

WOODMANCOTE VILLAGE HALL

England & Wales · Charity number 284222

Details

Other names	WOODMANCOTE VILLAGE HALLS COMMITTEE
Status	Registered
Legal form	Other
Registered	1982-03-24
Register	View on the Charity Commission register

Contact

Address	Woodmancote Village Hall Bushcombe Close Woodmancote Cheltenham GL52 9HX
Phone	07498177199
Website	woodmancoteparish.co.uk

Activities

Objects: A VILLAGE HALL FOR THE USE OF THE INHABITANTS OF THE PARISH OF WOODMANCOTE WITHOUT DISTINCTION OF POLITICAL, RELIGIOUS OR OTHER OPNIONS INCLUDING USE FOR MEETINGS, LECTURES AND CLASSES AND FOR OTHER FORMS OF RECREATION AND LEISURETIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: The hall is hired out to Pre-school group, Cricket clubs, Probus, Woodmancote Society, Indoor Bowling club, Scouts, Cubs, Guides and Brownies etc., Dog handling, Women's Institute, Bishops Cleeve U3A, parties, village events, and the Parish Council meet monthly.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Amateur Sport, Animals, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** PARISH OF WOODMANCOTE
- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£56,484	£43,197	-	-
2024-03-31	£47,091	£48,979	-	-
2023-03-31	£44,698	£50,564	-	-
2022-03-31	£28,694	£40,086	-	-
2021-03-31	£32,823	£23,683	-	-

Trustees

Name	Role	Appointed
Keith Graham Smith		2022-03-10
Stephen John Barnes		2021-09-10
WOODMANCOTE VILLAGE HALL CIO		2025-10-12

Accounts

WOODMANCOTE VILLAGE HALL
REGISTERED CHARITY NO. 284222

Income & Expenditure For the financial year ended 31 March 2025	Current Year 2024-25 £	Previous Year 2023-24 £
Income		
Regular Hirers	36,685	31,264
Ad-hoc Hirers	12,467	8,854
Clothes Recycling Bin	170	148
Bar & Café Sales	7,132	5,887
Miscellaneous	30	608
Total Receipts	<u>56,484</u>	<u>46,761</u>
Expenditure		
Electricity	3,299	3,182
Gas	4,188	1,939
Water and Sewerage	1,285	907
Maintenance and Repairs	4,139	1,119
Salaries & Costs	14,071	33,757
Stationery, Postage and Telephone	126	100
Cost of Bar & Café Sales	3,111	3,407
Café/Bar Set Up Costs	189	-
Cleaning Materials and Equipment	6,521	1,597
Security Payments	-	934
Music Licence	-	293
Equipment & Fittings etc	1,907	629
Phone & Wifi	672	784
HR Support	1,050	-
Bookkeeping & Admin	1,869	-
Legal Fees	422	-
Hallmaster Annual Subscription	265	-
Website Costs	83	-
Total Payments	<u>43,197</u>	<u>48,648</u>
SURPLUS OF RECEIPTS & PAYMENTS	<u>13,287</u>	<u>(1,887)</u>
Balances brought forward from previous year	6,059	7,946
BALANCES CARRIED DOWN	<u>19,346</u>	<u>6,059</u>
REPRESENTED BY:-		
Bank Accounts	18,080	5,259
Cash	266	-
Bar Stock	1,000	800
TOTAL BALANCES AT YEAR END	<u>19,346</u>	<u>6,059</u>

Signed on behalf of the Committee-

Chairman

Treasurer

Date 19-6-25

WOODMANCOTE VILLAGE HALLS COMMITTEE
REG CHARITY NO 284222

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of Woodmancote Village Halls Committee ("the Charity") for the year ended 31 March 2025, which are set out on page 1.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
3. to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with 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 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 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

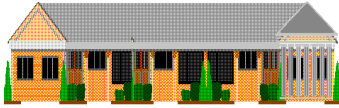
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



AW IMRIE FCCA
13 June 2025

Greystones
Stockwell Lane
Woodmancote
Cheltenham
GL52 9QB

Accounts



Woodmancote Village Halls Committee

Woodmancote, Cheltenham.

Registered Charity No. 284 222



Minutes of the Annual General Meeting Of the Woodmancote Village Halls 19th October 2023

Statement from the Secretary of the Woodmancote Village Halls Committee:

An opening statement was read by the Secretary welcoming all attendees.

Committee: Steve Barnes explained that in the absence of a Treasurer, he had stepped aside as Chairman to take on the Treasurer role as an interim measure. Thus, vice-Chair, Keith Smith stepped into the breach to be Chair of the AGM. Thus, The Committee Officers present were.

Chair; Keith Smith

Treasurer/Vice-Chair; Steve Barnes

Secretary; Sally Ferrers

Health and Safety Officer; David Carrick

Apologies: Were received from Teresa Ames

Owing to recent surgery the Chairman's statement was read out by David Carrick.

The Chairmans Statement highlighted several issues facing the current Committee, not least of which was the resignation of Teresa Ames who had served the Committee well in the role of Treasurer, we all thank her for her service. We also now have a couple of vacancies on the general Committee and are open for applicants, particularly from or regular users. We have received a couple of notes of interest, but applications are still open.

Adoption of the AGM minutes for 2022:

Proposed by Steve Barnes and Seconded by David Carrick and was unanimously carried by the Committee.

Adoption of the Auditors Report:

Proposed by Steve Barnes and Seconded by David Carrick and was unanimously carried by the Committee.

Election of Officers to Executive Committee:

The following were confirmed in their appointed roles.

Chair, Keith Smith

Vice-Chair and interim Treasurer, Steve Barnes

Secretary, Sally Ferrers

Health & Safety/ Compliance Officer, David Carrick

To fill the committee vacancies, attendees were advised to apply in writing to the Secretary. Applicants will be elected on to the committee by a closed ballot of current committee members. The results will be published as soon as is practical following the ballot. The Executive Committee will appoint officers in accordance with long standing practice.

Achievements;

As a completely new Committee was formed in 2022 we have strived to make improvements to the services and facilities the Hall is able to offer to residents.

We have achieved number of our goals, though we see further targets in the future

- Re-decoration.
- New grab rails by the external steps.
- P.A. system updated.
- New kitchen
- equipment purchased.
- Arranging to host the Radio Winchcombe aerial.
- Installing CCTV cameras.
- New emergency lighting was installed.
- An access control system utilising electronic fobs to replace the 71 keys known to be in circulation.
- A full Legionella survey and risk assessment were undertaken and recommended actions carried out. The heating and hot water systems were modified, in order to improve efficiency, and a new control system installed to better manage the heating and match operation to occupancy of the halls.
-

Our thanks to Stephen Goode for his labours and commitment in enabling these achievements to be completed.

To enable us to fund these achievements we decided it would only be possible if we were to bring the full operation of the bar in-house, this has been a success addition to our funds, enabling us to look to off-set the costs of further improvements in the future.

However, as we all are aware costs are rising dramatically, particularly fuel costs, making higher charges for 2024 inevitable.

The substantial cost of the new electronic entry system we saw as a necessity, not only to enable us to achieve the safeguarding requirements of our younger clients, but also for security in general as we had been made aware of the large number of untraceable keys in circulation.

For the future; Our plans include opening of a Café when feasible, either as a scheduled occurrence or by request for client events. We have already taken the first steps towards this.

Unfortunately, this year, we were not able to make any provision to the government Warm Spaces Scheme as we did not have the facilities required. However, for 2024 if such a scheme were to be actioned again and someone came forward with a workable proposal, we would be pleased to help in any way possible. Such a proposal would have to fit in with our safeguarding requirements and provide the necessary personnel.

Unfortunately, the Village Hall has been the subject of several attacks by vandals. Fortunately, through the efforts of Donna and her husband they have managed to bring the Hall back to a good useable condition to enable our hirer's events to proceed as planned.

As our interim Treasurer, Steve Barnes appealed to the attendees, asking if anybody knew someone who may be interested in taking on the Treasure's role.

We have had little success in our appeals for applicants despite the vacancy being widely published in the area. If anyone is interested, please contact either our Secretary, Sally Ferrers, or Steve Barnes directly.

The meeting was opened to members of the public.

The Woodmancote Cricket Club President's wife, Mrs. Medhurst read out a statement on the Cricket Club's history as he was unable to attend.

Two attendees informed all present that they had raised grievances with the Executive Committee. The Executive Committee had responded with sincere apologies to both. If they were still unhappy, they were advised to take their issues up with the Charity Commission as the Executive Committee were unable to do anything more.

The Village Halls Code of Conduct, which had been adopted by the Committee last March, was questioned. There will be a full review of the Code in the next few months.

The allocated time for public comment having expired and all Agenda items completed satisfactorily the Chair brought the meeting to a close at 20.45 and thanked all for their attendance.

The meeting closed a 20.45pm

.....
Signed:

WOODMANCOTE VILLAGE HALL & COMMITTEE

WOODMANCOTE VILLAGE HALL
REGISTERED CHARITY NO. 284222

Income & Expenditure For the financial year ended 31 March 2024	Current Year 2023-24 £	Previous Year 2022-23 £
Income		
Regular Hirers	31,594	28,074
Ad-hoc Hirers	8,854	11,016
Clothes Recycling Bin	149	250
Deposits	-	620
Bar Sales	5,887	4,317
Miscellaneous	608	420
Total Receipts	47,091	44,698
Expenditure		
Electricity	3,181	1,309
Gas	1,939	1,889
Water and Sewerage	907	888
Maintenance and Repairs	1,119	4,563
Salaries & Costs	33,757	33,779
Stationery, Postage and Telephone	100	36
Cost of Bar Sales	3,407	2,064
Deposit Returned	330	620
Cleaning Materials and Equipment	1,597	1,524
Field and Ground Maintenance	-	137
Security Payments	934	1,976
Music Licence	293	293
Equipment & Fittings etc	629	800
Phone & Wifi	783	686
Total Payments	48,979	50,564
SURPLUS OF RECEIPTS & PAYMENTS	(1,888)	(5,866)
Balances brought forward from previous year	7,946	13,812
BALANCES CARRIED DOWN	6,059	7,946
REPRESENTED BY:-		
Lloyds, Current Account	5,259	6,601
Bar Stock	800	1,346
TOTAL BALANCES AT YEAR END	6,059	7,946

Signed on behalf of the Committee:-

Chairman

Treasurer

Date

[Signature]
[Signature]
14 APRIL 2024

WOODMANCOTE VILLAGE HALL
REGISTERED CHARITY NO. 284222

Income & Expenditure For the financial year ended 31 March 2024	Current Year 2023-24 £	Previous Year 2022-23 £
Income		
Regular Hirers	31,594	28,074
Ad-hoc Hirers	8,854	11,016
Clothes Recycling Bin	149	250
Deposits	-	620
Bar Sales	5,887	4,317
Miscellaneous	608	420
Total Receipts	<u>47,091</u>	<u>44,698</u>
Expenditure		
Electricity	3,181	1,309
Gas	1,939	1,889
Water and Sewerage	907	888
Maintenance and Repairs	1,119	4,563
Salaries & Costs	33,757	33,779
Stationery, Postage and Telephone	100	36
Cost of Bar Sales	3,407	2,064
Deposit Returned	330	620
Cleaning Materials and Equipment	1,597	1,524
Field and Ground Maintenance	-	137
Security Payments	934	1,976
Music Licence	293	293
Equipment & Fittings etc	629	800
Phone & Wifi	783	686
Total Payments	<u>48,979</u>	<u>50,564</u>
SURPLUS OF RECEIPTS & PAYMENTS	<u>(1,888)</u>	<u>(5,866)</u>
Balances brought forward from previous year	7,946	13,812
BALANCES CARRIED DOWN	<u>6,059</u>	<u>7,946</u>
REPRESENTED BY:-		
Lloyds, Current Account	5,259	6,601
Bar Stock	800	1,346
TOTAL BALANCES AT YEAR END	<u>6,059</u>	<u>7,946</u>

Signed on behalf of the Committee:-

Chairman

Treasurer

Date

WOODMANCOTE VILLAGE HALLS COMMITTEE
REG CHARITY NO 284222

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of Woodmancote Village Halls Committee ("the Charity") for the year ended 31 March 2024, which are set out on page 1.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
3. to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with 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 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 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.



AW IMRIE FCCA
13 April 2024

Greystones
Stockwell Lane
Woodmancote
Cheltenham
GL52 9QB

Accounts

WOODMANCOTE VILLAGE HALL

REGISTERED CHARITY NO. 284222

Income & Expenditure For the financial year ended 31 March 2024	Current Year 2023-24 £	Previous Year 2022-23 £
Income		
Regular Hirers	31,594	28,074
Ad-hoc Hirers	8,854	11,016
Clothes Recycling Bin	149	250
Deposits	-	620
Bar Sales	5,887	4,317
Miscellaneous	608	420
Total Receipts	47,091	44,698
Expenditure		
Electricity	3,181	1,309
Gas	1,939	1,889
Water and Sewerage	907	888
Maintenance and Repairs	1,119	4,563
Salaries & Costs	33,757	33,779
Stationery, Postage and Telephone	100	36
Cost of Bar Sales	3,407	2,064
Deposit Returned	330	620
Cleaning Materials and Equipment	1,597	1,524
Field and Ground Maintenance	-	137
Security Payments	934	1,976
Music Licence	293	293
Equipment & Fittings etc	629	800
Phone & Wifi	783	686
Total Payments	48,979	50,564
SURPLUS OF RECEIPTS & PAYMENTS	(1,888)	(5,866)
Balances brought forward from previous year	7,946	13,812
BALANCES CARRIED DOWN	6,059	7,946
REPRESENTED BY:-		
Lloyds, Current Account	5,259	6,601
Bar Stock	800	1,346
TOTAL BALANCES AT YEAR END	6,059	7,946

Signed on behalf of the Committee:-

Chairman

Treasurer

Date

[Signature]
[Signature]
 16 APRIL 2024

Accounts

WOODMANCOTE VILLAGE HALLS COMMITTEE
REG CHARITY NO 284222

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of Woodmancote Village Halls Committee ("the Charity") for the year ended 31 March 2022, which are set out on page 1.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act;
2. to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
3. to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with 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 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 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



AW IMRIE FCCA
18 April 2022

Greystones
Stockwell Lane
Woodmancote
Cheltenham
GL52 9QB

WOODMANCOTE VILLAGE HALLS COMMITTEE
REGISTERED CHARITY NO. 284222

Receipts & Payments	Current Year 2021-22 £	Previous Year 2020-21 £
For the financial year ended 31 March 2022		
Receipts		
Regular Hirers	18,229	8,704
Ad-hoc Hirers	6,192	-
Classes	-	185
Clothes Recycling Bin	187	-
Bar Rent	-	-
Miscellaneous	27	-
Sub-total Normal Receipts	24,635	8,889
Grant	-	10,000
HMRC Job retention	4,059	13,934
	4,059	23,934
Total Receipts	28,694	32,823
Payments		
Electricity	895	1,273
Gas	3,587	2,785
Water and Sewerage	506	373
Maintenance and Repairs	5,980	303
Salaries & Costs	24,177	15,171
Stationery, Postage and Telephone	67	224
Cleaning Materials and Equipment	1,030	1,497
Field and Ground Maintenance	739	280
Gate Security Payments	1,757	1,637
Miscellaneous	391	140
Equipment & Fittings etc	650	-
Phone & Wifi	307	-
Total Payments	40,086	23,683
SURPLUS/(DEFECIT) OF RECEIPTS & PAYMENTS	(11,392)	9,140
Balances brought forward from previous year	25,204	16,064
BALANCES CARRIED DOWN	13,812	25,204
REPRESENTED BY:-		
Lloyds, Current Account	13,812	25,204
TOTAL BALANCES AT YEAR END	13,812	25,204

Signed on behalf of the Committee:-

Chairman

J. J. Bann

Treasurer

T. M. Amos

Date

30/4/22

Chairmans report for Woodmancote Village Hall Committee AGM 2022 19th August.

Welcome to you all and thank you for attending this AGM.

Trying to get all of the committee in one place for a meeting has proven difficult but we are obliged to hold one AGM a year and two full committee meetings so this is our opportunity to tick a couple of boxes. From 2023 I suggest that we return to an AGM in April and two full committee meetings say in June and November.

I would also suggest that we hold another full committee meeting in December or Jan 23.

Sally will poll everyone and we need to nail down some dates and make sure that we attend the meetings once planned.

Since our last AGM we have continued with improvements to the VHs which include an overhauled heating system with Nest control, CCTV system, LED lighting and Keyless entry system .

Both halls have been or are in the process of being redecorated and you will have noticed the LED lights that have replaced the very old flourescent lights previously installed.

Although many of these improvements have an upfront cost, the benefits and compliance will be noticed for many years to come.

Donna Jordan is now the VH Manager and in addition to her normal role she will be responsible for running the Bar and has aspirations to run a pop up café. I am sure you will join me in wishing her well in this enterprise.

Stephen Goode was engaged as a handy man and has brought a significant number of tasks such as window cleaning, hedge trimming etc. in-house, making a significant reduction in our running costs.

Whilst both VHs are running at a high capacity there is still room for expansion and one way will be to attract parties etc

Donna wants to expand into the catering side of the business and hopes to be able to offer food for these weekend parties and of course we will offer a full bar service as well.

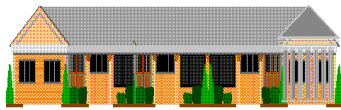
We have one committee vacancy after the Cricket Club representative resigned.

When I took over as chair I was advised to only have a maximum of ten Full Committee members and that they should be chosen from hirers of the VHs that use it year round and that will be the criteria that we will adopt in future.

I thank you all for your support since the new Executive Committee took over and ask that you remain tolerant should we not get everything right first time.

Steve Barnes
Chair WVHC

Accounts



Woodmancote Village Halls Committee

Woodmancote, Cheltenham.

Registered Charity No. 284 222



Chairman's Report to the AGM on 9th September 2021

National life was virtually brought to a standstill before the hall's financial year for 2020-21 had started, because of the succession of national lockdowns imposed by the government, in response to the COVID 19 pandemic. Like so many other community facilities, our village hall was closed to almost all hirers right through the entire year. The only exception to the rule was the Pre-School Group, which was authorised to operate for part of the year. They did so for June & July 2020 and then from September onwards (after the school holidays) and they chose to make their own COVID-secure arrangements, as Donna, the caretaker, had been put on furlough leave since March 2020. So, the receipts from the Pre-School Group were almost the only source of regular income, as all other planned hirer slots were cancelled, much to everyone's frustration and disappointment. A notice was displayed on the external doors to indicate to all that the halls were closed for business until further notice.

In addition, the committee faced its own internal crisis during the year, as, for a variety of personal reasons, some of the committee members resigned after the last AGM in June, which was conducted via email. Crucially some of those resignations were from three of the four officers - Nick Ebdon (chairman), Maggie Vinson (vice-chairman) and Angela Gibbins (secretary). The other remaining officer, Keith Woodman (treasurer), agreed to stay on the committee only up until the next AGM (which is planned for Friday evening 10th September 2021). None of the remaining committee members was willing or able to step up to any of these vacant officer positions and so the committee was in danger of becoming non-viable.

The chair of the Woodmancote Society, Steve Barnes, came forward and offered to join the committee and, if elected, become the VHC chair, which is what duly happened, by the unusual step of an email approval among remaining committee members. After some discussions with the PC and on close examination of the lease and trust deed between the PC and the VHC, it became apparent that it was the VHC's responsibility to find new committee members from the wider community, who would be prepared to fill the vacant officer positions; under Charity Commission rules, failure to do so would have meant that the charity could be wound up and its funds transferred away from the area.

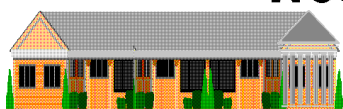
In March 2021, after some discussion with GRCC on the wording of the text, a public appeal for new committee members was launched locally,

chiefly in the Spring edition of the Woodmancote News. Happily, about a dozen people came forward to volunteer in response to the appeal and, after the new chair had contacted each one of them, a meeting was called in his garden, at which Sally Ferrers, Teresa Ames and Alison Bamford were co-opted onto the committee as secretary, treasurer designate and health & safety officer respectively. There will be further volunteers co-opted before the AGM, who will take on shadow officer roles. The full committee, which has not met face-to-face since March 2020, has been kept up to speed during the pandemic with what would normally be committee business, but it is unlikely to have the next face-to-face meeting until the pre-AGM meeting on Monday 2nd September 2021.

The only major work at the hall that took place in the year was the complete replacement of external soffit boards, which was necessitated by vandalism to some of the existing boards, which turned out to contain asbestos. The contract was funded by the PC, which will also fund the complete replacement of security cameras, a second major piece of work that became necessary as a result of another act of vandalism on existing cameras. The work was due to be done during the year 2020-21, but there was a contractor delay and was due to be done during August 2021, to minimise disruption to hall activities, but it has now been further delayed by labour shortages.

As mentioned, the hall re-opened to hirers on Monday 19th July 2021, in line with government pronouncements, and, although the number of expressions of interest from irregular hirers was high during lockdown, there were a number of regular groups that folded or decided not to return – a Keep Fit class, the Bridge Club, an Art Workshop, a Yoga class – and there were others that were slow to return. Nevertheless, funds were in a reasonably healthy state at the point of re-opening, thanks to a local authority grant, so hopefully business will pick up in the coming months.

Steve Barnes, Chairman 14.8.21



Woodmancote Village Halls Committee

Woodmancote, Cheltenham.



Registered Charity No. 284 222

Finance Report on Annual Accounts for 2020-21

Summary

Under this unique set of national circumstances, the hall's annual accounts for 2020-21, which are prepared on a receipts and payments basis and which I am presenting for approval at the AGM, show a net surplus of £9,140 for the financial year ended 31st March 2021. This result compares favourably with a budgeted net surplus for the year of £1,398, but the COVID 19 pandemic has meant that the previously approved annual budget for 2020-21 was dumped in the litter bin.

Type	Actual 2020- 21	Budget 2020-21	Variance 2020-21		Actual 2019-20
	£	£	£		£
Receipts from Regular Hirers	8,889	27,668	(18,779)		27,745
Receipts from Irreg. Hirers	0	4,500	(4,500)		4,450
Sub-Total Normal Receipts	8,889	32,168	(23,279)		32,205
COVID 19 Grant from TBC	10,000	0	10,000		0
Job Retention Scheme	13,934	0	13,934		0
Sub-Total Abnormal Receipts	23,934	0	23,934		0
Total Receipts	32,823	32,168	655		32,205
Caretaker / Cleaner Costs	15,171	18,000	2,829		19,788
All Other Payments	8,512	12,770	4,258		12,384
Total Payments	23,683	30,770	7,087		32,172
Net Out-turn	9,140	1,398	7,742		33

The effect on the reserves balance @ 31 st March:	Actual 2020- 21	Budget 2020-21	Variance 2020-21		Actual 2019-20
	£	£	£		£

B/forward from prev. year	16,064	16,064	0		16,031
Year's out-turn	9,140	1,398	7,742		33
Carried down to next year	25,204	17,462	7,742		16,064

Receipts

There were no receipts from irregular hirers in the year and in fact some previously paid deposits on future irregular hirings had to be refunded. The only regular hirer during the whole year was the Pre-School Group, which was able to resume its activities, with the government's blessing, from June 2020 onwards. They used the large hall exclusively and imposed their own COVID-secure measures, without any need to recall Donna, the caretaker / cleaner / booking secretary, from furlough.

We were successful in securing a Retail Hospitality & Leisure grant of £10,000 from Tewkesbury Borough Council, to help the hall to survive the COVID crisis. The caretaker / cleaner / booking secretary was put on furlough leave in March 2020 and was throughout the financial year, only returning to her normal working hours in July 2021. Our payroll provider managed on our behalf the monthly claims from the Job Retention & Support Schemes and for most months of the year was able to recover the majority of the 80% of salary costs that we were incurring – compare the receipts of £13,924 against a cost of £15,171.

Payments

Despite the lack of activity, there were a number of fixed costs that could not be avoided, including utility bills, that were paid by monthly direct debits on estimated readings, because there were no opportunities to take meter readings. As a cost-cutting measure, it was agreed with the PC that the field gate should be left locked and the security company's attendance suspended, but the arrangement was reversed by the time came for the VHC to pay its share of the monthly charges (Nov 20 to Feb 21). As there were no hirings, there were no PRS & PPL charges.

Closing bank balance @ Lloyds

The excess of receipts over payments of £9,140, when added to the opening bank balance of £16,064, gives a closing balance @ 31st March 2021 of £25,204. This gives a falsely inflated view of the hall's financial affairs, as those funds will drain away until the point is reached when total hall bookings return to their pre-COVID levels. It was agreed that the hall should not re-open until 19th July 2021, so nearly four months' worth of earning potential was already lost and the indications are that some regular hirers will be slow to return; others never will. The prospects on irregular hirers are somewhat better and Donna has been inundated with enquiries during lockdown, but it is the regular hirers who have traditionally generated the lion's share of total receipts.

Appointment of Independent Examiner

The annual accounts have been independently examined and no changes were required to the draft. The examiner has indicated that he is willing to be re-appointed for the year ending 31st March 2022, so I would recommend that his appointment is approved.

Resignation

I am standing down from the committee at the AGM, having served as treasurer since 2011. I wish my successor, Teresa Ames, every success and I will be available to support her through the learning process, as and when required.

Keith Woodman, Treasurer 14.8.21