



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	October	2020		30	September	2021

Section A Reference and administration details

Charity name

Porthtowan Village Hall

Other names charity is known by

Registered charity number (if any)

226962

Charity's principal address

Porthtowan Village Hall	
Beach Road, Porthtowan	
Truro, Cornwall	
Postcode	TR4 8AD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dika W Jewell	Treasurer		The Management Committee
2	Oliver Girvan Riddett			The Management Committee
3	Kirsty Rebecca Smith	Bookings Clerk		The Management Committee
4	Richard Neil Harvey	Chairman		The Management Committee
5	Lorna Beryl Chapple			The Management Committee
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7				
8				
9				
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11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Management Committee

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <input type="checkbox"/> policies and procedures adopted for the induction and training of trustees; <input type="checkbox"/> the charity's organisational structure and any wider network with which the charity works; <input type="checkbox"/> relationship with any related parties; <input type="checkbox"/> trustees' consideration of major risks and the system and procedures to manage 	<p>The following are policies the charity has in place</p> <p>Risk Assessments Safeguarding Vulnerable Beneficiaries Conflicting Interests Volunteer Management Complaints Handling</p>
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them.

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Section C	Objectives and activities
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Summary of the objects of the charity set out in its governing document

Porthtowan Village Hall is for the use of the inhabitants of the village of Porthtowan

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Provision of facilities for local community clubs, leisure and learning activities and recreation and to provide a focal point for the community

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

Porthtowan Village Hall is run by a group of volunteers who meet once a month in order to ensure the smooth running of the hall and to resolve any problems that may occur and to ensure the hall is fully maintained at all times.

Volunteers are also involved in the upkeep of the village hall and the maintenance of the grounds.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievements of the charity this year was to keep the hall running throughout the Coronavirus pandemic. This was done by hiring out as much as possible when restrictions permitted and obtaining grants from Cornwall Council

Section E

Financial review

Brief statement of the charity's policy on reserves

The trust holds reserves for the use of ongoing maintenance of the Village Hall

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

Current account balance 30th September 2021

34,365.13

B/f from 30th Sept 2020

18,448.29

Total Income 2020 - 2021

15,916.84

34,365.13

INCOME

Gross income for the year

27,979.69 ✓

Total expenses for the year

12,062.85 ✓

Net income for the year

15,916.84 ✓

Summary of Information Sept 2020

Income Breakdown

Hall Hire Regular Users

9,310.00 ✓

Misc Hall Hire

765.00 ✓

Car Park

306.90 ✓

Grant

17,597.79 ✓

27,979.69

Expenditure Breakdown

Water

2,544.00 ✓

Telephone

316.39 ✓

Insurance

1,740.13 ✓

Refuse collection

800.68 ✓

Maintenance

331.58 ✓

Cleaning (including costs\0

2,141.96 ✓

Electricity

930.71 ✓

Oil

1,159.68 ✓

Window Cleaning

-

Fal Fire

-

Exco

282.00 ✓

Misc Expenses

442.31 ✓

Paper stock (towels, toilet paper, etc)

61.56 ✓

Domain Name

15.82 ✓

Refunds

-

Performing Rights/CCC Licnse/PPLPRS

288.96 ✓

Gardening

-

COVID expenses

58.26 ✓

HALL REPAIRS ETC

-

Mark Mills

878.81 ✓

Paul Rabey - plumbing

70.00 ✓

12,062.85

Bank Account Balances

Current Account

Opening Balance

18,448.29 ✓

Total Credits

27,979.69 ✓

Total Debits

12,062.85 ✓

Closing Balance 30/9/20

34,365.13 ✓



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Porthtowan Village Hall

On accounts for the year
ended

30th September 2021

Charity no
(if any)

226962

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 30/09/2021

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:

Date:

25/3/2022

Name:

Roger M Mills

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

HMRC Agent Number P6793L

Address:

24 Kew Breanek

St Agnes

Cornwall TR5 0AH