



ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED

31 DECEMBER 2021



MERRIOTT VILLAGE HALL

INDEX

Charity information	1
Trustees report	2 - 3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes	7 - 8



MERRIOTT VILLAGE HALL
CHARITY INFORMATION
FOR YEAR ENDED 31 DECEMBER 2021

Trustees	Chair Vice Chair Secretary Treasurer Communications Bridge Rep Short Mat Bowls Rep	Eric Vose John Bowman Natasha Rebbeck Rosemary Evans Natalie James Joanna Hemmings Michael Dandridge Roger Gilson Andrew Hayman	Appointed 9 June 2021 Resigned 7 June 2021
Charity number		280536	
Charity correspondent		Rosemary Evans Half Moon House Boozer Pit Merriott Somerset TA16 5PW	
Charity address		Merriott Village Hall Broadway Merriott Somerset TA16 5QH	
Website		www.merriottvillagehall.org.uk	
Independent examiner		D Phoenix FCCA, ACMA 227 Park View Crewkerne TA18 8JH	
Bankers		CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ	



MERRIOTT VILLAGE HALL **TRUSTEES' REPORT** **FOR THE YEAR ENDED 31 DECEMBER 2021**

Merriott Village Hall, Broadway, Merriott, TA16 5QH, is a registered charity, number 280536, and is governed by its Scheme including appointment of Trustees, dated 8 December 1995 as amended by special resolution of the Trustees on 8 November 2001 and on 9 July 2020. These amendments were approved by the Charity Commission on 13 August 2001 (prior approval) and 10th August 2020 respectively.

The Trustees present their Annual Report and Accounts for the year ended 31 December 2021 and confirm they comply with the requirements of the Charities Act 2016, the Charities SORP (FRS102) and the aforementioned Scheme.

Administration

The Charity is administered by a management committee of elected Trustees which meets 4 -5 times a year. Trustees are elected annually at the AGM, to which all residents are invited. New Trustees' responsibilities are explained to them by use of the Charity Commission publication CC3 and are trained in fire, security and kitchen hygiene procedures. Hall user groups are each encouraged to nominate a representative member in order to inform Trustees regarding any matters relevant to them. The Charity has two part-time employees, the caretaker and the booking clerk, who report to the Chair and are tenants in the residential property owned by the Charity.

The AGM was held online during the 2021 lockdown period and during the year all but one committee meeting has been online. The Trustees would welcome more user representatives to be Trustees.

Charity objects

The object of the charity is to provide and maintain the Hall for the use of the inhabitants of Merriott 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. This accords with the Charity Commission and Charity Act's guidance on public benefit.

Activities

Once again it has not been a typical year for village halls across the country. There were periods when the Hall was effectively closed due to pandemic restrictions. After restrictions were eased, some user groups returned with enthusiasm to holding their activities in the Hall, a small number did not return and others were slow to resume because of vulnerable members or the nature of the activity making safe distancing impossible. During the last quarter of the year there were further disruptions due to Omicron causing groups to be unviable, reluctant, or finding themselves without a leader.

Occasional hire bookings have been very encouraging, with a higher than usual interest in celebrations for weddings and other parties in the second half of the year, and forward bookings for 2022.

We have continued to maintain the Hall as necessary during the time of restrictions, and provided all the necessary personal protective equipment, additional cleaning materials and signage to make the Hall safe for staff and users.



MERRIOTT VILLAGE HALL
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

Achievements

Despite the difficulties, we were able to commission improvements to the roof and the CCTV system. A chimney pot was replaced and after much research and consideration it was decided that the rusty dome was beyond repair, so it was removed and roof tiles put in its place. We are grateful to the Merriott Heritage Trust for their support with this project, which was completed in September. In December the CCTV system was upgraded giving better quality images and the facility to monitor remotely. Partial funding for this was received in early 2022 from a trust fund wishing to remain anonymous.

The Merriott village community is kept informed of activities by use of the monthly village newsletter, our own website and Facebook.

Financial review and reserves

We were grateful once more for support from SSDC who provided grants for hospitality and leisure venues affected by the pandemic. Additionally we made use of the Coronavirus Job Retention Scheme ('furlough') to help with payroll costs and retained both staff throughout the year.

Income exceeded expenditure for the year by £20,475, much of which is attributable to these grants. Hall hire income was badly affected. It was up 42% compared to 2020, but still only just over half of the level reported in 2019.

We were pleased to be able to fund the balance of the CCTV upgrade (£1,631) and the roof refurbishment (£1,962). The Trustees recognise that the bulk of the reserves figure is held as tangible assets and therefore is not accessible as cash for supporting improvements. Therefore in addition to planned expenditure, they aim to maintain a cash balance of at least £2,000 at all times in order to meet any unexpected repairs not covered by insurance.

As planned, the emergency fund is now at its target level of £6,000 and will be regularly reviewed.

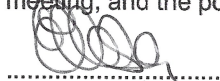
The property at 1, Melbury Row, was let for the full year at market rent, which also contributed to the surplus for the year.

As well as routine maintenance, the program of window replacements at 1, Melbury Row continues. Another window was replaced in 2021 and two more are planned for 2022, which will complete the project.

Risk

The Trustees have continued to assess the major risks to which the charity is exposed and systems are established to mitigate these risks. Specifically, a risk assessment with respect to Covid-19 is in place.

During the year a Safeguarding Policy was developed to replace our previous Child Protection Policy. We were pleased to be assisted by staff from Action with Communities in Rural England, who attended a committee meeting, and the policy has been positively received by our regular hirers.



Chairman

For and on behalf of the Trustees



Treasurer

Date:

10/02/22



MERRIOTT VILLAGE HALL
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2021

I report on the accounts of the Charity for the year ended 31 December 2021, which are set out on the attached pages.

Respective responsibilities of trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (The Charities Act).

It is my responsibility to:

- i) examine the accounts under section 145 of the Charities Act,
- ii) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act), and
- iii) 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 any unusual items or disclosures in the accounts, and the seeking of explanations from the 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 opinion 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 examiners' 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 Charities Act
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

have not been met, or

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


Derek Phoenix
227 Park View
Crewkerne
TA18 8JH

Date: 19/4/22



**MERRIOTT VILLAGE HALL
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021 Unrestricted funds		2021 Restricted funds		2021 Total funds		2020 Total funds	
	£	£	£	£	£	£	£	£
INCOME:								
Hall hire	7,226				7,226		5,102	
Grants	18,940		1,500		20,440		27,550	
Rental income	8,800				8,800		8,685	
Donations and fundraising	229				229		1,243	
Other	3				3		7	
TOTAL INCOME		35,198		1,500		36,698		42,587
EXPENDITURE:								
Payroll expenses	5,355				5,355		5,179	
Utilities	1,173				1,173		1,423	
Routine repairs and maintenance	2,854				2,854		6,401	
Property repairs and improvements	3,243		1,500		4,743		24,675	
Insurance	1,096				1,096		997	
Fundraising expenses	154				154		286	
Other expenses	578				578		619	
TOTAL EXPENDITURE		14,453		1,500		15,953		39,580
NET INCOME /EXPENDITURE FOR THE PERIOD		20,745		(0)		20,745		3,007
FUNDS BROUGHT FORWARD		335,466		0		335,466		332,459
FUNDS CARRIED FORWARD		356,211		0		356,211		335,466



MERRIOTT VILLAGE HALL **BALANCE SHEET** **AS AT 31 DECEMBER 2021**

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	4		315,627		315,627
Current assets					
Stocks	5	36		56	
Debtors	6	860		375	
Cash at bank and in hand	7	40,708		19,408	
		41,604		19,839	
Creditors: amounts falling due within one year	8	(1,020)		0	
Net current assets			40,584		19,839
Total assets less current liabilities			356,211		335,466
Creditors: amounts falling due after one year			(0)		(0)
Net current assets			356,211		335,466
Unrestricted funds					
Profit and Loss Account	9		225,647		206,557
Emergency Fund	10		6,000		4,345
Revaluation reserve	11		124,564		124,564
Total funds			356,211		335,466

Chairman

Treasurer

For and on behalf of the Trustees

Date: 10/02/22



MERRIOTT VILLAGE HALL
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting policies

The accounts have been prepared in accordance with the Charities Act (2016) and the Charities SORP (FRS 102).

2. Payments to trustees

Trustees were reimbursed for expenditure incurred on behalf of the charity as follows:

	2021	2020
	£	£
Rosemary Evans	152.18	196.96
Eric Vose	305.13	1,297.76

3. Funds

Unrestricted funds are applied in accordance with the charity's objectives.

Restricted funds are applied in accordance with the terms of their restrictions.

The Trustees are of the opinion that sufficient funds are held, in the appropriate form, to enable the funds to be used in accordance with the purpose for which they were set up.

4. Tangible Assets

Freehold properties:

	2021	2020
	£	£
Merriott Village Hall		
John Capstick MRICS September 2012	130,000	130,000
	<u>130,000</u>	<u>130,000</u>
1 Melbury Row (caretaker's house)	185,627	185,627
Total tangible fixed assets	<u>315,627</u>	<u>315,627</u>

The Hall's constitution states that the land and buildings, which are vested in the Official Custodian for Charities, shall be held upon trust for the purposes of a village hall. Unless the Charity Commissioners otherwise direct the clear proceeds of any sale of the land and buildings, which can be determined by the Hall Committee, shall be invested in trust for the Charity.



MERRIOTT VILLAGE HALL
NOTES TO THE ACCOUNTS CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2021

	2021	2020
<u>5. Stocks</u>	£	£
Stock of supplies for future fundraising events	36	56
<u>6. Debtors</u>		
Hall hire fees owing (recoverable amounts)	860	375
Other debtors		
Total debtors	<u>860</u>	<u>375</u>
<u>7. Cash at bank and in hand</u>		
CAF Bank account 00013308	3,324	3,013
CAF Bank account 00091324	37,380	16,377
Cash in Hand / in Transit	4	18
Total cash at bank and in hand	<u>40,708</u>	<u>19,408</u>
<u>8. Creditors: amounts falling due within one year</u>		
Hall hire refundable deposits / paid in advance	<u>1,020</u>	<u>0</u>
	<u>1,020</u>	<u>0</u>
<u>9. Profit and Loss Account</u>		
Balance at 1st January	206,557	204,750
Surplus (deficit) for the year	20,745	3,007
Transfer to emergency fund	-1,655	-1,200
Balance at 31st December	<u>225,647</u>	<u>206,557</u>
<u>10. Emergency fund</u>		
Balance at 1st January	4,345	3,145
Transfer from Profit and Loss Account	1,655	1,200
Balance at 31st December	<u>6,000</u>	<u>4,345</u>
<u>11. Revaluation reserve</u>		
Revaluation reserve b/fwd	124,564	124,564
Revaluation reserve c/fwd	<u>124,564</u>	<u>124,564</u>