



Polruan Village Hall

Charity Registration Number 282085

Annual Report and Financial Statements for the
Year Ended 28th February 2021

The Village Hall
School Lane
Polruan
PL23 1QA

Bank:
Lloyds TSB plc
7 High Cross Street
St Austell
Cornwall

Chairman's Annual Report for 2021

Stephen Willsher – Chairman
Kathryn Hill – Vice-Chair / Bookings Secretary
Martin Akerman – Treasurer
Suzanne Goddard – Secretary

Through the support of everyone connected with the Hall, and with Local and National support, Polruan Village Hall, should it have been needed, would have been available to support the whole Local Community through this period. As COVID guidance was issued by the Government, the Village Hall Committee responded with provision of the required additional facilities, signage and precautionary measures. As a direct result, when the Hall was allowed to re-open, the School was able to use it immediately.

During the year 2020-21, the Hall's Treasurer has sourced several Grants that helped support the Hall while no income from Hiring's was coming in, plus providing funding for improvements to the Hall. Sufficient funding is now in place, which has enabled the Village Hall Committee to agree to the installation of a new kitchen. This work is planned for June 2021, which means that the improvements to the Hall will be completed before the Hall is due to be allowed to re-open again. This will maintain the incredible value to Hirers and service to the Community that the Hall provides.

The Village Hall Committee decided not to hold any fund-raising activities during the year 2020-21. This decision was made in light of the restrictions resulting from COVID19 and the desire not to compete with other local Organisations / Suppliers in an already tight market. As can be seen from the Hall's accounts, the Hall has sufficient funding to operate well into the year 2021-22, when it is anticipated that the Hall will be once again generating income from Hirers.

During this year, the Village Hall Website and the Facebook Page have been updated and are a very good source of information. The website, polruan.org showcases the Hall's facilities, attractions and the local area.

As always, the Management Committee would welcome new Members to the Committee and new ideas to support our Local Community.

Stephen Willsher
Chairman

Date: 28th February 2021

Polruan Village Hall **Treasurer's Statement**

- Village Hall Hire income £898.
This is slightly higher than previous years. The majority of this was from outstanding account settlements from Hirers for the previous Financial Year.
- Due to Covid restrictions, there was no income from Cream Teas, Coffee Mornings, Russell & Luggier Inn Quizzes and our annual August BBQ.
- A £75 donation from Kiki and Jay at Polruan Stores.
- PV Array Feed-In Tariff income of £341.
- Grant Funding from, The Community Lottery Fund of £8,800, The Cornwall Community Foundation of £800, The Viscountess Boyd Fund of £2,000, The Norman Family Fund of £2,000 and one of special note from the Calor Rural Community Fund of £1,058.07, which was from Hall Supporters donations and associated Gift Aid contributions.
- The £800 Grants from the Community Lottery Fund and The Cornwall Rural Community Fund were specifically for the installation/upgrading of the Washrooms, Kitchen and Meeting Room air extraction systems, to satisfy Covid Regulations.
- The Grants from The Norman Family Trust, The Calor Rural Fund and the £8,000 Grant from The Community Lottery Fund were towards the cost of our kitchen refurbishment Project. We have also received notification of further awards for this Project from The Garfield Weston Fund of £3,000 and The Bernard Sunley Foundation of £2,500. These will be credited once we physically progress the kitchen project work package. The Viscountess Boyd Fund Grant of £2,000 was for the purchase and installation of a Public Access Defibrillator on the external wall of the Hall.

- We received a total of £17,335 from Cornwall Council as Government Business Support Grant payments.
- Our sincere thanks to Ray Rigg and Kevin Francis for all their work on the PA and Sound System installation and validation.
- The Back of Stage Washroom refurbishment and the outside Store Room re-roofing have been completed.
- Once life has got back to normal, in the Mezzanine, the storage racking assembly and installation will be completed and the Emergency Exit floor marking tape will be laid down and the safety railing positioned.

	<u>2021</u>	<u>2020</u>
Cash at Bank	31813.60	5669.21
Petty Cash	<u>-1.24</u>	<u>70.00</u>
<u>Total Funds</u>	<u>31812.36</u>	<u>5739.21</u>

Our current financial position is excellent. Due to the very supportive Government Grants, in total £17,335, that we have received through Cornwall Council, we are now in the most positive financial position that we have been in for many years.

Martin Akerman.

Hon. Treasurer

Date: 28th February 2021

Polruan Village Hall Income Expenditure

March 1st 2020 to February 28th 2021

	<u>Mar 20-Feb</u> <u>21</u>	<u>Mar 19-Feb</u> <u>20</u>
Income		
Prince Of Wales's Grant	£0.00	£1,400.00
Community Lottery Fund Grants	£8,800.00	£3,900.00
Calor Rural Community Fund	£1,058.07	£0.00
Norman Family Trust	£2,000.00	£0.00
Cornwall Community Foundation	£2,800.00	£0.00
Covid Business Support Grants	£17,335.00	£0.00
Rank Foundation Fund	£0.00	£250.00
Hall Hire	£898.00	£715.00
Fund Raising		
Barbeque	£0.00	£769.07
Quizzes	£0.00	£299.20
Cream Teas/Coffee Mornings	£0.00	£500.00
Total Fund Raising	£0.00	£1,568.27
Electric Meter	£83.00	£234.00
Feed-In Tariff	£341.10	£379.80
Other Income -Donations/Bequests	£75.00	£1,010.00
Total Income	£33,390.17	£9,457.07
Expenditure		
In-Memorium	£0.00	£495.06
Hall Improvement Programme	£4,867.54	£4,474.30
Electricity	£198.68	£279.85
Fund Raising Expenses	£0.00	£328.58
Insurance	£361.44	£359.63
Cancellation of Hall Hire Booking	£150.00	£0.00
Hall / Covid Cleaning Costs	£451.77	£212.57
Licensing	£180.00	£436.50
Maintenance	£452.33	£72.00
Water Rates	£96.34	£216.55
Garden Services	£70.00	£170.00
Fire Equipment Test/Renewal	£158.88	£253.24
Electrical Annual/5 year PAT Test	£170.00	£99.75
Web Site Costs	£88.80	£6.00
Petty Cash Expenditure	£71.24	£0.00
Total Expenditure	£7,317.02	£7,404.03
Profit For The Year	£26,073.15	£2,053.04
Current Finances		
Lloyds TSB	£31,813.60	£5,669.21
Petty Cash	-£1.24	£70.00
Total	£31,812.36	£5,739.21

Treasurer

Date

Chairman

Date

Polruan Village Hall **Charity Commission Financial Reporting**

Accounts - Annual Return. Independent Examination / Audit.

The Charity Commission For England and Wales has issued a guidance, 'Independent Examination of Charity Accounts' This guidance was effective from 1 November 2017.

Charity Law now sets out reporting, filing and external scrutiny obligations, which Charity Trustees are required to follow. It also states that a Charity with a gross annual income in excess of £25,000 is required to have a process of external scrutiny of their accounts and that Trustees may decide that an Independent Examination is appropriate. An Audit, however, is not required unless the income of a Charity exceeds £250,000.

For the Charity Commission Annual Return Reporting, an Annual Return must be completed if annual income exceeds £10,000. Our Annual Income for the Financial Year ended 28th February 2021 was £33,390.17p. The Trustees have agreed that an Independent Examination should be carried out. In line with our normal process, an Annual Return to the Charity Commission will be entered subject to approval of the Accounts at the AGM.

Martin Akerman.
Hon. Treasurer
Date: 28th February 2021

Independent Examiner's Report to the Trustees of Polruan Village Hall

I report on the accounts for the year ended 28th February 2021

The charity's management committee considers that an audit is not 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;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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 seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that in any material respect the requirements.
 - To keep accounting records in accordance with s.130 of the 2011 Act; or
 - Prepare accounts which accord with these accounting records 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: Keith Charman

ADDRESS: 22 Meadow Close, Polruan, Fowey, Cornwall PL23 1QS

DATE: 15th August 2021