

# TRUSTEES' ANNUAL REPORT

FOR THE PERIOD 1 OCTOBER 2020 TO 30 SEPTEMBER 2021

**Charity Name:** Victory Hall Stockland

**Registered Charity Number:** 300977

**Charity's Principal Address** Stockland Honiton Devon EX149EF

## Section A: Names of the Charity Trustees who manage the Charity

Trustee name	Office [if any]	Name of body entitled to appoint trustee [if any]
Leonora Allen		Joint Tennis Club
William Graham Gilmore-White		
Robert Millington		School/PTFA
Patricia Beatrice Bass		Fair Committee
Lucinda Curnoe		
Melanie Joan Andrews		Youth Club
Brian Richard Gosden	Chair	
Barbara Durrant		Parish Council
Tracey Kim Harvey		
Dorothy Angela Johnson		Co-opted
Monica Jean Parris		
Kelly Angela Patch		
Michael David Sarsfield	Honorary Treasurer	
Jennifer Ann Whitley		Joint Tennis Club
Shirley Ann Williams		
Jane Yates	Secretary	Stockland Community Pub Limited
Nigel Robert Charles Parris		Cricket Club
Gemma Burroughs		Pre School Rep

## **Section B: Structure Governance and Management**

### **Description of the Charity's trusts**

**Type of Governing Document:** Schedule 1 and Schedule 2 of Conveyance of 9th October 1946.

**How the Charity is Constituted:** It is constituted of not more than twenty members exclusive of up to no more than six co-opted members. It is made up of ten core members, plus representatives of all village organisations plus co-opted members [if required]

**Trustee Selection methods:** Core members are nominated and elected by Management Committee Members, others are appointed by village organisations using the Victory Hall. Co-opted members are elected by all Management Committee Members. Trustees are appointed or reappointed annually at the Annual General Meeting held in September each year or as soon as practicable after that month. All Trustees give their time voluntarily and receive no remuneration or other benefits.

## **Section C: Objectives and Activities**

### **Summary of the objects of the Charity set out in the governing document**

The purpose of the Charity is to "provide accommodation for the physical and mental training and recreation and social moral and intellectual development through the medium of reading and recreation rooms, library, lectures, classes, recreations and entertainments or otherwise that may be considered useful for the benefit of the inhabitants of the Parish of Stockland in Devon and its immediate vicinity without distinction of sex or of political religious or other opinions".

The Victory Hall is a vital hub of community life which is available to the many organisations and groups who currently benefit from using its facilities.

Protecting and enhancing the building enables its long-term use and sustainability for the current and future user groups (e.g. Preschool, Youth Club, Stockland Women's' Activity Group, Cricket & Tennis Clubs, Country Market etc.) along with the community at large through the numerous functions, plays and musical events which are held throughout the year. In addition, the Hall is used for wedding receptions, various sports activities and a wide range of events held to raise funds for activities in and around the village.

## **Section D: Achievements and Performance**

### **Summary of the main activities undertaken for the public benefit in relation to these objects**

The Victory Hall is a vital component in enhancing and enriching the lives of the community living in and around Stockland by providing facilities for many user groups to share and enjoy. With no shop, post office or public transport the Victory Hall activities play a valuable role in providing social events for all including the young, the elderly and those that are isolated or alone.

In planning our activities, the Charity Commission's guidance on public benefit is kept in mind at our trustee meetings when making decisions concerning the uses of the Hall. Villagers have been

surveyed to find out what they value about the village hall and what other activities or events they would like to have available which has resulted for example in requests for new keep fit classes.

The activities held on the premises include a Preschool Group held regularly during term time and also out of school activities for the Stockland Church of England Primary Academy. The premises now have a Youth Club which is held every fortnight during term time. Physical health activities include tennis and cricket clubs. A large group of villagers join the walks around the area at New Year and Easter. The New Year walk ends with a lunch in the Hall and the Easter walk starts with a brunch in the Hall. These community walks are for all ages and provide both a healthy and social activity for many. The Christmas Lunch prepared on the premises provides lunch and company for over 140 villagers of all ages. A new event of a visiting Fish and Chip van every month for villagers to eat in the Hall together makes another community occasion where families can meet. As a contribution is made by the vendors of the food to the Hall for every adult portion purchased it is also a fundraising event. The community has also been able to meet in the Victory Hall for meetings concerning the closure of the village public house.

The Stockland Women's' Activity Group and Music, Dance and Drama events provide beneficial educational and social events which bring together villagers in this scattered community. There is an Annual Stockland Fair which is attended not only by villagers but also by visitors from distant surrounding areas. The Victory Hall is used to provide refreshments. The Country Market is an opportunity to buy local produce and crafts and to meet socially. The Stockland Victory Hall provides a venue for wedding receptions, parties and other social events. Jumble Sales and entertainments provide fundraising opportunities to help pay for routine running costs and maintenance.

The Hall provides the venue for Parish Council meetings, a Polling Station for elections and is used for holding public meetings.

However, during this year, the above activities were largely curtailed from March 2020 because of the Covid 19 pandemic. The decision was made, to enable the Preschool to function safely, that the Hall would be largely mothballed but available if required by a health facility. Procedures were put in place to comply with the varying pandemic rules and guidance and the insurance requirements.

### **Charitable Purposes**

The charitable purposes which are undertaken within the Victory Hall encourage the public to undertake amateur physical activities, enhance their education, partake in community development, as well as attend social, horticultural, arts and cultural events.

The Management Committee is made up of all the main user groups along with a number of core members who represent the interests of the village as a whole. This has meant that the decisions regarding maintenance and upgrading of the building and its contents have been taken and ratified by both village representatives and all of the main user groups.

Because of the circumstances from March 2020 the Management Committee fulfilled its good governance requirements by holding regular meetings using Zoom and also communicating by email. Policies and procedures were developed to enable the committee to ensure that any users would be able to abide by the varying regulations.

## **Section E: Financial Review**

### **Treasurer Report:**

The Charity has a formally approved policy on reserves. The policy uses the terminology and definitions of reserves in accord with published Charity Commission guidance.

Application of the Reserves Policy to the balance carried forward at the end of the 2020-21 year is as follows:

- Reserves £21,244.36
- Designated Funds £38,284.66
- Restricted Funds £3,144.33
- Total Funds £62,673.35

Designated Funds approved by the Trustees are as follows:

- Contingency Fund £26,577.89
- Improvement Project £11,706.77

A minimum contingency fund level of £12,000 is to enable the Charity to operate for one year, up to a maximum of £26,575 to replace a failed boiler. The contingency fund is built from the Renewable Heat Incentive income generated by the current boiler installation and is now at 100% of the planned maximum, plus interest.

The Improvement Project fund represents funds earmarked to augment some restricted funds against the estimated costs of construction and remodelling of part of the premises to commence in January 2022.

Restricted funds consist of the funds donated for the following specified purposes:

- New Bar fund £2,594.13
- Reconfiguration project £100.02
- Youth Club £450.18

Restricted Funds include the interest earned on deposit.

Year end balances are such that the Charity can support at least two years of normal expenditure. Maintaining larger reserves would be at the expense of meeting the objects of the charity which inevitably involve expenditure. The implications are that if large structural alterations or improvements are needed, where they are not required as a result of insured losses, the costs will need to be substantially met from new fundraising efforts and grant funding.

The Charity uses three bank accounts; Current; Deposit and Charities Aid Foundation (CAF) Account. There are no funds in deficit.

The Charity also uses an iZettle account to enable it to take payment by credit and debit cards at events.

The Charity holds cash as follows:

- Cash float for use at fundraising events £100.00
- Cash float for use by Stockland Victory Hall Youth Club £100.00

Spreadsheets are used to identify 'virtual' accounts within the Charity Deposit Account. This allows balances for restricted funds to be identified and tracked to ensure those balances are applied only for the purposes for which they were initially raised or donated.

The outturn for the year is a surplus of £6,935.47.

The Approved Accounts for 2020 -21 are attached at the end of this report, as is the Inspection of Accounts Report.

#### **Charity Income:**

The Charity derived income from the following sources:

• Pre-School Group Rents and Hire	£7,842.60	(24%)
• Hire fees for use of the Hall etc.	£1,942.25	(6%)
• Income from fundraising	£2,111.62	(6%)
• Donations	£325.00	(1%)
• Renewable Heat Incentive	£3,469.90	(10%)
• Bank Interest	£5.16	(<0.1%)
• COVID-19 Grants	£17,304.00	(52%)
• Other income	£206.86	(1%)

#### **Charity Expenditure:**

Expenditure by the Charity in support of its objectives is as follows:

• Provision of accommodation, heat, light, cleaning, insurance etc.	£24,849.12	(95%)
• Costs of fundraising to provide recreations, entertainments etc.	£1,422.80	(5%)

Included in the expenditure on accommodation are £8,084 of improvements to the premises by the installation of additional fire alarms.

#### **Financial impact of the COVID-19 pandemic:**

Government control measures to contain the spread of the pandemic continued through the year. The consequence of these measures has been to deny the Charity their only asset for the generation of income, whilst still requiring expenditure to maintain the premises so it could be re-opened. Subsequent control measures allowed some partial re-opening of the premises but with restrictions on the type and method of use which continued until the end of this reporting year and beyond.

Grants were made available to support organisations during the pandemic. The Charity received a total of £17,304 in Grant Aid without which the outturn for the Charity would have been a deficit of £10,368.53 instead of a small surplus.

The overall impact on the Charity, with the benefit of Grant funding, has been largely neutral with no adverse unplanned effects on reserves.

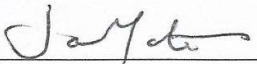

#### **Section F: Other optional information**

None.

## Section G: Declaration

The trustees declare that they have approved the trustees report above

Signed on behalf of the charity's trustees

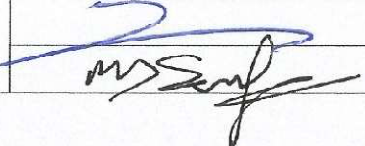
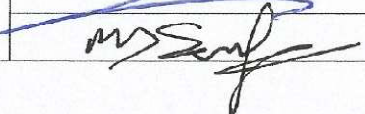
Signature		
Full names	JANE YATES	MICHAEL SANSFIELD.
Position	SECRETARY	Hon. TREASURER.
Date	4 <sup>th</sup> July 2022	04/07/2022

## STOCKLAND VICTORY HALL - STATEMENT OF ACCOUNTS: 30 SEPTEMBER 2021

Receipts:	£	£	Expenditure:	£	£
Income		15,861.23	Expenditure		26,271.92
Interest on accounts:					
Deposit	5.08				
CAF	0.08	5.16			
CAF Donations		37.00			
COVID-19 Grants		17,304.00	Surplus for the year		6,935.47
Total		33,207.39	Total		33,207.39


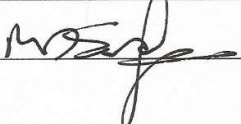
## BALANCE SHEET

	£		£	£	£	£	£
Balance brought forward	55,737.88	Balance at Bank etc:	Reserves	Designated	Restricted	Balance	
		Current Account	2,023.20			2,023.20	
Surplus for the year	6,935.47	Deposit Account	18,138.42	38,284.66	3,144.33	59,567.41	
		CAF Account	882.74			882.74	
		Cash Floats	200.00			200.00	
		Totals:	21,244.36	38,284.66	3,144.33	62,673.35	
		Balance carried forward					62,673.35
Total	62,673.35	Total					62,673.35

Signed by two Trustees on behalf of all Trustees	Signature	Print Name	Date of Approval
		B. Goswami	09/11/21
		M. D. SANSFIELD	09.11.21

**STOCKLAND VICTORY HALL ACCOUNTS TO 30 SEPTEMBER 2021**  
**CASH BOOK RECEIPTS AND PAYMENTS**

Heading	2021			2020	
	Income (£)	Expenditure (£)	Contribution (£)	Contribution (£)	Variance (£)
<b>Rent:</b>					
Tennis Club	160.00		160.00	80.00	80.00
Preschool	2,160.00		2,160.00	1,260.00	900.00
W. Power Wayleave	11.22		11.22	11.22	0.00
<b>Hall Hire:</b>					
Bookings	1,927.25	350.00	1,577.25	1,755.45	-178.20
Preschool	5,682.60		5,682.60	3,218.35	2,464.25
Cricket	5.00		5.00	100.00	-95.00
Offsite Hire	10.00		10.00	4.00	6.00
<b>Fundraising:</b>					
Markets	0.00	0.00	0.00	782.42	-782.42
Christmas Lunch	0.00	0.00	0.00	442.99	-442.99
100 Club	1,140.00	565.00	575.00	565.00	10.00
Other Events	971.62	507.80	463.82	3,413.25	-2,949.43
<b>Donations:</b>					
General purposes	188.00		188.00	311.00	-123.00
Specific purposes	100.00		100.00	0.00	100.00
<b>Costs:</b>					
Cleaning		4,942.29	-4,942.29	-2,773.35	-2,168.94
Insurance		1,294.95	-1,294.95	-1,307.83	12.88
Repairs		4,436.22	-4,436.22	-4,744.81	308.59
PRS		148.91	-148.91	-247.84	98.93
Advertising		272.00	-272.00	-1,377.03	1,105.03
Licence		201.00	-201.00	-201.00	0.00
Improvements		8,883.86	-8,883.86	-744.59	-8,139.27
Committee		36.69	-36.69	-109.29	72.60
<b>Utilities</b>					
Electricity		1,077.35	-1,077.35	-1,056.11	-21.24
Water	35.64	321.55	-285.91	-321.68	35.77
Wood Pellets		2,874.42	-2,874.42	-2,989.51	115.09
Telecoms		359.88	-359.88	-159.61	-200.27
RHI	3,469.90		3,469.90	2,817.08	652.82
<b>TOTALS</b>	<b>15,861.23</b>	<b>26,271.92</b>	<b>-10,410.69</b>	<b>-1,271.89</b>	<b>-9,138.80</b>

Signed by two Trustees on behalf of all Trustees	Signature	Print Name	Date
		BRIAN FOSTER	09/11/21
		M.D. SANSFIELD	09.11.21





## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

STOCKLAND VICTORY HALL

**On accounts for the year  
ended**

30 SEPTEMBER 2021

**Charity no  
(if any)**

300977

**Set out on pages**

1 and 2

**Respective responsibilities  
of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

**Signed:**

**Date:**

24<sup>th</sup> Oct 2021

**Name:**

Sabrina Dawn Bailly

**Relevant professional  
qualification(s) or body  
(if any):**

None, but retired police officer.

**Address:**

24 Rollestone Crescent

Exeter

Devon EX4 5EB