

Ince Village Hall

Annual Report 2020 – 2021

In February 2020 a new Management Committee, made up of eight volunteer residents from the village, took over the day to day running of the Village Hall. The new committee had an initial meeting to set out what work needed to be done to both repair and also upgrade the condition of the Village Hall to encourage a greater use by local residents and groups. Unfortunately, as with many other venues, due to the pandemic and the national lockdown requirements, we had to temporarily close the hall.

However, we took the decision to continue to plan and cost out the required work as we knew that we would have to seek out grants and funding in order to have the work carried out. We identified the following work required:

- Full scale roof repairs and refurbishment
- Full electrical check
- Upgrade all lighting to LED lights
- Install external security PIR lighting to front entrance and rear car park
- Full service on fire alarm system
- Full service on security alarm system
- Full service on fire extinguishers and equipment
- Upgrade the disabled toilet facilities
- Install safety flooring to all the toilets
- Replace gas heaters by installing full gas central heating system
- Install a new fully fitted kitchen
- Install safety flooring in the kitchen
- Replace all the internal window blinds
- Full internal painting programme
- Full external painting programme
- Resurface the car parking area
- Install a new closed notice board to the front entrance
- Install telecommunications to the building to allow WiFi
- Install CCTV security system
- Install ramp access to front entrance
- Install ramp access to rear Fire exit
- Install wrought iron window planters to the front of the building
- Install a pedestrian gate to the side of the property
- Purchase additional tables and trolley storage
- Kit out the kitchen with crockery and equipment

The list was quite extensive and needed a high level of funding, particularly without being able to earn any rental income during the lock down periods

During the financial year for 2020 – 2021 we were successful in applying for grants and donations from local industry. We received the following:

- £10,000 grant from Cheshire West and Chester supporting community and village halls
- £18,000 grant from Marshes Community Benefits Fund
- £1,000 donation from CF Fertilisers Community Benefit Fund
- £3,703.88 from Ince Park Community Benefit Fund

With the funding we were successful in obtaining, we were able to complete a large proportion of the identified work but we still have some of the projects to complete.

The first year's accounts of the new Management Committee have been audited and all found to be in order. There are no employed staff, so no salaries or staff expenses are claimed. The closing balance of £18,093.53 on the account at the end of the 2020 - 2021 financial year includes identified grant money awarded for planned maintenance work

During the next financial year of 2021 – 2022 we will again be applying for community grants and funding in order to complete the outstanding identified work.

The Management Committee continued to meet remotely during the lock down and restricted periods in order to continue the required day to day business of running the hall. During this period we opened a new bank account, drew up and introduced a new Hire Agreement document for all users of the hall and agreed the tariffs for hire. The aim is to have the facilities used as extensively as possible and to keep the tariffs at an affordable level, but sufficient to cover all day to day running costs including being able to fund the small future day to day repairs and to have some funds in reserve in case of emergencies. We are pleased to be able to start to welcome groups back to the hall including new groups starting too. We will continue to advertise locally and hope that the newly refurbished community Village Hall will be well used in the future.

**The Ince Village Hall Management Committee
July 2021.**

End of Year Account

Ince Village Hall Accounts
End of Financial Year Current Account Income and Expenditure Summary

Financial Year

1st April 2020 to 31st March 2021

Expenditure

Electricity	238.52
Gas	1102.01
Water	291.25
Insurance	493.98
Purchases	165.00
Maintenance & Repairs	13118.87
Cleaning & Sanitisation	503.72
Stationery	26.92
Health and Safety	92.00

Income

Lettings	2126.00
Grants	28000.00
Other Income	195.00
Fund raising	0.00
Donations	4703.88
VAT Refund	0.00

Sub Total	16032.27
VAT	899.08
Total	16931.35

Sub Total	35024.88
Account balance b/fwd 1.4.20	0.00
Total	35024.88
Less Expenditure	16931.35

Balance on Account 31.3.21

18093.53

Bank reconciliation

Bank Statement XX dated XX 2021 30.3.2021

Un-presented cheques

Total un-presented chqs	0.00	0.00
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End of Year 2020-2021 Current Account balance

0.00

Year End Reconciliation 2020 – 2021

Balance brought Forward from 2020 – 21	0.00
Current Account	0.00
Savings Account	
Add: Receipts	35024.88
Less: Payments	16931.35
Total	18093.53

Represented by:

Balance in Current Account	18093.53
Less Unpresented chqs	0.00
Net Current Account balance	18093.53
Balance in Savings Account	
Total	18093.53

Prepared by Pam Bellis

Signed



Date

17-5-21

Mrs P Bellis

Ince Village Hall

3 Park Cottages

Ince

CH2 4NS

12 September 2021

Auditor Report: Ince Village Hall

To auditing the Accounts for the financial year 1st April 2020 to 31st March 2021 for the above venue.

With the information supplied, I can confirm all income and expenditure is accounted for in detail within the accounts enclosed. All documentation present and correct at the time of audit.

Audited by: Janet Freeman

7 Pool Lane

Ince

CH2 4NX

12 September 2021