



Four Marks Village Hall

Registered Charity No 301828

Chairman's Annual Report **Year Ended 28th February 2021**

The Four Marks Village Hall Management Committee exists to maintain and operate Four Marks Village Hall, situated in Lymington Bottom within the Parish of Four Marks in the County of Hampshire. The Management Committee consists of trustee members appointed by Affiliated Clubs, Public and Co-opted Representatives, and a Representative of Four Marks Parish Council. All business is transacted in accordance with the Trust Deed.

The Office Holders for the year ending 28th February 2021 were:

Honorary Chairman	Mr C T Lake	(Public Rep)
Honorary Treasurer	Mrs S Fowler	(Public Rep)
Honorary Minutes Secretary	Miss K Wakeman	(Public Rep)
Honorary Booking Secretary	Mrs J Lake	(Scouts)

Other Trustee members were:

Mr T Brake	(Parish Council)	Mr D Mills	(Public Rep)
Mrs K Norkett	(Badminton)	Mrs S Nisbet	(Toddlers)
Mr R Pullen	(Horticultural Society)	Mr M Allen	(Teamsters)
Mr F Maloney	(Church of the Good Shepherd)	Mrs J Ward	(Lunch Club)
Mrs P Maloney	(Women's Institute)	Mrs M Hart	(Co-opted)
Mrs J Goddard	(Butterflies Nursery)	Mrs D Osgood	(Co-opted)

2020/21 has been a strange and difficult year, due to the Covid-19 pandemic. We have operated in accordance with varying Government regulations, which have affected both hall management and every hall user. During the first lockdown from March, the hall was totally closed. When essential uses were permitted in the summer, Butterflies nursery was able to re-open. To enable this, the committee agreed a range of access changes both to the hall and within it, together with provision of a variety of sanitising and PPE equipment. The only other hall user at this time was the Blood Donor Service, another essential user.

Later in the autumn, restrictions eased somewhat, and some exercise classes resumed in the hall with limited numbers, and under special Covid-regulation conditions. This continued until after Christmas, when another lockdown was imposed, again leaving only Butterflies nursery using the hall.

In order to cope financially with an (at first) total curtailment of income, the committee resolved to minimise expenses as far as possible, but maintain the building in good condition, ready for when normal use could resume. The first Government coronavirus grant of £10,000 at the end of March came as a very welcome surprise, enabling full annual safety checks and enough cleaning to keep the hall hygienic. Butterflies nursery were able to make some smaller payments during the summer, and when able to return to full activity in the autumn term contributed considerable sums to the budget. Limited use of the large hall by some exercise classes, when permitted, also gave some income. Towards winter, a further series of Government grants provided an additional £8,612. Thanks are due to the EHDC officers administering the grants; without their help and advice I would never have negotiated the reams of requirements and form filling needed.

Overall, club hirings were reduced by 50%, and apart from a few payments in March for earlier hires, almost all of this was from Butterflies. Non-club hirings were reduced even further by 70%. Half of this income was at the beginning of the financial year, as payments for pre-lockdown events. The remainder was from limited use when regulations allowed. Overall hire income was reduced by about 60%. The reduction in income was fully compensated by Government grants totalling £18,612, giving a total income similar to the previous year.

Maintenance costs increased by 50%, entirely due to the cost of the 5-year electrical safety check and a few remedial update measures required by it. However, the major project of re-felting the extensive flat roofs had to be postponed, partly due to Covid-19 restrictions but also due to failure to obtain a Community Building grant from EHDC. This project is now scheduled for summer 2021. The annual gas safety check flagged up that the main warm air heater unit, almost 60 years old, was reaching the uneconomically repairable stage, and would also need replacing this year.

Some significant savings were made on some other expenses. Due to the reduced cleaning schedules during low use periods, costs for this were reduced by 39%. Cleaning material costs also reduced, but not by so much, as in addition to usual supplies, Covid control resources (sanitiser gels and sprays, dispensers, wipes, etc.) were needed. The other major saving was on energy costs, down 34%. The smaller costs of business and water rates was also cancelled by Government for part of the year. The accumulated savings together with Coronavirus grant income resulted in a substantial operating surplus in the short term. This is earmarked to fund the essential roof and heating repairs, after which we will revert to a more usual bank balance – but the hall will be in very good shape for all our regular users looking to return as soon as allowed.

As always, I would like to thank the members of the Committee, particularly the hard-working maintenance sub-committee, who have given their time and expertise in keeping our Village Hall in good repair and a valuable asset to our community.

A handwritten signature in black ink, reading 'Chris Lake'. The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Chris Lake
Chairman, Four Marks Village Hall



Four Marks Village Hall

Registered Charity Number 301828

ANNUAL ACCOUNTS FOR YEAR ENDED 28th FEBRUARY 2021

OPERATING ACCOUNT

2019/20	INCOME	2020/21
11,185.50	Club hirings	5,768.25
10,978.25	Private hirings	2,904.00
10.00	Miscellaneous & equipment hire	0.00
3,307.20	Other income	21,172.19
225.00	Over 60s Christmas lunch (raffle etc)	0.00
3,434.00	Roof fund	0.00
29,139.95		29,844.44
	EXPENDITURE	
2,121.07	Maintenance	3,198.29
8,950.61	Cleaning	5,946.87
1,401.70	Cleaning materials	1,077.58
222.95	Office expenses	94.16
543.77	Telephone	525.67
1,270.32	Electricity	1,647.07
2,663.07	Gas	944.23
0.00	Gas maintenance	0.00
622.36	Water rates	181.36
1,814.57	Insurance	1,831.51
990.74	PRS licence	0.00
624.98	Miscellaneous	3,228.04
509.19	Over 60s Christmas lunch	0.00
21,735.33		18,674.78
7,404.62	Operating surplus/deficit	11,169.66
	<u>General funds - Current Account</u>	
13,325.41	Balance brought forward	19,770.54
6,445.13	Operating surplus/deficit	11,169.66
19,770.54	Balance carried forward	30,940.20
	<u>Represented by</u>	
19,296.54	Current account	30,940.20
-	Newbury reserve account	3,005.54
19,296.54		33,945.74



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report
on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name

FOUR MARKS VILLAGE HALL

**On accounts for the year
ended**

28-FEB-2021

**Charity no
(if any)**

301828

Set out on pages

AS ATTACHED

(Number to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust'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 Act.

**Independent
examiner's statement**

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Glenda Edwards

Date:

8-JUL-21

Name:

GLEND A EDWARDS

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

Address:

3A BLACKBERRY LANE
FOUR MARKS
HANTS GU34 5BN