

## HUNSDON VILLAGE HALL – CHAIR’S REPORT

### **Constitution**

Hunsdon Village Hall is a registered charity, number 302408, which operates under what is known as a Charity Commission Scheme – in plain English, a constitution. This guides everything we do, in particular mentioning our charitable objects, which are “the provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes, and
- (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.”

Strictly speaking, everything we do in the Hall must advance these charitable objects, but we are also allowed to carry out activities which contribute to these objects by raising money to keep the Hall going. The constitution of the Hall also makes provision as to how it is managed.

### **Trustees**

Any charity must have Trustees, whose job is to further the charitable objects of the charity. Trustees have 6 duties:

1. Ensure the charity is carrying out its purposes for the public benefit
2. Comply your charity’s governing document and the law
3. Act in the charity’s best interests
4. Manage the charity’s resources responsibly
5. Act with reasonable care and skill
6. Ensure the charity is accountable

Trustees must act together to ensure that these duties are carried out. The Hall constitution states that the Trustees are the management committee of the Hall. The members of the management committee are stated to be as follows:

- 5 members elected from the community
- 1 member appointed by the Parish Council
- 1 member representing each of the following groups:
  - Hunsdon Badminton Club
  - Hunsdon Gardening Club
  - Hunsdon Local History and Preservation Society
  - Quintessence
  - Scouts and Cubs
  - Hunsdon Carpet Bowls Club
  - Hunsdon Over Three Score Club
  - The Parochial Church Council
  - The Toddler Group

For the last year (ie April 2020-end March 2021) the members have been:

#### Elected members

- |                     |                 |
|---------------------|-----------------|
| • Chair             | Robin Osterley  |
| • Treasurer         | Robin Osterley  |
| • Buildings Manager | Mike Newman     |
| • Bookings Manager  | Angela Felstead |
| • Administrator     | Jen Simpson     |

#### Parish Council appointee

- Frank O'Shea

#### Group representatives

- Hunsdon Badminton Club – Julian Butcher
- Hunsdon Gardening Club – Diane Dangell
- Hunsdon Local History and Preservation Society – Malcolm Slater
- Quintessence – Elizabeth Chapman
- Scouts and Cubs – Karen Osterley
- Hunsdon Carpet Bowls Club – Richard Waters
- Hunsdon Over Three Score Club – Diana Gee
- The Parochial Church Council – Mark Dunstan
- Scrabble Group (Annette Luedtke)
- The Toddler Group – Gill Lewis

In addition the constitution states that Hunsdon Parish Council is the Custodian Trustee for the Hall. This is a position which exists solely for the purpose of owning the property (in this case the Hall and its land) and ensure that the management Trustees do not own the property themselves. The Custodian Trustee has no powers of management or influence over the managing Trustees but can assist them with their permission. Finally as a management committee we do have the ability to co-opt up to 2 additional members. We are grateful to all the Trustees for turning up to meetings, providing thoughtful advice and help, and for sharing their time and energy with us.

### **Activities**

Obviously the principal activity that the Hall undertakes is hiring itself out for use by the community as a warm, comfortable and attractive location to undertake events and meetings. Unfortunately the series of lockdowns as a result of the coronavirus pandemic essentially brought these activities to a halt during the period in question, and there is therefore very little to discuss in the way of activities.

Having said that we have managed to use the period of lockdown and the shutting of the Hall very wisely. Mike Newman and Angela Felstead first of all made the hall COVID secure so that reopening could occur as quickly as possible, and we were fortunate in the receipt of a number of government grants which have preserved our financial position quite successfully.

Thanks to the amazing efforts of Angela and Mike the Hall is now ready to reopen fully on May the 17th and indeed has already been some hosting some limited activities. An incredible amount of effort has gone into providing risk assessments for the Hall's activities and I want to put on record my thanks in particular to Angela for her hard work in this unrewarding but incredibly important task.

### **Rental**

The other significant activity that the Hall undertakes is the ownership of its two adjacent properties, Nos 43 and 47 High Street. Both properties have been successfully let all year and this continues to remain an important source of income for us.

### **Fundraising and finances**

As a hospitality venue which was forced to close as a result of government restrictions the Hall has been extremely fortunate to be in receipt of a number of government grants totalling £25340 during the financial year 20/21. As our income from hires had essentially dropped to zero this was a very welcome and indeed necessary contribution to the Hall's finances which essentially kept us afloat during this difficult period. Because the hall's costs have reduced substantially as well now appears to be an excellent time to consider making some maintenance improvements and generally ensuring that the Hall is as good as it can be when reopening occurs in the early part of the next financial year.

### **Committee officers**

This is my last year being involved with Hunsdon Village Hall. It's been a rewarding time, although pressure of the day job has not allowed me to be as committed as I would like to have been. Taking over as Treasurer as well in 2019 meant that a number of the activities as chair were less than thoroughly undertaken, and I would like to thank my volunteer colleagues for stepping into the breach as necessary.

Going forward, I'm delighted to say that Diane Dangell has agreed to take over the treasurership, effective from the new financial year, and she will be a great addition to the business team I am sure. We have yet to find a replacement – see below. Mike Newman continues to do great work with John Felstead on keeping the building intact and up to scratch, and the huge volume of work undertaken by Angela Felstead must be acknowledged – for many people she IS Hunsdon Village Hall, and the enterprise certainly would not be as thriving and successful without.

My thanks to all the VHMC officers and trustees, every one a volunteer, who give up their time to keep the ship on the water.

### **Chairmanship**

Your village hall needs you! As mentioned above I will be standing down as chair at the next Annual General Meeting in June after 3 years and need to be replaced. This is a responsible but not an especially onerous task; duties include chairing meetings, working closely with the executive committee and business team to take decisions about the future of the Hall, and liaising with the management company on the rental of the attached cottages. This role (which is voluntary) would suit someone who has some experience of business and/or charities, has the ability to act as an ambassador for the Hall, and works in a co-operative way with others.

For further information please contact Robin on 07968 185648 or [robinosterley@gmail.com](mailto:robinosterley@gmail.com), or email Angela Felstead, Hall Administrator, on [angela@hunsdonvillagehall.org](mailto:angela@hunsdonvillagehall.org).

# Hunsdon Village Hall

## Balance Sheet detailed

|  | As at<br>31/03/2021 | As at<br>31/03/2020 |
|--|---------------------|---------------------|
| <b>Fixed assets</b>                            |                     |                     |
| CON: Contents of village hall                  | 22,000.00           | 22,000.00           |
| HVH: Hall and cottages                         | 3,455,207.88        | 1,406,416.94        |
| <b>Total Fixed assets</b>                      | <b>3,477,207.88</b> | <b>1,428,416.94</b> |
| <b>Current assets</b>                          |                     |                     |
| Z1: Current Account                            | 53,555.77           | 26,923.83           |
| Z2: Deposit account                            | 16,024.68           | 16,040.92           |
| Z3: Loan account                               | —                   | —                   |
| <b>Total Current assets</b>                    | <b>69,580.45</b>    | <b>42,964.75</b>    |
| <b>Liabilities</b>                             |                     |                     |
| OL1: Overdraft (loan account) for current year | 7,105.32            | —                   |
| OL2: Overdraft (loan account) for future year  | 47,546.77           | —                   |
| <b>Total Liabilities</b>                       | <b>54,652.09</b>    | <b>—</b>            |
| <b>Net Asset surplus (deficit)</b>             | <b>3,492,136.24</b> | <b>1,471,381.69</b> |
| <b>Reserves</b>                                |                     |                     |
| Excess / (deficit) to date                     | (28,036.39)         | 20,991.74           |
| Z01: Starting balances                         | 1,471,381.69        | 1,450,389.95        |
| Z02: Gains/(losses) on investment assets       | —                   | —                   |
| Z03: Gains/(losses) on reval of fixed assets   | 2,048,790.94        | —                   |
| <b>Total Reserves</b>                          | <b>3,492,136.24</b> | <b>1,471,381.69</b> |

| Represented by Funds |                     |                     |
|----------------------|---------------------|---------------------|
| Unrestricted         | 3,492,386.24        | 1,471,631.69        |
| Designated           | (250.00)            | (250.00)            |
| Restricted           | —                   | —                   |
| Endowment            | —                   | —                   |
| <b>Total</b>         | <b>3,492,136.24</b> | <b>1,471,381.69</b> |

*Shin* 2018/21  
SONATHAN FISON

**Hunsdon Village Hall**  
**Statement of Financial Activities**  
For the period from 01 April 2020 to 31 March 2021

|   | Unrestricted<br>funds | Restricted<br>funds | Endowment<br>funds | Total<br>funds   | Prior year<br>total funds |
|---|-----------------------|---------------------|--------------------|------------------|---------------------------|
| <b>Income and endowments from:</b>                          |                       |                     |                    |                  |                           |
| Donations and legacies                                      | 21,006                | —                   | —                  | 21,006           | 2,947                     |
| Income from charitable activities                           | 3,272                 | —                   | —                  | 3,272            | 4,476                     |
| Other trading activities                                    | 24,742                | —                   | —                  | 24,742           | 31,268                    |
| Other income  | (16)                  | —                   | —                  | (16)             | 5,396                     |
| <b>Total income</b>   | <b>49,006</b>         | <b>—</b>            | <b>—</b>           | <b>49,006</b>    | <b>44,088</b>             |
| <b>Expenditure on:</b>                                      |                       |                     |                    |                  |                           |
| Raising funds   | —                     | —                   | —                  | —                | —                         |
| Expenditure on charitable activities                        | 14,745                | —                   | —                  | 14,745           | 15,580                    |
| Other expenditure   | 62,297                | —                   | —                  | 62,297           | 7,517                     |
| <b>Total expenditure</b>                                    | <b>77,042</b>         | <b>—</b>            | <b>—</b>           | <b>77,042</b>    | <b>23,097</b>             |
| <b>Net income / (expenditure) resources before transfer</b> | <b>(28,036)</b>       | <b>—</b>            | <b>—</b>           | <b>(28,036)</b>  | <b>20,991</b>             |
| <b>Transfers</b>  |                       |                     |                    |                  |                           |
| Gross transfers between funds - in                          | —                     | —                   | —                  | —                | —                         |
| Gross transfers between funds - out                         | —                     | —                   | —                  | —                | —                         |
| <b>Other recognised gains / losses</b>                      |                       |                     |                    |                  |                           |
| Gains / losses on investment assets                         | —                     | —                   | —                  | —                | —                         |
| Gains on revaluation, fixed assets, charity's own use       | 2,048,790             | —                   | —                  | 2,048,790        | —                         |
| <b>Net movement in funds</b>                                | <b>2,020,754</b>      | <b>—</b>            | <b>—</b>           | <b>2,020,754</b> | <b>20,991</b>             |
| <b>Reconciliation of funds</b>                              |                       |                     |                    |                  |                           |
| <b>Total funds brought forward</b>                          | <b>1,471,381</b>      | <b>—</b>            | <b>—</b>           | <b>1,471,381</b> | <b>1,450,389</b>          |
| <b>Total funds carried forward</b>                          | <b>3,492,136</b>      | <b>—</b>            | <b>—</b>           | <b>3,492,136</b> | <b>1,471,381</b>          |

*Shim* 2018/21

*Jonathan Fison*

*There may be minor discrepancies in the totals if the pence are not being shown*



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Hunsdon Village Hall

On accounts for the year  
ended

31/3/21

Charity no  
(if any) 302408

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 31/3/2021

As the charity's trustees, you are responsible for the preparation of the  
accounts in accordance with the requirements of 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

*DID NOT EXCEED*  
[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. *ICAEW*

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

- the accounting records were not kept in accordance with section 130  
of the Charities 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:

*Jon*

Date:

*20/8/21*

Name:

*JONATHAN FUSON*

Relevant professional  
qualification(s) or body

*CHARTERED ACCOUNTANT (ICAEW)*



(if any):

Address:

|             |          |
|-------------|----------|
| FRESHFIELDS |          |
| FALKENHAM   |          |
| IPSWICH     | IP10 0QY |

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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|--|