

Trustees Annual Report **For the period ending 31.3.2021**

Charity Name SILSOE VILLAGE HALL

Registered Charity Number 300067

Charity's principal address School House Mews,
High Street,
Silsoe MK45 4DY

Names of the charity trustees who manage the charity

| Trustee Name | Office | Dates acted if not whole year | Name of person (or body) entitled to appoint trustee (if any) |
|--------------|--------|----------------------------------|---|
|--------------|--------|----------------------------------|---|

| | |
|----------------|-----------|
| Derek Hardy | Chairman |
| Jan Jarrard | Secretary |
| John Colleran | Treasurer |
| Philip Hammond | |
| Simon Stranks | |
| Lynda Timms | |
| Clare Burton | |

Structure, governance and management

| | | |
|--------------------------------|---|--|
| Type of governing document | - | Constitution adopted 24.5.1968 |
| How the charity is constituted | - | Unincorporated association |
| Trustee selection methods | - | Trustees are appointed or reappointed annually at the Annual General Meeting held in June. |

Use of the Hall and Governance

Use of the Silsoe Village Hall is primarily reserved for personal and organised community activities and, of a secondary nature, for commercial users. The Trustees with the Management Committee oversee the day to day running of the Hall. The Trustees seek the views of members and Hall users in deciding how the Hall is operated.

The Hall has developed a Health & Safety Policy, Data Protection Policy, Fire Safety Policy, Equal Opportunities Policy and Safeguarding Policy.

Objectives and Activities

The object shall be the provision and maintenance of the Silsoe Village Hall for the use of the inhabitants of the Parish of Silsoe and the neighbourhood without distinction of political, religious or other opinions, including use for meetings, classes and other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the inhabitants of the community.

Activities have included exercise classes for both adults and young people, dance classes, amateur dramatics by the Silsoe Drama Club, breakout space for local disabled peoples, indoor and outdoor activities for Beavers, Cubs and Scouts, plus a variety of fund raising social events.

Achievements and Performance

Our Village Hall has just lived through probably its worst ever peacetime period because of the COVID pandemic. No one could ever have envisaged the effect a virus could have on the world and specifically on our own village hall. Virtually all use of the hall ceased although we were able to maintain our Post Office services and also continue to support the Royal Mail who serve our community.

COVID introduced a whole raft of changes with restrictions, new appropriate signage and the need for hand sanitisers at each of our hall entrance points. Over the COVID period we have been inundated with a constant barrage of guidelines, rules and legal advice. We have successfully completed all that has been required of us and, although we are currently in the process of reopening for organisations, there continues to be COVID restrictions in place.

Nevertheless, despite all that, we have successfully continued to further our aim of providing a high standard centre for the benefit of our community. We exist for that very purpose. Despite COVID, we have successfully completed -

- * A major redecoration of the Bar area
- * The replacement of the folding doors between the main hall and bar
- * Implemented the recommendations provided by an independent Fire Risk assessment
- * Raised over £24,000 in funds to carry out major roof work
- * Developed policies covering Data Privacy, Safeguarding, Health & Safety, Equal Opportunities, and we have completed a COVID Risk Assessment.
- * The provision of land for a Scouts storage unit complete with external lighting.
- * A continuous programme to maintain internal decoration.
- * Totally revamped the first floor Lighting Room to a much higher standard.
- * Tree surgery work has been completed as part of the hall grounds development
- * Provided quality fencing to our north grounds boundary for improved security.
- * In the village hall grounds, we have continued to improve neglected areas.
- * We have been able to acquire a small piece of land that will enable us to develop a new access to the hall grounds on the north side.

*

- * Being conscious of a need for environmental considerations we have successfully replaced all of the old wood framed single glazed windows in the main hall with double glazed units, introduced improved central heating controls, removed all traces of asbestos that had been incorporated within the first floor Lighting Room, ensured that 100mm of insulation was built into the new flat roof installed on the south side of our hall and we are currently replacing an old inefficient central heating boiler.

Financial Review

The charity's policy is to retain sufficient funds in reserve to cover one year's ongoing operating costs.

Other Information

The ongoing effect of the COVID-19 Pandemic will continue to have a drastic curtailing affect upon our Hall activities and we will continue to search for new financial support enabling us to maintain and develop our Hall and grounds.

Silsoe Village Hall

Receipts and Payments Accounts
For the Year to 31st March 2021

| | <u>2021</u> | <u>2020</u> |
|-------------------------------|--------------------|--------------------|
| | <u>£</u> | <u>£</u> |
| <u>Receipts</u> | | |
| Hire Charges | 2,650 | 17,176 |
| Grants & Donations | 29,220 | 20,262 |
| Fundraising | 424 | 2,246 |
| Car Parking | 1,861 | 1,042 |
| 100 Club | 1,450 | 1,100 |
| Interest | 3 | 10 |
| Total Receipts | 35,608 | 41,836 |
| <u>Payments</u> | | |
| Light Heat & Water | 2,772 | 3,619 |
| Refuse Disposal | 579 | 859 |
| Cleaning | 2,594 | 2,978 |
| Insurance | 1,312 | 1,304 |
| Maintenance | 11,070 | 28,739 |
| Gardening | 260 | 1,608 |
| Licence Fees | 180 | 555 |
| Other | 418 | 528 |
| Total payments | 19,185 | 40,190 |
| Income Surplus/Deficit | 16,423 | 1,646 |

Silsoe Village Hall

Statement of Assets and Liabilities
At 31st March 2021

| | <u>2021</u> | <u>2020</u> |
|------------------------------|--------------------|--------------------|
| | <u>£</u> | <u>£</u> |
| <u>Assets</u> | | |
| Bank Accounts | 37,636 | 21,213 |
| Debtors | 0 | 0 |
| Total | 37,636 | 21,213 |
| <u>Liabilities</u> | | |
| Creditors | 0 | 0 |
| Total | 0 | 0 |
| <u>Net Assets</u> | 37,636 | 21,213 |
| Surplus for the period | 16,423 | 1,646 |
| Funds brought forward | 21,213 | 19,567 |
| Funds carried forward | 37,636 | 21,213 |



Ian J. Foxley
Accounting Services

118 High Street
Henlow
Beds
SG16 6AE

Tel/Fax: 01462 816498

Auditors Report

I confirm I have audited the Income and Expenditure Account for Silsoe Village Hall for the Year Ended 31 March 2021 and that I am satisfied that the figures provided, show a true reflection of the Income and Expenditure for the Year

Dated: 21 January 2022

I. J. Foxley

Mr I J. Foxley
on behalf of IJF Accounting Services