

# Cliddesden Millennium Village Hall

## Chairman's Report 2023 – Annual General Meeting

Welcome to the 2023 Annual General Meeting of the Cliddesden Millennium Village Hall.

After a few years of reporting on the impact of the pandemic on the Hall, I am very pleased to not have to do the same in this report. In fact 2022 saw the Hall return to normal operation, having welcomed back all our regular hirers, retired all our Covid documentation and thrown ourselves into a number of projects during the year.

A detailed financial position is reported on separately, but with this return to normality it is pleasing to note that our income is now more or less back to pre-pandemic levels and our many years of good financial governance and control continue to see us in a sound position as we go into 2023.

As already stated, 2022 was a year of some diverse projects including installing solar panels, replacement low energy lighting and rejuvenating the big flower bed in front of the Hall. Taking this last project first, which is supported by a legacy from the late Bob Kew, my thanks go to Marilyn Smith for overseeing this project, engaging designers, and procuring plants and materials, and to everyone who helped remove the old plants and prepare the beds for the new planting. We all look forward to seeing the results of this hard work this spring and summer.

Coming back to the solar panels and low energy lighting, this is part of a three-pronged approach to reduce the Hall's carbon footprint and make it more energy efficient, the third prong being the replacement of the draughty front and back doors. My thanks go to Rose Beevers and Julie James for leading the solar panel project to completion, supported by a very generous legacy from the late Eddie Rapley, and we look forward to seeing just how much energy we save this year once the final piece of infrastructure is installed – the smart meters. The door replacement is still an ongoing activity, started last year but bedevilled by supply problems, with thanks going to Angie Fewster for her continuing tenacity in trying to keep this moving along.

Moving on to entertainment, 2022 saw a return to a full year of performances from the Cliddesden Players, performing the play 'Fair is Foul' in June and 'Jack and the Beanstalk save Panto!' in December, both written by the Players themselves. It is great to see the Players on stage, and as always my heartfelt thanks goes to the Players for their continued support for the Hall.

As we know, the successful running of the Hall is dependent on a good team, and with this in mind, my thanks first go to Pat and Ken Rampton for their continued oversight of the Hall throughout the year: Pat for managing the regular and one-off lets and Ken along with James Piper and Annie Houstoun for opening and closing the Hall and keeping it clean and tidy.

Thanks also go to a number of other people not on the Committee but who nonetheless provide valuable assistance to the Hall:

- To Andy Fewster, Rob James, John Lurcock, Kevin Mountstephens and Martin Conboy who give up their spare time doing repairs and carrying out the many small, and not so small, jobs that a Hall such as ours requires in order to remain in a top condition;
- To the organisers and helpers of the Film Club and Coffee Mornings;
- And to Neil Carmichael for continuing to maintain the Halls grounds to a high standard.

Thanks go to Vice-Chair Angie Fewster, Treasurer Julie James, Secretary Jo Capehorn and 100 Club Organiser Rose Beevers. And finally, my thanks yet again to all the other members of the Village Hall Management Committee for their help and involvement in 2022. They are nominated by various village organisations and as well as being Committee Members they become Trustees of the Charity known as “The Village Hall at Cliddesden”. So, in no specific order, my thanks to Sian Banks, Pat Doel, Marilyn Smith and Hazel Metz, and a big welcome to our new Trustees Christine Stanbury, Robert Gofton-Salmond, Alex Conboy and Simon Barker.

Greg Mendelsohn, 28<sup>th</sup> March 2023  
Village Hall Management Committee  
W: [www.cliddesdenhall.org.uk](http://www.cliddesdenhall.org.uk)  
FB: [facebook.com/CliddesdenVillageHall](https://facebook.com/CliddesdenVillageHall)



# CLIDDESSEN MILLENNIUM VILLAGE HALL

## REPORT OF THE TRUSTEES FOR THE YEAR TO 31 DECEMBER 2022

1. The Charities Act 1993 requires the Trustees to prepare an annual report.

This report covers the year to 31 December 2022.

2. Legal and administrative information:

Name: the formal name of the Charity is "The Village Hall at Cliddesden" and the working name is the Cliddesden Millennium Village Hall.

Registered number: 257526

Address: Church Lane, Cliddesden, Basingstoke, Hampshire RG25 2JQ

Governing Document: A Trust deed dated 17 September 1974, as amended by a scheme effective from 19 May 1998.

Trustees: during the Year 2022:

Mr G Mendelsohn, Chairman

Mrs A Fewster, Vice-Chair

Mrs J Capehorn, Secretary

Mrs J James, Treasurer

Mrs S Banks, Mrs M Smith, Mrs P Doel, Mrs H Metz, Mrs R Beevers

Cliddesden Parish Council is the Custodian Trustee for the Land and Buildings of the Charity.

Other Information: The Charity is for the benefit of the inhabitants of Cliddesden and the surrounding area (up to three miles). The Land and Buildings constitute its Permanent Endowment which is subject to certain conditions and restrictions in an agreement with the Millennium Commission. These are in addition to normal restrictions applicable to the Permanent Endowment of Charities.

3. The Accounts are prepared on a Receipts and Payments basis to comply with the requirements of the Charities Act 1993 in a format which is appropriate to the circumstances of the Hall. The format is:

An account of the income and expenses of running the Hall, showing the surplus of income over expenditure for the year.

An account of all receipts and payments for all funds showing the opening cash balance, incoming cash, outgoing cash and year-end balance.

A Statement of Assets & Liabilities at 31 December 2022.

4. The main points in the Accounts are:

### SUMMARY OF HALL OPERATIONS 2022

#### Lettings

- 2022 has been a busy year for Hall lettings seeing the value of General Lettings return to a pre-pandemic level. In 2019, General Letting Income was £11,340 and £12,682 in 2022.
- With the exception of Zumba, all our regular groups have returned and letting income from those groups, has again returned to pre-pandemic levels. £10,176 in 2019 and £9,997 in 2022.

### Staffing

- With the increase in lettings in 2022, compared with 2021 levels, staffing costs rose from £9,850 to £12,671. Furlough came to an end in September 2021 so staffing costs have been fully funded from Hall income in 2022.
- In recognition of additional cost of living strains, the Hall gave the staff an additional £20 supermarket voucher in December along with a small Christmas gift.

## **RECEIPTS AND PAYMENTS**

### **Lettings**

- Letting income of £22,679 showed an increase of 69.8% on the £13,356 received in 2021.
- Letting income was sufficient to cover the expenses of running the Hall of £21,339.

### **Grants**

- Grant income: During 2022, The Hall received the Government grant for the Retail & Hospitality sector and Local Restrictions Support Grants totalling £2,667. This was used to support our local Cliddesden groups giving them free rental until the end of April 2022.
- An additional grant of £187 was received from BDBC as a Section 106 payment. This was put towards the improvements in the Hall lighting.

### **Fundraising/Donations**

- Fundraising: We are very grateful to the Cliddesden Players for putting on a Summer Play and Christmas Panto, which together raised £4,548 for Hall funds. In addition, a raffle held at the panto, raised an additional £301.50. Our thanks to all concerned.
- The Hall gratefully received a very generous legacy of £15,059.10 from Mr Eddie Rapley, which was used for the solar project.
- The 100 Club raised a wonderful £774 which has been allocated to the Long Term Maintenance Fund. Our thanks to Rose Beevers for administering the club.
- Miscellaneous Income - £377.81 from Give as you Live, Amazon, loaning furniture

### **Operating Expenditure**

- Energy costs rose sharply over 2022. An order for heating oil in November 22 was priced at 0.7790 per litre compared with 0.5880 in 2021. A rise of 32.48%.
- The Hall's fixed contract for electricity came to an end on 31<sup>st</sup> October 22, when our tariff moved from 15.30p kWh and a standing charge of 25p per day to 60.84p kWh with a standing charge of £60p.
- A Government Energy Bill Relief Scheme has since been applied to the Hall's electricity account and back dated to 11<sup>th</sup> November 22, which has reduced the rate we pay to 22.60p kWh until the end of March 23. It is hoped that this might be extended to the end of June 23 following the Government's budget on 15<sup>th</sup> March 23.

## Capital Expenditure

- Capital expenditure for 2022 was £24,185 and included payments of £17,390 to install solar panelling at the Hall, £2,068 as a deposit for the replacement of 3 doors, £501 for new heating controls and £773 in replacement light fittings. £784 was charged against the Performance Infrastructure Fund for staging/rigging improvements.
- An allocation of £2,000 was made to the “Reserved Fund for Long Term Maintenance” in 2022 with the fund remaining at £20,848.57 at the close of 2022. A cost of £2,607 was charged against this fund for hall painting.

Future allocations will be aimed at maintaining this fund beyond £20,000 in the expectation of significant capital expenditure within the next 5 to 10 years, such as a replacement hall floor, replacement of some washroom facilities and a new boiler.

## Charitable Donations

£100 was donated to Cancer Research in memory of Bob Kew from Hall funds along with £284.98 to Basingstoke Foodbank as the surplus fund from the Queen’s Jubilee event.

The sum of £301.50 was raised from a raffle at the panto and was donated to Sebastian’s Action Trust. £196 was the sum of cash donations to Basingstoke Foodbank in exchange for a panto programme.

## Summary

Total income (excluding grant receipts and donations) was £39,865 (up 33% on the £24,889 of 2021). Excluding capital expenditure, the payments and other expenses incurred for running the Hall was £31,082 (an increase of 32.7% on the £23,427 in 2021)

**The total of Income over expenditure left a surplus of £2,812**

## STATEMENT OF ASSETS AND LIABILITIES

- The total of all funds held increased from £72,807 at 1 January 2022 to £75,620 at 31 December 2022. Unallocated funds (free reserves), as at 31 December 2022 were £31,340 (£40,772 in 2021). In accordance with the Reserves Policy, it is expected that we shall maintain an operational (free reserve) balance in the region of £15,000-£20,000 which equates to approximately 9 - 12 months running costs. Any surplus balance is available for use in order to maintain the Long-Term Maintenance Fund to an agreed level or for allocation to Designated Project expenditure.
  - The total allocated or committed funds at 31st December 2022 stands at £44,280.
5. The Trustees will continue to review Hall charges and monitor operational costs regularly in order to maintain a balanced budget.

Greg Mendelsohn, Chairman of the Cliddesden Millennium Hall Management Committee

Julie James, Treasurer of the Cliddesden Millennium Hall Management Committee

**CLIDDESSEN MILLENNIUM VILLAGE HALL - ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2022**

Year 2021		Year 2022
51,272.28	OPENING BALANCE AS OF 1ST JANUARY 2022	72,807.09
<b>RECEIPTS AND PAYMENTS</b>		
<b>REGULAR &amp; VILLAGE EVENTS</b>		
6,898.30	General Lettings	12,682.30
3,948.00	Ballot	5,048.00
1,300.00	Art Classes	2,250.00
558.00	Yoga	738.00
0.00	Parent & Toddlers	540.00
280.00	Regular Events (Coffee Mornings, W/Lunches, Hort. Society etc.)	528.10
260.00	Brownies	425.00
0.00	Social & Entertainment (Film) Club	400.00
60.00	Parish of Farleigh (Church)	70.00
72.00	Zumba	0.00
0.00	Pilates	0.00
13,356.30		22,679.40
<b>MISCELLANEOUS INCOME</b>		
1,147.36	Donations (including unpresented cheques written off)	15,059.10
4,500.00	Deposits Received for Hall Hire	7,984.00
5,446.33	Plays, Shows and other fundraising	6,164.22
17,374.00	General Grants (Public Bodies, Councils, Trusts, etc.)	3,155.50
1,438.00	100 Club Subscriptions Received	1,451.00
0.00	Special Event (20th Birthday charity donations/charity craft fair/homeless collection	1,180.00
146.04	Other Income (GAYL, Telephone, Equipment Hire, parking, training contributions etc.)	377.81
2.82	Bank Interest	29.30
0.00	Income from advertising on the notice board including commissions	0.00
0.00	Insurance Claim	0.00
1,907.54	HMRC Furlough Payments	0.00
31,962.09		35,400.93
<b>45,318.39</b>	<b>Total Income</b>	<b>58,080.33</b>
<b>PAYMENTS FOR RUNNING THE HALL</b>		
9,850.41	Caretaker, Cleaning & Grounds Maintenance Cost	12,671.61
2,351.12	Electricity & Oil	4,357.34
1,147.43	Water, Sewage & Refuse	1,386.33
1,002.43	Insurance	1,055.41
513.56	Performing Rights, & Other Licences (Licencing Act 2003 Entertainment & Alcohol)	523.20
1,364.41	Repairs, Maintenance & Inspections	700.27
335.23	Telephone	340.71
279.63	Training Courses, Audit, Printing & Secretary's Expenses	305.00
16,844.22		21,339.87
<b>MISCELLANEOUS EXPENSES</b>		
356.75	Capital Expenditure	24,165.19
4,864.56	Refunded Hall Hire Deposits	5,934.00
853.85	Plays, Shows and other fundraising	1,608.32
21.00	Other Miscellaneous Expenses	1,443.23
673.20	100 Club Prizes & Costs	657.00
170.00	Charitable Donations	100.00
6,939.36		33,927.74
<b>23,783.58</b>	<b>Total Expenses</b>	<b>55,267.61</b>
21,534.81	<b>SURPLUS FROM RUNNING THE HALL FOR THE YEAR TO 31 DECEMBER 2022</b>	2,812.72
<b>72,807.09</b>	<b>BALANCE AS OF 31ST DECEMBER 2022</b>	<b>75,619.81</b>
<b>Represented by:</b>		
43,650.72	Lloyds Current Account balance at 31 December 2022	35,461.90
28,938.37	Lloyds Deposit Account balance at 31 December 2022	40,200.01
220.00	Unpresented Cheques	-42.10
<b>72,807.09</b>	<b>BALANCE AS AT 31ST DECEMBER 2022</b>	<b>75,619.81</b>
Note that the above accounts have been prepared on a receipts and payments basis. They do not include income due or payments made after year end.		
<b>ALLOCATED OR COMMITTED FUNDS</b>		
72,807.09	<b>Balance</b>	75,619.81
1,850.00	Less Deposits held for bookings post 2022 (see Note 1)	3,900.00
183.00	Amount due for 100 Club prizes to 31 March 2022	180.00
-2,033.00		-4,080.00
3,308.91	Less Designated Funds:	
0.00	Performance Infrastructure Fund	2,524.52
5,000.00	Building Project(s) Fund (landscape/Repairs)	11,826.92
21,182.69	Website Improvements	5,000.00
-29,491.60	Less Reserved Funds for Long Term Maintenance	20,948.57
-510.00	Less outstanding invoice to CLW re Facia Repairs (written off 2022)	-40,200.01
<b>40,772.49</b>	<b>WORKING BALANCE (UNALLOCATED FUNDS) AS OF 31 DECEMBER 2022</b>	<b>31,339.80</b>
<b>SPECIFIC SOURCES OF FUNDS AND ASSOCIATED EXPENSES</b>		
<b>100 CLUB (SURPLUS USED FOR HALL MAINTENANCE RESERVE FUND)</b>		
1,438.00	Subscriptions Received	1,451.00
-673.20	Prizes Paid Out	-657.00
-20.00	Licence Fee	-20.00
744.80	100 Club Income	774.00
<b>PLAYS &amp; SHOWS</b>		
3,108.40	Cliddesden Players: Summer Play & Pantomime	6,156.22
-807.65	Income	-1,608.32
	Expenses	

2,300.75	Net Income	4,547.90
	Other entertainment/fundraising	
2,337.93	Raffle proceeds from Panto	301.50
-46.20	Income (GAYL/Amazon/Towels, Jigsaws, Cards)	215.89
	Less payment to performers and other expenses	
2,291.73	Net Income	517.39
<b>GRANTS, AWARDS &amp; LEGACY</b>		
17,374.00	B & D (Business Support Grants - Covid-19)	2,667.00
1,907.54	HMRC Furlough Payments	0.00
	B & D S106 funding	187.00
	Legacy - E Rapley	15,059.10
19,281.54		17,913.10
<b>STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2022</b>		
<b>72,907.09</b>	<b>Balances In Treasurers &amp; Deposit Accounts At 31 December 2022</b>	<b>75,619.81</b>
	Liabilities	
1850.00	Amount Due To Hirers For Deposits Held (see Note 1)	3,900.00
183.00	Amount Due For 100 Club Prizes To 31 March 2022	180.00
2,033.00	<b>Total Liabilities</b>	<b>4,080.00</b>
<b>SPECIFIC FUNDS (RESERVES)</b>		
	Performance Infrastructure Fund	
3,138.91	Balance at 1 January 2022	3,308.91
170.00	Allocation 2022	0.00
0.00	Charges against Fund	-784.39
3,308.91	Balance at 31 December 2022	2,524.52
	Environmental Improvements Fund	
0.00	Balance at 1 January 2022	0.00
0.00	Allocation 2022	17,000.00
	Legacy funds	15,059.10
	Charged against the fund	
0.00		
0.00		
		Solar Lighting Doors -17,390.00
		-773.68
		-2,068.50
		11,826.92
	Website Improvements	
5,000.00	Balance at 1 January 2022	5,000.00
0.00	Allocation 2022	0.00
0.00	Charged against the Fund	0.00
5,000.00	Balance at 31 December 2022	5,000.00
<b>RESERVED FUND FOR LONG TERM HALL MAINTENANCE AND REPLACEMENT OF ASSETS</b>		
14,794.64	Balance at 1 January 2022	21,182.69
744.80	100 Club Surplus	774.00
6,000.00	Allocation For The Year From General Funds	2,000.00
-358.75	Charged Against The Fund	-3,108.12
21,182.69	Balance at 31 December 2022	20,848.57
510.00	Outstanding Invoice for CLW re Facia Repairs written off 2022	
32,034.60	Total of Designated/Reserved Funds	44,280.01
<b>40,772.49</b>	<b>UNALLOCATED FUNDS AT 31 DECEMBER 2022</b>	<b>31,339.80</b>
Note 1: Includes TV Tango (2014) kept as a rolling deposit.		
<b>FIXED ASSETS</b>		
	Fixtures, Fittings and Equipment	(nominal cost value)
	Village Hall property	(at cost)
	(Held by Cliddesden Parish Council as Custodian Trustee)	



Report to the trustees/members of

Cliddesden Village Hall

On accounts for the year ended

31.12.2022

Respective responsibilities of trustees  
charity's and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of the unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Mrs M Cummings

Signature:



Date:

30/11/2022

Address: 29 Kestrel Road, Kempshott, Basingstoke, Hants, RG22 5PW