



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	January	2021		31st	December	2021

Section A Reference and administration details

Charity name Banwell Village Hall Foundation

Other names charity is known by Banwell Village Hall

Registered charity number (if any) 290796

Charity's principal address Westfield Road

Banwell

North Somerset

Postcode

BS29 6BS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John William Parfitt		9 th March 2020	
2	James Ellan Purvis	Vice-chair		
3	Robert Stephen Taylor		22 nd February 2021	
4	Mary Humphrys-Smith		22 nd February 2021	
5	Kevin Paul Gibbons	Finance Group Chair	9 th March 2020	
6	Barbara Mary Couch	Treasurer		
7	Kath Edwards			
8	Margaret Anne Harris			
9	Elizabeth Mary Shayler	Chair		
10	Thomas Walter Couch			
11	Stephen Parkinson		9 th March 2020	
12	Margaret McCarthy	Secretary		
13	Sarah Marie Hayes		9 th March 2020	
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Michelle Ferris	Albert Goodman, Goodwood House, Blackbrook Park Avenue, Taunton, TA1 2PX

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Scheme made by Secretary of State for Education and Science under section 18 of the Charities Act 1960
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM by Members. The Management Committee are the Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees have gone through Induction training. (6 x 1Hr Sessions)

Main policies include: Health and Safety, Finance controls and procedures, Safeguarding, Equality, Reserves, Risk assessment, Hirers Policy.

Charity is managed and operated by the Management Committee.

No relationship to other parties.

The charity carries out a holistic risk assessment and all concerns are reported to the management committee, for assessment to prioritise and action accordingly.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Provisions and maintenance of the village hall for the use by all inhabitants of Banwell and neighbouring areas for meetings, classes, recreation activities, and leisure time activities, with the object of improving the quality of life of the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The hall can be hired out by all those wishing to carry out the activities mentioned above, regardless of sex, race, political, religious opinions. Activities at present include:

Art classes, Exercise classes, Gardening club, Indoor bowls, Guides Group, Archaeology club, Zumba, British Legion, Mens Breakfast Club, Flower shows, Drama club, Dance class, Bridge Club. Also, can be hired out for parties such as weddings receptions, birthday parties, etc.

The hall is managed, operated and maintained, for the public benefit and with regard to the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All the Management Committee are volunteers and live locally. Also, many represent their classes and groups, who hire the hall.

Summary of the main achievements of the charity during the year

In 2021 we had to close the Village Hall numerous times, due to COVID. However, thankfully things have gradually begun to return nearer normality.

We have been able to continue to get grants from North Somerset County Council and we had a refund from our insurer's due to closure through COVID, which has meant we end the year with a smaller deficit than expected.

We have continued to be able to invest in the building and have had a new Boiler installed, also a new Fire Alarm System, and Emergency Lighting System installed.

We have continued to ensure all COVID regulations and guidelines have been implemented and adhered to.

The Management Committee have had to meet using zoom online. However, through this time we have been reviewing our constitution to enable it be more accessible to the general public and our members and user groups, by simplifying the language and making it reader friendly. Changes will be fully approved by the Charity Committee.

We are also investigating registering the land the building and carpark is sited on, thorough HM Land Registry.

Whilst this has not been a normal year due to COVID we are please that we have been able to have numerous activities within the hall, as and when permitted.

We look forward to 2022 with a positive outlook and the expectation that COVID regulations will increasingly be eased, to enable the community to make full use of the hall and the many varied activities which operate in our building.

Brief statement of the charity's policy on reserves

It is the policy of Banwell Village Hall to hold in its reserves 12 months of general running costs, this is estimated to be at an amount of £25,000. It is also our policy to hold an amount for likely and anticipated building and refurbishment work, for this we have allocated £20,000 in designated funds in the accounts. This policy will be reviewed every 12 months time.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Majority of funding comes from Room Hire for various activities. Some income from operating a Bar and funding from grant applications, when successful.

Expenditure enables us to operate and maintain a welcoming, secure and safe environment for activities to take place, for the local community and nearby areas.

We have an amount in our COIF Bank Account, which is being moved to a CAF Bank deposit account, which is fully secured.
We have an Investment policy in place, as the constitution does allow us to invest, if we wished.

Section F**Other optional information****Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Elizabeth Mary Shayler	Kevin Paul Gibbons
Full name(s)	Elizabeth Mary Shayler	Kevin Paul Gibbons
Position (eg Secretary, Chair, etc)	Chair	Chair of Finance Sub Group
Date	12/04/2022	

Independent examiners report to the Trustees of Banwell Village Hall Foundation

I report to the trustees on my examination of the accounts for Banwell Village Hall Foundation ("the charity") for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not comply with these records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Michelle Ferris BSc (Hons) FCA DChA

Albert Goodman LLP
Chartered Accountants
Goodwood House
Blackbrook Park Avenue
Taunton
Somerset
TA1 2PX

Date: 21/04/2022



Charity Name Banwell Village Hall Foundation		No (if any) 290796		CC16a
Receipts and payments accounts				
For the period from	1st January 2021	To	31st December 2021	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants & Donations	16,337	-	-	16,337	11,430
Village Hall Hirers	7,154	-	-	7,154	6,660
Insurance COVID Payment	2,500	-	-	2,500	-
Bar Sales & Hire	1,478	-	-	1,478	1,256
Solar Income (EDF)	1,438	-	-	1,438	1,486
Bank Interest	10	-	-	10	149
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	28,917	-	-	28,917	20,981
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,917	-	-	28,917	20,981
A3 Payments					
Cleaning Supplies & Services	5,611	-	-	5,611	6,554
Hall Maintenance	4,982	-	-	4,982	2,382
Administration	2,587	-	-	2,587	3,743
Utilities	2,369	-	-	2,369	2,804
Bar Stock	1,287	-	-	1,287	747
Accountancy Fees	900	-	-	900	-
Bar Expense	602	-	-	602	419
	-	-	-	-	-
	-	-	-	-	-
Sub total	18,338	-	-	18,338	16,649
A4 Asset and investment purchases, (see table)					
Fire Alarm Installation	7,059	-	-	7,059	-
Central Boiler	3,678	-	-	3,678	-
Emergency Lighting	3,504	-	-	3,504	-
Tables Trolley	266	-	-	266	-
Fridge	-	-	-	-	139
Audio/Sound Statem	-	-	-	-	6,372
Sub total	14,507	-	-	14,507	6,511
Total payments	32,845	-	-	32,845	23,160
Net of receipts/(payments)	- 3,928	-	-	- 3,928	- 2,179
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	64,513	-	-	64,513	66,692
Cash funds this year end	60,585	-	-	60,585	64,513

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC Bank Account	35,434	-	-
	Shawbrook Bank Account	25,000	-	-
	Cash in Hand	151	-	-
	Total cash funds	60,585	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Bar Stock	1,287	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Village Hall	Unrestricted	95,534	568,000
	Equipment & fittings	Unrestricted	-	30,270
	Bar	Unrestricted	-	5,161
	Kitchen	Unrestricted	-	5,978
			-	-
			-	-
			-	-
			-	-
			-	609,409
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Accountancy fees	Unrestricted	600	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Elizabeth Mary Shayler	Elizabeth Mary Shayler	12/04/2022	
	Kevin Paul Gibbons	Kevin Paul Gibbons	12/04/2022	