE

	<u>2020</u>	<u>2021</u>
Combined Annual Insurance	893.67	947.93
2020/2021 BUC Contribution	(595.78)	-
2021/2022 BUC Contribution	-	<u>(631.94)</u>
	297.89	315.99

NOTE 9 UTILITIES

Water	311.31	270.65
Electricity	1,246.68	1,573.31
Broadband	-	<u>416.00</u>
	1,557.99	2,259.96

NOTE 10 ADMIN, SUBS & FEES

PRS/PPS Licence	139.80	91.75
Premises Licence	70.00	70.00
GRCC Subscription	25.00 (2020)	-
	25.00 (2021)	-
Caretaker Xmas Box	75.00	75.00
Secretary Honorarium	100.00	100.00
Wheelie Bin Licence	15.00	15.00
Treasurer Post/Stationery	<u>7.80</u>	<u>44.61</u>
	457.60	396.36

NOTE 11 HALL IMPROVEMENTS & MAINTENANCE

Raeburn repairs	422.03	-
HiFi equipment replacement	-	3,416.80
New Electrical Sockets and PAT testing	-	<u>1,088.95</u>
	422.03	4,505.75

NOTE 12 ROUTINE MAINTENANCE

Pest Control	185.00	185.00
Window Cleaner	40.00	80.00
Chubb Fire Service	189.95	88.82
General Electrical Work	111.52	412.80 (EICR)
Heating Service	540.00	190.00
Smoke Detector	25.74	-
Shed Roofing	90.00	-
General Maintenance	80.00	-
Garden Maintenance	-	100.00
Cleaning Products incl. Covid refills	-	40.46
Cooker Cleaning	-	90.00
Chair Cleaning	-	<u>60.00</u>
	1,262.21	1,247.08

NOTE 13 SUNDRY

Paper Towels/Clock/Flowers	132.19	-
Covid-19 Health & Safety equipment	556.66	-
Key Fobs/Window Lock Keys	-	26.15
First Aid replacement stock	-	32.42
Kettle	-	24.99
Sink Tidy	-	29.99
Outside Porch Lights	-	30.00
Sale of Speakers	-	<u>(100.00)</u>
	688.85	43.55

BIBURY VILLAGE HALL MANAGEMENT COMMITTEE
(acting on behalf of Bibury United Charities – Church House Charity
(registered Charity No. 224307

STATEMENT OF ACCOUNTS FOR THE YEAR 01.01.21 – 31.12.21

<u>2020</u>	<u>BANK INCOME</u>	<u>2021</u>
£		£
1,284.50	Hire of Hall (note 1)	2,679.50
5.00	Hire of Equipment	90.00
650.00	Donations received (note 2)	72.20
10,000.00	Government Grants (note 3)	19,003.21
	HALL FUND RAISING EVENTS (note 4)	
-	Harvest Supper	380.00
-	Harvest Supper Raffle	140.00
-	Christmas Fair	538.00
41.00	Bar at Events (note 5)	120.00
78.51	Rural Cinema (note 6)	271.52
(23.00)	Sundry (sale of speakers note 7)	100.00
<u>595.78</u>	BUC Insurance Contribution	<u>631.94</u>
12,631.79		24,026.37
	<u>SAVINGS ACCOUNT INCOME</u>	
107.69	National Savings Account Interest	129.74
	<u>CASH INCOME</u>	
<u>25.00</u>	Harvest Supper tickets	<u>-</u>
12,764.48		24,156.11
	<u>BANK EXPENDITURE</u>	
-	Events (note 4)	460.00
113.05	Rural Cinema (note 6)	55.20
	<u>Utilities</u> (note 9)	
311.31	Water	270.65
1,246.68	Electricity	1,573.31
-	Broadband	416.00
893.67	Insurance (note 8)	947.93
457.60	Admin, Subs & Fees (note 10)	396.36
422.03	Hall Improvements/Maintenance (note 11)	4,505.75
1,262.21	Routine Maintenance (note 12)	1,247.08
-	Bar at Events (note 5)	281.96
25.00	Cash	-
<u>688.85</u>	Sundry (note 13)	<u>143.55</u>
5,420.40		10,297.79
	<u>CASH EXPENDITURE</u>	
<u>1.00</u>	Rent for Cottage	<u>1.00</u>
5,421.40		10,298.79

Total income over expenditure: £13,857.32

BANK RECONCILIATION**LLOYDS BANK ACCOUNT**

	<u>2020</u>	<u>2021</u>
Opening balance at bank 1 st January 2021	9,512.37	11,718.76
Cheques issued in previous year	<u>(30.00)</u>	<u>(25.00)</u>
	9,482.37	11,693.76
Income banked during the year	<u>12,631.79</u>	<u>24,026.37</u>
	22,114.16	35,720.13
Expenditure during the year	<u>(5,420.40)</u>	<u>(10,297.79)</u>
	16,693.76	25,422.34
Transferred to NS&I Savings	<u>5,000.00</u>	<u>-</u>
	11,693.76	25,422.34
Cheques issued but not banked at year end	<u>25.00</u>	<u>-</u>
Closing balance at year end as statement	11,718.76	25,422.34

CASH ACCOUNT

Opening balance at 1 st January	0.95	24.95
Income transferred from Lloyds Bank Account	<u>25.00</u>	<u>-</u>
	25.95	24.95
Cash Expenses during the year	<u>1.00</u>	<u>1.00</u>
Balance in cash account	24.95	23.95

NATIONAL SAVINGS ACCOUNT

Opening balance at 1 st January	13,461.38	18,569.07
Interest for 19/20	107.69	-
Interest for 20/21	-	129.74
Transfer from Lloyds Account	<u>5,000.00</u>	<u>-</u>
Closing balance at year end	18,569.07	18,698.81

TOTALS AT YEAR END

	<u>Opening Balance</u>	<u>Closing Balance</u>
	<u>01.01.21</u>	<u>31.12.21</u>
LLOYDS BANK	11,718.76	25,422.34
Less cheques issued in 2020 and cleared in 2021	<u>(25.00)</u>	<u>-</u>
	11,639.76	
Less cheques issued but not banked at year end	<u>-</u>	<u>-</u>
	11,693.76	25,422.34
Income banked but not cleared into account	<u>-</u>	<u>-</u>
	11,693.76	25,422.34
CASH IN HAND	24.95	23.95
NATIONAL SAVINGS	<u>18,569.07</u>	<u>18,698.81</u>
	30,287.78	44,145.10

INCREASE IN ASSETS OVER PREVIOUS YEAR: **£13,857.32**

TREASURER **CHECKED BY**
Mrs S Arnold **Mrs J Brandon**



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

BIBURY UNITED CHARITIES

On accounts for the year
ended

31st DECEMBER 2021

Charity no
(if any)

224307

Set out on pages

1-7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

Huntingham

Date:

6/10/22

Name:

HILARY ANTINGHAM

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

n/a.

Address:

MAY HOUSE

BELL LANE

POULTON, GLOS, GL7 5JF.