

Sampford Courtenay Village Hall
Registered Charity Number 283279

Trustee's Annual Report for the period 24 October 2020 to 23 October 2021

Aim and Purposes

Sampford Courtenay Village Hall was conveyed by a deed dated 10 December 1952 by Devon County Council held upon trust for the purposes of physical and mental training and recreational and social moral and intellectual development through the medium of reading and recreation rooms library lectures classes recreations and entertainments for the benefit of the inhabitants of the Parish of Sampford Courtenay and its immediate vicinity without distinction of sex or political religious or other opinions.

Objectives and Activities

The Management Committee is charged with the maintenance and control of the Trust premises by means of fund-raising activities and income from the letting of the hall. Typical events throughout the year usually include monthly whist drives, Christmas and Easter Bingo, concerts, dog show and car boot, the annual flower and produce show, quiz evenings, skittles matches, a big breakfast and a wine tasting evening. The hall is regularly let to the parish council for meetings, at which members of the parish can attend, and to private individuals for wedding receptions, christenings, funeral teas and parties. Yoga, Tap Dance and Table Tennis also regularly take place at the hall.

The Covid-19 pandemic curtailed some events this year. However, down to the inventiveness of members of the committee events such as Pumpkin Trails, Winter Wonderland/Santa's Grotto, Come Buy and Chat, Roof Aid, Bake Sales and Produce Sale were held and brought in much welcome funds for Roof-Us. The hand sanitizer stations were used and one way systems put in place to ensure the safety of those attending during the Covid 19 pandemic.

The refurbishment of the kitchen and committee room is now complete. The slates on the roof, however, have become nail sick and the replacement of the slates on the roof has now become a priority. An application has been submitted to the National Lottery Community Fund, which has been accepted for the next stage - to submit a full proposal. This is excellent news and is down to the hard work of the Roof Sub-Committee!

Achievements and Performance

Repairs to slates last year revealed that the nails are nail sick and the roof is a priority for replacement. The Roof Sub Committee have held regular meetings and an application to the National Lottery Community Fund was submitted. In October 2021 the fantastic news was received that the application has been invited to the full proposal stage.

The three main windows in the main hall were in need of replacement also and this feat was achieved this year with funds from fundraising and Covid-19 Government Grants. Thanks to Mike and Mark Hedges for getting this work completed.

Financial Review

The accounts have been audited. We began the year with £17525.05

The income from hiring significantly decreased from £1145.50 down to £771.00. No income was received from hirings because of Covid 19. Income began coming in again in August and it was good to

see our regular users return. We were also very fortunate to secure a new hirer - Exbourne Choir, who are regularly using the hall for three hours on a Thursday evening.

As mentioned earlier in this report members of the committee found safe ways to hold events to keep funds coming in. The October Pumpkin Trails were very successful. People could be outdoors looking at the pumpkins and then a one way system allowed them to collect their soup and cake at the hall. We are very grateful to Marion Pratt and Michele Wilson, whose efforts with the Santa's Grotto/Winter Wonderland, Bake Sales and Flower Show raised excellent sums of money to keep the fundraising total increasing.

We did lose the cleaner and managed for a number of months without, but we are very grateful to Matthew Biddlecombe, who has agreed to clean the hall for two hours each month. That with a cleaning rota shared between committee members helps to keep the hall clean and tidy for hirers/events.

We were very fortunate that David and Moira Viggers knew John Volanthen, who gave a talk at the hall about the Thai Cave Rescue. This was a very informative and interesting evening and raised £855 for Roof-Us. Thanks to Rory and Lynn for organising the evening.

Roof Aid was the stand out event this year. Thanks to Nicky and Kevin, who managed to twist the arms of a number of performers to give their time for free and raise a staggering £2004 for Roof-Us!

West Devon Borough Council did decide to give us discretionary relief again this year so we did not have to pay a rates bill.

We paid out £566 for electric. Receipts from the electric meters only totalled £42 the remainder was a refund of £123.82 from eDF. The meters were emptied in May, but when checked in September there was very little in them. We did change to Bulb for our electric supply. Unfortunately at the time of writing this they had gone into administration following difficulties after a sharp rise in wholesale gas prices. This has also resulted in a sharp increase in the price of electricity. Expenditure on water was less this year because of the lack of activity at the hall.

We have now paid off the loan from Mr Ralph Squire. We do hold the sum of £371.55, which is the amount of the loan waived by the family and the amount received from the funeral donations to spend on something at the hall in his memory.

Thankfully we haven't had to repair any more loose slates in this financial year. We did replace the three large windows and windowsills in the main hall at a cost of £18744.86. We are very grateful to Devon County Councillor James McInnes for his donation of £2000 towards this project.

However, the roof remains the focus of the fundraising efforts. An application was submitted to the National Lottery Community Fund and the application has made it through to stage two! A lot of work still lies ahead to address the questions the National Lottery Community Fund panel have and the costs of the materials have gone up so if the application is successful there will be a shortfall. Huge thanks go to Mike, Michele and all the members of the Roof Sub-Committee who have worked tirelessly to produce Business Plans, Questionnaires etc to get this application to the stage that it is.

We must thank the residents and local businesses for their support. At year end £5975 had been received in donations.

Because of the effects of the pandemic the Government made available to businesses (including village halls) a series of grants and these added £19003 to our funds.

We paid £300 as a deposit for the Grand Summer Ball in 2018/19 and this money has not been lost.

Oaktree Occasions are holding it and we have booked to go ahead with the ball in June 2022.

We managed to continue to hold our monthly meetings remotely (i.e. at home) using Zoom and as the year progressed went back to face to face meetings.

We have opened a new bank account with NatWest, which has online banking.

We have made a surplus of £13954.66 this year and end the year with £31479.71 in the bank accounts.

As you are all aware I am standing down as Treasurer and Committee member at the AGM. I have thoroughly enjoyed my time on the committee and have enjoyed working with all past and present

members. I wish the committee well for the future and am quite happy to be asked if you need an extra pair of hands to help in any way.

Plans for the future

The trustees intend to continue to provide the usual activities for the benefit of the community. The repair to the roof is a priority and the trustees are positive the Grant application will be successful. New events such as a craft group and Games Afternoon are to commence very soon. It is also hoped to get films shown regularly at the hall. This is with the help of the Parish Council, who are to loan their projector, screen and sound system to the hall.

The committee have been made aware that the parish council has the sum of £1700, which is available to improve facilities at the hall. It is hoped to improve the men's and ladies toilets.

Structure, governance and management

The structure, governance and management of the hall is detailed in the Constitution adopted at the AGM in December 2016.

The committee meets on the first Wednesday of each month.

Reference and administrative details

The current contact is Mrs Lynn Robinson, The Granary Barn, The Barton, Sampford Courtenay. EX20 2SY
Email: lynn.robinson21@icloud.com

The charity's bank accounts are held at Lloyds Bank, Okehampton and NatWest, Tavistock.

This report was approved by Sampford Courtenay Village Hall Committee at their AGM held at the village hall on December 1st 2021.

SAMPFORD COURTENAY VILLAGE HALL ACCOUNTS

ACCOUNTS FOR PERIOD 24 OCTOBER 2020 TO 23 OCTOBER 2021

19/20		20/21	19/20		20/21
£ 7,194.90	Accumulated Fund B/fwd	£ 17,525.05	£ 17,537.05	Reconciled Bank Accounts	
				Lloyd's Okehampton	£ 5,808.00
				NatWest Tavistock	£ 25,671.71
£ 10,330.15	Surplus/Deficit	£ 13,954.66	£ 12.00	Less unpresented cheque	£ -
<u>£ 17,525.05</u>		<u>£ 31,479.71</u>	<u>£ 17,525.05</u>		<u>£ 31,479.71</u>

These accounts are a true reflection of the movement of funds for the period to 23 October 2021

S C Townsend Green
FCCA CTA TEP

Dated: 21 November 2021

These accounts were approved by Sampford Courtenay Village Hall Committee at their AGM held at the village hall on December 1st 2021.

SAMPFORD COURTENAY VILLAGE HALL ACCOUNTS

ACCOUNTS FOR THE PERIOD 24 OCTOBER 2020 TO 23 OCTOBER 2021

19/20	RECEIPTS	20/21	19/20	PAYMENTS PREMISES	20/21
£ 1,145.50	Hire of hall & equipment	771.00	£ 300.00	Grass Cutting	£ 300.00
	Special Events		£ 57.60	Fire Protection	£ -
£ 433.80	Bingo	£ -	£ 1,791.27	Maintenance	£ 984.63
£ 114.78	Whist Drives	£ -	£ -	Replace Windows	£ 17,760.23
£ 780.77	Cream Teas	£ -	£ 2,148.87	TOTAL PREMISES	£ 19,044.86
£ 146.00	Skittles	£ -		Special Events	
£ 98.00	Christmas Quiz	£ -	£ -	Bar Stock	£ 242.72
£ 566.00	Quiz/Pudding Evenings	£ -	£ -	Curry Evening	£ 120.14
£ 175.40	Talks	£ 855.58	£ -	BBQ	£ 92.03
£ 390.43	Big Breakfast	£ 313.17	£ -	Roof Aid	£ 296.67
£ -	Curry/Chilli Evening	£ 1,524.90	£ -	Harvest Tea	£ 71.66
£ -	Flower Show	£ 171.52	£ -	Calendars	£ 396.00
£ -	Easter Trail	£ 287.57	£ -	TOTAL SPECIAL EVENTS	£ 1,219.22
£ -	Plant Stall	£ 777.40	£ -		
£ -	Pre-Loved	£ 618.90	£ 233.71	Misc Payments**	£ 177.00
£ -	Book Exchange	£ 119.70	£ 77.23	Water	£ 42.35
£ -	Roof Fundraising **	£ 5,312.63	£ 511.00	Electricity	£ 566.16
£ 2,705.18	TOTAL SPECIAL EVENTS	£ 9,981.37	£ 1,608.58	Insurance	£ 1,647.75
£ 218.25	Donations	£ -	£ 223.70	Cleaning	£ 44.00
£ 269.00	Electric Meters	£ 165.82	£ -	DCT Subscription	£ 100.00
£ 43.36	Easy Fundraising	£ 170.96	£ 108.00	Advertising	£ 120.00
£ 1,080.00	Donations Roof-Us	£ 5,974.93	£ 40.05	Audit Fee	£ 46.20
£ 10,000.00	Covid-19 Grant	£ 19,003.00	£ 180.00	Loan Repayments	£ -
£ -	Amazon Prime	£ 43.35	£ 5,131.14	TOTAL PAYMENTS	£ 23,007.54
£ -	Text Giving	£ 37.19			
£ -	Just Giving	£ 672.08	£ 10,330.15	Surplus/Deficit	£ 13,954.66
£ -	2022 Calendars	£ 142.50	£ 15,461.29		£ 36,962.20
£ 15,461.29	TOTAL RECEIPTS	£ 36,962.20			

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ACCOUNTS FOR THE PERIOD 24 OCTOBER 2020 TO 23 OCTOBER 2021

19/20

RECEIPTS

20/21

PAYMENTS PREMISES

19/20

Roof Fundraising Analysis:-

Pumpkin Trail includes sale of apple cake)	£	312.50
Sale of Roof-Us Badges	£	8.50
Produce Sale	£	564.47
Winter wonderland (refreshments, craft etc)	£	352.41
Christmas Cheer	£	32.86
Christmas Wishes	£	135.51
Sale of plants donated by Shiptons	£	35.00
Come, Buy and Chat x 2	£	306.00
BBQ (includes sale of cucumbers/tomatoes)	£	755.11
Bake Sales	£	220.50
Harvest Tea	£	530.71
Roof Aid	£	2,004.06
Donations for logs	£	30.00
Conker Challenge	£	25.00

£ 5,312.63

Breakdown of 19/20 Misc Payments:-

Purchase hand wash	4.39
Xmas Quiz Winner	25.00
Whist Cards	2.00
Dishwasher repair	61.50
Hand sanitizers	128.82
Use of Zoom	12.00

£ 233.71

21 November 2021

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173 Curie Avenue
Harwell
Oxon
OX11 0QG

Tel: 07792 494691

To: Sampford Courtenay Village Hall Committee
Sampford Courtenay

I have reviewed the financial statements and financial records of Sampford Courtenay Village Hall for the year ended 23 October 2021.

I am satisfied that the financial statements give a true and fair view of the Hall's financial position.

Caroline Townsend Green

Caroline Townsend Green (Mrs)
FCCA CTA TEP