



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1 January 2021** Period start date To **31 December 2021** Period end date

Charity name: **Claverton Down Community Hall**

Charity registration number: **304478**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The trustees hold the property as a Community Centre in order to promote the benefit of the inhabitants of the Claverton and the neighbourhood by the advancement of education and the provision of facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>A facility is provided and maintained for leisure and recreational activity such as badminton, yoga, dance tuition, children's Maths classes, art groups and various clubs and societies. There are also occasional one off parties</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees confirm they act with due regard.</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including	Para 1.38	

program related investment		
	Para 1.38	
Contribution made by volunteers		<b>The management committee consists entirely of volunteers.</b>

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The COVID pandemic restricted activity, but, when possible the facility, continued to be offered. There is no similar facility in the area so many different groups have access to it and report their satisfaction with it.</b></p> <p><b>Once COVID restrictions were lifted nearly all of our hirers and users have returned so that the Hall is now in almost constant use.</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The trustees report that the financial state of the Trust is in a healthy position.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Reserves are held with the COIF Ethical Investment Fund to ensure that the Hall is properly maintained and the facilities improved.</b>
Amount of reserves held	Para 1.22	<b>£68288.95</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>The fund is not in deficit</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>This is set out in a Trust Deed dated 3 June 1967</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Deed</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>A trust with management trustees with the property vested in holding trustees.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>An AGM of the residents of Claverton and the neighbourhood elect a committee and officers.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	<b>Claverton Down Community Hall is a member of the Community Centre Network in Bath and North East Somerset.</b>
Other		

## Reference and Administrative details

Charity name	Claverton Down Community Hall
Other name the charity uses	
Registered charity number	304478

Charity's principal address	Claverton Down Road, Bath. BA2 6DT.

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Martin	Chairman		
2	Gregory Haynes	Joint Secretary		
3	Patricia Haynes	Joint Secretary		
4	Iain Pring	Treasurer		
5	Christopher Beezley	Booking Secretary		
6	Anne Alsop			
7	Patrick Magee			
8	Nick Morgan			
9	Sharron von Tutschek			
10	Barry Pollen			
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Corporate trustees - names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
<b>Christopher Beezley</b>		
<b>Sharron von Tutschek</b>		

<b>Maria Reay</b>		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

**Signature(s)**

D.J. Martin

G.S Haynes

**Full name(s)**

David John Martin

Gregory Stuart Haynes

**Position (eg  
Secretary, Chair, etc)**

Chair

Secretary

**Date**

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# CLAVERTON DOWN COMMUNITY HALL

Registered Charity No: 304478

Statement of Account - To 31 December 2021

<u>Income</u>			<u>Expenditure</u>		
Notes	2021 £	2020 £	Notes	2021 £	2020 £
Hall Hire	10,652.00	6,438.00	Electricity	(2) 2,675.60	1,971.42
Electricity Meter	55.00	74.00	Water	(3) 525.52	310.70
Donations	108.00	10.00	Rates	0.00	0.00
Own Events	0.00	0.00	Own Events	0.00	0.00
			Insurance	1,246.63	1,205.11
			Property Maintenance	(4) 938.40	1,628.34
			Ground Maintenance	(5) 4,211.64	4,012.93
			Cleaning	4,668.50	2,495.74
			Committee Expenses	(6) 493.28	459.77
			Miscellaneous	100.00	0.00
	<u>10,815.00</u>	<u>6,522.00</u>		<u>14,859.57</u>	<u>13,466.00</u>
Operating Surplus/(Shortfall)	(4,044.57)	(6,944.00)	New Equipment		
Interest Deposit Account	3.83	26.54	- Kitchen refurbishment	7,981.06	
Grants received	(1) 17,302.00	11,334.00	- Air Heat Pumps	10,488.66	
COIF - Revaluation	10,274.83	5,171.60	- Toilet Refurbishment	3,108.00	
Capital Expenditure	(21,577.72)	0.00	- Hearing Loop		1,381.99
Net Surplus/(Shortfall)	<u>1,958.37</u>	<u>9,588.14</u>		<u>36,437.29</u>	<u>15,392.48</u>

## Notes

- (1) We received further covid grants of £17,302.00 this year making £28,636 received in total. During the same period we have lost £10,588.57 at an operating level due to closed periods and increased costs directly due to the pandemic. We would also have normally generated a surplus of roughly the same amount during the period.
- (2) The correction to actual from the estimated charge for 2020 resulted in us receiving a refund of £405.40 this year compared to a £13.63 refund received in 2020). The closed period due to covid were shorter this year, hence the higher total cost.
- (3) We have been charged the full water rate for this year. In 2020 Wessex Water gave us rebate for the covid-19 closed period.
- (4) Replacements / repairs over £100.00 - removal of piano £186.00; replace front door keypad £206.00; repairs to hall floor £346.80
- (5) Garden maintenance included: £420 for pruning the front trees; £140.40 on tools and £143.02 on plants and trees. Costs will be reviewed in the new year.
- (6) Committee expenses this year included - £254.38 for hall website and booking system: £50.00 cost of 50% subscription to Zoom shared with The Hardy Plants Association

# CLAVERTON DOWN COMMUNITY HALL

Registered Charity No: 304478

Statement of Account - To 31 December 2021

Reserves	31 Dec'21	31 Dec'20
	<b>Current Account</b>	
Balance b/f	1,018.18	3,128.18
Operating Surplus/(Shortfall)	(4,044.57)	(6,944.00)
Grants received	17,302.00	11,334.00
Capital expenditure	(21,577.72)	0.00
Transfer from/(to) Deposit a/c	8,500.00	(6,500.00)
Balance c/f	<u>1,197.89</u>	<u>1,018.18</u>
	<b>Deposit Account</b>	
Balance b/f	36,483.82	29,957.28
Transfer (from)/to Current a/c	(8,500.00)	6,500.00
Interest Received	3.83	26.54
Transfer to COIF	0.00	0.00
Balance c/f	<u>27,987.65</u>	<u>36,483.82</u>
	<b>COIF Investment Fund</b>	
Balance b/f	58,014.12	52,842.52
Transfer from Deposit a/c	0.00	0.00
Investment Income	0.00	0.00
Revaluation	10,274.83	5,171.60
Balance c/f	<u>68,288.95</u>	<u>58,014.12</u>
<b>Total Reserves</b>	<b>97,474.49</b>	<b>95,516.12</b>
<b>Net Inflow / (Outflow)</b>	<b><u>1,958.37</u></b>	<b><u>9,588.10</u></b>

<b>COIF Investment</b>	<b>7'Apr 21</b>	<b>31'Dec 20</b>
Unit Price - pence	471.42	20,660.30
Number of units held	13,696.14	280.80
Current Value	68,288.95	58,014.12
Purchase Price	40,000.00	40,000.00
Increase in value		
Current Year	10,274.83	5,171.60
Cumulative to date	28,288.95	18,014.12

**Note:** COIF Investment was switched from an "Investment" to an "Ethical Investment" Accumulation Fund in July 2021



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

CLAVERTON DOWN COMMUNITY HALL

On accounts for the year  
ended

31 DECEMBER 2021

Charity no  
(if any)

304478

Set out on pages

3 and 4

(remember 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 31 DECEMBER 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").

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. 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:

- accounting records were not kept in accordance with section 130 of  
the Act or
- 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.

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

Signed:

*A. Mulkond*

Date:

10/10/22

Name:

ALLEN MULKOND

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

Address:

WEATHERY, CLAVERTON DOWN RD  
BATH  
BA2 7AL

Only complete if the examiner needs to highlight 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.**

# CLAYVERTON DOWN COMMUNITY HALL

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