

West Hallam Village Hall Charity Committee

Annual Report for the year ending 31st December 2023

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.

Trustees

The Trustees encourage and facilitate use of the hall as a much valued community space, 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)
- Chris Barnes (West Hallam WI and West Hallam Coffee Club)

Community representatives

- Mary Butler
- Paul Butler
- Bruce Broughton
- Karen Needham

West Hallam Parish Council Representative

- Robert Mee

Coopted

- Jude Hare
- Jim Davison

West Hallam Village Hall Charity Committee

Officers

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

The Trustees acknowledge the help and support of additional volunteers who carry out essential unpaid work in and around the building and assist with fundraising initiatives.

Finances

The Annual Financial Statement for the business year 2023 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. However the charity has faced significant challenges from rising costs particularly for utilities. Consequently hire charges were increased from 1 January of this year.

Fundraising initiatives have included a quiz evening and race night organised in conjunction with the West Hallam Wells Committee as well as plant and book sales. A donation was received from West Hallam Scarecrows.

Our reserves have received a considerable boost during the year following a generous bequest from a member of the community.

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

Thanks are also due to our auditor Mike Needham.

Health and safety

The charity has legal responsibility under Health and Safety legislation to take reasonable measures to ensure that the hall, access to it and any equipment or substances provided are safe for people using it. As an employee the charity has additional responsibilities.

Premises and equipment

West Hallam Village Hall Charity Committee

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

The special architectural interest of the building and its Grade II listing requires that any work carried out does not affect its character and this can result in the need for more costly materials and traders. Listed building consent enabled the replacement of a double glazed dormer window in the rear hall.

Other major projects have included renovation and painting of the iron railings, essential maintenance to the Granwood floor in the main hall and repainting of the rear hall.

As well as planned maintenance trustees keep aside a sum of money within our budget for unforeseen emergency repairs. A major outlay from this budget was the replacement of the disabled toilet macerator pump..

Thanks are due to the 1st West Hallam Brownies for planting and maintaining the containers at the front of the hall and the creation of a bug hotel at the rear of the hall.

Summary of activities and achievements

During the year we have successfully renegotiated the terms of our lease to ensure that we are in a stronger position to draw down funding to further modernise and improve our services. The former lease was for a 20 year period. The new lease is for a 35 year period.

The charity has also successfully applied to become a Gigaclear Community Hub which will enable users to take advantage of a free ultrafast full fibre broadband connection.

Community events including the Christmas Light Switch On, Well Dressing Festival, and Village Show have taken place at the hall. Summer and Christmas Sing Alongs were organised in partnership with St Wilfrid's Social Committee.

The charity continues to be a promoter of the Live and Local rural arts touring programme. In May the hall was a venue for a performance by the Badapple Theatre Company with their production "Eddie and the Gold Tops".

Future developments

The Trustees will continue to support local residents, groups and businesses by providing a welcoming and inclusive space. A priority will be a project to refurbish and modernise kitchen facilities.

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 £140578

This policy is reviewed annually.

West Hallam Village Hall Charity
Statement of Financial Activities

Annual Statement for 2023	Unrestricted	Restricted	Reserves 1	Reserves 2	Total	Previous
BALANCE OF FUNDS						
Brought Forward from 2022	11,883	-11,368	27,235	5,000	32,750	41943
INCOME						
Fund Raising	0	0	3,315	0	3315	4443
Grants	0	1075	0	0	1075	4397
Donations	0	0	110028	0	110028	68
Rental Income	13147	0	0	0	13147	14132
Total Incoming Resources	13,147	1,075	113,343	0	127565	23,040
EXPENDITURE						
NewBuilding Project	0	0	0	0	0	0
Emergency Repair Budget	1966	0	0	0	1966	450
Budgetted Works	0	22038	0	0	22038	14978
Cleaning	4413	0	0	0	4413	3989
Council Tax	65	0	0	0	65	117
Fixtures and Fittings	400	0	0	0	400	474
Insurance	1495	0	0	0	1495	1334
Maintenance	1700	0	0	0	1700	5609
Miscellaneous	1265	0	0	0	1265	207
Rent	1300	0	0	0	1300	0
Utilities	3688	0	0	0	3688	5075
Total Outgoing Resources	16292	22038	0	0	38330	32233
Balance of Funds						
Funds Brought Forward	11,883	-11,368	27,235	5,000	32,750	41943
Transfer In	0	0		0	0	0
Transfer Out	0	0	0	0	0	0
Total Balance of Funds	11883	-11368	27,235	5,000	32750	41943
Funds Carried Forward	8,738	-32331	140,578	5000	121985	32750
Profit / Loss for Period	-3145	-20963	113,343	0	89235	-9193
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						
Signed <u>Mr M Needham</u> Date <u>17-01-2024</u>						
The above account was approved by the Trustees on And signed on behalf by						
Chair <u>a answers</u> Secretary <u>[Signature]</u> Date <u>06.03.24</u>						

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