



BISHOP'S CLEEVE
TITHE BARN

**Bishop's Cleeve Village Hall (The Tithe Barn)
Registered Charity #301465**

**Annual Report for January–December 2022
Presented to the Annual General Meeting 3 October 2023**

1 Governing Documents

1.1 This document is the annual report for the accounting year January to December 2022 by the Chairman of the Trustees and Volunteer Management Committee of the Bishop's Cleeve Village Hall (referred to here as the Tithe Barn). It covers activities since the last AGM report of 6 September 2022.

1.2 The Tithe Barn is a Grade II listed building owned by the people of Bishop's Cleeve for which the Custodial Trustees are Bishop's Cleeve Parish Council, but for which the Village Hall Trustees, known as the Volunteer Management Committee, are responsible for its management and upkeep.

1.3 The current policies are available on the website under "Governance". Policies are based on the Trust Deed dated 13 November 1953.

2 Aims and Objectives of the Trust

2.1 The Tithe Barn is for the benefit of the inhabitants of the parish of Bishop's Cleeve, without distinction of sex, or political, or religious, or other opinions. It is to be used for the purpose of physical and mental training, recreation, meetings, entertainment and social events.

2.2 The income from hiring fees at the Tithe Barn is to be used for its upkeep and improvement, to repair and insure the building, its furniture and effects, and pay rent, rates, taxes, salaries, etc., and to provide furniture and resources for the users.

2.3 To oversee the operation of the Tithe Barn in accordance with the Trust Deed. There were no changes proposed, applied for, or granted since the last report.



3 The Volunteer Management Committee

3.1 The Tithe Barn Charity is administered by the Volunteer Management Committee, comprising trustees and volunteers. They are responsible for the day to day running of the Tithe Barn as a Village Hall, for its continued maintenance, and planning for its improvement and future use.

3.2 Those who have served since the last AGM are as follows:-

Chairman	Trustee	Jeffrey Green
Treasurer	Trustee	Judith Gibbins
Vice Chair & Secretary	Trustee	Simon Waller
BCC Representative		Vacant
Maintenance		Vacant
Allotments Secretary	Volunteer	Ruth Low
Bookings Manager	Volunteer	Cheryl Parsons
Website	Trustee	Matt Rachael
Playgroup Managers &	Trustees	Cathy Lea
User Representatives		Samantha Fisher

3.3 Changes of Appointments In 2023. It should be noted that, since the last AGM, two Bishop's Cleeve Councillors have been appointed as trustees: Claire Wills and Yvonne Penn.

4 Professional Advisors and Services

BANKERS: Lloyds Bank, Sort Code (30-91-87), Account Number 046080960 to which BACS payments can be made and the account operated online, with two signatories; Judith Gibbins and Cheryl Parsons.

SAVINGS BANK: CCLA Fund Managers Ltd., Senator House, 85 Queen Victoria Street, London EC4 4ET

SOLICITORS: Star Legal, 7 Royal Crescent, Cheltenham GL50 3DF 01242 514477.

ACCOUNTANTS: Regency Accounting Limited, 1 Bafford Farm, Bafford Lane, Cheltenham GL53 8DW 01242 234000.

INSURERS: Allied Westminster, Allied House, Holgate Lane, Boston Spa, WETHERBY LS23 6BN.

The Trust is a member of Gloucestershire Rural Community Council (GRCC).



BISHOP'S CLEEVE
TITHE BARN

SUPPLIERS:

City Fire Protection, 30 Ansdell Drive, Brockworth, Gloucester GL3 4BU

Done and Dusted Cleaning, Bishop's Cleeve - Mobile 07931 944 945

GEZE UK Ltd. (Automatic Doors), Blenheim Way, Fradley Park, Lichfield, Staffordshire WS13 8SY

Schindler Ltd, Benwell House, Green Street, Sunbury on Thames, TW16 6QS

KB Heating Services, 86 Tobyfield Road, Bishops Cleeve, Cheltenham GL52 8PG

The Trust benefits from accounts held at:

Cleeve Supplies Ltd., Tobyfield Road, Bishop's Cleeve GL52 8NN.

Macdonalds Traditional Cobblers 9b Tarling's Yard, Bishop's Cleeve GL52 8RN

5 Licences

The Trustees pay the annual fee for the premises licence to Tewkesbury Borough Council. Cheryl Parsons is the Designated Premises Supervisor. The premises are licenced by the Performing Rights Society (PRS) for the performance of music.

6 Activities

The Tithe Barn hosts regular adult groups or classes, children's activities, dance groups, exercise classes, and performances by a variety of artists. The schedule of events can be viewed on the website. Use of the Tithe Barn was greatly impacted by the Covid-19 pandemic. It is now (2022) mostly back to normal.

7 Finances

7.1 The accounts have been prepared by our accountants following the guidance set out in CC15B 'Charity reporting and Accounting: the essentials.' As the annual income is more than £25,000 and less than £250,000, including grants and donations, the accounts are independently examined and prepared on an accrual's basis.

7.2 The accounts closed in December 2022 and are published separately.

7.3 The total income for 2022 was £71,144 and expenses of £61,467 leaving a net income of £12,677. The income included a COVID grant of £3,971.

7.4 The main expenditure items were £23,790 on repairs/renewals, £13,299 for cleaning and £6,483 on gas/electricity (which are still on a 5 year fixed deal until Dec 2024). Other items included c£2,000 on new lights in the Main Hall, c£1,000 for line painting in car park, c£1,000 on new tables, c£2,500 for new blinds, and c£10,000 on repairing leaks in the roof. There was £86,512 in the bank accounts at the end of the year.



8 Fees

Hiring Fees, Bookings and the Terms & Conditions are published on the website.

The fees have been revised for 2023.

9 Allotments

Ruth Low continues to act as Allotment Secretary. The allotments thrive under her stewardship with all allotments rented out with a small waiting list.

10 Property Maintenance

10.1 There is much on-going repair and maintenance work. No one person is appointed for Maintenance, so the work is shared by the committee members.

10.2 Regular inspections have been carried out on the Burglar and Fire Alarms,

10.3 Regular checks have been carried out for safety and insurance purposes.

10.4 Steve Lloyd of Perennial Gardening continues to keep the grounds, trees and plants in good, safe and attractive order.

10.5 Security. We work closely with the police and report all incidents of anti-social behaviour and criminal damage. The CCTV helps to manage the car parks and allotments in a way we hope will create a greater confidence for all who are genuine visitors to the Barn.

11 Website

The website www.cleevetithebarn.org.uk is regularly kept up to date, and includes information for hirers and contact details. It attracts a steady flow of visitors. It is developed and maintained by Matt Rachael.

12 Conclusion

The Tithe Barn is one of a number of listed buildings in Bishops Cleeve and an important part of the heritage of the village, dating from the 15th century. It is to be accessible to everybody in the community for them to enjoy. We hope the community of Bishop's Cleeve will continue to make good use of it, and support the Management Committee in all its many endeavours.

Jeffrey M Green

Chairman of Trustees and the Volunteer Management Committee.

BISHOPS CLEEVE VILLAGE HALL

ACCOUNTS

31 DECEMBER 2022

Registered Charity No: 301465

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF:

BISHOPS CLEEVE VILLAGE HALL

I report on the accounts of the Trust for the year ended 31 December 2022, which are set out on pages 2 to 5.

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 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 our attention

Basis of the independent examiner's report

My examination was carried out in accordance with the 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 you as trustees concerning 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 the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:

- 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 Act; or

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

Sharon Taylor FCCA

Sharon Taylor FCCA

2 Oak View
Shurdington
Brockworth
Gloucestershire
GL3 4PX

Dated: *7th September 2023.*

BISHOPS CLEEVE VILLAGE HALL

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2022

	Note	2022			2021
		Unrestricted funds	Restricted funds	Total funds	Total Funds
		£	£	£	£
RECEIPTS					
Rent from hire of hall		66,453	0	66,453	35,549
Ground Rent		627	0	627	648
Bar Fees		2,500	0	2,500	1,150
Fund Raising	4	0.00	0	0	0.00
Donations/Grants		3,971	593	4,564	8,000
		<u>73,551</u>	<u>593</u>	<u>74,144</u>	<u>45,347</u>
PAYMENTS					
Fuel and light		6,483	0	6,483	5,204
Insurance		2,634	0	2,634	2,445
Internet		0	0	0	0
Licences and inspections		4,652	0	4,652	4,712
Rates		1,247	0	1,247	1,314
Postage, printing, stationery and advertising		283	0	283	565
Telephone		1,235	0	1,235	835
Repairs and renewals		23,790	593	24,383	13,379
Cleaning		13,299	0	13,299	9,692
Gardening		3,422	0	3,422	3,479
Sundry expenses		-57	0	-57	0
Accountancy charges		708	0	708	702
Legal & Professional fees		0	0	0	0
Extension fees		0	0	0	0
Depreciation		3,177	0	3,177	3,038
		<u>60,874</u>	<u>593</u>	<u>61,467</u>	<u>45,363</u>
Surplus of income over expenditure for the year transferred to reserves	3	<u>12,677</u>	<u>0</u>	<u>12,677</u>	<u>(16)</u>

BISHOPS CLEEVE VILLAGE HALL

STATEMENT OF ASSETS AND LIABILITIES

As at 31 December 2022

	Note	Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
FIXED ASSETS	2	18,002	727,832	745,834	745,045
CURRENT ASSETS					
Cash at Bank - Lloyds		27,989	0	27,989	13,696
Cash at bank - COIF fund		55,788	0	55,788	55,249
Cash in hand		50	0	50	617
Debtors and Prepayments		2,686	0	2,686	5,723
		86,512	0	86,512	75,285
CURRENT LIABILITIES					
Accruals/ Deposits held	5	4,995	0	4,995	6,195
		4,995	0	4,995	6,195
NET CURRENT ASSETS		81,517	0	81,517	69,090
		99,519	727,832	827,351	814,135
RESERVES ACCOUNT	3	17,223	810,128	827,351	814,135

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity at any time and which enable them to ensure that the financial statements comply with applicable regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on

and signed on their behalf by:

Jeffrey Green (Chairman)

Jeffrey Green

5/9/23

Judith Gibbins (Treasurer)

J Gibbins

NOTES TO THE ACCOUNTS

For the year ended 31 December 2022

1 Accounting Policies

Basis of preparation

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);
- and in accordance with provisions of section 1A "Small Entities" of Financial Reporting Standard 102.
- and with the Charities Act 2011.

Depreciation

Depreciation is calculated to write off the cost less estimated residual value of tangible assets over their estimated useful lives at the following rates:

Freehold buildings and improvements	nil
Fixtures, fittings and equipment	15% of written down value

Taxation

No provision is considered necessary in the accounts for taxation due to the exemptions and reliefs available to registered charities.

2 FIXED ASSETS

	Freehold Property & Improvements	Furniture fittings & equipment	Total
Written down value at beginning of year	727,832	17,213	745,045
Additions	0	3,966	3,966
Depreciation	0	(3,177)	(3,177)
Written down value at end of year	727,832	18,002	745,834

There is a legal charge over the property to the value of £82,070, which is in place until 2033.

3 RESERVES ACCOUNT

	2022
At beginning of year	814,135
Bank interest received	539
Transferred from Income and Expenditure account	12,677
At end of year	827,351

4 FUNDRAISING

	2022	2021
Income	0	0
Expenditure	0	0
Net Income	0	0

5 ACCRUALS

	2022	2021
Accountancy	720	720
Deposits Held	4275	5475
	4995	6195

BISHOPS CLEEVE VILLAGE HALL

ACCOUNTS

31 DECEMBER 2022

Registered Charity No: 301465

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Jeffrey Green
J Gibbins

519123

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