

Trustee Report 2023 - 2024

16th August 2023

Names of Trustees who manage the charity.

Mr B Hawkins	Booking Secretary & Chairman
Mrs M Hutton	Treasurer
Mr R Hutton	
Mrs H Edwards	
Mr C Turner	Resigned 24.10.23

Committee Members

Mr C Sangan	
Mrs S Wells	Secretary

Camerton Community Hall is a community centre for the residents of Camerton parish and neighbourhood; together with the recreation ground/sports field it provides facilities for physical exercise, training, meetings, lectures, classes, camping and other forms of leisure-time activities and entertainment.

Built nearly 40 years ago many of the local residents are aware of the hard work that went in to fundraising and creating this wonderful facility for which the present residents owe a debt of gratitude.

Vision Statement: To be the Community / Church Hall of choice within a 10-mile radius and in doing so double our annual income within two years.

Mission Statement

1. Review all current costs /suppliers to obtain best value for money.
2. Review all our current procedures and identify best practices and learn from fellow community halls adopting their procedures where relevant.
3. Increase community engagement.
4. Ensure all the above is done in accordance with the Charitable Trust and the Hall's Constitution.

To date

- running costs have been reduced.
- valuable new working relationships with key organisations have been established.
- one-off and regular bookings have increased.
- key maintenance projects have been identified and completed.

Future projects being considered include:

- enlarging the car park
- upgrading the kitchen air extraction unit
- adapt the away dressing room into a storage room for tables and chairs.

Chairman's report

Clive Turner stood down during the year, he was Chair 8 years ago and did a great job. He continues to work voluntarily looking after the Colliers Copse area, for which we are very grateful. To enhance the area, he has planted a row of trees in front of the path down to the bottom of the field.

It's been difficult coming out of the pandemic with utility bills increasing dramatically so we have looked to improve our energy efficiency. The wooden Fire Doors and Main Doors have been replaced with UPVC Doors which helps with both insulation and noise reduction. The old infra-red heaters in the hall have been replaced with air source heaters. Air source heaters have also been fitted in the bar and entrance lobby. Additional insulation has been fitted above the bar and kitchen areas to further conserve heat. The main hall had previously had an upgrade to its insulation. Solar panels were considered but with the payments reducing it was not currently seen as viable.

Other improvements have included

- the purchase of a ramp to make the bar accessible from the patio
- improvements to drainage at entrance to car park to prevent water collecting
- installation of a ramp across the entrance to the carpark to reduce speeding.

We have kept our costs for outside services (cleaning & grass cutting) to a minimum and endeavour to do much of the maintenance and upkeep work ourselves. As the Committee members are all volunteers this has enabled us to keep our hourly hire rates lower than most comparable village halls. This has worked well for us regarding the number of hours for which the hall is hired and enables us to give a small discount to Camerton Residents. Hall hire is very steady and is supported by 2 websites; Camerton Community Hall created by Carl Sangan and Meadgate Weddings designed (free of charge) by 'Create the Web'.

The Jolly Collier Bar is open every Friday from 4pm, visited by locals near and far to meet and share friendship and stories. On the first and third Thursdays in the month a Bingo evening has been introduced, organised by Bryn Hawkins and regularly attracting around 70 players all keen to win prizes. The Committee needs new people to come forward with new ideas and support to run activities to ensure this wonderful village asset continues to go from strength to strength.

To those who do volunteer either as committee members or "Friends of the Hall", thank you for all your hard work and support.

Finance Report for the year 01.04.23 – 31.03.24

Figures are rounded to nearest £.

Income

Regular Bookings	£ 6,925
One-off Bookings	£15,047
Bar Income	£ 900
CCH Events	£ 1,045
Donations/Grants	£ 745
Other	£ 625
Total	£25,287

Expenditure

Set Outgoings	£10,604
Maintenance	£ 6,405
Copse/Grounds	£ 567
Projects	£ 1,140
Equipment	£ 3,469
CCH Events	£ 1,126
Refunds	£ 645
Total	£23,956

Income over expenditure £1,329

Bank Balances 01.04.2023

Current Account	£5,357.67
Reserve Account Balance	£29,017.88
NS&I Account Balance	£6,006.03
Total available funds	£40,381.58

Damage/Misuse Deposit Account £1,393

Bank Balances 31.03.24

Current Account	£ 6,085.20
Reserve Account Balance	£28,812.55
NS&I Account Balance	£ 6,052.50
Total available funds	£40,950.25

Damage/Misuse Deposit Account £2,283

This was another successful year for Camerton Community Hall.

We started the year with very healthy bank balances totalling £40,381.58 and ended the year with bank balances of £40,950.25.

Over £7,000 was spent on maintenance, significant repairs and upgrading projects. These included:

- refurbishment of the men's toilets,
- repairs to the women's toilets,
- insulation of the ceiling above the bar and kitchen,
- installation of a tarmac hump at entrance to slow traffic,
- refurbishment in kitchen area,
- installation of new heating system in bar,
- repairs to the roof and removal of moss,
- Repairs to guttering and fitting new guttering system.

It was decided not to progress with solar panels.

£10,604 was spent on set outgoings. These include (rounded to nearest £):

• cleaning & cleaning products	£2,308
• utilities	£4,387
• licences & insurance	£2,155
• publicity & website	£ 985
• office	£ 110
• grass cutting	£ 650

Price increase/decreases included:

Water costs increased from £50.00 per month to £70.00 per month.

Electricity costs decreased from 73.4p per unit to 37.8p per unit.

PPL/PRS (Music Licence) introduced changes in conditions for community buildings resulting in a reduction from £590.00 to £155.00.

Camerton Community Hall and Camerton Parish Council worked together to fund 2 defibrillators for the community, one of which is fitted to the roadside wall of the hall. 50% funding was secured from London Hearts Charity resulting in each organisation contributing £750.00 to buy the machines.

Caravan rallies and weddings bring in much of our income. The combination of the hall and the grounds provide an ideal setting for both. There have been a number of changes to our regular bookings over the year including new daytime bookings resulting in a more diverse programme of activities on offer.

The Audit report for 2022-23 highlighted only very minor reporting errors not affecting the overall accounts. All financial activity is carried out in line with our Financial Regulations which are reviewed annually.

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

Signature: *Ray Hutton*

Signature: *Bryn Hawkins*

4th December 2024

Camerton Community Hall Final Accounts 2023 - 2024						
Description	2023/24 Budget	1st Quarter 30.06.23	2nd Quarter 30.09.23	3rd Quarter 22.12.23	4th Quarter 31.03.24	Notes/Variances over £250
Income						
Regular Bookings	£ 11,000.00	£ 2,240.00	£ 3,754.00	£ 5,881.00	£ 6,925.00	Under budget
One-off Bookings	£ 17,000.00	£ 2,630.00	£ 7,709.20	£ 10,378.67	£ 15,046.67	Under budget
Donations & Interest	£ 200.00	£ 116.69	£ 197.95	£ 384.59	£ 744.67	Over estimate
Celebration Bars	£ 1,300.00	£ 365.00	£ 550.00	£ 675.00	£ 900.00	Under budget
PSJ Marquees		£ 325.00	£ 325.00	£ 325.00	£ 325.00	New entry
Other			£ 300.00	£ 300.00	£ 300.00	Commemorative tree
CCH Events				£ 1,045.00	£ 1,045.00	Xmas Lunch
Projected income:	£ 29,500.00	£ 5,676.69	£ 12,836.15	£ 18,989.26	£ 25,286.34	Under budget
Expenditure						
Set outgoing	£ 10,900.00	£ 1,634.54	£ 4,738.02	£ 6,704.76	£ 10,604.42	
Maintenance	£ 2,000.00	£ 1,190.00	£ 1,311.00	£ 4,054.47	£ 6,405.30	Over budget
Copse & grounds	£ 1,000.00	£ 169.63	£ 169.63	£ 169.63	£ 566.62	Under budget
Projects	£ 21,540.00	£ -	£ -	£ 1,140.00	£ 1,140.00	Under budget
Equipment	£ 1,000.00	£ 247.78	£ 496.22	£ 641.42	£ 3,469.02	Over budget
CCH Events	£ 500.00	£ -		£ 1,050.00	£ 1,126.43	Xmas lunch
Refunds				£ 395.00	£ 645.00	
Projected spend:	£ 36,940.00	£ 3,241.95	£ 6,714.87	£ 14,155.28	£ 23,956.79	Under budget
Income over expenditure	-£ 7,440.00	£ 2,434.74	£ 6,121.28	£ 4,833.98	£ 1,329.55	
Bank balances	01.04.23	31.03.24				
Current Account	£ 5,375.67	£ 6,085.20				
Reserve Account	£ 34,439.85	£ 28,812.55				
NS&I Account	£ 6,006.03	£ 6,052.50				
TOTAL	£ 45,821.55	£ 40,950.25				
Damage Deposit Ac.	£ 1,343.00	£ 2,283.00				

Camerton Community Hall Audit 2023 2024 Accounts

I can confirm that appropriate accounting records have been kept properly throughout the year and bank statements are regularly checked along with regular financial reports provided to the hall committee. The treasurer should be commended on the clear state of the accounts and excellent record keeping. Only minor points to report which have no material effect on the accounts and/or hall finances.

Business Reserve Account

Accounts dated 31 March 2024 don't include the final 2 payments made in as in the bank statement dated 12 April 2024. These are

18 March £75

And 28 March Interest £31.96

So final balance shown is that of 13 March 2024 rather than that of 31 March 2024.

Damage Deposit Account

All items of income and expenditure correctly recorded.

Current Account

Income and Expenditure

Income

Income all correctly recorded.

Expenditure

Voucher 62 and associated invoice is for £60 but payment made to supplier Austin Sage is for £120.

Voucher 129 to Hayeswood Contraction recorded as £133.03 but on bank statement appears as £133.93 which is the correct payment against the associated invoice. Overall bank balance correctly recorded.