

Trustees' Annual Report for the period

From 1st January 2021

To 31st December 2021

Charity name: HAMBLEDON VILLAGE HALL

Charity registration number: 301845

Trustee names

Mrs. Janet Diane Harrison	CHAIR
Mrs. Elizabeth Marion Hall	HON. TREASURER
Mrs. Teresa Encke	HON. SECRETARY
Mrs. Laura Jane Plaisted	Youth Hut representative
Mr. Gary Plaisted	Youth Hut committee
Mrs. Jacqueline Foster	Arts Society representative
Mrs. Myrna Mary Coates	Lunch Club representative
Mrs. Jane Davina Wilkins	School representative
Mr. Derrick Whapshott	Project Manager
Dr. Roger Alan Palmer	Webmaster
Mrs. Fiona Christina Barrett	Youth Hut committee
Mrs. Marianne Smith	Youth Hut committee

Structure and details of management (including how it recruits Trustees)

The hall is owned by the Trustees and run by a management committee, effectively the same people.

Hambledon Village Hall Management Committee (HVHMC) comprises representatives of village organisations who use the hall regularly, plus a maximum of six elected members. The maximum number on the committee is 18 including elected members.

The officers of the committee seek to recruit committee members who bring appropriate skills and capabilities relevant to the management of the Village Hall.

Objectives and Activities

HVHMC is dedicated to ensuring that the Village Hall remains at the heart of the village by providing safe, modern, clean and environmentally sound facilities to local individuals and organisations at affordable rates consistent with the maintenance, upkeep and long-term viability of the facilities.

Achievements and performance in 2021 including public benefit

EXTRACT FROM CHAIR'S REPORT AT AGM MARCH 2022

Once again, this year has been a bit of a roller coaster for the village hall from total lockdowns, partial lockdowns, easing of restrictions to finally opening-up. Our regular Hirers have been wonderfully patient, working with us to provide a safe environment for users often making last minute decisions on whether to run an event or not. I would especially like to mention Martyn Kille, who was prepared to hold events such as the Film Club following often complicated procedures to comply with Covid rules. I would like to thank him for his calm support of the village hall over the years as he steps down from his chairmanship of the Arts Society.

Unsurprisingly, the income and activity from hirers for much of the year has been way down but the committee was never completely off duty. Even during lockdowns, Liz Hall, our Treasurer had to make our regular payments and manage the finances including grants; Derrick used the time to undertake a variety of small projects, organise larger ones such as the replacement of fascias and gutters and plan for new ones; Liz Harrison, our new Bookings Secretary has been on a steep learning curve as she has successfully navigated the Hallmaster system and understanding the needs of hirers; Roger has been on hand to keep the Website up to date, oversee utility bills and to bounce ideas off. Many thanks also to all committee members who continue to make their regular inspections of the building, give advice and to Teresa and Liz for the minutes. Huge thanks as usual go to Margaret our cleaner who continues to amaze with her thoroughness and adaptability.

Following consultation with the village community, the coming year will be busy as we replace the Main Hall curtains, upgrade the Ron Turner (bar) room, install Solar Panels, and hope to update the sound system and improve the acoustics in the main hall.

Recently, in preparation, Jackie, Derrick and Toby led teams for a clear-out of storerooms and back stage. Amazing results have been achieved and the Drama group are now the proud recipients of a brand-new carpeted stage floor.

We look forward to a new year of providing a modern, clean, well-equipped venue for all our regular hirers, individual villagers, club activities and perhaps playing our part in the Jubilee Celebrations in June.

Financial Review

See attached accounts for year ended 31 December 2021.


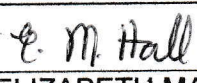
Reserves Policy

1. The reserves of Hambledon Village Hall comprise the following held in the name of Hambledon Village Hall Management Committee:
 - current account at Lloyds Bank,
 - COIF Charities Investment Fund shares (Accumulation Units),
 - together with any other accounts which may be opened as required.
2. The purpose of this Reserves Policy is to ensure that Hambledon Village Hall Management committee is always in a position to pay the running costs of the hall, even if no hire fees were received in an emergency situation.
3. The amount in the current account must not be allowed to fall below the equivalent of one-quarter of the annual running costs for the past 12 months. Any shortfall will be met by selling shares. The Hon. Treasurer will monitor the bank balance and advise the Management Committee if this situation is likely to occur.
4. The total amount of free reserves which are not allocated for a specific purpose must be sufficient to cover one year's running costs, The Management Committee must bear this in mind when planning major expenditure.
5. The Management Committee has allocated £10,000 as a Major Repairs Reserve, and this amount will be reviewed annually and increased as required.

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JANET DIANE HARRISON	ELIZABETH MARION HALL
Position (eg Secretary, Chair, etc)	CHAIR	HON. TREASURER
Date	19. 9. 2022	

Receipts and Payments Account for the year to 31 December 2021

	2021	2020
	£	£
Receipts		
Winchester City Council Covid-19 grants	17,374	11,334
HMRC Job Retention Scheme	1,662	1,373
Pizza van in car park	500	760
Hall hire	9,340	5,582
Doctors' surgery	4,200	4,150
Payphone cash	1	5
Bookswap cash	-	5
Insurance contribution – Youth Hut & Table tennis	401	386
Wayleave – electricity sub-station	75	75
Donations e.g. parking	109	190
Deposits for 2022 bookings	340	340
Total	£34,002	£24,200
Payments		
Cleaner's wages	3,090	3,943
Other cleaning incl. sanitary disp., windows & materials	655	964
Refund of hire fees re Covid	48	140
Refund of deposits at 31 December 2020 re Covid	340	-
Electricity	1,704	2,853
Water (No bills since March 2020 due to overpayment)	-	775
Insurance	1,669	1,610
Licences – performing rights & Hallmaster	296	443
Repairs & maintenance – incl. electrics & 3yrs heating	4,652	1,933
Sundries	74	276
Payphone & broadband	588	530
Refuse collection	1,125	974
Total	£13,241	£14,441
Net receipts/(payments)	£19,761	£9,759

Statement of funds as at 31 December 2021

Balances at 1 January 2016	£
Bank current account	14,629
COIF accumulation shares – 195.25 units	3,672
COIF accumulation shares held on behalf of Youth Hut – 7.42 units	821
	19,122
Less loan from Youth Hut repaid 7 April 2021	2,000
	17,122
Net receipts	19,761
Balance at 31 December 2021	£36,883

Hambledon Village Hall Charity number: 301845

Receipts and Payments Account for the year to 31 December 2021 (cont)

Represented by:	£
Bank current account	32,349
Cash/cheques in hand	41
COIF accumulation shares – 195.25 units	3,672
COIF accumulation shares held on behalf of Youth Hut	
Youth Hut – 7.42 units	821
	<u>£36,883</u>

	2021	2020
	£	£
COIF Accumulation shares		
Value at 31 December 2021 at £242.5225 per unit		
Village Hall – 195.25 shares	<u>£47,353</u>	<u>£35,913</u>
Youth Hut – 7.42 units	<u>£1,799</u>	<u>£3,085</u>

Reserves included in the above

Contingency for annual operating expenses	18,000
Major repairs reserve	10,000
	<u>£28,000</u>

These accounts were approved by the Trustees on19 September.....2022

Signed on behalf of the Trustees



Janet D Harrison Chairman



Elizabeth M Hall Honorary treasurer

Hambledon Village Hall Charity number: 301845

Independent Examiner's report

Report to the trustees of the Hambledon Village Hall on the accounts for the year to 31 December 2021 set out on pages two and three attached.

I report to the trustees of my examination of the above charity for the year ended 31/12/2021.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")
It is my responsibility to:

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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination was carried out in accordance with general Directions given by the Charity Commission. I confirm that no material matter has come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act;
- the accounts do not accord with the accounting records.

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



Anthony J Smith FCA

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