

HARDINGSTONE VILLAGE HALL ASSOCIATION
Reports to the AGM
for the year April 2021 to March 2022

CHAIRMAN'S REPORT

The pandemic has taken its toll on our bookings. Some of the regulars have not returned or have cut back on their bookings and now we have the double whammy of ever-increasing costs and peoples' lack of disposable income. You will see from the treasures report we will be increasing the fees from September. Unfortunately, I can't guarantee this will be our only increase this year, we will however do our best to stick with the one increase. Can I please ask all of you to do your best to help keep our costs down, only turn lights on when needed and try and limit the number your turn on also, when it comes to the heating season, please do your best to keep the heat in the building by not opening windows or propping open doors.

We will not be undertaking any major developments for the foreseeable future, we have already taken money from our reserve account to repair the wall on the west side of the building and need to be mindful that we must keep some funds to hand for any unforeseen emergencies.

Our facilities manager and treasure do sterling work in keeping the facility up to the high standard you have come to expect and I would like to take this opportunity to thank them.

Please remember the management of the hall is carried out by volunteers who give their time freely. It would be desirable if more of you came forward to help, not necessarily to sit on the committee, we always have jobs that require doing like weeding the patio sweeping the car park etc if you feel you can help please speak to me or Gaynor.

On a positive note, the new door system is working well and the new car park barrier makes the building look much more professional.

Paul Weatherley
Chairman

TREASURER'S REPORT

From the End of Year Summary of Accounts:

Total Income: £53,552.41 which includes

£32,108.50 from Letting the premises

£17,381.18 Covid Business Recovery Grants, Community Donations towards the De-fibrillator and other Donations

Total Expenditure: £ 52,628.54 which includes

£1,623.80 Provision of a de-fibrillator on the outside of the Hall Building for community use.

Trading balance for the year April 2021 to March 2022 was £923.57

Total Assets at 31 March: £48,543.47 which includes

£14,762.09 residue of Grants

During the year we received grants from:

HMRC Wages Grant

Council Covid Recovery Grant

Parish Council

During the year we received donations from:
Parish Council towards the maintenance of trees on our joint boundary
Donations from the local community towards the De-fibrillator
Waitrose Charity

Treasurer's Summary

This was another year affected by the Covid -19 Pandemic so this is an unexpectedly good result. The Manager is to be commended for her stewardship through the pandemic. The income from Lettings is a fall from pre-pandemic levels but has recovered considerably. A long-time major hirer left at the beginning of 2021. We are pleased to welcome a new regular hirer from September 2021.

There are major expenses, including the wall and the garden steps repairs, due in the new year which will deplete the current account funds. It is likely that £10,000 will need to be transferred from the deposit account to bolster the current account. Our policy is to hold £20,000 on deposit for emergencies and contingencies; the deposit account will fall below this level. We do have the grants for Covid recovery. Without these our total assets would be below £30,000.

Now the Hall is fully open both the running costs and the maintenance costs are rising. Many of our previous regulars are back in business though some are not at their previous levels of usage and there is a considerable reduction in one-off lettings. Business recovery grants have now ceased.

The main priority in the coming year will be to continue trading and regain the position where our income covers the outgoings. We hope it will be possible to continue with the development of the basement to give a kitchenette and toilet for the garden so it is a completely separate hireable venue.

Hire Rates

The rates were frozen for 2021-22. The considerable rise in the cost of energy and general supplies mean that there must be an increase in September 2022. The committee recommend that the rate for regular hirers be increased by 50p per hour. It is hoped this will be a modest increase for most hirers; the Hall will still compare favourably with other local venues' rates. The rate for one-off hiring is still economic at its current level.

Val Brambley, HVHA Treasurer

Resolution One: The hire rate for regular users be increased by 50p per hour.
Resolution Two: That Andrew Mackay be the Independent Financial Assessor for 2022-23

FACILITIES MANAGER REPORT

This year of April 2021 – March 2022 post Covid has been challenging trying to get to a new normal.

We lost quite a few regular bookings due to Covid, we have managed to fill some of the slots, and have an afterschool club using the Friends room weekdays.

Last year the garden proved very popular for outdoor bookings

We have managed to do many improvements the biggest being the new door entry system working from people's mobile phones, another big job was repairing the side wall which had been an issue for some years, a new car park barrier is a fantastic improvement and fencing in the garden to keep improving the outdoor space.

Our ongoing tests and maintenance contracts have been completed; -

Fire Alarm and Extinguishers, Rodent Control, Garden upkeep, Building electric, Pat testing, Boiler Service. Plus, our 5-year Tree inspection which led to considerable work needed on the boundary trees.

Cleaning has been an important issue since Covid, we purchased a Fogging Machine and a Floor cleaning machine, and a new cleaner does a full building clean on a Sunday evening. I check the building daily and clean where necessary the rest of the week.

We have the windows cleaned approx. every four months and we ask everyone to leave the building how they would like to find it, which works well most of the time.

General maintenance of the building takes a lot of time and money for general upkeep and small

New window locks in the main hall have proved an issue

The kitchen light and fan have been put on to sensors as they were constantly being left on

It is a constant job keeping up with damages and replacements in a building of multiple occupancy

Projects/Maintenance/Equipment required for the future - in order of priority and subject to funding.

1. New CCTV to include the garden and back entrance which are not covered by the current set up (our present one only has two working cameras)
2. The office laptop needs replacing
3. New Flooring in the small half of the main hall (the laminate is coming up where the floor is uneven)
4. Foyer needs re-decorating.
5. Improvements to basement with proposed new doors, a kitchenette and toilet

My thanks go to the committee for their support in helping me do the best I can for the building and to all our users, we need you as much as you need us.

Gaynor Weatherley - Manager

HARDINGSTONE VILLAGE HALL ASSOCIATION ACCOUNTS 2021-2022

2020-2021	Income	Co-op Curr Acc	Lloyds	Nationwide	Cash income	Debit Card	Written Off	2021-2022
£								£
5,224.52	Lettings	32,108.50						32,108.50
18.35	Bank Interest	0.00	0.00	12.73				12.73
32,346.32	Miscellaneous income	0.00						0.00
0.00	Advertising fees	0.00						0.00
526.00	Donations	657.78						657.78
0.00	Donations to Defibrillator	1,870.00						1,870.00
800.00	Deposits retained and in hand	3,910.00						3,910.00
190.00	Key Deposits	140.00						140.00
0.00	Grants	14,853.40						14,853.40
0.00	Fund Raising	0.00						0.00
0.00	Payment in error	0.00						0.00
39,105.19	TOTAL	53,539.68	0.00	12.73	0.00	0.00	0.00	53,552.41

Expenditure								
-16,469.27	Salaries and pensions	-16,691.59						-16,691.59
-4,193.83	Grounds-	-4,367.60	-8,200.00					-12,567.60
-8,571.71	Premises	-6,899.52						-6,899.52
0.00	Transfer Curr. A/c to PC	0.00						0.00
-123.59	Cleaning and Cleaners Wages	-2,364.93			-2.00			-2,366.93
-294.35	Gas	-1,106.82						-1,106.82
-696.65	Electricity	-1,324.61						-1,324.61
-61.03	Water Rates	-295.11						-295.11
-21.72	Rates	-32.34						-32.34
-592.61	Communications & IT	-702.42						-702.42
-43.54	Stationery, Postage and Publicatic	-13.88			-5.83			-19.71
-436.45	Insurance	-475.01						-475.01
-40.00	Subscriptions/Affiliations	-159.00						-159.00
-736.17	Equipment	-2,832.92						-2,832.92
-165.90	Waste disposal	-751.42						-751.42
0.00	CRB checks	0.00						0.00
0.00	Lottery & Music & TENS Licence	-66.00						-66.00
0.00	Defibrillator	-1,623.80						-1,623.80
0.00	Staff and committee training	0.00						0.00
-42.50	Advertising	0.00						0.00
-500.00	returned deposits	-3,900.00						-3,900.00
-115.00	Annual accounts audit	-115.00						-115.00
	Key Deposit returns	-78.50	-20.00					-98.50
0.00	Miscellaneous	-600.54						-600.54
-48.50	Corrections, overpayments, refund	0.00						0.00
0.00	Difference written off	0.00						0.00
-33,152.82	TOTAL	-44,401.01	-8,220.00	0.00	-7.83	0.00	0.00	-52,628.84

£5,952.37 **Trading balance being excess of Income over expenditure for the year**

£923.57

BALANCE SHEET AT 31 March 2022

Statement of assets and liabilities at 31.03.2022

£		£
41,216.44	Reserves & accumulated profits b/f	47,168.81
5,952.37	Trading Balance	923.57
47,168.81	TOTAL	48,092.38

£	Represented by:-	£
	Bank balances as at 31-03-2022	
25,453.57	Nationwide Business Savings Account	25,466.30
16,076.00	Lloyds TSB Business Call a/c	15,213.09
6,074.17	Co-Op Community Account	7,855.75
16.16	Cash in hand	8.33
-451.09	Deposits held for entrance keys	-451.09
47,168.81	TOTAL	48,092.38

Lloyds TSB "Deposits" and Covid Fund
this is made up as follows;
Covid Recovery grants residue 14,762.09
Deposits held until entrance key returned -451.09

Note: The deposits held for entrance keys are treated as a creditor since those amounts are not strictly belonging to the HVA

I have reviewed the financial statement against the financial records and confirm that the state of affairs of the Hardingstone Village Hall Association is correct at the Balance Sheet Date

Andrew Mackay
Andrew Mackay FCA

10th June 2022

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