

Andy Bagworth
Mark Asplin



15/12/21

15/12/21

Date: 14th September 2021

Venue: Maxey Village Hall

Present:

Mark Asplin (Chair) Jacqui Barnard (Booking Office) Andy Bagworth (Treasurer) Sarah Asplin (Secretary) Karen Pike, Vito Ronzano (Fire Officer), Brenda Wilson, Peter Hardy, Liz Lonsdale.

Apologies:

Sam Milburn, Dick Talbot, Karen Pike, Karen Woosnam, Chris Woosnam, Tina Lapinskis

1. Chairperson's Report

Good evening and welcome to our 2021 AGM meeting.

Firstly, I would like to thank you all for attending this year's AGM and also to officially welcome to the Committee; Liz Lonsdale, along with Chris and Karen Woosnam. They are a much needed addition to the group and we look forward to you becoming part of the team.

It was agreed that last year's AGM could be suspended due to the Covid restrictions that were in place at the time. A report from both the Chair and the Treasurer were submitted to the Commission and a copy of the Report circulated to all committee members. With Covid 19 still being a major influence on all our lives and the way we are able to conduct the business of running of the village hall, we have unfortunately for a second year, been unable to offer a full year of productive hires of the hall or been able to carry out our usual fund raising activities and events for the village. That said, we have still accomplished keeping our bank balance buoyant and have managed to stay on top of the preservation and maintenance of our village hall.

I would like to recognise Andy Bagworth our Treasurer, for all of his extreme hard work and commitment to the Charity. He has especially worked hard during the pandemic in applying and securing the grants that were made available by the Government, to financially help village halls such as ours through the pandemic. The money received has kept our bank balance immensely healthy and because of this, we the Committee, are discussing ways to put some of our money to good use within the community. On top of this extra work, Andy has continued to look after our finances, run the Maxey 200 Club and manage our long term and regular hire groups. Thank you Andy.

Another person who I would like to personally high light and thank for her very much appreciated hard work over the past year, is Hall Manager Jacqui Barnard. Jacqui has been instrumental in looking after our hall all throughout the Covid pandemic, reporting and providing maintenance requirements. She goes out of her way to show perspective hirers around the hall, booking private hires, organising key handovers, explaining the procedures and ensuring the instructions have been adhered to. Thank you Jacqui for your continued commitment.

A brief time line of key points of interest over the past year is as follows;

The Santa Sleigh in December where Vito Ronzano took the lead was very much appreciated by children and adults in equal measure! The total amount raised was £531.37 which was donated to the Peterborough Children's Diabetic Type 1 Group. A cheque was presented to Millie Turner with members of Millie's family and committee members in attendance.

The Easter Egg hunt was a great success, with 29 children/grandchildren taking part. Real positive comments were received. The fact that we had managed to put the hunt on in a

Covid safe method which was much appreciated by the attendees. This was a free event with the Easter eggs paid for by MCA.

We opened our doors back up to our regular user groups and one off hires from the 17th May ensuring we followed all current government guidelines. MCA risk assessments were reviewed and updated and health and safety signage within the hall rationalised as and when necessary, to keep up with the ever changing government guidelines. New Hire Terms and Conditions which included updated Covid guidelines, were sent out to all of our user groups prior to them recommencing their respective clubs and businesses etc. As a gesture of good will and to financially support our regular user groups, the Committee agreed that the first four weeks of their return would be free of charge. This was gratefully received by all the concerned parties. Regular hirers that have returned to date are; HIIT Step, Tuesday and Thursday Art Groups, Rhythm of Dance, NLF, once a month Family Church, Yoga and Craft Club, Puppy training is due to commence again in November.

Unfortunately, two of our long standing clubs have decided to close permanently: Whist and the Welcome Club did not return once we reopened. I would like to thank the Committee of both of these clubs for providing the community with two well supported groups, which ran for many years. I am sure they are missed by those who attended.

I am sorry to report the passing of Peter Lake this year. Peter was instrumental in the organising of many events and clubs at our hall and who was the Chairman of Whist Club. He was a man who has been involved with the hall and Maxey village for numerous decades. He will be greatly missed.

Continuing on from the closure of the Welcome Club, I would just like to thank the club members for a final generous donation to MCA of £2,000. After much consideration the committee decided to spend some of the money on a new bench which has now been positioned outside of the hall for all our residents to enjoy at their leisure, the remainder of the money has gone towards the upkeep and maintenance of the hall.

We are now starting see a steady return to one off private hires of our hall and we have now safely reopened the hall's kitchen facility to our users groups. The venue capacity is now back to pre-pandemic numbers.

The committee have agreed that we will recommence our charitable events and fund raising activities this coming December, all being well, with the Santa Sleigh followed by the adult and children's Christmas parties. We are hopeful that next year will bring the return of a full events schedule such as: the quiz night, summer fayre and barn dance to name but a few.

Due to the anticipated introduction of Natasha's Law for allergens and food labelling that becomes law in October, we are currently discussing our future food offers that will enable us to provide food that has been prepared and consumed by the attendees of our events etc.

As it is a suggested requirement on the Charities Commission that all Trustees should have a DBS check carried out on them, it was agreed that it is something that we should work to put in to place over the next year. This is a safeguarding measure that should give confidence to any concerned parties when working alongside children or persons with any special requirements.

I would like to extend my thanks to;

Vito Ronzano our Fire Officer, for his continued dedication to his role in maintaining the monthly fire reports, carrying out safety checks on equipment and initiating external testing as and when required, thus keeping both the hall and it's users safe.

Tina Lapinski who continues to send out welcome packs that give information about our village and amenities etc., to the newcomers to the village.

Benda Wilson, Lynne Yarham and Tina Lapinski who are currently in the process of reviewing our Constitution document with a view to ending up with a simplified explanation for all

existing and potential trustees to understand their responsibilities that document is to sit alongside the original.

Sam Milburn for looking after and keeping updated the Maxey Village Hall website and social media platforms etc.

To those Committee Members that have continued to carry out the monthly hall checks and reports.

It is with some sadness that I have to advise the committee that Tina Lapinskis has taken the decision to step down from the Committee. Tina is keen to continue to be a volunteer at events we hold at the hall, when and if she is available. It cannot go unmentioned that Tina has been a committed and dedicated member of the team and I am sure you will all agree that she will be greatly missed. I would like to extend my wholehearted thanks for the years of service she has provided not just to MCA, but also the many years she ran of the Youth Club at the hall, along with her husband Kevin, being instrumental in holding the monthly family church services at the hall and for always being one of the first to volunteer and hep out at events we have put on. I hope you will join me in wishing her well.

This brings me to my last and most sincere thank you. I would like to close this report by offering a heartfelt and personal thank you to each and every one of our small but dedicated committee, for continuing to go that extra mile in order to keep our village hall going. It has been exceptional times, unprecedented times, but still you have given your commitment to MCA and to me personally. I think it is both a privilege and an asset to have such a well maintained and well used facility in the village. There is no doubt in my mind that without the hard work of every one of you, this would not be the case. I continue to be proud to call myself one of the team.

That concludes my Chairman's Report.

2. Treasurer's Report for the year ended 30th June 2021

The Charity Trustees present their Report for the period 1st July 2020 to 30th June 2021. The Maxey Community Association is registered with the Charity Commission number 302650 and was established by a Trust Deed in May 1972. The Charity is administered by the following Trustees and volunteers:

Chair Mark Asplin
Vice Chair Tina Lapinskis
Secretary Sarah Asplin
Treasurer Andy Bagworth
Fire Officer Vito Ronzono
Parish Council Reps. Lynne Yarham and Peter Hardy
Church Reps. Tina Lapinskis, Dick Talbot
Media Officer Sam Milburn
Trustee Members Karen Pike, Brenda Wilson
Booking Secretary and hall manager Jacqui Barnard (non Trustee)

2.2 Objects, Organisation and Activities

The object of the Charity is to maintain and improve Maxey Village Hall for the inhabitants of Maxey, Peterborough and other users. This is to be achieved by advancing education, providing recreation and leisure facilities and promoting charitable purposes. The Management Committee aims to provide facilities at an affordable cost to voluntary and community organisations serving the community as well as local residents. The Charity is managed by a Committee of Trustees comprising of elected and nominated local residents. The Association relies primarily on voluntary help.

2.3 Review of year

Despite the Covid 19 crisis with very little use of the hall, our accounts remain buoyant and are in a very good financial position. This is mainly due to the Covid grants we applied for and received from Peterborough City Council of £21,598, followed by a restart grant of £8,000. The 200 club lottery subscriptions and prizes continue to run and provides a useful profit. This was used towards the upkeep and maintenance of the village hall. We need to develop our business plan for 2021/22. We have already implemented a fourweek free use of the hall for regular users, after the Covid lockdown rules were relaxed in May 2021. We are also looking at organising a number of free events in the future for villagers to enjoy. We will also press on with hall toilet modification works in the coming year.

2.4 Finances Bank account balances:

	30th June 2020	30th June 2021
Santander Current Account	£ 568	£ 1100
Barclay 200 Club Account	£ 3089	£ 2856
Santander Business Saver Account	£11226	£39674
TOTALS	£14883	£43630

The attached financial statement (appendix 1) show the detail of the income and expenditure. The Accounts Independent Examiner are Simplex Solutions.

After over 25 years of looking after the Association's accounts, I am standing down as Treasurer, but will continue to look after the Maxey 200 club lottery. I will continue to give my full support to the Association, as Assistant Treasurer.

Andy Bagworth, Treasurer

3. Booking officer's report (one off hires). Jacqui Barnard

It has obviously been a very lack lustre year as far as hire of the hall goes and with the user groups only just returning back to regular use, there is little to report.

Since the hall has been reopen after the Covid lockdown restrictions, we have to date had; 2 private hire booking and 5 future bookings.

The closure of Deeping Sports Centre will obviously be a great loss to all of its user groups. However, this may have an advantageous effect on our bookings. Already we have had interest from a displaced group, a children's football group which runs on Saturday mornings.

I personally have completed all first aid updates on line, from St Johns Ambulance and have taken part in the on line training with ACRE in Food Hygiene for Village Halls.

That concludes my report.

4. Election of Officers:

- Chair - Mark Asplin proposed by Vito Ronzano, seconded by Peter Hardy, all voted in favour.
- Vice Chair – Peter Hardy proposed by Vito Ronzano, seconded by Mark Asplin, all voted in favour.
- Treasurer – Karen Pike proposed by Mark Asplin, seconded by Liz Lonsdale, all voted in favour.
- Assistant Treasurer – Andy Bagworth proposed by Mark Asplin, seconded by Brenda Wilson, all voted in favour.
- Secretary - Sarah Asplin proposed by Andy Bagworth, seconded by Brenda Wilson, all voted in favour. Sarah hereby gives one year's notice.
- Booking Officer/Hall Manager - Jacqui Barnard proposed by Mark Asplin, seconded by Peter Hardy, all voted in favour.
- Fire Officer - Vito Ronzano proposed by Mark Asplin, seconded by Brenda Wilson, all voted in favour.
- 200 Club Co-ordinator – Andy Bagworth proposed Mark Asplin, Seconded by Liz Lonsdale , all voted in favour
- Trustees: Lynne Yarham, Brenda Wilson, Dick Talbot, Peter Hardy, Sam Milburn, Liz Lonsdale, Karen Woosnam, Chris Woosnam.
- Accounts Examiners – Simplex Solutions proposed by Andy Bagworth, seconded by Mark Asplin.

5. Any Other Business;

Nothing raised

6. DATE OF NEXT MEETING: 11th October 2022 at 6.30pm



**MAXEY COMMUNITY
ASSOCIATION
(Charity Number: 302650)**

**ANNUAL REPORT
and FINANCIAL
STATEMENTS
For the year ending 30th June 2021**

Simplex Solutions
33HoylakeDrive
Farcet
Peterborough,
PE7 3BD
Tel: 07843 485016 / 07415 092229

**MAXEY COMMUNITY ASSOCIATION
TRUSTEES' ANNUAL FINANCIAL REPORT
for the year ended 30th June 2021**

The Charity Trustees present their Report for the period 1st July 2020 to 30th June 2021.

The Maxey Community Association is registered with the Charity Commission number 302650 and was established by a Trust Deed in May 1972.

The Charity is administered by the following Trustees and volunteers:

Chair	Mark Asplin
Vice Chair	Tina Lapinskis
Secretary	Sarah Asplin
Treasurer	Andy Bagworth
Fire Officer	Vito Ronzono
Parish Council Reps.	Lynne Yarham and Peter Hardy
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Media Officer	Sam Milburn
Trustee Members	Karen Pike, Brenda Wilson Booking
Secretary and hall manager	Jacqui Barnard (non Trustee)

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Review of year

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We need to develop our business plan for 2021/22. We have already implemented a four-week free use of the hall for regular users, after the Covid lockdown rules were relaxed in May 2021. We also looking at organising a number of free events in the future for villagers to enjoy. We will also press on with hall toilet modification works in the coming year.

Finances

Bank account balances:

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Santander Business Saver Account	£11226	£39674
TOTAL	£14883	£43630

The attached Financial Statements show the detail and current state of the Association's Accounts.

The Accounts Independent Examiner are Simplex Solutions.

Andy Bagworth,
Maxey Community Association Treasurer.



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
MAXEY COMMUNITY ASSOCIATION

On accounts for the year
ended

30TH JUNE 2021

Charity no
(if any)

302650

Set out on pages

6

We report to the trustees on our examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2021.

Responsibilities and
basis of report

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").

We 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, We have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention 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 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.

We 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.

Signed: Cheryl Aves and Yvette Smart

Date: 09/09/2021

Name: SIMPLEX SOLUTIONS

Address: 33 HOYLAKES DRIVE, FARCET, PETERBOROUGH, PE7 3BD

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.

NOTHING TO REPORT

MAXEY COMMUNITY ASSOCIATION
RECEIPTS AND PAYMENTS ACCOUNT
For the year ending 30th June 2021

	<u>30TH JUNE</u> <u>2020</u>	<u>30TH JUNE</u> <u>2021</u>
<u>INCOME</u>		
CLUB 200	£3,645.40	£3,538.40
COVID GRANTS	£0.00	£29,597.93
COFFEE MORNING FOR MACMILLIAN	£0.00	£220.00
DONATION - WELCOME CLUB	£0.00	£2,000.00
DONATION - EVENTS	£343.80	£0.00
DONATION - M ASPLIN	£288.00	£0.00
EVENTS	£5,663.64	£531.37
HALL HIRE - PRIVATE	£2,038.05	£108.00
HALL HIRE REGULAR	£7,739.65	£667.00
MISCELLANEOUS	£30.00	£0.00
WREN	£24,998.71	£0.00
WREN THIRD PARTY CONTR REFUND	£868.42	£0.00
INVESTMENT INCOME BANK INTEREST	£152.88	£7.86
Total Income	<u>£45,768.55</u>	<u>£36,670.56</u>
<u>PAYMENTS</u>		
ACRE LOAN REPAYMENT	£65,619.00	£0.00
ACRE LOAN INTEREST	£681.21	£0.00
CLEANING MATERIALS	£430.72	£12.39
CLEANING WAGES	£1,920.00	£640.00
CLUB 200	£1,507.60	£1,771.00
COVID CONTROL	£223.09	£864.45
DONATIONS	£550.00	£751.37
ELECTRICITY	£2,127.68	£674.54
EQUIPMENT	£2,610.29	£111.60
EVENTS	£525.27	£0.00
FIRE ALARM SERVICE	£168.00	£0.00
HALL PROJECT	£21,430.00	£0.00
HIRE REFUNDS	£718.20	£0.00
INSURANCE	£1,586.37	£1,569.68
INDEPENDENT EXAMINER	£175.00	£175.00
LICENCES	£83.00	£0.00
MISCELLANEOUS	£26.73	£10.00
RATES	£387.70	-£164.00
REPAIRS AND MAINTENANCE	£263.45	£1,307.14
STATIONARY/POSTAGE/ONE DRIVE	£25.46	£0.00
SUBSCRIPTIONS	£57.00	£57.00
WASTE SKIP DISPOSAL	£367.95	£39.06
WATER	£283.31	£146.57
WREN THIRD PARTY CONT REPAYMENT	£3,555.79	£0.00
Total Payments	<u>£105,322.82</u>	<u>£7,965.80</u>
NET OF RECEIPTS/PAYMENTS	<u><u>-£59,554.27</u></u>	<u><u>£28,704.76</u></u>
Cash funds b/fwd 1 July	£74,479.51	£14,925.24
Cash funds this year end	<u>£14,925.24</u>	<u>£43,630.00</u>
	<u><u>£59,554.27</u></u>	<u><u>£28,704.76</u></u>

Maxey Community Association

Registered Charity No 302650

MINUTES OF THE 2021 AGM

MAXEY COMMUNITY ASSOCIATION NOTES TO THE ACCOUNTS for the year ended 30th June 2021

1. Accounting Policies:

- (a) The accounts have been prepared in accordance with applicable accounting standards and follow the recommendations in Statement of Recommended Practice: Accounting by Charities (SORP 2005)
- (b) Voluntary income is received by way of donations and gifts and is included in full in the Financial Statements when received. Gifts in kind are valued at their estimated value to the Charity and included under the appropriate heading when received.
- (c) Intangible income is valued and included in income to the extent that it represents goods or services which would otherwise be purchased. Where it is not possible to value the goods or services, such as volunteer time, the accounts do not include them.
- (d) Grants including grants for the purchase of fixed assets are recognised in full in the Financial Statements in the year in which they were received.

2. Grants received

Covid grants from PCC	£21597.93
Covid restart grant from PCC	£ 8000.00

3. Staff Emoluments:

	2019/20	2020/21
Total emoluments	£1920.00	£640.00
Self- employed Hall Manager		

4. Trustee's remuneration and expenses

- Trustee's expenses for organising events were claimed with valid receipts and paid accordingly.