

ROYDON VILLAGE HALL

England & Wales · Charity number 227643

Details

Other names	ROYDON VILLAGE CLUB
Status	Registered
Legal form	Other
Registered	1964-02-28
Register	View on the Charity Commission register

Contact

Address	Village Hall Harlow Road Roydon Harlow CM19 5HH
Phone	01279792215
Email	roydonvillagehall@gmail.com
Website	www.roydonvillagehall.co.uk

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF ROYDON WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Provision and maintenance of a village hall for the use of inhabitants in the Parish of Roydon for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, with the object of improving their conditions of life.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** VILLAGE AND PARISH OF ROYDON, ESSEX
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£35,421	£17,750	-	-
2023-12-31	£32,667	£21,400	-	-
2022-12-31	£35,346	£43,051	-	-
2021-12-31	£33,587	£19,880	-	-
2020-12-31	£31,587	£62,118	-	-

Trustees

Name	Role	Appointed
Helen Reynolds	Chair	2018-03-05
Allan Storrar		2015-03-02
Andrea Jones		2024-01-08
Andrew James Whybrow		2019-11-04
Annalei Jane Smith		2021-06-06
Christopher Brookes		2018-03-05
Ian Gordon Greig		2020-01-06
JANICE SPARK		
Jacqueline Clark		
Lisa Rozee		2021-06-06
Richard D'Souza		2015-03-02
STEPHANIE NICOLA WILKINSON		

ROYDON VILLAGE HALL

England & Wales - Charity number 227643

Accounts

Roydon Village Hall

(Registered Charity Number 227643)
Annual General Meeting - 3rd March 2025

Report of Chairman, Helen Reynolds

Roydon Village Hall is registered with the Charity Commission for England and Wales. The property, in Harlow Road, and sundry assets of the charity are held to the ownership of Roydon Parish Council which is the Custodial Trustee. The Roydon Village Hall Management Committee is the Managing Trustee of the charity.

Up to eight residents of Roydon Parish who are over 18 years are elected at the annual general meeting to serve on the committee. At the 2024 AGM the following were elected:

- Andrew Whybrow (Treasurer)
- Richard d'Souza
- Ian Greig (Vice Chairman)
- Helen Reynolds (Chair)
- Annalei Smith
- Jackie Clark (Secretary).

Nominated representatives of the user groups and organisations to serve on the committee were:

- Miss Nicola Wilkinson (The Roydon Society)
- Mrs Lisa Rozee (Roydon Pre-School)
- Mrs Janice Sparkes (Evening Badminton)
- Mrs Pat Greenhill (St Peter's Church)
- Allan Storrar (West Essex Model Trucks) formerly RIMFC
- Chris Brookes (Short Mat Bowls)
- Karina Brookes (Short Mat Bowls)
- Heather Oakes (Pilates)
- Kim Rogers (Dancing)
- Andrea Jones (Parish Council)

My thanks go to them for taking on these posts. A big thank you to Pat Greenhill for all that she has contributed over the years. Pat stepped down as Chairman at our last AGM and has now stepped down as a representative for St Peter's. I was elected as Chairman at the AGM in 2024.

The committee meets bi-monthly on the first Monday of January, March, May, July, September and November.

I am very grateful to Andrew Whybrow who has kept us updated. Our income has kept us with sufficient for day to day expenses and has allowed us to quickly get on with re-roofing the flat roof over the last half term break, re-painting through the hall and replenishing fire extinguishers, fire safety lights and curtains since the last AGM.

The Art Show did well raising around £1,800 and 2024's exhibition saw exhibitors, demonstrating some work other than their painting again, which was well received. Many thanks to Ian Greig and Geoff Preston and their demonstrators for their initiative, it was enjoyed by all. Moving forward, Ian and Geoff have passed on the Art Show organisation to Sarah Seabrook, Louise Smyth and Tim Collins. Thank you team for helping with this and carrying on such an enjoyable and worthwhile event.

Our regular Hall bookings continue including exercise and dance classes, model trucks and the Village Market. Thanks to all those who run and attend them. They are all an asset to the Village.

I continue to help with the running and advertising of the Village Market, with Sarah Seabrook taking on the planning, which has been a huge help. My thanks go to Jackie & Steve, Andrew and Sarah and who have helped with assembling everything, Ian and Sarah who have put up and taken down all the Market posters and Richard who has helped with monthly Parish News articles.

The market averages 110 customers a month, reaching 180 last Christmas. Both halls have often been used and we have a helpful format to make the small hall feel busy and helpful to stallholders moving forward. The times for the Market are 9.30am-1pm. We are grateful to all who run the refreshments in aid of many different charities.

Markets also attended by representatives from Neighbourhood Watch and the Epping Community Police Team, providing residents with an opportunity to chat in an informal and relaxed environment.

Pre-School runs on Monday and Tuesday afternoons and now also on Thursdays. Thank you Pre-School for looking after the hall so well and to all of the

committee who were able to help with transforming the grounds for Pre-school since the last AGM.

We also have a good number of private bookings, including children's parties, with recommendations bringing in new bookings. Thank you to Jackie, Steve and team for organising another New Year's Eve party to see us into 2025. This was enjoyed by all and lit up the hall!

The finances of the Hall can be seen on another report and Andrew will explain them.

I would like to say a big thank you to Andrew Whybrow for dealing with our finances and to Jackie Clark, for both administrative and practical help. And indeed to all committee members for their support, and lastly a big thank you to Vikki West for all the cleaning.

Thank you to Andrew and Jackie who have taken on the responsibility of keeping our bookings up to date.

We must not forget that the Village Hall is a registered charity and we must abide by the Charity Commission rules. In response to this, I have reflected upon our Constitution and the charity's purpose, which is here for the provision and maintenance of a village hall for the use of the inhabitants of the Parish of Roydon without distinction of political, religious, or other opinions, including use for meetings, lectures and classes and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

It is clear that we have abided by our charity's purpose by providing a range of community activities for the parish. Use of the hall has been frequent, which is easily reflected through our bookings this year. Some of the means by which we have achieved such variety and frequent use of the hall, has been through committee representation from across the village and their user groups, website advertising and a reliable and easily accessible booking system. Thank you all for helping to create this community space for our parish.

Helen Reynolds 03 March 2025

Roydon Village Hall – Treasurer’s Report for the year ended 31st December 2024

Our finances continue to be healthy and there was a surplus of £17671.11 in 2024 compared to £11267.01 in 2023. On 31st December 2024 we held total cash amounting to £56930.07 and the value of the investment with CCLA Investment Management Investment Ltd was £23335.67. Giving a total of £80265.74.

Income

Total income was £35421.04 compared to £32667.19 in 2023 and represents an increase of 2753.85 (8.43%). The main variances were

- Group hire increased by £2789.15
- Private hire increased by £1011.02
- Village market increased by £665.00
- Dividends and Interest increased by £497.69
- Grants and donations reduced by £804.04 (this was due to a one-off donation made by the People of Roydon towards the cost of the defibrillator in 2023)
- The increase in value of the units held with CCLA was £1404.97 lower than in 2023, the value still increased by £515.51 in 2024

Expenditure

Total expenditure was £17197.26 compared to £18144.11 in 2023 and represents a reduction of £946.85 (5.51%). The main variances were

- Energy costs reduced by £3241.48
- New equipment costs reduced by £2708.80
- Internet costs reduced by £573.83 (this was due to a one-off payment in 2023 for the redesign of the website)
- Repairs and maintenance increased by £2322.47
- There were relatively small increases in other expense areas

Investments

Interest rates were relatively high during 2024, but the outlook is for further reductions in 2025 and therefore the interest received in 2025 will be lower. I don't propose to recommend any further investments in CCLA.

Summary

I would like to express my thanks to Geoff Mason for completing the required Independent Examination of our accounts. The finances of the Village Hall remain healthy, and we can continue to make repairs/improvements in the knowledge there is a sound financial base.

Andrew Whybrow

Treasurer

28th February 2025

Roydon Village Hall - Registered Charity 227643

Receipts and Payments for the Year Ended 31st December 2024

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
INCOME RECEIPTS				
From Voluntary Sources				
Grants & Donations	160.20	0.00	160.20	964.24
Fundraising	1500.00	0.00	1500.00	1500.00
Total	1660.20	0.00	1660.20	2464.24
From Trading Activities				
Hall Hire - Groups	22469.70	0.00	22469.70	19680.55
Hall Hire - Private	4927.10	0.00	4927.10	3916.08
Village Market	4032.50	0.00	4032.50	3367.50
Total	31429.30	0.00	31429.30	26964.13
From Assets				
Bank Interest	1816.03	0.00	1816.03	1318.34
Increase/Decrease in value of CCLA units	515.51	0.00	515.51	1920.48
Total	2331.54	0.00	2331.54	3238.82
Total Receipts	35421.04	0.00	35421.04	32667.19

PAYMENTS

	£	£	£	£
Charitable Activities				
Cleaning	4324.02	0.00	4324.02	4137.34
Repairs & Maintenance	5993.13	0.00	5993.13	3670.66
Electricity & Gas	3456.73	0.00	3456.73	6698.21
Water Rates	471.01	0.00	471.01	299.69
Insurance	1733.68	0.00	1733.68	1631.98
Internet	432.81	0.00	432.81	1006.64
Business Rates	152.61	0.00	152.61	208.07
Affiliation Fees	329.28	0.00	329.28	300.78
Market Costs	55.00	0.00	55.00	0.00
Miscellaneous Costs	248.99	0.00	248.99	190.74
Defibrillator Costs	0.00	0.00	0.00	0.00
Total	17197.26	0.00	17197.26	18144.11
Other Expenditure				
Fund Raising	0.00	0.00	0.00	0.00
Bank Charges	77.40	0.00	77.40	72.00
Total	77.40	0.00	77.40	72.00
On Assets				
New Equipment	475.27		475.27	3184.07
Total	475.27		475.27	3184.07
Total Payments	17749.93	0.00	17749.93	21400.18
Net Receipts for the year	17671.11	0.00	17671.11	11267.01
Balances at start of year	62594.63	0.00	62594.63	51327.62
Balances at end of year	80265.74	0.00	80265.74	62594.63

Roydon Village Hall - Registered Charity 227643

Statement of Assets & Liabilities at 31st December 2024

Monetary Assets
Deposits & Balances
Unity Trust Current Account
Unity Trust Savings Account
Petty Cash
Total Cash
Value of CCLA Units at 31st December 2024
Total Funds
Non Monetary Assets
Fixtures & Fittings
Chairs & Tables
Kitchen Equipment

	2024	2023
	£	£
Deposits & Balances	5542.60	4574.69
Unity Trust Current Account	51335.61	35154.78
Unity Trust Savings Account	51.86	45.00
Petty Cash	56930.07	39774.47
Total Cash		
Value of CCLA Units at 31st December 2024	23335.67	22820.16
Total Funds	80265.74	62594.63



Section A

Independent Examiner's Report

Report to the trustees

ROYDON VILLAGE HALL

On accounts for the year ended

31st December 2024

Charity no
(if any)

227643

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity (~~the Trust~~) for the year ended 31/12/204.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

D. Mason

Date:

28 Feb 2025

Name:

DAVID GEOFFREY MASON

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

MBIM F10M3

Address:

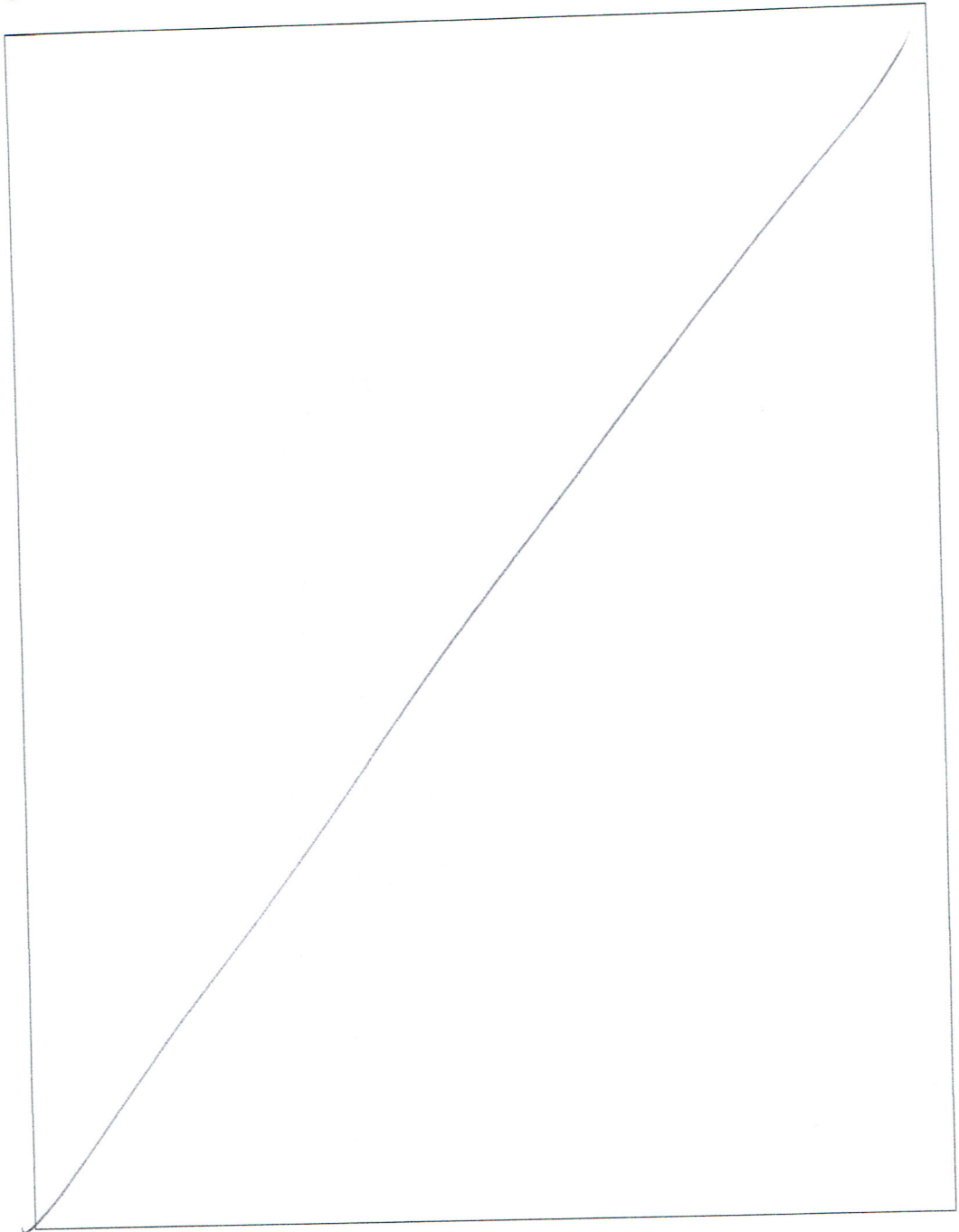
1 NY COTTAGE, TYLERS RD, ROYDON, HALLING

Section B

Disclosure

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

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



ROYDON VILLAGE HALL

England & Wales - Charity number 227643

Accounts

Roydon Village Hall

(registered charity number 227643)

Annual General Meeting – 4th March 2024

Report of Chairman, Pat Greenhill

Roydon Village Hall is registered with the Charity Commission for England and Wales. The property, in Harlow Road, and sundry assets of the charity are held to the ownership of Roydon Parish Council which is the custodial trustee. The Roydon Village Hall Management Committee is the managing trustee of the charity.

Up to eight residents of Roydon Parish who are over 18 years are elected at the annual general meeting to serve on the committee. At the 2023 AGM the following were elected:

- Andrew Whybrow
- Richard d'Souza
- Ian Greig
- Helen Reynolds
- Annalei Smith
- Jackie Clark. (Village rep)

Nominated representatives of the user groups and organisations to serve on the committee were:

- Miss Nicola Wilkinson (The Roydon Society)
- Mrs Lisa Rozee (Roydon Pre-School)
- Mrs Janice Sparkes (Evening Badminton)
- Mrs Pat Greenhill (St Peter's Church)
- Allan Storrar (West Essex Model Trucks) formerly RIMFC
- Chris Brookes (Short Mat Bowls)
- Heather Oakes (Pilates)
- Kim Rogers (Dancing)
- Andrea Jones (Parish Council – joined November 2023)

Andrew Whybrow was elected as Treasurer and Jackie Clark as Secretary.

- My thanks go to them for taking on these posts.
- I was re-elected as Chairman.
- During this year we have elected a Bookings Secretary Andrew

Whybrow as well as being Treasurer

The committee meets bimonthly on the first Monday of January, March, May, July, September and November

We are now on Epping Forest Council's list as an emergency hall

I am very grateful to Andrew Whybrow who has kept us updated with all the finances, and we have had no need to apply for any more Grants. Our income has kept us with sufficient for day to day expenses and the budgeted redecoration of the foyer and main hall, and repolishing of the floors in the

kitchen, foyer, committee room and Pre-School room during the summer holiday break.

The Art Show did well raising around £1800, and this year had some extras with help from exhibitors demonstrating some work other than their painting eg modelling with clay and embroidery. Many thanks to Ian Greig and Geoff Preston and their demonstrators for their initiative, it was enjoyed by all.

Our regular Hall bookings continue including exercise and dance classes, and model trucks and the Village Market . Thanks to all those who run and attend them. They are all an asset to the Village.

This year all hiring fees have had to go up a small percentage because of the huge increase in the cost of gas and electricity

Helen is continuing to take on a major role for the running and advertising of the Village Market and it has proved successful, my thanks go to Helen, Jackie and Andrew and Sarah who have helped with assembling everything, and Ian and Sarah who have put up and taken down all the Market posters.

The Market has now become a regular monthly booking for the Hall, with regular stallholders who now have regular village customers. The times for the Market are 9.30 and finishing at 13.00. We are grateful to all who run the refreshments in aid of many different charities.

It is also attended by representatives from the Parish Council and our local police both of which are a happy to answer questions.

Pre-School now operates on Monday and Tuesday afternoons and is possibly going to add on Thursday.

This year we have bought a defibrillator, sited on the front wall and it is registered and activated.

The finances of the Hall can be seen on another report and Andrew will explain them.

I would like to say a big thank you to Andrew Whybrow for dealing with our finances and to Jackie Clark, for both admin and practical help. And indeed to all committee members for their support, and lastly a big thank you to Vikki West for all the cleaning.

And to Andrew and Jackie who have taken on the responsibility of keeping our bookings up to date.

We now have a new website which should help with promoting us.

We must not forget that the Village Hall is a registered Charity and we must abide by the Charity Commission rules.

Pat Greenhill 02 March 2024

Financial Report for 2023

The finances of Roydon Village Hall continue to be healthy. In 2023 we made a surplus of £11267.01 compared to a deficit of £7705.29 in 2022.

Income

The total income in 2023 was £32667.19 compared to £35345.97 in 2022, which represents a reduction of approximately 7.6%. Income from group, private & the market showed a steady increase. In 2022 we received additional grant income for repairs & improvements completed in that year & as we have completed no major repairs & improvements in 2023 that has not been repeated. We did receive donations amounting to £635.09 from The People of Roydon towards the cost of the defibrillator that was purchased & installed during 2023, can I thank Julia Camilleri-Fenton and her team for this generous donation.

Ian Greig and his Art Show team raised £1500 for Village Hall funds last year, thanks Ian.

Our investment with CCLA returned to growth during 2023 with an increase in value of £1920.48 which represented just over 9%. Interest received on the deposit account increased by almost 72%, this was a result of interest rates increasing in 2023 & a conscious decision to move any excess in the current account to the savings account to take advantage of the increased rates. The interest rate on the savings account is currently 2.75%, however we must expect interest rates to reduce during 2024.

Expenditure

Overall expenditure for 2023 was £21400.18 compared to £43051.26 in 2022 which represents a reduction of 101%, however we must strip out the £25500 spent on the repairs to the outside walls in 2022 & there is an underlying increase in costs of approximately £3849 in 2023.

The increased costs were principally due to the cost of cleaning, utilities, insurance, an update to our website & of course the amount of £1548 spent on purchasing the defibrillator. Energy costs increased by approximately 48%

What are the financial plans for 2024?

We have budgeted to make a small deficit of £1400 for 2024. The Managing Trustees decided not to increase the hire rates in 2024 as there was a healthy surplus in 2023 & the early indications are that the number of private hires is likely to increase compared to 2023 along with the increased numbers of stalls at the market, this in turn will generate further income.

The fixed rate on our electricity charges ceases in the summer of 2024 & that was based on electricity prices in mid 2021, we must expect an increase in charges. However there are indications that energy costs may well reduce by then. We are planning to complete the remainder of the internal redecoration during the school holidays in the summer, along with the purchase of A frames to advertise the market.

All of this increased expenditure is included in the budget for 2024.

Summary

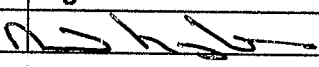
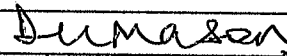
I started with the comment that the Village Hall's finances continue to be healthy & I can foresee no reason why that should not change during 2024 based on things within the control of the Managing Trustees. As all Managing Trustees are aware we are required to act in the best interests of the charity at all times.

Andrew Whybrow
Treasurer
Roydon Village Hall
27th February 2024

Roydon Village Hall - Annual Accounts for 2023

Income	2023	2022
	£	£
Hall Hire - Groups	19680.55	18412.75
Hall Hire - Private	3916.08	3719.00
Market	3367.50	2882.50
Fundraising	1500.00	4150.78
Grants & Donations	964.24	8129.51
Interest & Dividends	1318.34	767.43
Increase/Decrease In CCLA value	1920.48	-2716.00
Total	32667.19	35345.97
Expenditure	2023	2022
	£	£
Cleaning	4137.34	3454.31
Gas/Electricity	6698.21	4518.07
Internet/Website	1006.64	374.97
Business Rates	208.07	255.48
Water Rates	299.69	358.54
Repairs & Maintenance	5306.73	31172.93
Insurance	1631.98	1474.00
Market Costs	0.00	7.65
Fundraising Costs	0.00	984.60
Membership Fees/Subs	300.78	66.00
Bank Charges	72.00	72.00
Miscellaneous Costs	190.74	312.71
Defibrillator Costs	1548.00	0.00
Total	21400.18	43051.26
Surplus/Deficit for the year	11267.01	-7705.29

	2023	2022
	£	£
Balance at 1st January 2023	51327.62	59032.91
Plus/less surplus/deficit for the year	11267.01	-7705.29
Total funds as 31st December 2023	62594.63	51327.62
Funds held as 31st December 2023	£	£
Unity Bank - Current A/C	4574.69	5641.28
Unity Bank - Savings A/C	35154.78	24762.91
Petty Cash	45.00	23.75
Total Cash	39774.47	30427.94
CCLA Units (valuation as at 31/12/2023)	22820.16	20899.68
Total	62594.63	51327.62

	Signed
Treasurer - Andrew Whybrow	
Independent Examiner - Geoff Mason	

26/2/24
26/2/24

Roydon Village Hall has some fixed assets of nominal value, comprising of tables, chairs, kitchen equipment etc.

The Hall building & land are held by Roydon Parish Council as Custodian Trustee of the Charity

Reserves Policy - Much of the building is pre war construction. It is therefore prudent to keep in reserve a reasonable amount of money to ensure there is adequate liquid funds to enable repair & restoration work to be undertaken as rapidly as possible & therefore safeguard the continuity of income & provision of service



Section A Independent Examiner's Report

Report to the trustees/ members of

ROYDON VILLAGE HALL

On accounts for the year ended

31st DECEMBER 2023

Charity no (if any)

227643

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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:

Geoff Mason

Date:

26/2/24

Name:

Geoff Mason

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

MBIM, FIMMM

Address:

WY COTTAGE, TYLERS ROAD
ROYDON, HARLOW
CM19 5LJ

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

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

ROYDON VILLAGE HALL

England & Wales - Charity number 227643

Accounts

**Minutes of Roydon Village Hall Management Committee
Annual General Meeting Monday 15th May 2023
Roydon Village Hall, Harlow Road, Roydon at 7.30pm**

Meeting was attended by: Ian Greig, Helen Reynolds, Annalei Smith, Andrew Whybrow (Treasurer), Nicola Wilkinson, Jan Sparkes, Pat Greenhill (Chairman), Lisa Rozee, Chris Brookes, Karina Brookes, Allan Storrar, Heather Oakes and Jackie Clark (Secretary).

- 1. *Apologies for Absence:*** Apologies received from Anne Bees, Richard d'Souza, Linda Doran and Heather Nicholas.
- 2. *Minutes of 2022 AGM:*** Pat Greenhill welcomed everyone to the 2023 AGM and confirmed those present last year had read the minutes of 7th March 2022.
- 3. *Acceptance and Adoption of Minutes 7th March 2022:*** Agreed as a true reflection. Unanimous Proposed Allan Storrar, seconded Chris Brookes.
- 4. *Chairman's Report:*** Pat Greenhill read her report - see attached. Chairman's report a true reflection. Unanimous proposed by Nicola Wilkinson seconded by Allan Storrar.
- 5. *Treasurer's Report:*** Andrew Whybrow's report and accounts to 31st December 2022 were distributed by email - see attached. Helen Reynolds asked if the hall hiring charge increase had put any hirers off. Andrew replied it was too early to say but definitely not major. There were 2 parties last weekend. Pat Greenhill asked Heather Oakes if other halls she used had put up their charges Heather replied they normally went up a £1 or so annually. Pat Greenhill asked if there were any other questions - none. Thank you Andrew the accounts are very easy to read and understand.
- 6. *Acceptance and adoption of Treasurer's Report:*** Treasurer's report: Unanimous. Proposed by Ian Greig, seconded by Jan Sparkes.
- 7. *Vote of Thanks to Geoff Mason for reviewing the accounts*** – Unanimous. Proposed Ian Greig, Seconded Jan Sparkes.
- 8. *Election of Hon Treasurer:*** Andrew Whybrow was proposed by Pat Greenhill, seconded by Allan Storrar. No other nominations or objections - agreed unanimously. Andrew Whybrow re-elected as Treasurer.
- 9. *Election of committee members:*** Pat Greenhill said Anne Bees was not re standing and thanked her for all the work she has done for the hall in various capacities. Andrew Whybrow, Richard d'Souza, Ian Greig, Helen Reynolds, Annalei Smith and Jackie Clark elected en bloc. Proposed by Chris Brookes, seconded Lisa Rozee.
- 10. *Vote of thanks:*** Pat Greenhill sent her thanks all the committee as without them the Hall would not be able to operate and unanimous vote of thanks to Anne Bees for all she had done for the hall.
- 11. *Any other business:*** None

Thank you to all who attended the meeting – closed at 7.40pm

Next AGM Monday 4th March 2024

Roydon Village Hall

(registered charity number 227643)

Annual General Meeting – 14 May 2023

Report of Chairman, Pat Greenhill

Roydon Village Hall is registered with the Charity Commission for England and Wales. The property, in Harlow Road, and sundry assets of the charity are held to the ownership of Roydon Parish Council which is the custodial trustee.

The Roydon Village Hall Management Committee is the managing trustee of the charity.

Up to eight residents of Roydon Parish who are over 18 years are elected at the annual general meeting to serve on the committee. At the 2022 AGM the following were elected:

- Andrew Whybrow
- Richard d'Souza
- Ian Greig
- Helen Reynolds
- Anne Bees (not restanding)
- Annalei Smith
- Jackie Clark. (Village rep)

Nominated representatives of the user groups and organisations to serve on the committee were:

- Miss Nicola Wilkinson (The Roydon Society)
- Mrs Lisa Rozee (Roydon Pre-School)
- Mrs Janice Sparkes (Evening Badminton)
- Mrs Pat Greenhill (St Peter's Church)
- Allan Storar(West Essex Model Trucks) formerly RIMFC
- Chris Brookes (Short Mat Bowls)
- Linda Doran (Parish Council rep)
- Heather Oakes (Pilates)
- Kim Rogers (Dancing)

Andrew Whybrow was elected as Treasurer and Jackie Clark as Secretary.

- My thanks go to them for taking on these posts.
- I was re-elected as Chairman.
- During this year we have elected a Bookings Secretary Anne Bees.
- And a new cleaner Vicki as Anne has had to retire from that post

The committee meets bimonthly on the first Monday of January, March, May, July, September and November

We are now on Epping Forest Council's list as an emergency hall

Following the Pandemic, most of our regulars are back with us.

I am very grateful to Andrew Whybrow who has kept us updated with all the grants and finances, and has applied to various bodies for extra Grants to help us at this time when we have had less income.

This year's Art Exhibition was more normal but still a lot of work from Geoff Preston, Ian Greig and all their helpers. And it was well-attended, and 276 paintings were hung and it raised £2000 for the hall. Thank you very much. Our regular bookings are still Preschool, Short mat Bowls, Badminton, Ukelele and Guitar tuition, and West Essex model trucks, various exercise and dance classes, and the Village Market, all of which could do with more helpers/members. Thanks to all those who run and attend them.

This year all hiring fees have had to go up a small percentage because of the huge increase in the cost of gas and electricity.

Helen is continuing to take on a major role for the running and advertising of the Village Market and it has proved successful, my thanks go to Helen, Jackie and Andrew and Sarah who have helped with assembling everything and Ian who has put up and taken down all the Market posters.

The Market has now become a monthly booking for the Hall, with regular stallholders who now have regular village customers. This year the times for the Market have changed slightly to opening at 9.30 and finishing at 13.00.

We are now able to have refreshments again, run to support local charities and in the intervening time we have had The Coffee Man.

During this year, we have been able to organise and start doing the extra work to make the Hall more Covid safe, namely the canopy, (so there is no congregating in the lobby) and the toilet extractor fans. During the summer holidays, the end walls have been renewed making it smarter and warmer and it is with a new product 'Medite' which should last a lot longer.

We are now fund raising for a defibrillator, an additional one to the one on the wall of the pharmacy.

The finances of the Hall can be seen on another report and Andrew will explain them.

I would like to say a big thank you to Andrew Whybrow for dealing with our finances and to Jackie Clark, for both admin and practical help. And indeed to all committee members for their support, and lastly a big thank you to Vikki West who has taken over the cleaning.

In 2020 we welcomed Andrew Whybrow as our Treasurer and with a change of Bank we are now able to do on-line banking, and Anne Bees who has carried on with Hall Bookings. (she has now resigned from this post but at the moment Andrew and Jackie are taking on the responsibility of keeping our bookings up to date)

We must not forget that the Village Hall is a registered Charity and we must abide by the Charity Commission rules.

Pat Greenhill 14 May 2023

ROYDON VILLAGE HALL - Treasurer's Report for 2022

We saw the resumption of “normal” activities after two years of various Covid restrictions. It was good that the various groups, the village market could return & private hires could recommence.

In the school summer holidays we embarked on the replacement/repair of the front & side main walls, this meant the hall was virtually closed for a period whilst the contractor could work uninterrupted. The project cost £25500 of which we obtained a grant amounting to £3500 from The Garfield Weston Foundation & in addition we received a grant from the Dept of Business, Energy & Industrial Strategy amounting to £2667 in respect of the last grant in relation to Covid.

Financial Highlights

- 1. Income in 2022 was £1759 higher than in 2021. You will see from the accounts where it came from.**
- 2. It was great to have the Art Show back in 2021 & that contributed a total of £3076 (£1000 was from the Art Show held in the autumn of 2021).**
- 3. The cost of operating the Hall in 2022 was obviously greater as we were open all year.**
- 4. The value of our Stock Market investments 31st December 2022 reduced by £1948 compared with the value at 31st December 2021. We all will be aware of the effect the conflict in the Ukraine had on Stock Markets across the world.**
- 5. We ended up making a deficit of £7705 in 2022.**

Fortunately we were not too exposed to the massive increase in energy prices in 2022 (our electricity tariff was fixed in the summer of 2021 for three years & we managed to fix our gas tariff following the collapse of the previous provider.

What does 2023 have in store?

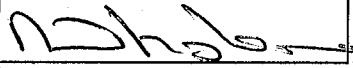

We had to increase the hire charges effective from January 2023 to reflect the additional cost of gas & inflation generally. Hopefully energy prices appear to have stabilised & there will be no nasty shocks later in the year.

**Andrew Whybrow
Treasurer - 1st May 2023**

Roydon Village Hall - Annual Accounts for 2022

Income	2022	2021
	£	£
Hall Hire - Groups	18412.75	13866.38
Hall Hire - Private	3719.00	796.00
Market	2882.50	2719.00
Fundraising	4150.78	150.00
Grants & Donations	8129.51	12500.49
Interest & Dividends	-1948.57	3554.61
Total	35345.97	33586.48
Expenditure	2022	2021
	£	£
Cleaning	3454.31	1863.90
Gas/Electricity	4518.07	1926.41
Internet/Website	374.97	372.15
Business Rates	255.48	93.13
Water Rates	358.54	285.49
Repairs & Maintenance	31172.93	13087.93
Insurance	1474.00	1390.69
Market Costs	7.65	130.00
Fundraising Costs	984.60	100.00
Membership Fees/Subs	66.00	0.00
Bank Charges	72.00	72.00
Miscellaneous Costs (inc Membership/ subs for 2021)	312.71	558.05
Total	43051.26	19879.75
Surplus/Deficit for the year	-7705.29	13706.73

	2022	2021
	£	£
Balance at 1st January 2022	59032.91	45326.18
Plus/less surplus/deficit for the year	- 7705.29	13706.73
Total funds as 31st December 2022	51327.62	59032.91
Funds held as 31st December 2022	£	£
Unity Bank - Current A/C	5641.28	11249.43
Unity Bank - Savings A/C	24762.91	24119.54
Petty Cash	23.75	48.26
Total Cash	30427.94	35417.23
CCLA Units (valuation as at 31/12/2022)	20899.68	23615.68
Total	51327.62	59032.91

	Signed
Treasurer - Andrew Whybrow	
Independent Examiner - Geoff Mason	

Roydon Village Hall has some fixed assets of nominal value, comprising of tables, chairs, kitchen equipment etc.

The Hall building & land are held by Roydon Parish Council as Custodian Trustee of the Charity

Reserves Policy - Much of the building is pre war construction. It is therefore prudent to keep in reserve a reasonable amount of money to ensure there is adequate liquid funds to enable repair & restoration work to be undertaken as rapidly as possible & therefore safeguard the continuity of income & provision of service

Roydon Village Hall - Annual Accounts for 2022

Income	2022	2021
	£	£
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Hall Hire - Private	3719.00	796.00
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 Plus/less surplus/deficit for the year

2022	2021
£	£
59032.91	45326.18
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Total funds as 31st December 2022

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Funds held as 31st December 2022

Unity Bank - Current A/C
 Unity Bank - Savings A/C
 Petty Cash
 Total Cash
 CCLA Units (valuation as at 31/12/2022)

£	£
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24762.91	24119.54
23.75	48.26
30427.94	35417.23
20899.68	23615.68

Total


51327.62	59032.91
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Signed

Treasurer - Andrew Whybrow



Independent Examiner - Geoff Mason



Roydon Village Hall has some fixed assets of nominal value, comprising of tables, chairs, kitchen equipment etc.

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ROYDON VILLAGE HALL

England & Wales - Charity number 227643

Accounts

Minutes of Roydon Village Hall Management Committee
Annual General Meeting Monday 7th March 2022
Roydon Village Hall, Harlow Road, Roydon at 7.00pm

Meeting was attended by: Ian Greig (Chairman), Richard d'Souza, Annalei Smith, Heather Nicholas, Jan Sparkes, Allan Storrar, Chris Brookes, Karina Brookes, Heather Oakes* and Jackie Clark (Secretary). (*arrived 7.20)

1. *Apologies for Absence:* Apologies received from Pat Greenhill, Andrew Whybrow, Helen Reynolds, Anne Bees, Lisa Rozee and Nicola Wilkinson.
2. *Minutes of 2021 AGM:* Ian Greig welcomed everyone to the 2022 AGM and confirmed those present last year had read the minutes of 7th June 2021.
3. *Acceptance and Adoption of Minutes 7th June 2021:* Agreed as a true reflection. Unanimous Proposed Allan Storrar, seconded Richard d'Souza.
4. *Chairman's Report:* Jackie Clark read Pat Greenhill's report - see attached. Chairman's report a true reflection. Unanimous proposed by Chris Brookes, seconded by Allan Storrar.
5. *Treasurer's Report:* Andrew Whybrow's report and accounts to 31st December 2021 were distributed by email - see attached. Ian Greig thanked Andrew and commented that moving into 2022 the hall was in a very good financial position to carry out the proposed work to the front and side of the hall. Committee felt Andrew had done a wonderful job obtaining grants which helped greatly during Covid 19. Ian Greig said that Andrew had fixed our electricity price for 3 years in 2021 but Gas prices were rising. Jackie Clark asked if there were any questions - none. Thank you Andrew the accounts are very easy to read and understand.
6. *Acceptance and adoption of Treasurer's Report:* Treasurer's report: Unanimous. Proposed by Richard d'Souza, seconded by Allan Storrar.
7. *Vote of Thanks to Geoff Mason for reviewing the accounts* – Unanimous. Proposed Ian Greig, Seconded Richard d'Souza.
8. *Election of Hon Treasurer:* Andrew Whybrow was proposed by Ian Greig, seconded by Chris Brookes. No other nominations - agreed unanimously. Andrew Whybrow re-elected as Treasurer.
9. *Election of committee members:* Jackie Clark said Lesley Jennings was standing down as a Village representative after serving the committee for 5 years and doing a fantastic job on the bread stall at the Village Market.
Andrew Whybrow, Richard d'Souza, Ian Greig, Anne Bees, Helen Reynolds, Annalei Smith and Jackie Clark elected en bloc. Proposed by Heather Nicholas, seconded Jan Sparkes.
10. *Vote of thanks:* Pat Greenhill sent her thanks all the committee as without them the Hall would not be able to operate and to Lesley Jennings for all she had done for the hall.
11. *Any other business:* a) As both Pat Greenhill and Andrew Whybrow were unable to attend the AGM due to covid, Jackie Clark suggested the committee meeting due to take place at 7.30 was postponed until 7.30 on Monday 4th April 2022. Committee agreed.
b) Chris Brookes reported bowls club had purchased 4 new jacks and 2 trophies from the donation in memory of Gwen and Ted Davis. Total cost was £216. If anyone has any suggestions for the remaining £184 please let Pat Greenhill or Jackie Clark know.
c) Jackie Clark said Pat Greenhill was looking into Solar Panels to try to reduce the amount the hall spent on fuel. Due to the likely weight on the main hall roof, Pat Greenhill was arranging for this to be checked. As an alternative Ian Greig suggested looking at the flat roof as it possibly had enough space for at least 5 runs of panels on an angle and could potentially take more weight than the main hall. If anyone has any other ideas for sustainability, please contact Pat Greenhill.
d) Jackie Clark reported Andrew Whybrow thought rental charges for all hall users would have to rise in January 2023 as fuel bills are rising.

e) Jackie Clark reported Helen Reynolds had been successful in getting Village Market refreshments covered for the rest of the year. This Saturday's market is full with 18 pitches inside and outside, customer numbers had increased to average over 100. Cheryl Lake was now helping with the hall set up and assisting Helen recruiting more food-based stalls.

Thank you to all who attended the meeting – closed at 7.25pm

Next AGM Monday 6th March 2023

Roydon Village Hall

(registered charity number 227643)

Annual General Meeting – 7 March 2022

Report of Chairman, Pat Greenhill

Roydon Village Hall is registered with the Charity Commission for England and Wales. The property, in Harlow Road, and sundry assets of the charity are held to the ownership of Roydon Parish Council which is the custodial trustee.

The Roydon Village Hall Management Committee is the managing trustee of the charity.

Up to eight residents of Roydon Parish who are over 18 years are elected at the annual general meeting to serve on the committee. At the 2021 AGM the following were elected:

- Andrew Whybrow
- Richard d'Souza
- Ian Greig
- Lesley Jennings (retired during the year)
- Helen Reynolds
- Anne Bees
- Annalei Smith
- Jackie Clark. (Village rep)

Nominated representatives of the user groups and organisations to serve on the committee were:

- Miss Nicola Wilkinson (The Roydon Society)
- Mrs Lisa Rozee (Roydon Pre-School)
- Mrs Janice Sparkes (Evening Badminton)
- Mrs Pat Greenhill (St Peter's Church)
- Allan Storar (West Essex Model Trucks) formerly RIMFC
- Chris Brookes (Short Mat Bowls)
- Heather Nicholas (Parish Council rep)

Andrew Whybrow was elected as Treasurer and Jackie Clark as Secretary.

- My thanks go to them for taking on these posts.
- I was re-elected as Chairman.
- During this year we have elected a Bookings Secretary Anne Bees.
- And a new cleaner Vicki as Anne has had to retire from that post

The committee meets bimonthly on the first Monday of January, March, May, July, September and November

We are now on Epping Forest Council's list as an emergency hall

Up until May many of our regular bookings have been unable to meet because of the Covid 19 Pandemic, but we have been fortunate that we have received Grants from Epping Forest and RCCE., and this has meant that financially we are solvent.

I am very grateful to Andrew Whybrow who has kept us updated with all the closures, grants and finances, and has applied to various bodies for Grants to help us at this time when we have had less income. This has caused a lot of extra work for him. Anne has still had to cope with many emails with people hoping to get bookings.

Ian Greig and Geoff Preston put in a lot of work to allow us to have a Virtual Art Exhibition and this gave us extra income, I convey my thanks to them.

(2022 we will be able to have a normal Art Show over the May Bank Holiday)

Our regular bookings are still Preschool, Short mat Bowls, Badminton, Ukelele and Guitar tuition, and West Essex model trucks, various exercise and dance classes, and the Village Market, all of which could do with more

helpers/members. Thanks to all those who run and attend them. Helen is continuing to take on a major role for the running and advertising of the Village market and it has proved successful, my thanks go to Helen, Jackie and Andrew who have helped with assembling everything to make it Covid safe and Ian who has put up and taken down all the Market posters.

The market has now become a monthly booking for the Hall (and outside), with regular stallholders who now have regular village customers. This year the times for the Market have changed slightly to opening at 9.30 and finishing at 13.00. we are now able to have refreshments again and in the intervening time we have had The Coffee Man

During this time we have been able to organise and start doing the extra work to make the Hall more Covid safe namely the canopy (so there is no congregating in the lobby) and the toilet extractor fans, during the summer holidays the side and end of the Hall walls are booked in to be replaced (this will take about 4 weeks).

The finances of the Hall can be seen on another report and Andrew will explain them.

We were also given a donation of £400 in memory of Gwen and Ted Davis and we felt it suitable that it was spent by the Bowls club and they are buying new jacks and 2 trophies.

I would like to say a big thank you to Andrew Whybrow for dealing with our finances and to Jackie Clark, for both admin and practical help. And indeed to all committee members for their support, and lastly a big thank you to Mieke de Ronde who has continued to clean the hall excellently for 8 years until November when she retired on health grounds, and now we have Vicki West to clean for us.

In 2020 we welcomed Andrew Whybrow as our Treasurer and with a change of Bank we are now able to do on-line banking, and Anne Bees who has a taking over hall Bookings.

We must not forget that the Village Hall is a registered Charity and we must abide by the Charity Commission rules.

Pat Greenhill 3 March 2022

ROYDON VILLAGE HALL - Treasurer's Report for the Year 2021

2021 started with another "lockdown" & we were unable to operate fully until May 2021. This obviously has had an affect on our income for 2021 & I will comment more about this later.

It was decided that it would be prudent to prepare a financial ojection to where our finances would be at the end of 2021 to ascertain what flexibility there would be for completing repairs/improvements whilst we were closed in the early part of 2021.

Income for 2021

1. Total income for 2021 was £33586.48 compared to £31587.42 in 2020 that represents an increase of 6.3%.
2. Revenue from Group/Private hires increased along with the Village Market this can be put down to that we opened again in May 2021 compared to July/August 2020.
3. The amounts received from Grants/Donations was £2561 lower in 2021. We received a total of £4000 from the Government via Epping Forest District Council as assistance because of COVID. We applied & were successful in obtaining a Grant of £8903 from RCCE to spend on COVID related improvements. Lastly the daughter of Roydon residents gave us £400 in memory of her parents who were great supporters of the Hall (the majority of this will be used by the Bowls Group on equipment & trophies.
4. The value of our investments with CCLA was £23615.68 which was an increase of £2945.06 which represents a growth of 14% in a year. As this is a stock market investment I must add the usual caveat of " the value of the investment can go down as well as up".

Expenditure for 2021

1. Our total expenditure in 2021 was £19879.75 compared to £62118.38 in 2020. If you strip out the costs of the extension in 2020 (£52782) our costs increased by £10543. This principally due to funds being spent on repairs/improvements namely Canopy above the main entrance £4560, repairs to the main hall floor £3774 & additionally we commissioned Ian Dowsett to complete a list of maintenance work in the Spring costing £1982.
2. As we all know Energy prices have increased alarmingly over the recent months. We have a fixed rate deal with EDF for electricity until the summer of 2024. Our

Gas Provider CNG Energy went into administration from November 2021 & we were moved by OFGEM to a company by the name of Pozitive Energy & we have a fixed rate deal until November 2022.

3. Business Rates commenced again in July 2021 & we will pay £16 per month until March 2022. As I see it we will pay full Business Rates from April 2022 & I anticipate that will be in the region of £55 to £60 per month.
4. We have fixed the Broadband contract at the same rate for a further 12 months from February 2022.

Summary for 2021

We closed the HSBC Bank Account in the late summer, they have recently introduced charges for Charities. So our Bankers remain Unity Trust Bank plc giving us full internet access with dual control.

There was a surplus of £13706.73 on our activities for 2021. Can I thank Mieke who coordinates all of our private hire bookings & Steve Clark who completes many small repair tasks free of charge for us.

So overall I believe 2021 was a successful financial year for the Hall.

What does 2022 bring?



We have major expenditure planned for 2022 which includes substantial repairs to the front & side walls with cost being in the region of £25000. Ventilation to the toilets & replacement website with cost being in the region of £3500. Provide acoustics to the preschool room at a cost of £1716 & a further £500 to cover painting. Hopefully that will end the major expenses for a period.

I have applied for Grants to The Garfield Weston Foundation & Essex Community Trust totalling £12000. It could take several months before we know if these applications are successful.

It is essential that we then build up our reserves to fund future projects.

Annual Accounts 1st January 2021 to 31st December 2021

Income		2021	2020
	Hall Hire Groups	13866.38	11389.50
	Hall Hire Private	796.00	700.00
	Market	2719.00	1807.47
	Fund Raising	150.00	320.25
	Grants & Donations	12500.49	15061.00
	Investments Income	3554.61	2309.20
	Total Income	33586.48	31587.42
Expenditure			
	Cleaning	1863.90	2554.46
	Utilities	2211.90	3256.75
	Insurance	1390.69	1342.41
	Internet/Website	372.15	0.00
	Business Rates	93.13	135.00
	Repairs/Improvements	13087.93	1393.97
	Subscriptions	66.00	66.00
	Reopening Costs - Covid - 19	0.00	319.44
	Extension Costs	0.00	52782.00
	Market Costs	130.00	69.00
	Fundraising Costs	100.00	0.00
	Miscellaneous Costs	492.05	199.35
	Bank Charges	72.00	
	Total Expenditure	19879.75	62118.38
Net Income/ Expenditure		13706.73	-30530.96
Total Funds Brought Forward		45326.18	75857.14
Add/less Net Income/Expenditure		13706.73	-30530.96
Total Funds Carried Forward		59032.91	45326.18

Assets		31st December 2021	31st December 2020
	Unity Trust Bank	35368.97	23450.15
	HSBC	0	1187.04
	Cash	48.26	18.37
	CCLA Units	23615.68	20670.62
	Total	59032.91	45326.18
Treasurer	Andrew Whybrow		
Independent Examiner	Geoff Mason		
The Village Hall has some fixed assets of nominal value, comprising tables, chairs, kitchen equipment etc			
The Hall building & land are held by Roydon Parish Council as Custodian Trustee of the Charity			
Reserves Policy - Much of the building is of pre war timber construction. It is therefore prudent to keep in reserve a reasonable sum of money to ensure that there are adequate funds immediately available to enable repair & restoration work to be undertaken as rapidly as possible & therefore safeguard the continuity of income & provision of service			



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name
Roydon Village Hall

On accounts for the year ended

31st December 2021

Charity no (if any)

227643

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 31/12/2021

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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

Signed:

DMason

Date:

21/2/2022

Name:

DAVID GEOFFREY MASON

Relevant professional qualification(s) or body

MBIM

(if any):

Address:

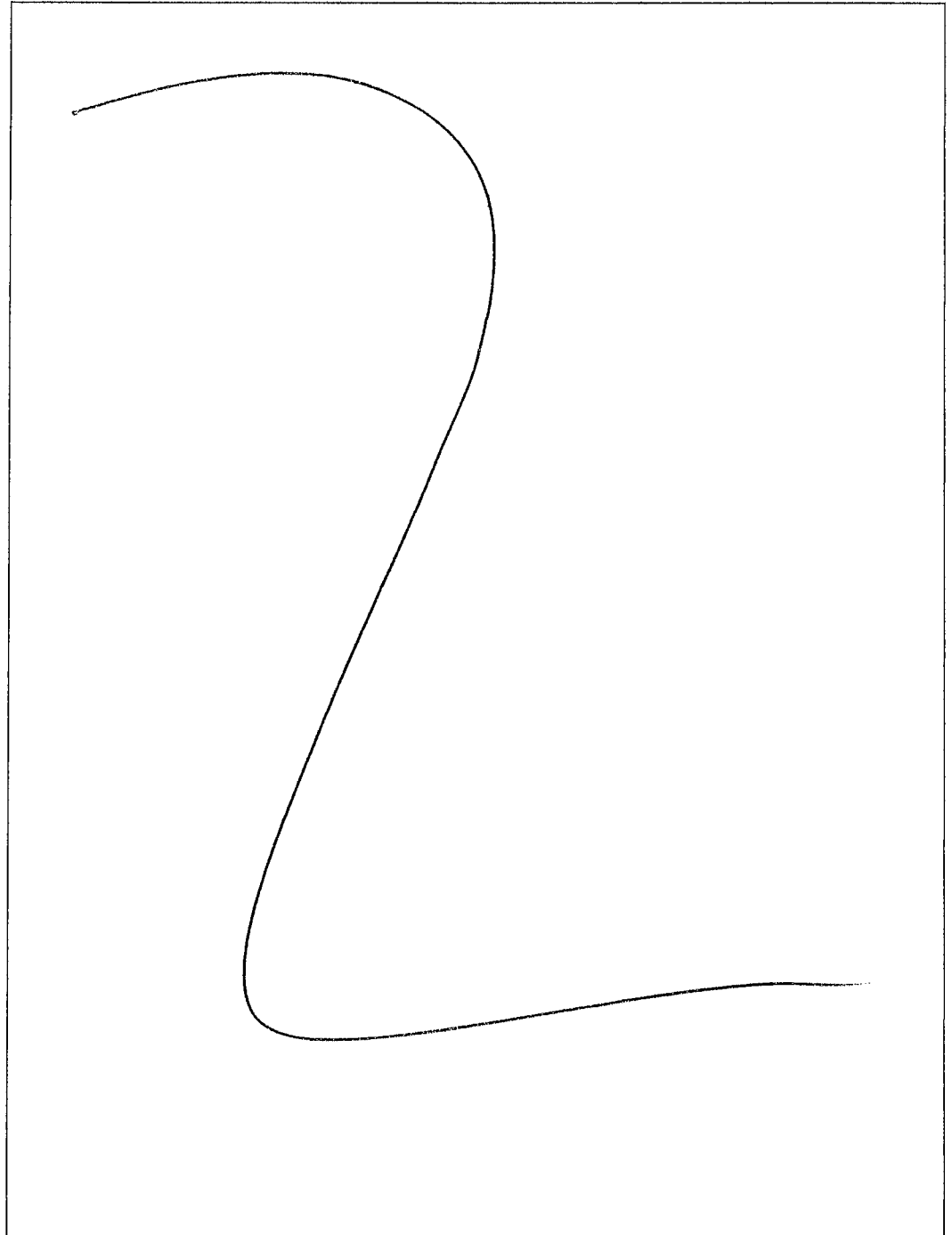
Ivy Cottage, Tyles Rd
Raydon, Harlow
Essex CM19 5LJ

Section B

Disclosure

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

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



ROYDON VILLAGE HALL

England & Wales - Charity number 227643

Accounts

Minutes of Roydon Village Hall Management Committee
Annual General Meeting Monday 2nd March 2020
Roydon Village Hall, Harlow Road, Roydon at 8.00pm

Meeting was attended by: John Murray, Richard d'Souza, Ian Greig, Lesley Jennings, Helen Reynolds, Andrew Whybrow, Heather Nicholas, Nicola Wilkinson, Jan Sparkes, Pat Greenhill (Chairman), Allan Storrar, Chris Brookes, Geoff Mason, Anne Bees and Jackie Clark (Secretary).

1. *Apologies for Absence*: Apologies received from John Sweeting and Tracy Byrne.
2. *Minutes of 2019 AGM*: Pat Greenhill welcomed everyone to the 2020 AGM and Jackie Clark read the minutes from AGM held on 4th March 2019.
3. *Acceptance and Adoption of Minutes 4th March 2019*: Agreed as a true reflection. Unanimous Proposed Chris Brookes, seconded Nicola Wilkinson.
4. *Chairman's Report*: Pat Greenhill's read the Chairman's report – see attached. Chairman's report unanimous proposed by Allan Storrar, seconded by Helen Reynolds.
5. *Treasurer's Report*: John Murray distributed his 12th and final set of accounts. He then read his report - see attached. Thank you to John for all your work over the past year's as always they are easy to read and understand. Pat Greenhill asked if there were any questions. Geoff Mason queried whether due to the current corona virus the value of the investments could go down. Andrew Whybrow replied - yes it was. Geoff Mason clarified that £12,756.78 for Repairs and maintenance was actually £8,200 for current building work and £4,600 for repairs and maintenance. John Murray confirmed this was the case. Geoff Mason commented that the fund raising efforts were very good although the risk re outlay was higher for the Barn Dance due to the amount spent on the band but it was very good for bringing the community together.
6. *Acceptance and adoption of Treasurer's Report*: Treasurer's report: . Unanimous proposed by Nicola Wilkinson, seconded by Lesley Jennings.
7. *Vote of Thanks to Geoff Mason for reviewing the accounts* – Unanimous. Proposed Ian Greig, Seconded Helen Reynolds.
8. *Election of Hon Treasurer*: John Murray said he has moved away so is now retiring. Andrew Whybrow was proposed by Pat Greenhill, seconded by Chris Brookes. No other nominations - agreed unanimously, no objections. Andrew Whybrow elected as Treasurer.
9. *Election of committee members*: Andrew Whybrow, Richard d'Souza, Ian Greig, Lesley Jennings, Anne Bees and Helen Reynolds. Proposed by Chris Brookes, seconded Nicola Wilkinson. All elected en bloc.
10. *Vote of thanks*: Pat Greenhill thanked all the committee as without them the Hall would not be able to operate. Thank you to John Murray and John Sweeting who were not re standing.
11. *Any other business*: Affiliated groups receive a discount on their rent. Jan Sparkes will ask if afternoon Badminton can put forward a representative.

Geoff Mason congratulated Pat Greenhill on her well deserved BEM.

Thank you to all who attended the meeting – closed at 8.25pm

Next AGM Monday 1st March 2021. NB due to Covid 19 postponed to 7th June 2021

Roydon Village Hall

(registered charity number 227643)

Annual General Meeting – 7 June 2021

Report of Chairman, Pat Greenhill

Roydon Village Hall is registered with the Charity Commission for England and Wales. The property, in Harlow Road, and sundry assets of the charity are held to the ownership of Roydon Parish Council which is the custodial trustee.

The Roydon Village Hall Management Committee is the managing trustee of the charity.

Up to eight residents of Roydon Parish who are over 18 years are elected at the annual general meeting to serve on the committee. At the 2020 AGM the following were elected:

- Andrew Whybrow
- Richard d'Souza
- Ian Greig
- Lesley Jennings
- Helen Reynolds
- Anne Bees

Nominated representatives of the user groups and organisations to serve on the committee were:

- Miss Nicola Wilkinson (The Roydon Society)
- Mrs Jackie Clark (Roydon Pre-School)
- Mrs Janice Sparkes (Evening Badminton)
- Mrs Pat Greenhill (St Peter's Church)
- Allan Storrar (West Essex Model Trucks) formerly RIMFC
- Chris Brookes Short Mat Bowls
- Heather Nicholas (Parish Council rep)
- Tracy Byrne (FORSA)

Andrew Whybrow was elected as Treasurer and Jackie Clark as Secretary.

My thanks go to them for taking on these posts.

I was re-elected as Chairman.

During this year we have elected a Bookings Secretary Anne Bees.

The committee meets bimonthly on the first Monday of January, March, May, July, September and November.

We are now on Epping Forest Council's list as an emergency hall.

Many of our regular bookings have been unable to meet because of the Covid 19 Pandemic, but we have been fortunate that we have received Grants from Epping Forest and Charles French Charitable Trust... and this has meant that financially we are solvent.

Preschool was able to return at the beginning of June with the relevant Covid restrictions (less children) and this meant we had some welcome income from them.

I am very grateful to Andrew Whybrow who has kept us updated with all the closures that we have had to comply to and has applied to various bodies for Grants to help us at this time when we have had no income. This has caused a lot of extra work for him and Anne has still had to cope with many emails with people hoping to get bookings.

Ian Greig and Geoff Preston put in a lot of work to cause allow us to have a Virtual Art Exhibition and this gave us extra income, I convey my thanks to them, (they have another Virtual exhibition now for this year)

Our regular booking are still Preschool, Short mat Bowls, Badminton , Ukulele and Guitar tuition, West Essex model trucks and various exercise and dance classes and the Village Market all of which could do with more helpers/members. Thanks to all those who run and attend them. Helen is continuing to take on a major role for the running of the Village market (when it is permissible – again causing lots of extra work manning it and advertising it, but it has proved successful, my thanks go to Jackie and Andrew who have helped with assembling everything to make it Covid safe. The market has now become a monthly booking for the Hall (and outside) , with regular stallholders who now have regular village customers. This year the times for the Market have changed slightly to opening at 9.30 and finishing at 13.00. We were unable to have refreshments during this time.

During the time we have had to close, some essential decorating etc has been done including putting a low-level hand basin in the ladies and the building of extension to the store room.

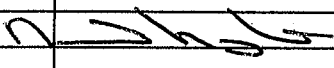
The finances of the Hall can be seen on another report and Andrew will explain it.

I would like to say a big thank you to Andrew Whybrow for dealing with our finances and to Jackie Clark, for both admin and practical help. And indeed to all committee members for their support, and lastly to Mieke de Ronde who has continued to clean the hall excellently and brings to our notice repairs that need attention.

This year we welcome Andrew Whybrow as our Treasurer and with a change of Bank we are now able to do on-line banking, and Anne Bees who has a taking over hall Bookings and this may also become an on-line system.

We must not forget that the Village Hall is a registered Charity and we must abide by the Charity Commission rules.

Pat Greenhill
19/05/2021

Assets		31st December 2020		31st December 2019
	Cash	£18.37		£497.20
	Unity Trust Bank	£23450.15		£0.00
	HSBC	£1187.04		£4153.47
	CCLA Units	£20670.62		£19466.65
	CCLA Deposit	£0.00		£27416.60
	United Trust Bank	£0.00		£24323.22
	Total	£45326.18		£75857.14
Treasurer				

The Village Hall has some fixed assets of nominal value, comprising tables, chairs, kitchen equipment etc

The Hall building & land are held by Roydon Parish Council as Custodian Trustee of the Charity

Reserves Policy - Much of the building is of pre war timber construction. It is therefore prudent to keep in reserve a reasonable sum of money to ensure that there are adequate funds immediately available to enable repair & restoration work to be undertaken as rapidly as possible & therefore safeguard the continuity of income & provision of service



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Roydon Village Hall

**On accounts for the year
ended**

31st December 2020
**Charity no
(if any)** 227643

Set out on pages

1
(Please enter or delete the page numbers if different to above)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**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: 12 Feb 2021

Name: David Geoffrey Mason

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

MBIM

Address: Ivy Cottage Tylers Road
Roydon Harlow
Essex CM19 5LJ

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

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

<p>1. The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>	<p>The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>
<p>2. The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>	<p>The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>
<p>3. The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>	<p>The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>
<p>4. The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>	<p>The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>
<p>5. The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>	<p>The charity has a policy of not accepting donations from individuals who are not registered with the charity. This policy was not consistently applied in 2017/18.</p>

Roydon Village Hall - Treasurer's Report for the Year 2020

John Murray passed me the "baton" at the AGM that was held in March 2020. Firstly can I express my thanks to John for his sterling efforts over many years.

2020 can only be described as a difficult year for everybody in all walks of life. Coronavirus took over all our lives & has had a major effect on the operations of the Hall, but I think I am safe to say the Village Hall has come through the ordeal in a decent shape.

I will only comment here on financial matters.

Taking over as Treasurer meant changing mandates on our Bank & Savings Accounts (that is no easy task). After consultation with Trustees it was decided that we would move our Banking to Unity Trust Bank to enable the Hall to take advantage of Internet Banking for debits and credits to the account. The account has been set up on any two to sign basis with Pat Greenhill, Jackie Clark, Nicola Wilkinson & myself as signatories. I would consider the move very successful because during the various lockdowns the number of the visits I had to make to the Bank to pay cash and cheques in was very limited. In fact during 2020 we have issued no cheques & all payments/refunds have been made by online Banking.

It is impossible to compare 2020 to 2019 in financial terms because of the amount of time the Hall had to remain closed or operated on a restrictive basis. However I will highlight certain things :-

1. The front extension was built during the initial lockdown in March & the total spending in 2020 amounted to £52782.
2. We allocated £319.44 as costs for reopening post lockdown, this was for signage, hand sanitiser etc.
3. Cleaning costs were obviously reduced because of lockdown.
4. Business Rates were suspended with effect from April 2020 & Epping Forest Council have advised there will be no liability in 2021.
5. Overall income reduced by just under £4250 compared to 2019, however we applied for a Grant from the Charles S French Charitable Trust to assist with the extension costs (we were granted £3000). We were given a Grant of £10000 by the Dept of Business, Energy & Industrial Strategy as part of the Government's assistance scheme for small businesses in April 2020 & I applied for a Grant under the Additional Restrictions Scheme also run by BEIS for £2000 & this was successful. Both Grants were paid for & administered by Epping Forest Council.
6. Roydon preschool continued to support us during 2020 & they were in a position to "pay a holding rent" during the periods they were unable to open. Thanks to Jackie Clark & her team.
7. We discussed in the spring about adjusting our charges to ensure they were transparent. Events overtook the implementation of that, but I will revisit with a view to proposing changes to the hire charge structure to be implemented after the AGM in 2022.

8. The value of the units we hold with CCLA Investment Managers increased by just over £1200 in 2020 (that was a pleasant surprise after the downturn in the Stock Market in the early/middle part of 2020).
9. You will see from the Accounts that our Deposit Accounts with CCLA & United Trust Bank were closed during the year, the funds were used to cover the majority of the cost of the extension.
10. We still hold our Account with HSBC, it has been mostly dormant in 2020 & the intention now is to close this & transfer the funds to the Unity Trust Account.
11. With interest rates at all time low, the funds in the Savings Account with Unity Trust have attracted 0% since the summer of 2020. I did investigate other alternatives but the nominal return would not outweigh the time spent setting up an alternative.

What does 2021 bring?

With lockdown easing & groups returning to the Hall our levels of income will increase during 2021. Private Hire will not commence until October 2021 & at the same time Village Social Events should be able to commence (Art Show, Quiz).

I have prepared a Budget for 2021 which was circulated by Jackie in May with an update for the period to 30th April 2021. In the autumn I will complete a Budget projection for 2022 & that will enable us to plan for improvements/repairs in 2022 with a firm knowledge of what funds are available to finance them.