

ALSTONEFIELD VILLAGE HALL COMMITTEE

England & Wales · Charity number 228929

Details

Other names	ALSTONEFIELD INSTITUTE (VILLAGE HALL), ALSTONEFIELD MEMORIAL HALL AND COMMUNITY CENTRE
Status	Registered
Legal form	Other
Registered	1963-12-11
Register	View on the Charity Commission register

Contact

Address Dales Cottage
The Rakes
Alstonefield
Staffordshire
DE6 2FS

Phone 07809013329

Email martinsnodin@googlemail.com

Website www.alstonefield.org

Activities

Objects: THE PROVISION AND MAINTENANCE OF A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF ALSTONEFIELD 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: Maintaining Community Centre for use by all members of Alstonefield and adjacent parishes for leisure, education, personal, and general use for any purpose considered appropriate.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** ALSTONEFIELD
- Staffordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£13,506	£12,616	-	-
2024-03-31	£22,344	£24,749	-	-
2023-03-31	£34,180	£35,468	-	-
2022-03-31	£53,093	£46,249	-	-
2021-03-31	£35,816	£39,616	-	-

Trustees

Name	Role	Appointed
Kevin Stockton	Chair	2022-10-12
Charlotte Jordan		2023-04-26
Colin Lovatt		2025-06-12
Duncan John Scroggs		2023-04-26
Joanna Louise Griffin		2015-05-24
Judi Hambling		2025-06-12
Liz Power		2023-04-26
Lois Adams		2023-04-26
Martin Snodin		2015-05-24

ALSTONEFIELD VILLAGE HALL COMMITTEE

England & Wales - Charity number 228929

Accounts

Alstonefield Village Hall Committee

Annual Report based on summary of Annual General Meeting

Held at the Village Hall

on Wednesday 26 April 2023

Summary of Accounts for year ending 31st March 2023	2022-2023	2021-2022	2020-2021
Balance brought forward from previous year	£55,382.50	£48,538.98	£52,339.27
Receipts			
Lettings	£4,546.99	£4,550.20	£1,569.00
Fundraising	£400.00	£149.92	£0.00
Concert Tickets	£17,183.21	£19,602.15	£0.00
Concert Bar	£5,581.48	£0.00	£0.00
Car Park	£1,048.79	£1,543.40	£1,088.70
Donations	£155.00	£1,092.50	£1,740.00
Refunds/Gift Aid	£996.83	£534.72	£265.14
Bank Interest	£117.76	£16.95	£116.88
Grant	£4,000.00	£13,198.58	£31,036.00
Sales of assets	£150.00	£651.60	£0.00
Pop-Up Cafe income	£0.00	£11,752.82	
Total Receipts	£34,180.06	£53,092.84	£35,815.72
Payments			
Cleaning & Toiletries	£1,651.70	£1,566.65	£674.54
Licences, Insurance & Affiliations	£1,359.75	£967.09	£1,214.48
Water & Sewerage	£212.42	£325.10	£0.00
Maintenance	£3,396.47	£9,949.10	£33,736.24
Postage, Telephone, Stationery	£21.50	£18.22	£41.43
Telephone/Internet	£457.74	£448.83	£602.84
Heating	£1,024.99	£1,629.28	£0.00
Electricity	£1,513.01	£959.68	£638.59
Replacements & Repairs	£4,467.38	£393.50	£1,043.90
Waste Bins	£677.67	£324.11	£0.00
Concert Expenses	£18,633.80	£17,222.71	£200.20
Old School Garden	£195.00	£435.00	£313.00
Misc. (including new kitchen equipment)	£1,856.34	£2,490.76	£1,150.86
Pop-Up Cafe expenditure	£0.00	£9,519.29	
Total Payments	£35,467.77	£46,249.32	£39,616.08
Balance at year end	£54,094.79	£55,382.50	£48,538.91

Note:

Less than £2,500 funds are reserved (for grant-aided projects). Of the balance:

- The Fixed Savings account (£25,000) is regarded by the Committee as a refurbishment fund for planned projects, viz internal improvements (inc kitchen) and the Old School Garden.
- The Cash Management account (£25,940) and Deposit Account (£3,154.57) are free reserves, less the £2,500 reserved amount above.

Independent Examiner's Report (overleaf)



**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**

Charity Name
Alstonefield Village Hall

**On accounts for the year
ended**

2023

**Charity no
(if any)**

228929

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 03 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:

Rebecca Anne Longdon

Date: 05/01/2024

Name:

Rebecca Anne Longdon

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

IAgSA member

Address:

Hope Fields Farm, Alstonefield, Ashbourne, Derbyshire, DE6 2GE

Financial report

Deborah Railton (DR) presented the accounts, which have been inspected and approved (and co-signed) by Rebecca Longdon, Independent Examiner.

Comments on Income

Income has remained steady with lettings at a fairly normal level now and some grants continuing. Refunds and compensation have provided a significant source of income in the last few months. (Gross) concert revenue has again been the greatest source of income.

Comments on Expenditure

Concert expenses were the greatest outlay, but generated overall profit of over £4,000. Given the relatively high capital balances, projects have already begun to make improvements to the kitchen (with over £3,000 already paid in advance) and the Old School Garden (the initial planning costs were grant-aided, and now paid). There are still other grant aided reserves not spent, i.e. the balance of c£1,5000 for heating oil/electricity costs and £1,000 for the generator project.

After her report, DR confirmed she is stepping down from the committee.

Chair's Report

Martin Snodin (MS) thanked DR *for her hard work as Treasurer and as a committee member, and Rebecca Longdon for her independent examination of the accounts again. He went on to state:*

This time last year, having none of the café income we had in the previous year, and with COVID grants coming to an end, he reported that we should be realistic in looking ahead and that we may well see a fall in our capital balances by the next year end. So it's good to hear from the Treasurer's report that we remain as financially sound at the end of the year as we were at the start.

At the same time, as a charity with specific constitutional objectives, the money we have must be used towards those objectives, and not accumulated for its own sake or for an undefined 'rainy day'. It's all about maintaining this place for people to be able to use, nothing else. And for this reason, we have a Reserves Policy that sets a limit of what we ought to hold. That limit is £46,000. It's only a guide for us, but we are clearly above that threshold. Hence we have a couple of projects happening now that we feel are a good way to enhance the facilities – improvements to the kitchen and the Old School Garden, which we do, of course, own.

The kitchen improvements and associated carpentry work could cost somewhere close to £10,000, depending on how far we wish to go. Already you can see the way this is going to look and how it should be more attractive to hirers, as well as addressing some important H&S aspects.

The Old School Garden is a potentially really exciting new project, which we want to see involving as many people as possible in the implementation phase. We already have a provisional plan [visual] but we intend holding a village meeting when everyone will be invited to contribute ideas and thoughts. With some fundamental re-design ideas, hard surfaces, seating and new planting, it's not going to be a cheap project, but we think it's a good use of our funds.

It's time to thank a few people. In terms of committee members, there aren't many of us, which makes it even more appropriate I record our thanks for everyone's efforts. But we also rely on help from others, and I'd like to put on record again our thanks to Pauline Hambleton, who despite her busy life, manages to clean whenever we ask - and sometimes when we don't. There are others, too, such as our partners and people who help with jobs such as concerts, and I personally want to thank Kate, Claire, Mandy, Colin and Jon in particular here.

I confirm I won't be continuing as Chair after this meeting. After 8 years on the committee in general, I feel proud, justly I hope, of playing a part in us becoming far more financially sound, with some significant improvements such as the floor refurbishment and the car park re-surfacing, an important investment costing some £30,000. With Dave and Val's help, we've benefited hugely from the good level of fund raising income from concerts, which have also provided an obvious community benefit.

There have been challenges - COVID being the obvious one – but we met that challenge better than some, not just financially but also in encouraging user groups to return, with a community café proving hugely popular while it lasted.

Aside from these obvious projects, and more prosaically, I'm equally glad to have set in motion a much better governance system for the committee to take forward, with a set of policies and procedures in a user-friendly online Handbook that ought to avoid misunderstandings and confusion in future about 'how we do things around here'. Linked to that, we've a much stronger basis for complying legally with Health & Safety rules, with a better risk assessment framework, leading to a recent confirmation of a good standard from the Staffs

Moorlands Fire Safety Officer.

One disappointment to me is that I was unable to get traction to the idea of moving us towards a different kind of charitable status, i.e. the Charitable Incorporated Organisation (CIO), so we remain, I feel, seriously constrained by our 50 year old constitution. It's not fit for purpose and even a re-draft of its wording can't address all of the issues – it's something I recommend the committee returns to at some stage.

Looking ahead, I'm sure there are plenty of initiatives that our future committee, with a new Chair, will be able to think of, to help secure this place for the future.

Committee membership for the following year:

The meeting had been advertised expressly as an evening for Parish residents (as beneficiaries of the trust) with 'cheese and wine' available. It was successful in attracting a good number of locals, several of whom offered to join the committee. Elected and co-opted members were provisionally allocated by the Chair as below, subject to confirmation at the next general meeting, when the Chair and any officer positions can be finalised.

i) Nominations for (max 6) Representative Members

User group	Nomination	Note
Parent & Toddlers	Lois Adams	
Friendship club	-	
Bowls	-	
History Group	Martin Snodin	
Cricket Club	Charlotte Jordan	
Parochial Church Council	-	
(Parish Council)	-	

ii) Elected members (maximum 4)

Jo Griffin	Kevin Stockton
Dave Littlehales	

iii) Co-opted members (maximum 4)

Val Littlehales	Mark Smith
Liz Power	Duncan Scroggs

Notes on adequacy of committee, if any

The committee is essentially complete, although this is as a result of co-opting members rather than having all 6 Representative members (underlining the need to review the constitution to mitigate any future problems).

Any other business

- Several users thanked the committee for its work in maintaining the premises for their use.
 - DL thanked MS for his work as Chair over the last few years (MS confirmed he is staying on the committee at least until such time as new members are in place and responsibilities passed over.)
 - Date of next general meeting confirmed as **Tuesday 23 May**.
-

ALSTONEFIELD VILLAGE HALL COMMITTEE

England & Wales - Charity number 228929

Accounts



**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**

Charity Name
ALSTONEFIELD VILLAGE HALL COMMITTEE

**On accounts for the year
ended**

2022	Charity no (if any)	228929
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Set out on pages

2 (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 31/03/2022.

**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: Rebecca Almond **Date:** 10/01/2023

Name: REBECCA ANNE LONGDON

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

IAgSA

Address:

HOPE FIELDS FARM ALSTONEFIELD
ASHBOURNE DERBYSHIRE DE6 2GE

Alstonefield Village Hall Report & Accounts for year ending 31 March 2022

	2021-2022	2020-2021	2019-2020
Balance brought forward from previous year	£48,538.98	£52,339.27	£43,273.21
Receipts			
Lettings	£4,550.20	£1,569.00	£9,118.82
Fundraising	£149.92	£0.00	£2,825.75
Concerts	£19,602.15	£0.00	£10,850.00
Car Park	£1,543.40	£1,088.70	£882.56
Donations	£1,092.50	£1,740.00	£4,152.25
Books/cards	£0.00	£0.00	£65.77
Refunds/Gift Aid	£534.72	£265.14	£668.36
Bank Interest	£16.95	£116.88	£157.42
Grant	£13,198.58	£31,036.00	
Sales of assets	£651.60	£0.00	£700.00
Pop-Up Cafe income	£11,752.82		
Total Receipts	£53,092.84	£35,815.72	£29,420.93
Payments			
Cleaning & Toiletries	£1,566.65	£674.54	£570.52
Licences, Insurance & Affiliations	£967.09	£1,214.48	£1,067.99
Water & Sewerage	£325.10	£0.00	£127.65
Maintenance	£9,949.10	£33,736.24	£3,806.36
Postage, Telephone, Stationery	£18.22	£41.43	£41.61
Telephone/Internet	£448.83	£602.84	£475.09
Heating	£1,629.28	£0.00	£1,265.64
Electricity	£959.68	£638.59	£555.38
Replacements & Repairs	£393.50	£1,043.90	£2,482.88
Waste Bins	£324.11	£0.00	£314.67
Concert Expenses (incl. Donation to Lisieux Trust)	£17,222.71	£200.20	£5,484.37
Old School Garden	£435.00	£313.00	£195.00
Misc. (including new kitchen equipment)	£2,490.76	£1,150.86	£3,967.71
Pop-Up Cafe expenditure	£9,519.29		
Total Payments	£46,249.32	£39,616.08	£20,354.87
Balance at year end	£55,382.50	£48,538.91	£52,339.27
Reconciliation			
Deposit Accounts balance at year end (Virgin current acct)	£2,340.04	£1,945.33	£29,372.26
Virgin Account (Refurbishment Fund) - CLOSED	£0.00	£20,641.02	£20,540.01
Current Account balance at year end (Virgin cash management)	£53,042.46	£23,536.61	£449.11
Current Account balance at year end (Santander) - CLOSED	£0.00	£2,385.70	£1,877.71
Cash-in-hand at year end	£0.00	£30.32	£100.18
Less Payments not reached bank a/c at year end	£0.00		£0.00
Receipts not reached bank a/c at year end	£0.00		£0.00
Total	£55,382.50	£48,538.98	£52,339.27

Chairman



M.Snodin

Date: 14-Jun-22

Alstonefield Village Hall Committee Minutes of the Annual General Meeting (AGM)

Held at the Village Hall

on Tuesday 14 June 2022

Minute taker: DL/MS

Item:

1 **Apologies:**

Jamie Tomlinson, Val Littlehailes, Ann Morgan (who is standing down)

2 **Members present:**

Dave Littlehailes(DL), Joanna Griffin(JG), Debs Railton(DR), Martin Snodin(MS)

3 **Others present** (names of members of the public attending do not need to be recorded):

Cathy Reavy, Carrie Osborne, Phil Goodyear, Paul Adams, Lois Adams

4 **Minutes of the last AGM** to be signed as a correct record, or corrected:

Agreed as a correct record

5 **Financial report** (Treasurer's report)

The account is healthy. Virgin passbook closed as interest was negligible so money was moved to the Virgin cash management account. Santander account was finally closed and again money moved to the cash management account. As of 31/3/21 the Virgin current account was £2,340.04 and Virgin cash management account was £53,042.46, total money £55,382.50 (up from £48,538,91). Meeting agreed to split account as was previously the case, to ring-fence around half the amount as a refurbishment/sinking fund.

Comments on Income

Lettings despite covid lockdown and free rent for regular village charity bookings was £4,550.20 - this was up from last year (lockdown) but half the previous year before lockdown. Fundraising concerts generated profit of over £5,000, although purchase of the sound equipment for £2,500 was made (a capital investment rather than a concert expense). See details of other income in accounts summary below.

Comments on Expenditure

Total payments £46,249.32 (up from 39,616.08 from last year) – see details in accounts summary below. Clear Business electricity fixed until Oct 23. Moved water from Water Plus to Clear Business as better deal (5p / unit cheaper and standing charge only £12.11/year instead of £51). Gift aid transferred from Margaret Cohen - yet to apply but have up three years to do so. Telephone and internet a reasonable bill but enables Sumup card machine to work and good for lettings as can use the wifi for the projector.

6 **Report on the preceding year** (Chair's report)

It's hard to believe now but the last two AGMs were held – only just – while everyone was impacted by the COVID pandemic, and it's worth reminding us all that, even now, it's not entirely disappeared. As recently as January, we were still receiving COVID-related grants from Staffordshire Moorlands – the last one, to recognise the continuing shortfall in hire

Signed:

Date:

Registered charity no. 22892

Page no.

income that was affecting all village halls.

Although the Treasurer has reported a continuing healthy balance (the highest amount ever and nearly 14% up on the previous year), much of the increase of over £6,000 could be attributed to the success of the café and the grants received during 2021. Both of these have stopped. And even after all this time, what we might consider our 'normal' income from bookings and fund-raising – essentially our monthly concerts – hasn't yet returned to normal levels. As an encouragement, we waived hire charges to social user groups for most of the year – the right decision but incurring some cost to us.

And in recent weeks, largely as a result of the Ukrainian conflict, we are seeing unprecedented increases in the cost of utilities, particularly oil and electricity, both of which are among our biggest expenses.

So I do think we should be realistic as we look ahead that we may well appear to be going backwards for a while, and our balances by the end of this financial year may well reduce, perhaps significantly. It's a risk that I think we should act upon now, and I'll be recommending a budget-planning meeting – an Extraordinary Meeting – to the committee members after this AGM.

Before moving on from the financial aspects, I'd like to thank Debs for getting the books to balance again, in what turned out to be a complex year that hopefully won't be repeated. We should record our thanks, too, to Rebecca Longdon for her independent examination of the accounts and the advice she has given during the year.

The main new activity for much of last year was the café, which developed into something greater than anyone might have expected. From a social/community viewpoint, it was hugely valued, so it was regrettable, albeit understandable, that Mandy felt unable to continue through the winter or re-open in Spring. I suppose we might now regard it as a valuable experiment; one that demonstrated there is plenty of demand, for anyone willing to have another go at making it work.

So we should record our thanks to Mandy for all her time and effort, and her general support for the village hall even though she hasn't been able to be a committee member during that time.

In terms of other achievements, it's been a quieter year – no massive projects such as the car park that we did in 2020. But we bought a number of items such as outside furniture, audio visual equipment and the sound equipment we use for concerts; and we replaced the flooring in the kitchen and hallways [paid for at the start of the 2022 financial year].

In offering thanks, we do of course rely on volunteer members – trustees – and I thank those members here tonight and those unable to attend. But we also rely on help from others, and I'd like to put on record again our thanks to Pauline Hambleton, who despite her busy life, manages to clean whenever we ask - and sometimes when we don't.

7 Committee membership for the following year:

- i) Nominations for (max 6) Representative Members *(potential user groups to be invited every year)*

Signed:

Date:

Registered charity no. 22892

Page no.

Alstonefield Village Hall Report & Accounts for year ending 31 March 2022

3 [Document title]

User group	Nomination	Note
Parent & Toddlers	-	Representation may follow - tbc
Friendship club	-	Representation may follow - tbc
Bowls	-	No nomination offered
History Group	Martin Snodin	
Cricket Club	-	No nomination offered
Parochial Church Council	-	No nomination offered
(Parish Council)	-	(Do not wish to be represented)

ii) Elected members (maximum 4)

Jo Griffin	Dave Littlehales
Debs Railton	Jamie Tomlinson

iii) Co-opted members (maximum 4)

Val Littlehales	

Notes on adequacy of committee, if any

Although this is a total of only 6 trustees for now, the general view was that this should be adequate and we may have additional Representative Members in due course.

8 Any other business

Carrie Osborne suggested we should consider hosting activities for youngsters in the village. Discussion followed on whether the committee has a role in this other than making people aware Hall is available for hire.

Cathy Reavy thanked the committee for its work in maintaining the Hall, which is appreciated by her Threads customers. She also mentioned one of the loo seats is loose.

Signed:

Date:

Registered charity no. 22892

Page no.

ALSTONEFIELD VILLAGE HALL COMMITTEE

England & Wales - Charity number 228929

Accounts



Trustees' Annual Report for the period

From 1 April 2020 Period start date To 31 March 2021 Period end date

Charity name: Alstonefield Village Hall Committee

Charity registration number: 228929

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a village hall for the benefit of the residents of the Parish of Alstonefield, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Residents of the Parish use the hall most days of the week for a variety of activities of benefit to all ages, ranging from pre-school children to the most elderly residents. Activities include indoor bowls; pilates and yoga classes; arts classes; parent and toddler sessions; Cricket Club teas; and a 'Friendship Club' (mostly aimed at retired residents). It is used by the Parochial Church Council, the Parish Council, and other groups for meetings or regional events such as Council elections. Commemorative activities such as funeral wakes are held here and the committee seeks to maintain a high standard for the premises, to increase its use for events such as wedding parties, to provide an economically attractive option for locals. To enhance social and cultural engagement, the committee holds regular concerts, which also provide valuable income towards the running costs. An outreach Post Office operates from the premises twice a week.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Committee has policies and procedures in place, to ensure it operates in line the Charity Commission's expectations with regard to public benefit, as well as adherence to legal and other regulatory obligations

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not make grants or other donations to third parties. Page 73 of our Committee Handbook makes reference to this (in relation to reduced hire charges for other charities) “...as a charity we should not make donations to other charities (as distinct from supporting the community), which would be the effect of making no charge for use of the premises and its utilities.”
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity’s work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The overriding obligation on the committee is to maintain the premises such that it can provide long-term benefit to residents of the Parish. A long overdue project to re-surface the large car park was completed (at a cost of £31,500, with £10,000 contribution from the National Lottery Fund). Other internal works were completed while the premises were out of use because of the pandemic, in particular decorative improvements to the main room, in readiness for returning to normal. It was fortunate that we were permitted to continue with the outreach Post Office – without that, we’d probably have had to close down, drain the water systems, etc. By staying open, we were able to support volunteers making medical ‘scrubs’ in the Hall – which continued until the end of May.</p> <p>Towards the end of the year, we established a pop-up takeaway café, which was a ‘permitted activity’, and something appreciated by locals and visitors alike. It also provided a useful income stream at a time when there were almost no other bookings.</p> <p>To do even these limited things, we had to become a ‘COVID Secure Venue’ with all the associated requirements such as risk assessments, cleaning protocols and signage for things like Track & Trace. This cost money but it enabled us to support the community, consistent with our charitable objectives.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The achievements of the year were wholly consistent with the charity's objectives.
Performance of fundraising activities against objectives set	Para 1.41	Fund-raising activities were extremely limited in this financial year. Normally, the committee runs monthly concerts and serves refreshments alongside Car Boot markets (contributing around a third of the charity's income) but these were not possible. Local authority grant aid was, in effect, a substitute for our normal fund-raising.
Investment performance against objectives	Para 1.41	Deposit funds are maintained at levels sufficient to ensure predictable costs and reasonable contingencies can be covered, rather than building reserves for no clear purpose. Investment returns on balances are under constant review, in terms of competitive returns on interest-yielding deposit accounts.
Other		n/a

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the year-end remains strong, despite the ongoing COVID-19 pandemic and a significant item of planned expenditure (£31,500), largely due to grants received from the Local Authority and a Lottery Grant of £10,000 towards the above.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are only held at a level that enable predictable costs and reasonable contingencies to be covered. There have been external events in the past, such as foot and mouth disease, that have seriously affected income, and the current pandemic is a reminder that a reasonable level of reserves is necessary. The capital sums on deposit at the end of the year (around £48,500, including £20,641 in the Virgin Account Refurbishment Fund) are fairly high but further maintenance projects are planned and in the light of there being no end in sight to the pandemic, the amounts held are considered reasonable for this well-used community facility.
Amount of reserves held	Para 1.22	£48,539
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	n/a
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a

A description of the principal risks facing the charity	Para 1.46	<p>The COVID-19 pandemic highlighted the risk of income from hire charges being significantly reduced, such that overheads might not be covered without fund-raising (or grants). Whilst this is a risk that has crystallised before (for example, when Foot & Mouth disease decimated income in 1967), the loss of revenue in this financial year would have had a severe impact on maintenance and planned projects, had it not been for local authority grants. This is a risk we had previously identified, leading to a change in our policies in relation to reserves, although the effective closure of the premises for much of the financial year also illustrated the reductions in basic running costs that naturally occur. Hence we are satisfied the risk can be managed in financial terms, albeit that the objectives of the charity are frustrated when the building is out of use for long periods.</p>
Other		
SUMMARY OF ACCOUNTS		See below

ALSTONEFIELD VILLAGE HALL 1/4/20 - 31/3/21

	Summary of Accounts	
	2020-2021	2019-2020
Balance brought forward from previous year	52,339.27	43,273.21
Receipts		
Lettings	1,569.00	9,118.82
Fundraising	-	2,825.75
Concerts	-	10,850.00
Car Park	1,088.77	882.56
Donations	1,740.00	4,152.25
Books/cards	-	65.77
Refunds/Gift Aid	265.14	668.36
Bank Interest	116.88	157.42
Grant	31,036.00	
Sales of assets	-	700
Total Receipts	35,815.79	29,420.93
Payments		
Cleaning & Toiletries	674.54	570.52
Licences, Insurance & Affiliations	1,214.48	1,067.99
Water & Sewerage	-	127.65
Maintenance	33,736.24	3806.36
Postage, Telephone, Stationery	41.43	41.61
Telephone/Internet	602.84	475.09
Heating	-	1,265.64
Electricity	638.59	555.38
Replacements & Repairs	1,043.90	2482.88
Waste Bins	-	314.67
Concert Expenses (incl. Donation to Lisieux Trust)	200.20	5,484.37
Old School Garden	313.00	195
Misc. (including new kitchen equipment)	1,150.86	3,967.71
Total Payments	39,616.08	20,354.87
Balance at year end	48,538.98	52,339.27
Reconciliation		
Deposit Accounts balance at year end (Yorkshire current)	1,945.33	29,372.26
Virgin Account (Refurbishment Fund)	20,641.02	20,540.01
Current Account balance at year end (Yorkshire cash)	23,536.61	449.11
Current Account balance at year end (Santander)	2,385.70	1,877.71
Cash-in-hand at year end	30.32	100.18
Less Payments not reached bank a/c at year end		-
Receipts not reached bank a/c at year end		-
Total	48,538.98	52,339.27
	- 0.00	- 0.00

Treasurer	D Railton	16/4/21
Independent Examiner	<i>[Signature]</i>	17/4/21
Chairman	<i>[Signature]</i>	19/4/21

Notes

Additional Assets as at 31st March 2021

Concert float (Dave Littlehales) £778.50 £778.50

Bar float (Frank Lipp) £690.20 (change float £266.60, stock float £285, stock at cost £0)= £551.60 £551.60

Car boot float (Debs Railton) £100 £100.00

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The committee comprises 4 volunteer (elected) members; 6 members representing local organisations (including the Parochial Church Council and the Parish Council); and up to 4 co-opted members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New trustees are asked to familiarise themselves with the Committee's Handbook
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	Alstonefield Village Hall Committee
Other name the charity uses	n/a
Registered charity number	228929
Charity's principal address	Alstonefield Memorial Hall and Community Centre Beresford Lane Alstonefield Staffordshire DE6 2FR

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	Martin Snodin	Chair		Local History Group
2	Margaret Cohen	Treasurer/Sec	01/4/20 – 29/07/20	
3	Joanna Griffin	Booking Officer		Parent & Toddlers
4	Dave Littlehales	Vice Chair		
5	Val Littlehales			Parochial Church Council
6	Ann Morgan			(Friendship Club from 01/12/20))
7	Deborah Railton	(Treasurer from 29/07/20)		
8	Frank Lipp			
9	Mandy Turley		01/04/20 – 01/12/20	Friendship Club
10	Jamie Tomlinson		01/12/20 - 31/03/21	
11	Ian Longdon (dec'd)		01/04/20 – 07/07/20	
12				
13				
14				
15				

Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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n/a		

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

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a


Other optional information

n/a

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Martin Snodin	
Position (eg Secretary, Chair, etc)	Chair	
Date	17 December 2021	