

# **West Hallam Village Hall Charity Committee**

## **Annual Report for the year ending 31<sup>st</sup> December 2021**

### **Terms of reference and management**

West Hallam Village Hall is registered with the Charity Commissioners (No

503723) and constituted under a Deed of Trust dated 11 November 1974. The charity's purpose is to administer the hall as a community facility and to preserve the Grade II listed building for the future.

The management committee of Trustees includes members of the community elected at the Annual General Meeting, representatives of user groups and a representative of the West Hallam Parish Council. Meetings are normally held on the first Wednesday of each month in January, March, May, July, September and November. Despite the ongoing pandemic situation Trustees have continued to meet as necessary and 3 of those meetings and the Annual General Meeting have taken place online to ensure the safety of participants.

### **Trustees**

The Trustees encourage and facilitate use of the hall as a much valued community space at the heart of West Hallam, manage the charity in line with best practice and work to secure the building for the future. During the past year the following have served as Trustees:

#### **Representatives of user groups**

- ☐ Ann Ainsworth (Four Seasons Luncheon Club)
- ☐ Ann Toplis (Girl Guiding UK and West Hallam Wells)
- ☐ Roy Jackman (Wine Appreciation Group)
- ☐ Caroline McFarlane (Portrait Group)
- ☐ George Futers (Parochial Church Council)
- ☐ Carol Jackman (Women's Institute)
- ☐ Joyce Mold (Erewash Ramblers)

#### **Community representatives**

- ☐ Mary Butler
- ☐ Paul Butler
- ☐ Bruce Broughton
- ☐ Karen Brown

#### **West Hallam Parish Council Representative**

- ☐ Robert Mee

#### **Coopted**

- ☐ Jude Hare

## **West Hallam Village Hall Charity Committee**

### **Officers**

- Chair - Ann Ainsworth
- Vice Chair – Carol Jackman
- Secretary – Roy Jackman
- Treasurer – Jude Hare
- Bookings Secretary – Ann Ainsworth

### **Finances**

The Annual Financial Statement for the business year 2021 accompanies this report and provides a detailed breakdown of the year's activities. In line with good practice the charity keeps money aside as a reserve to protect against drops in income or allow it to carry out major repairs. The Annual Financial Statement details how much money is currently held in reserve. Our Reserves Policy which outlines the approach to ensuring business continuity is attached as Appendix A to this Annual Report.

Rental income, supplemented by fundraising, is generally sufficient to cover expenditure on services, utilities, maintenance and refurbishment. As in the previous year income has been reduced by the pandemic restrictions. In the early part of the year Derbyshire remained on Very High Alert status in Tier 3. Towards the end of the year public concerns about the spread of the Omicron variant led to further cancellations. On a more positive note we have been fortunate to receive a Local Restriction Support Grant. This grant was awarded as part of the government's plan to support small businesses during the pandemic. The charity has also benefitted from a reduction in Business Rates.

Some limited fundraising has also been possible with plant sales and we thank the community for their continued support.

The Trustees acknowledge the financial support of the Parish Council with running costs.

### **Health and safety**

Once again our efforts this year have been directed towards maintaining procedures and systems to ensure that the hall is a Covid secure environment and a safe community venue.

### **Premises and equipment**

The West Hallam Village Hall Charity has a full repairing twenty year lease for the hall which is part of the built heritage of the village. The building is owned by the Scargill's Educational Foundation. We remain

## **West Hallam Village Hall Charity Committee**

indebted to the volunteers who carry out essential unpaid work in and around the building

The special architectural interest of the building and its Grade II listing requires that any work carried out does not affect its character. A notable original feature of the hall is the cast iron diamond paned windows. These were made by A. Handyside and Company of Derby. The company was renowned worldwide for their high quality decorative castings. During the year we have been able to carry out extensive external refurbishment of these casements.

Financial support from Erewash Borough Council through the Erewash Small Grants Fund enabled further improvements to drainage. Work also continues to prevent water ingress and damp with replacement roof flashing and tiles. Further repairs have also been carried out to the external brickwork with lime mortar.

Other major maintenance projects have included the re-varnishing of the timber constructed extension.

### **Summary of activities and achievements**

Whilst there has been further disruption after the onset of the Omicron variant, regular users had begun to return during the latter part of the year as did private hirers. Community events including the Christmas Light Switch were able to take place once more at the hall. We were also pleased to welcome a number of new users including Zumba Gold, West Hallam Coffee Club and While I Breathe Yoga. We were also able to support local companies during the continuing uncertainty. Blondie Brownie Bakes made use of the outdoor space for a popup shop on a number of occasions.

### **Future developments**

The Trustees will continue to encourage and facilitate use of the hall after the extensive restricted opening. We are also looking forward to resuming further community events including the West Hallam Open gardens and Village Show.

Maintenance and repairs to ensure the survival of the building will remain a priority.

**APPENDIX A**

Reserves Policy

The reserves held by West Hallam Village Hall Charity form part of the unrestricted funds that are freely available to spend on any of our stated aims. These reserves are currently specifically set aside for the following purposes:

- To manage uncertainty and loss of income due to unplanned closures, loss of a major income stream and unexpected large repair bills.

A Business Continuity Fund of £5000 is maintained.

- To take advantage of new opportunities  
This reserve is currently £20851

This policy will be reviewed annually.

**West Hallam Village Hall Charity  
Statement of Financial Activities**

Annual Statement for 2021	Unrestricted	Restricted	Reserves 1	Reserves 2	Total	Previous
<b>BALANCE OF FUNDS</b>						
Brought Forward from 2020	586	3,149	20,851	5,000	29,586	24,465
<b>INCOME</b>						
Fund Raising	1400	0	1,823	0	3223	2521
Grants	16335	750	0	0	17085	12815
Donations	130	0	50	0	180	1725
Rental Income	6500	0	0	0	6500	4570
<b>Total Incoming Resources</b>	<b>24,365</b>	<b>750</b>	<b>1,873</b>	<b>0</b>	<b>26,988</b>	<b>21,631</b>
<b>EXPENDITURE</b>						
New Building Project	0	0	0	0	0	1589
Emergency Repair Budget	370	0	0	0	370	1145
Budgetted Works	1057	2019	0	0	3076	370
Cleaning	3486	0	0	0	3486	3562
Council Tax	38	0	0	0	38	46
Fixtures and Fittings	0	0	0	0	0	22
Insurance	1375	0	0	0	1375	1211
Maintenance	1181	0	0	0	1181	1295
Miscellaneous	579	0	0	0	579	556
Rent	500	0	0	0	500	500
Utilities	4026	0	0	0	4026	6214
<b>Total Outgoing Resources</b>	<b>12,612</b>	<b>2,019</b>	<b>0</b>	<b>0</b>	<b>14,631</b>	<b>16,510</b>
<b>Balance of Funds</b>						
Funds Brought Forward	586	3,149	20,851	0	29,586	24,465
Transfer In	0	0	0	0	0	0
Transfer Out	0	0	0	0	0	0
<b>Total Balance of Funds</b>	<b>586</b>	<b>3,149</b>	<b>20,851</b>	<b>0</b>	<b>24,586</b>	<b>19,465</b>
<b>Funds Carried Forward</b>	<b>12,339</b>	<b>1,880</b>	<b>22,724</b>	<b>5,000</b>	<b>41,943</b>	<b>29,586</b>
<b>Profit / Loss for Period</b>	<b>11,753</b>	<b>-1,269</b>	<b>1,873</b>	<b>0</b>	<b>12,357</b>	<b>5,121</b>
<p>I certify that the Receipts and Payments Account is in accordance with the records of the  West Hallam Village Hall Charity Trustees Committee  Mr M Needham, 4 Scargill Road, West Hallam, Derbyshire</p> <p>Signed <u>M. Needham</u> Date <u>25-01-2022</u>  The above account was approved by the Trustees on ..... And signed on behalf by  Chair ..... Secretary <u>R. Thompson</u> Date <u>02-03-22</u></p>						

**West Hallam Village Hall Charity  
Statement of Financial Activities**

Annual Statement for 2021	Unrestricted	Restricted	Reserves 1	Reserves 2	Total	Previous
<b>BALANCE OF FUNDS</b>						
Brought Forward from 2020	586	3,149	20,851	5,000	29,586	24,465
<b>INCOME</b>						
Fund Raising	1400	0	1,823	0	3223	2521
Grants	16335	750	0	0	17085	12815
Donations	130	0	50	0	180	1725
Rental Income	6500	0	0	0	6500	4570
<b>Total Incoming Resources</b>	<b>24,365</b>	<b>750</b>	<b>1,873</b>	<b>0</b>	<b>26,988</b>	<b>21,631</b>
<b>EXPENDITURE</b>						
New Building Project	0	0	0	0	0	1589
Emergency Repair Budget	370	0	0	0	370	1145
Budgetted Works	1057	2019	0	0	3076	370
Cleaning	3486	0	0	0	3486	3562
Council Tax	38	0	0	0	38	46
Fixtures and Fittings	0	0	0	0	0	22
Insurance	1375	0	0	0	1375	1211
Maintenance	1181	0	0	0	1181	1295
Miscellaneous	579	0	0	0	579	556
Rent	500	0	0	0	500	500
Utilities	4026	0	0	0	4026	6214
<b>Total Outgoing Resources</b>	<b>12,612</b>	<b>2,019</b>	<b>0</b>	<b>0</b>	<b>14,631</b>	<b>16,510</b>
<b>Balance of Funds</b>						
Funds Brought Forward	586	3,149	20,851	0	29,586	24,465
Transfer In	0	0	0	0	0	0
Transfer Out	0	0	0	0	0	0
<b>Total Balance of Funds</b>	<b>586</b>	<b>3,149</b>	<b>20,851</b>	<b>0</b>	<b>24,586</b>	<b>19,465</b>
<b>Funds Carried Forward</b>	<b>12,339</b>	<b>1,880</b>	<b>22,724</b>	<b>5,000</b>	<b>41,943</b>	<b>29,586</b>
<b>Profit / Loss for Period</b>	<b>11,753</b>	<b>-1,269</b>	<b>1,873</b>	<b>0</b>	<b>12,357</b>	<b>5,121</b>
<p>I certify that the Receipts and Payments Account is in accordance with the records of the  West Hallam Village Hall Charity Trustees Committee  Mr M Needham, 4 Scargill Road, West Hallam, Derbyshire</p> <p>Signed <u>M. Needham</u> Date <u>25-01-2022</u>  The above account was approved by the Trustees on ..... And signed on behalf by  Chair ..... Secretary <u>R. Thompson</u> Date <u>02-03-22</u></p>						