

Meldreth Village Hall Trust

Annual Report

Financial Year Ending 31 March 2021

Current Trustees

Paul Ray (Chairman & Hon Secretary)

David Coton (Hon Treasurer)

Wendy Braid

Pat Gilmore

Bernice Gregory

Ruth Hopper

Lindsey McCaig

John Richards

Lesley Spratt

Former Trustee

Joan Fallon (retired 01 November 2020)

Principal Address

45 North End

Meldreth

Royston

SG8 6NU

Registered Charity Number

264831

Bankers

CAF Bank Ltd

25 Kings Hill Avenue

Kings Hill

West Malling

Kent

ME19 4JQ

Structure, Governance and Management

Our Governing Document is a Declaration of Trust dated 25th August 1972.

“The Trust shall exist as a charity to promote the benefit of the inhabitants of Meldreth and the neighbourhood without distinction of sex or political, religious or other opinions by the advancement of education and the provision of facilities in the interests of social welfare and in particular for use for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.”

Six Trustees are elected at AGMs – these are currently Paul Ray, David Coton, Chris Mannix, Bernice Gregory, Lindsey McCaig, and Lesley Spratt.

There should be nine representative members of local organisations. There are currently five. Wendy Braid (Melbourn Amateur Dramatics Society), Pat Gilmore (Meldreth Parish Council), Ruth Hopper (Parochial Church Council of Holy Trinity, Meldreth) and John Richards (Meldreth Tennis Club and Meldreth Table Tennis Club). Joan Fallon resigned when the WI was disbanded on 1 November 2020 [The shortfall in representative members does not invalidate proceedings].

Objectives and Activities

Meldreth Village Hall provides local, affordable facilities for a wide range of activities supporting all age groups. It offers an excellent venue for inter alia babies and Toddlers groups, table tennis, children’s parties, keep fit, dancing, choir, Slimming World, family events, quiz and other social evenings, for meetings and presentations of societies and the Parish Council, and for pantomimes and other staged events.

Income is principally from competitive hire charges. Grants are sought for major improvement and renovation projects.

The Trustees confirm that their activities are fully consistent with their charitable objectives and that the Charity Commission’s guidance on public benefit has been borne in mind throughout the year.

COVID-19

During the year Trustees had to address restrictions due to the COVID-19 pandemic. Cambridgeshire ACRE provided very good advice to Village Halls on how to interpret the relevant government regulations and operate safely when permitted to do so. A one-way system and ventilation protocols were introduced, and each prospective hirer was met at the Hall to discuss how to ensure safe use of the Hall for their activity. Hand gel and cleaning materials were provided to facilitate this. Prospective hirers were given a copy of the Trustees’ Risk Analysis and had to agree to Special Terms and Conditions of Hire which were based on Cambridgeshire ACRE’s recommendations.

There were no reported cases of COVID-19 involving Meldreth Village Hall

COVID-19 precluded use of the Hall by the Community Choir, Table Tennis, Old Time Dancing, and weekend social activities and parties.

Yoga, Tang Soo Do, and the Explorer Co-op children's activity and Toddlers chose not to operate. Other adult and children exercise classes, Hartbeeps and Slimming World operated intermittently whenever permitted – indeed we attracted additional exercise groups and a second Slimming World session whose normal venues were unavailable - we expect they will stay with us long term. Cambridgeshire ACRE alerted us to the Retail, Hospitality and Leisure Grant Fund applicable to Village Halls. During the Financial Year we received a total of £22,907.43 in government and local authority grants which were administered by South Cambridgeshire District Council. We did not utilise the Government's Furlough Scheme for our Housekeeper since the Hall continued to need to be cleaned and cared for even when not in use.

The major casualty of COVID -19 as predicted in last year's report was the ability to carry out refurbishment projects.

We are very grateful to David Coton for his electrical work which will benefit Melbourn Amateur Dramatic Society when they restart and for doing a scheduled thorough check of the electrical. Also, to Michael Hallewell for unblocking and sorting out the gutters. Neither of them charged for their time.

Financial position

Despite a year- on- year fall in hire income of some £12,000 (over 75%) the Trust ended the year in a strong financial position. This was principally because of greatly reduced spend on maintenance and refurbishment and the government and local authority grants.

Year end cash funds were £40,220.6 compared to £24,256.05 – well over 2 years of normal expenditure. This will allow some refurbishment projects to proceed unhindered by any need to seek grant support.

Human Resources

Our paid Administrator of Bookings has been in the job 16 years and the Chairman/Hon Secretary for 8 years. Both are seeking to hand over their responsibilities in the coming months. Replacing them and assembling project teams to carry through the refurbishment work are the principal challenges. Restoring our "occupancy rate" to pre-pandemic levels is likely to be relatively easy to achieve, given that I believe that our credibility of being a user-friendly and cost-effective venue has been sustained through the pandemic.

Paul Ray

Paul Ray
Chairman of Trustees
May 2021

Meldreth Village Hall Trust

Accounts for the year ended 31 March 2021

Charity Number 264831

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Independent Examiner's Report

I report on the accounts of Meldreth Village Hall Trust for the year ending 31st March 2021, as set out on pages 6-8.

Respective Responsibilities of Trustees and Independent Examiner

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to our attention.

Basis of the Independent Examiner's Report

The examination was carried out in accordance with the General Directions as above. It 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 any 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 I do not express an audit opinion on the view given by the accounts.

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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with accounting requirements of the 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.

Independent Examiner: Peter Chilvers

Date: 9 November 2021

P. Chilvers

Meldreth Village Hall Trust

Receipts and Payments – year ended 31 March 2021

Receipts		2021	2021	2021	2020
		General	Restricted	Total	Total
Trading activities	1	£3,899.00	£0.00	£3,899.00	£15,933.42
Voluntary sources	2	£0.00	£300.00	£300.00	£6,101.00
Income from assets	3	£19.46	£0.00	£19.46	£99.81
Miscellaneous	4	£22,907.43	£0.00	£22,907.43	£0.00
		£26,825.89	£300.00	£27,125.89	£22,134.23
Payments		2021	2021	2021	2020
		General	Restricted	Total	Total
Charitable expenditure	5	£11,161.34	£0.00	£11,161.34	£19,656.88
Other expenditure		£0.00	£0.00	£0.00	£0.00
		£11,161.34	£0.00	£11,161.34	£19,656.88
Investment assets		£0.00	£0.00	£0.00	£0.00
Other assets	6	£0.00	£0.00	£0.00	£3,633.00
Miscellaneous		£0.00	£0.00	£0.00	£0.00
		£11,161.34	£0.00	£11,161.34	£23,289.88
Net surplus (deficit)		£15,664.55	£300.00	£15,964.55	(£1,155.65)
Transfers		£0.00	£0.00	£0.00	£0.00
Cash at 31 March 2020		£24,201.05	£55.00	£24,256.05	£25,411.70
Cash at 31 March 2021		£39,865.60	£355.00	£40,220.60	£24,256.05

Meldreth Village Hall Trust

Assets and Liabilities at 31 March

	2021	2020
Cash Funds		
COIF	£16,403.49	£16,384.03
CAF	£23,817.11	£7,872.02
Cash	£0.00	£0.00
	£40,220.60	£24,256.05

Restricted Funds

The cash funds include the sum of £55 reserved for expenditure related to the screen and projector, and £300 reserved for expenditure related to the kitchen refurbishment.

Liabilities – Immediate

None

Non Monetary Assets

Land and Buildings

The village hall was acquired on 24 March 1965. The costs of erection were borne by the Parish Council.

The Village Hall Trust made a contribution of £25,000 to the Parish Council in December 1994 to assist in the renovation costs of the hall.

The property was valued at £280,000 on 31 March 1997 and is made up as Land £120,000 and Buildings £160,000.

The building currently has an insurance valuation of £805,083 (May 2020)

Furniture, Fixtures and Fittings

Additions in the last six years:

Projector lamp	May 2014	£106
Curtains	Apr 2018	£2,400
Tables	Jan 2019	£900
Stage lighting	Aug 2019	£2,880
Hearing loop	Oct 2019	£753

Meldreth Village Hall Trust

Notes to the Accounts for the year ending 31 March 2021

		2021	2020
1. Trading Activities	Lettings	£3,899.00	£15,933.42
2. Voluntary Income	Donations*	£300.00	£19.00
	Grants Meldreth PC – Stage lights		£2,000.00
	Meldreth PC – Hearing loop		£702.00
	SCDC – Stage lights		£880.00
	Meldreth PC – Boiler		£2,500.00
		£300.00	£6,101.00
3. Income from Assets	Interest – COIF	£19.46	£99.81
4. Miscellaneous Income	Grants for COVID Trading Interruption	£22,907.43	£0.00
5. Charitable Expenditure	Wages	£6,161.20	£7,524.42
	Maintenance^	£276.00	£6,884.62
	Insurance	£1,930.93	£1,710.35
	Services	£1,895.82	£1,348.78
	Performing Rights Society#	£382.40	£793.92
	Bank and Accountancy fees\$	£69.00	£468.00
	Sundry	£445.99	£926.79
		£11,161.34	£19,656.88

* (2021) for kitchen refurbishment from Meldreth Church

^ 2020 includes replacement of the boiler (£3,472)
and five old noisy heaters (£3,120)

2020 note restated to remove item counted in Assets

2020 includes two years payments

\$ 2020 no Independent Examination of accounts

6. Fixtures and Fittings	Stage lights (2020)	£2,880
	Hearing loop (2020)	£753
		£3,633.00

Treasurer: David Coton

D. Coton

Date: April 2021