

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales · Charity number 522195

Details

Status Registered

Legal form Other

Registered 1969-01-23

Register [View on the Charity Commission register](#)

Contact

Address Burton Joyce Village Hall
10 Trent Lane
Burton Joyce
Nottingham
NG14 5EY

Phone 07706005739

Email bookings@bjvillagehall.org.uk

Website www.bjvillagehall.org.uk

Activities

Objects: The Objects of the charity are the provision and maintenance of a village hall for the use of the inhabitants of the parishes of Burton Joyce and Bulcote in the county of Nottinghamshire without distinction of political, religious or other opinions, including use for: (a) meetings, lectures and classes, and (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

Activities: A wide range of activities for everyone in the village. These range from flower arranging to wine tasting. From pilates to art. Table sales, christmas market, performances and gatherings of all kinds.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** PARISHES OF BULCOTE AND BURTON JOYCE AND THE NEIGHBOURHOOD
- Nottinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£31,826	£37,676	-	-
2024-07-31	£28,186	£40,158	-	-
2023-07-31	£34,415	£30,529	-	-
2022-07-31	£32,205	£23,597	-	-
2021-07-31	£27,647	£17,625	-	-

Trustees

Name	Role	Appointed
Colin Garratt-Flear		2025-01-16
David Matthews		2026-04-16
Hazel Chadbourne-Doyle		2022-11-10
John Michael Alls		2024-07-18

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales - Charity number 522195

Accounts



**THE BURTON JOYCE AND BULCOTE VILLAGE HALL (BJBVH)
CHARITY NUMBER 522195**

AGM 2025 - Minutes

Date: Thursday 18th September Time: 19:00
Location: Small Hall – Burton Joyce and Bulcote Village Hall

1. Apologies:

Carol Walls (CW) TVS

2. Present:

Paul Smith (PS)	Chair
Hazel Chadbourne-Doyle (HCD)	Bookings Secretary
Mel Roberts (MR)	Treasurer
Colin Garratt-Flear (CGF)	Secretary
John Alls	Facilities
Lynn Drake Carr (LDC)	Phoenix Art
Jackie Kinsey (JK)	U3A
Deborah Craddock (DC)	Players

AGENDA ITEMS and BRIEFING NOTES - referenced to the submissions sent prior to the Meeting.

3. Minutes of Previous Meeting

The minutes were discussed and agreed as a true and accurate account. These were signed by Paul Smith.

4. Matters arising/updates – if not included in Agenda Reports

None to report.

5. Reports & Accounts

Individual Reports were delivered by the Treasurer, Bookings Secretary, Facilities Manager and Secretary. Each report is attached. The chair provided a thank you to the other trustees for all their work this year.

In addition to the reports attached, any questions or queries raised were as follows:

Treasurer: A representative from the U3A highlighted a concern over a previous disproportionate price increase and expressed concerns over the impending increase this year. Mel Roberts explained that this year's increases were as fair and equitable to all the groups as possible and each hirer and the proposed increase has been carefully looked at. The increases were due to be discussed with the Committee members immediately after the AGM, and would be rolled out with new prices to take effect 1st November 2025.

Secretary: It was suggested that advertising needed to be improved with a far greater audience reach. The GoFundMe for example is currently only available on Facebook and the Website, though it would be more beneficial for posters and other media sources such as the Village Magazine be utilised to reach members of the village that perhaps are not online. Colin Garratt-Flear will investigate improving the Halls advertising reach.

Booking Secretary: It was highlighted by the Players that we have still not bought the new chairs, as agreed, with a financial sum being pledged for their purchase. Delays have occurred due to concerns over storage of the current chairs, however the purchase would now be looked at with Hazel Chadbourne-Doyle taking this as an action point.

Facilities: A concern was raised about access to the hall during the planned works to upgrade the disabled access ramp. It was stated that disabled access would still be available by the rear door of the hall that leads into the Small Hall but with respect that needing to go through the kitchen to access the main hall, may for the next week, cause some unavoidable complications. Subject to weather the ramp would be installed as quickly as possible.

6. Appointment of Charity Trustees

Prior to the appointment of Trustees, Paul Smith announced that he would not be standing for re-election and would be stepping down from his role as chair & trustee.

The four remaining trustees were all standing for re-election as a trustee. The voting was as follows:

Mel Roberts

Proposer: Karen Taylor
Secunder: Jackie Kinsey
Carried Unanimously

Colin Garratt-Flear

Proposer: Hazel Chadbourne-Doyle
Secunder: Denise Green
Carried Unanimously

Hazel Chadbourne-Doyle

Proposer: Ros Tuffrey
Secunder: Denise Green
Carried Unanimously

John Als

Proposer: Karen Taylor
Secunder: Denise Green
Carried Unanimously

7. Any other Business

- 7a. Paul Smith had received an anonymous letter prior to the meeting with two questions.
1. When do Trustees stop being Trustees. Paul answered this stating that either trustees resign, don't choose to stand or if there is another reason to terminate their role.
 2. We voted for you as the chair of the trustees when you were first elected. Why did we not elect you as chair last year. Can we elect people to appointments this year? Paul answered that the new constitution allows for trustees to be elected as trustees and that you do not vote them into a specific role. This allows for the trustees to delegate and share duties far easier.
- 7b. A thank you was provided for the new defibrillator that is now installed at the hall.

There being no further business, the Meeting was closed.

Date of Next Trustee Meeting 7pm **Thursday 16th October 2025**

Date of Next Committee Meeting 7pm **Thursday 20th November 2025**

Meeting	Burton Joyce & Bulcote Village Hall Annual General Meeting
Paper	Treasurers Report – year ending 31 st July 2025
Date	15 th September 2025
Author	Mel Roberts – Treasurer and Charity Trustee
Purpose	Inform and update meeting attendees



The price increases announced at the last AGM have made a positive difference to our financial position, and although there is still lots to do, and even more potential, good progress has been made with limited resources. Our focus has been to address urgent maintenance matters, continuing to improve service, governance and process during the year.

We were delighted to receive donations totalling £362 in the financial year, largely received from two of our regular and long-established hiring organisations; Burton Joyce Players £210 and Community Market £150, many thanks on behalf of the Trustees and Management Committee.

Our accounts for the 2024/25 financial year show receipts of £31,826, and expenses of £37,669, providing a net excess payment (loss) position of £5,850 in the year. This is much improved from the net excess payment position of £11,972 for 2023/24. Whilst this excess payment position does reduce our reserves, this includes our investment in our new kitchen (costing £14,277) during the year.

The Trustees and Management Committee would like to thank Mr Adrian Pearse for providing the Independent Examiners Statement for our financial statements ended 31st July 2025, and for confirming he will run payroll on our behalf (driven by new legislation) at a much reduced cost versus market rate.

Receipts from general Village Hall hire improved +18% year on year, with total receipts +13% overall. Receipts from donations and fundraising activity reduced year on year but given the Village Hall is celebrating its centenary on 14th November 2025, we will be focused on creating a fantastic community event in honour of the Village Hall's unique history and 100 years of community support, and hope to raise additional funds.

It was encouraging to see Energy costs increases stabilise (-6%) versus costs seen in recent years, however as we moved into the new 2025/26 financial year we were made aware of an issue with our smart meter, which appears to suggest an additional catch up of circa £3k is pending. Repairs and Maintenance are our largest expense overall and totalled £18.4k in the year, but as mentioned above this includes the replacement kitchen, £14.3k of the total cost.

We have continued to incur wages inflation associated with National Living Wages increases announced by the Government in relation to our Cleaner and will now also incur costs associated with digital Payroll requirements and potentially National Insurance costs also announced at the 2024 budget.

Whilst our cash reserves of £42,888 position appears healthy and substantial, significant capital investment is required for replacement heating and insulation, roof replacement, fire alarm upgrade and the general maintenance of facilities for users of the Village Hall. Identifying and securing sources of funding to support this is a priority for 2025/6, and we have created a Go Fund Me page to support increased donations from the community.

To continue to support the inflationary running costs of the Village Hall, and essential repairs we will increase hire costs again this year. We propose these increases include charges for storage and use of the kitchen for hot food to spread the increases more equitably across the hirer base. We will discuss this proposal with the Committee at our Sept 25 meeting, with implementation from 1st Nov 2025.

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195
Receipts and Payments Account for the year ended 31st July
2025

	2024/25	2023/24
Receipts		
Hire Receipts	31,392	26,652
Deposit Held	0	0
Raffle Sales	73	0
Donations	362	1,228
Bar Sales	0	222
Event Ticket Sales	0	85
Grants	0	0
Bank Interest	0	0
	31,826	28,187
less Fundraising Costs		
Materials	7	0
Equipment Hire	0	0
Bar Supplies	0	49
Event Food	0	8
	7	57
less General Payments		
Water Costs	1,539	1,451
Energy Costs	5,394	5,764
Cleaning and Waste	2,200	2,126
Casual Labour	558	274
Repairs	15,055	5,212
Maintenance	3,307	11,478
Venue Equipment	215	2,000
Computer Software	0	0
Internet & Telephone	461	461
Cell Phone	80	80
Printing	0	0
Stationery	36	31
Licenses and Permits	937	957
Miscellaneous	52	9
Advertising and Promotion	95	105
Legal & Professional	1,080	3,169
Postage	0	0
Charitable Donations	50	5
Subscriptions	114	114
Bank/Finance Charges	0	0
Insurance	377	1,111
Staff Costs	6,119	5,755
	37,669	40,102
Net Receipts/(Payments)	(5,850)	(11,972)

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195
Statement of Monetary Assets as at year ended 31st July 2025

Current Assets

	43,83	
Bank Account: The Burton Joyce and Bulcote Village Hall (522195)	3	
	43,83	
	3	43,833

less Current Liabilities

Debtors	945	
Creditors	0	
	945	945

Net Current Assets

Total Assets		<u><u>42,888</u></u>
--------------	--	----------------------

Charity Funds:

Brought forward surplus		48,738
Deficit in the year		<u>(5,850)</u>
Total Cash Funds		<u><u>42,888</u></u>

Statement of Other Assets as at year ended 31st July 2024

PERMANENT EMDOWMENT

Land & Buildings used by the Charity:

The Village Hall - Freehold title vested in the Trustees	Up to £1,500,000	<i>Note 1</i>
--	---------------------	---------------

OTHER ASSETS

Furniture & Equipment used in the hall:	Up to £60,000	<i>Note 1</i>
---	---------------	---------------

Note 1 - The amounts shown are the Insured Values

SIGNED - For and on behalf of the Management Committee - 21st September 2025



M. ROBERTS, TREASURER

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURTON JOYCE AND BULCOTE VILLAGE HALL MANAGEMENT COMMITTEE

I report on the Accounts of the Committee for the year ended 31st July, 2025 which are set out on the preceding pages.

Respective Responsibilities of the Trustees and the Examiner

As the Charity's Trustees, you are responsible for the preparation of the accounts. You consider that, under Section 144 of the Charities Act (2011) (the Act), an audit is not required, but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Act.
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act.
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do express an opinion as to whether the accounts present "a true and fair" view. My report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which:

1. Gives me reasonable cause to believe that in any material respect the requirements
 - a. to keep accounting records in accordance with Section 130 of the Act.
 - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



A.R. Pearse,
Pearse & Co., Reporting Accountant.

15th August, 2025.



Secretary's Report 18th September 2025

At the EGM in January 2025 the new Constitution for the Village Hall was approved. We can now confirm, with acknowledgement received from the Charity Commission that the new scheme is in force. It shows as having been amended as of 16th January 2025, though is not yet fully published as one final amendment needs the green light, which was the Object Clause Change. This is just a case of the wording amendment being approved, however all administrative changes, which forms the basis of the new constitution are in force.

Changes are From: A village hall for the use of the inhabitants of the beneficial area without distinction of sex or political religious or other opinions but so that the Burton Joyce and Bulcote afternoon Women's Institute shall be permitted to use the premises free of charge (but subject to payment for heating and lighting) on 26 afternoons in each year in priority to other users upon due notice to the committee of management.

To: The Objects of the CIO are the provision and maintenance of a village hall for the use of the inhabitants of the parishes of Burton Joyce and Bulcote in the county of Nottinghamshire without distinction of political, religious or other opinions, including use for:

- (a) meetings, lectures and classes, and
 - (b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.
 - (c) meetings of commercial, and other legally constituted organisations
-
- One of the main areas I am now focusing much of my attention with the support of the trustees and committee members, is Grants and Fundraising.
 - The first biggest success was with the installation of the Defibrillator with London Hearts supporting us and The Jones 1986 Charitable Trust providing the defib for free.
 - Our GoFundMe page has also now been launched, which targets four of our main focus areas for fundraising which includes the Roof, heating system, fire safety and disabled access. My next mission is to go out in the village and direct approach the other business and seek their financial support. There is £280 so far and so its clear there is lots of work to do.
 - Furthermore, I am working on an application to Biffa Waste Management who I hope will support the majority of our funding needs for a total roof replacement. I remain optimistic, but am currently collating all the documentation required to evidence the public benefit.
 - The usefulness survey launched last month is designed to further understand what the community feel about the hall. I have some initial responses that I will share though the survey is still live so overall feedback is not yet set in stone.
 - Finally, with a passion for the hall, the villages and our residents, I am also supporting our social media presence to ensure that the community knows the hall is here and to showcase what we have to offer. Only last week we received a response from Buckingham Palace acknowledging our Centenary year, and whilst we have been quiet on the whole, we have at least three events planned over the next couple of months, two of which will take place over the Centenary weekend itself – all aimed at bringing the community together but raising the funds we need to invest in our hall.



Booking Secretary Report 18th September 2025

The year has seen a steady increase in bookings with a wide range of hirers and users, plus plenty of party bookings for children and adults. There is a good variety of activities provided for people of all ages and with a variety of interests.

During the year we have welcomed some new individuals who have held successful classes and events, and unfortunately, seen the demise of the Patchwork class, Baby Sparks and the U3A Flower arranging class. Nevertheless, the Village Hall is a very popular venue and I have to turn down several requests for bookings.

I would like to say a big thank you to all the hirers who send, in writing, or by phone, their required dates and cancellations, this really is appreciated.

In the next few weeks, we will issue the new Conditions of Hire for Regular hirers which will coincide with the price increases that we have implemented to start on 1st November. At this time, we would also like to check your door fobs to confirm that the number on each is valid and with the nominated person.

A new table trolley has been ordered, due to the previous one breaking, the GoFundMe link is now featured on our website and I will be taking a Food Hygiene Certificate in the next month for us to better understand and manage kitchen concerns.

With the new defibrillator now having been installed, we will be arranging for some free training sessions for the community to attend.

Finally, thank you all for your support over the last year.



Facilities Report 18th September 2025

We have had a challenging year in terms of facilities, but we have also made some improvements that will add to a more seamless experience for those in our community who hire the Village Hall.

Whether regular hirers or those who use it on an ad-hoc basis.

The kitchen was completely replaced after we found mould in the lower cupboards. We have upgraded what was already there by adding a dishwasher, energy efficient LED lighting and more heating.

The main hall had all the fluorescent tube lighting replaced with a more energy efficient LED light fitting.

We have appointed Mercury security to install a new fire alarm system. The works for this will begin in early November and will take approximately a week to complete.

Starting next week the accessible ramp will be replaced and a new one in line with the Equality Act of 2010. The new ramp will be larger than the current one so potentially we will be losing one or two car parking spaces next to the kitchen.

As a group of Trustees we spoke about the possibility of adding a defibrillator to the front elevation of the Village Hall. We approached a 3rd party supplier who was very supportive and we managed to secure a unit that is now fully operational for the local community to use.

There is still a lot we need to do namely the replacement of the roof and the heating system throughout the building. We have received quotes and are currently working on how we can apply for grants to move this on.

At this point I would like to add that all the work we have had done has been completed by local tradesman and businesses. Keeping the Village Hall refurbishments within the local community.

John Alls
Facilities BJ & Bulcote Village Hall.

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales - Charity number 522195

Accounts



The Annual General Meeting of the Burton Joyce and Bulcote Village Hall, Charity Number 522195, held in the Small Hall at Burton Joyce and Bulcote Village Hall, Trent Lane, Burton Joyce, Nottingham NG14 5EY at **7.00 p.m.** on **Thursday 19th September 2024** to transact the following business :-

AGENDA

Paul Smith opened the meeting by welcoming everybody to the meeting. The existing trustees introduced themselves.

1. Minutes of the previous meeting

To be agreed and matters arising

Proposed: Hazel Chadbourne Doyle

Seconded: Paul Smith

Carried Unanimously

2. Reports and accounts

To receive the reports of the Charity Trustees:

- The Chair
- The Secretary
- The Bookings Secretary
- The Treasurer – to receive and consider the accounts for year ended 31st July 2024

Proposed: Hazel Chadbourne Doyle

Seconded: Lynn Carr

Carried Unanimously

3. Adoption of a Constitution for the Burton Joyce and Bulcote Village Hall CIO

The Chair presented the outline of the differences between the Scheme and the new Constitution.

The adoption of the constitution was discussed and it was acknowledged that it was a legal document which needed careful consideration. It had been prepared by a solicitor with expertise in Charity Constitutions.

The solicitor had recommended the trustees would be self-appointing - that is when the term of a trustee came to an end the trustees would find another trustee to replace them. This would mean there was no need for an Annual General Meeting and no Management Meeting. Overall less accountability to the village. The current trustees felt the best way forward would be to continue to have an annual general meeting to appoint trustees.

Another peculiarity of the current scheme was there was no provision for the addition of new groups to the Management Committee - nor any possibility of organisations being removed. This was dealt with under a new provision in the Constitution.

The new Constitution allowed for the setting up of any new sub-committees that the Trustees wished for. The members of the committees did not have to be Trustees, or even users of the hall although it was recognised that in most cases - prior to binding decisions being made - items would need to go to the Trustees.

The new Constitution allowed the number of Trustees to be increased from 4 to 8.

The Scheme did not allow for any Trustee vacancies. If the full complement of Trustees were not filled at an AGM, the Management Committee could appoint trustees for the remainder of the year prior to them being confirmed at the following AGM.

The adoption of the constitution would change the organisation from a Charity to a Charitable Incorporated Organisation. The main effect of this was the Charity Trustees would no longer have unlimited liability for their decision.

Following the presentation points were raised from the floor:

Some of the wording mentioned CIC and others CIO why was that?

- The wording should read CIO and had been missed during the drafting.

Could the Charity sell the Village Hall?

- This provision remained exactly the same under the new organisation. The ability to sell the village hall hasn't been altered between the documents.

Could organisations such as The Community Market have representatives on the Management Committee?

- No. All members of the Management Committee were required to be appointed by either the Parish Councils of Burton Joyce or Bulcote, or a non-profit making organisation which used the Hall regularly. Commercial operations could not appoint representative members. There could however be a committee set up which included representatives from the commercial users.

Could there be a time to read the Constitution to ensure people were happy with the new Constitution?

- The meeting decided that any new points would need to be raised by the November Management Meeting. If there were no new points the new Constitution would be put forward to the Charity Commission

Proposed: Hazel Chadbourne Doyle

Seconded: Denise Green

Carried Unanimously

4. Appointment of Trustees

To receive and vote for any nominations for Trustees meeting regulatory requirements.

To re-appoint Paul Andrew Smith for a third period of 12 months from the date of the AGM.

To re-appoint Hazel Irene Chadbourne-Doyle for a third period of 12 months from the date of the AGM.

To re-appoint Melanie Anne Roberts on 17 February for a third period of 12 months from the date of the AGM.

To confirm the appointment of John Michael Alls on 3 March 2023 for a period of 12 months from the date of the AGM.

Proposer: Karen Taylor

Seconder: Debra Walls

Carried: Unanimously

4. Any other business

There were no matter brought forward under Any Other Business

Paul Smith closed the meeting by thanking people for their consideration and support for the village hall. He also thanked the Trustees for all of their hard work over the previous 12 months

CHARITY TRUSTEE REPORTS

CHAIR'S REPORT

Governance

This year has seen a change of governance. Our Secretary at the beginning of the year had to resign due to family reasons. Robina's legal experience has been missed as has her work as Secretary. For a lot of the year we have been functioning with 3 Trustees. Recently we have been joined by Mr John Alls. He has considerable experience with running commercial properties. As John gets up to speed with the work of the Village Hall I am sure he will be a considerable asset.

The Treasurer's report continues to show the professionalism that the Treasurer brings to the role.

The considerable work done by the Bookings Secretary has been excellent. Hazel is generally the first point of contact with our users, and I never have anything but the greatest praise for her from everyone who contacts her with regards to bookings.

I am extremely grateful for the work of the Trustees.

We have also had quite a bit of stability with regards to the Management Committee. Many regular users have continued with the same representatives which enables continuity. We were sorry

about the death of the Burton Joyce Parish Council Rep Susan Cohen. We are looking forward to a replacement in due course.

With the closing of the Burton Joyce Choral Society we lost one of our Representative Groups. With our new Constitution - hopefully passed later - there is provision for new Representative members joining.

We must also thank the Burton Joyce Choral Society for their donation of staging which is available for other users to use.

Again I must thank those on the committee for the hard work they put in.

Events

Next year is our Centenary and we have already started to look at the possibility of using this as a fund-raising year. It would be good to accumulate as many photographs of different events over the years and we will put out a public appeal shortly.

We have had challenges as we get to grips with some events. Our legal position as the Polling Station for the village was a particularly thorny problem - or so it seemed at the time but I was pleased with the way the different groups negotiated in order to reach a successful conclusion.

Challenges

An ongoing problem is heating and insulation of our building. We have had a survey which has looked at the heating insulation of our building and we are waiting for our report. This continues to be a problem for us seeking grants.

Thanks to our supporters

Finally we would like to thank everyone who has helped in various ways during this year - Tracey our cleaner, the organisations who regularly hire our building, the people of the area who have used and hired the premises.

We also thank the Trent Valley Singers for their donation from their recent concert and donations and support from The Community Market

Overall we have had some very positive and constructive feedback.

Personally I have felt supported by the Trustees and thank them for the work they have put in.

Paul Smith

Chair

SECRETARY'S REPORT

For most of the year we have not had a secretary. This has caused its own problems and we hope to move this forward in the coming year.

Leases with Regular Users

In the last couple of months we have been able to issue leases for our regular users. This enables both them and us to have a proper legal relationship. It also has enabled us to increase our prices

to them. This is the first time in over two years. We obviously would like to keep our prices as low as possible but obviously it is necessary to keep pace with inflation.

Constitution

Just when we have got used to calling our governing document a scheme we are now looking to adopt a constitution.

Our Scheme was not fit for the present day. Our new Constitution provided the Trustees with Limited liability. This will hopefully mean we are able to attract more Trustees (We are still liable if we are grossly negligent).

The Scheme did not allow for new Representative Groups to be represented.

The Scheme produced a contradiction. Representative Members were by their organisation but then they were made Trustees of the Charity. That meant that as soon as an item concerning their organisation was brought up they would have to declare an interest and therefore not contribute. Also many Representative members didn't want to be Trustees.

Past attempts have been made at altering the Scheme so we employed legal advice to aid us.

There were two possibilities - allowing the Trustees at the time to find, and appoint, new Trustees - this would mean we would not need to hold an Annual General Meeting each year - or to allow the Annual General Meeting to appoint Trustees.

This option seemed more in keeping with our current Scheme.

Our Scheme does not allow for new Representative members to be appointed. It does not allow for any Extraordinary General Meetings or Committees other than the Management Committee.

This new Constitution allows all of these.

Finally if a Trustee is not appointed at an Annual General Meeting it technically is difficult to appoint a new Trustee. The new Constitution allows the appointment of a new Trustee with the approval of the Management Meeting. This gives a definite oversight role for the Representative Members.

Paul Smith

Acting Secretary

BOOKINGS SECRETARY'S REPORT

The year has been very successful with a wide range of regular hirers and users, plus plenty of excellent one-off bookings. There was a good variety of activities provided for people of all ages and with a variety of interests. The Hall lettings for private functions and entertainments have also been successful.

During the last year we have welcomed some new individuals who have held successful classes and events, we have also, unfortunately, seen the demise of the Choral Society and the U3A Jive class. Nevertheless, the Village Hall is becoming a very popular venue, and I would remind you to book well in advance to avoid disappointment.

Could I ask that all hirers either email or send in writing their required dates, dates need to be sent in time for new terms and not just assume that bookings will be done without any correspondence. I will always confirm back by email that these bookings have been made. Similarly, I also need to know when you have cancelled a class or event, if I am not notified then you will be charged the full amount.

In the next month or so, we expect to issue the new Conditions of Hire for Regular users which will coincide with the price increases that we have implemented to start on 1st October.

Finally, I would like to take this opportunity to thank you all for your support over the last year.

Hazel Chadbourne Doyle

Bookings Secretary

TREASURERS REPORT

This has been a year of consolidation, still lots to do, and even more potential but positive progress made. Establishing improved service, governance and process with limited capacity. Investing in some essential maintenance, venue repairs and improvements, and progressing work with the Charity Commission to move to CIO status.

We were delighted to receive generous donations from two of our regular and long-established hiring organisations; Trent Valley Singers and Karen Taylor representing the Community Market – many thanks on behalf of the Trustees and Management Committee.

We have also been fortunate to attract additional volunteer support from the local community going forward. Helping to find and apply for Grants, and more recently someone interested in joining us as a fellow Trustee. Both very welcome support to financially enable and to project manage the much-needed upgrades to the Village Hall infrastructure.

Following introduction last year, we now have a full year of operating our new financial system, robust processes and consistent reporting practices. Providing financial transparency and enabling sensitive pricing decisions to be more informed, to minimise community impact for our regular clubs and societies.

The Trustees and Management Committee would like to thank Mr Adrian Pearse for providing the Independent Examiners Statement for our financial statements ended 31st July 2023, and for volunteering to provide the same again for this financial year end.

Receipts from general Village Hall hire improved +2% year on year, however total receipts were -18% overall. Driven by Coronation of King Charles III celebrations, fundraising, grants and donations received last year. With the Village Hall celebrating its centenary in 2025, we will be focused on creating a fantastic community event in honour of the Village Hall's unique history and 100 years of community support.

It was encouraging to see Energy costs -36% on previous year saving £3.3k, although Water costs rose by £370 (+34%) in the same period. Repairs and Maintenance are our largest expense overall and

totalling a £12.5k increase year on year. Legal and Professional relates to advice on our charitable purpose, CIO status and employment arrangement. We also invested in a new locking system for the Village Hall, providing improved security and flexibility for regular users. Other costs showed minimal change to previous year.

Retained cash reserves at 31st July 2024 were £48.7k, with expenses exceeding receipts by £11.9k during the financial year. With regret, we have had to introduce price increases from Oct 2024, and have been in communication with regular users, and updated our website accordingly.

Whilst our reserves position appears healthy and substantial, significant capital investment is required for replacement heating and insulation, in addition to roof repairs and the general upgrade of facilities for users of the Village Hall. Identifying and securing sources of funding to support this is a priority for 2024/5.

Mel Roberts

Treasurer

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195
Receipts and Payments Account for the year ended 31st July 2024

	2023/24	2022/23
Receipts		
Hire Receipts	26,652	26,041
Deposit Held	0	0
Raffle Sales	0	1,463
Donations	1,228	2,697
Bar Sales	222	1,834
Event Ticket Sales	85	840
Grants	0	1,540
Bank Interest	0	0
	28,186	34,415
less Fundraising Costs		
Materials	0	98
Equipment Hire	0	750
Bar Supplies	49	680
Event Food	8	377
	56	1905
less General Payments		
Water Costs	1,451	1,082
Energy Costs	5,764	9,054
Cleaning and Waste	2,126	1,977
Casual Labour	274	2,103
Repairs	5,212	3,514
Maintenance	11,478	645
Venue Equipment	2,000	1,401
Computer Software	0	45
Internet & Telephone	461	461
Cell Phone	80	48
Printing	0	90
Stationery	31	19
Licenses and Permits	957	630
Miscellaneous	9	275
Advertising and Promotion	105	97
Legal & Professional	3,169	0
Postage	0	5
Charitable Donations	5	0
Subscriptions	114	114
Bank/Finance Charges	0	(141)
Insurance	1,111	1,915
Staff Costs	5,755	4,940
	40,102	28,275
Net Receipts/(Payments)	(11,972)	4,235

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195
Statement of Monetary Assets as at year ended 31st July 2024

Current Assets

Bank Account: The Burton Joyce and Bulcote Village Hall (522195)	49,786	
	<u>49,786</u>	49,786

less Current Liabilities

Debtors	783	
Creditors	265	
	<u>1,048</u>	1,048

Net Current Assets

Total Assets		<u><u>48,738</u></u>
--------------	--	----------------------

Charity Funds:

Brought forward surplus	60,710	
Deficit in the year	(11,972)	

Total Cash Funds

48,738

Statement of Other Assets as at year ended 31st July 2024

PERMANENT EMDOWMENT

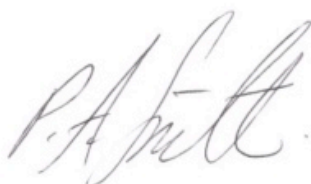
Land & Buildings used by the Charity:		
The Village Hall - Freehold title vested in the Trustees	1,215,169	Note 1

OTHER ASSETS

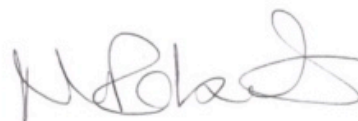
Furniture & Equipment used in the hall:	111,664	Note 1
---	---------	--------

Note 1 - The amounts shown are the Insured Values

SIGNED - For and on behalf of the Management Committee - 21st September 2024



Mr P Smith - Trustee and Chair



Ms M Roberts - Trustee and Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURTON JOYCE AND BULCOTE VILLAGE HALL MANAGEMENT COMMITTEE

I report on the Accounts of the Committee for the year ended 31st July, 2024 which are set out on the preceding pages.

Respective Responsibilities of the Trustees and the Examiner

As the Charity's Trustees, you are responsible for the preparation of the accounts. You consider that, under Section 144 of the Charities Act (2011) (the Act), an audit is not required, but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Act.
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act.
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do express an opinion as to whether the accounts present "a true and fair" view. My report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which:

1. Gives me reasonable cause to believe that in any material respect the requirements
 - a. to keep accounting records in accordance with Section 130 of the Act.
 - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



A.R. Pearse,
Pearse & Co., Reporting Accountant.

7th October, 2024.

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales - Charity number 522195

Accounts

THE BURTON JOYCE AND BULCOTE VILLAGE HALL (BJBVH)

CHARITY NUMBER 522195

AGM MINUTES

Date: Thursday September 21 2023

Time: 19.00

Location: The Burton Joyce and Bulcote Village Hall, 10 Trent Lane, Burton Joyce, Nottingham, NG14 5EY.

Present: Paul Smith (PS) Chair and Trustee
Mel Roberts (MR) Treasurer and Trustee
Robina Varley (RV) Secretary and Trustee
Hazel Chadbourne-Doyle (HCD) Bookings Secretary and Trustee

In Attendance: 8 attendees

Apologies: None received

WELCOME AND INTRODUCTIONS

The Chair introduced himself and the other three Trustees and thanked those present for attending.

AGENDA ITEMS

The Minutes of the previous AGM were presented to the Meeting. The Chair requested an amendment be made, as follows:-

“The former Trustees were asked if they would consider running the Charity in line with the Charity Commission best practice. The response given was that would always be the case.”

It was agreed by the Meeting that the Minutes could be amended accordingly.

CHAIRS REPORT

This is the first year for our new team, with a complete change of officers, and the focus on a number of clear aims, each of which has prompted many actions.

Governance

The first aim has been for the charity, Burton Joyce and Bulcote Village Hall, to be run in accordance with the document issued by the Charity Commission entitled Best Practice. This had been agreed at last year’s AGM by the previous committee, but it became the new team’s task to implement.

There have been several areas where change has been needed. We commenced our term with only 2 Officers, and a concern about how others could legally be appointed. Following consultation with the Charity Commission this, and other issues, have been resolved, and we have been able to work for most of the year with a full complement of Officers - Chair, Secretary, Treasurer and Bookings Secretary. We thank the Charity Commission for their continuing support and advice.

An important improvement has been the introduction of post-specific email addresses (e.g. chair@. etc). This is necessary to formalise the official communications with official organisations such as local Council, Charity Commission, Insurers and Bank etc.

The objective of the whole Village Hall’s Scheme, (the term used by the Charity Commission for the Constitution) is “a village hall for the use of the inhabitants of the beneficial area without distinction of sex or political, religious

or other opinion". This cannot be changed. However, radical change in how the hall is run is required, to ensure we can continue attracting people to become the Officers, and Representative Members (nominated members from our long-term community user groups) and other supporters.

Reports from the other three officers will cover their areas of responsibility, in each of which major progress has been made.

Establishing the Village Hall at the centre of village life

The second aim has been to establish and improve the Village Hall to support the village and wider community, an accessible community resource with appropriate facilities for today's world.

Through the King's Coronation we were given a huge opportunity to showcase the Hall and how adaptable and suitable it is for a wide variety of uses, despite its age. The officers and Representative Members, together with an Events Committee led by Karen Highfield Taylor, created a programme of fundraising for the hall and a range of enjoyable community building events.

We held a Coronation Quiz, a very popular family/children's disco followed by a fun adult disco, and hosted a wonderful performance by local singers Benny and Noelle. These events raised much needed funds for the Village Hall for the building's needs. We also showed the Coronation live on a large screen and hosted a community volunteer event, both of which were free. We offered the Village Hall to the Parish Council in case the weather was inclement for their event, but on this occasion it was not required.

We learnt a lot about our hall over the weekend, and feel more able to deliver future similar events successfully. We were also pleased to see members of village community, re-engaging with the Village Hall, and meeting the new Officers supporting its ongoing success. A big thank you must go to the Burton Joyce Players who kindly donated money for the disco and helped with decorations, and also to Karen as she sold an extraordinary number of raffle tickets. We also thank the Community Market, and others, who provided prizes for the raffle hampers.

Ongoing Challenges

Clearly our team has achieved constructive measurable progress, but of course there is lots more to be done!

Although change can be difficult and unsettling, the support shown by our regular community users has been very encouraging. The Officers and the Representatives of User Groups, who together form the Management Committee, have met every month to ensure the necessary progress was made through 2023. We are looking forward to a bi-monthly meeting cadence going forward.

The building is 98 years old, which of course, brings about its own problems. We are going to have to install a modern Fire Alarm and have already introduced new Building Security system. A defined group of people now can secure/open the building (which can also be done remotely). We also have a comprehensive list of all those who can access the building - necessary alterations to satisfy our insurance obligations.

An ongoing problem is heating and insulation of our building. We need to significantly reduce energy costs and would like to minimise our environmental impact. Early on we found a company which said they could significantly improve our Energy Efficiency rating, but when we asked to see some completed installations, the contact dried up. We are planning a meeting with the BUILT Environment Department from Nottingham University in the near future for advice.

We are compiling a 'Legacy File' – which contains all the necessary information for the running of the hall. This includes details of our insurance, the location of gas isolation points, guarantees for items purchased etc. It also includes details of the new sump pump which we suddenly discovered was needed. The previous pump sucked up excess water and pumped it into the drains, but this had failed, leaving 10cm of water flooding the basement. We were fortunate that David Moore and his co-pilot kindly agreed to bring their historic 'Grey Goddess' fire engine from Lowdham to pump out the water for us. Disaster averted! We would like to express our gratitude to them.

The Future

During the next 12 months, a five year plan will be drawn up which will detail our targets and goals for our building, finances and governance. This essential document will help us with our grant applications and set out a clear pathway for improvement.

We plan to work with the young people within the community (particularly aged 10-25) to identify how we can include them more in our offerings and build their advocacy for the Village Hall. We are also investigating opportunities to engage local businesses, potentially adapting our facilities to offer presentation, conference and business meeting spaces, thereby generating valuable additional income.

We will celebrate our centenary in 2025. We plan to offer a variety of activities as part of the celebrations, aimed at establishing the Village Hall as a cornerstone of village life.

Thanks and Recognition

Finally, I and the Officers would like to thank everyone who has helped in so many ways during this first year. These include Tracey - our cleaner, the organisations who regularly hire our building, and all the people of the local area who have used and hired the premises and attended the many and varied events. Overall, we have had some very positive and constructive feedback to support our future goals.

In response to a point raised, by an attendee, regarding the elections held at the 2022 AGM. PS advised he was not able to comment on the decision making and approach, as he and other current Officers were not involved at that time. He reassured, that all activities/decisions going forward would be defined by our governing documents and with support from the Charity Commission will be that was a question for the previous Committee members. However recognising there did appear to be some inconsistencies versus his expectation.

PS advised that the election of Trustees at the Meeting was for named individuals and not for the role they undertook. That would be decided by the Trustees themselves.

PS advised that, due to outdated Scheme, he was in regular contact with the Charity Commission for advice, meeting the existing Objectives and best practice.

There were no further questions raised.

SECRETARY'S REPORT

Following the resignation of the previous Board of Trustees at the 2022 AGM, I was requested to take on the role of Secretary and was unanimously appointed, by the Trustees, in March 2023.

Having consulted with the Charity Commission, the Trustees were advised that amendments to the Scheme, as proposed by the former Trustees in 2022, were declined by the Commission and that the unredacted Scheme of 1968 was still applicable and to be the terms of reference.

A firm of solicitors, Ellis- Fermor & Negus, were instructed to advise on modernising the Scheme and compile, for submission to and agreement by the Charity Commission. It was recommended that the Scheme be replaced by a Charity Incorporated Organisation (CIO). This would make the governance of the Charity more representative of the local groups and community and would regularise the anomalies with what is an outdated and inadequate Scheme.

In addition, the booking terms and conditions have also been referred to the solicitors. The terms and conditions of the hire of the hall lack uniformity and there is a need to apply the same conditions of hire to all users. and to comply properly with insurance, fire and health and safety regulations. The Booking Secretary's report will further expand on this matter.

This legal consultation and instruction will provide a sound and transparent basis on which the Trustees going forward can act in the best interests of the Charity and will remove the need for personal interpretation on ambiguous issues of reporting and management of the Village Hall.

RV advised that the Trustees were focused on replacing the current Scheme with a Charitable Incorporated Organisation, to ensure clarity, transparency and compliance going forward.

There were no questions raised.

BOOKING SECRETARY'S REPORT

Following the resignation of the previous Board of Trustees at the 2022 AGM, I stated my interest in taking on the role of Booking Secretary and was unanimously appointed at that meeting in November 2022. Since appointment, I have engaged with the newly appointed Trustees to update the booking system and ensure the smooth running of the many groups and societies that use the Village Hall.

It has taken me some time to understand the requirements of the many regular hirers that use the Village Hall and I would like to take this opportunity to thank them all for their patience and understanding, in what has been for me, a large learning curve.

From the beginning of the year, there has been an amazing upturn in individuals wanting to hire the hall. So far, we have had confirmed bookings for 21 children's parties, an additional 5 regular groups, a school outing of 30 children, funeral receptions, christening celebrations, adult birthday party celebrations and wedding anniversaries. All of these events can be seen on the website calendar which is updated at least once a month.

There is a new entry system for our regular users, which will make it easier to monitor when the hall is left unlocked or locked and then, can remotely be locked or unlocked. The security of the hall is important to us, and we are taking steps to ensure that we minimise the risk of any unauthorised entry and possible vandalism.

In response to a question raised, HC-D advised that the new key fob system, for access to the hall, would be in place within the next couple of weeks. This would eliminate unauthorised entry into the Hall and could be operated through a phone app.

An attendee thanked HC-D for taking over the role of Booking Secretary

TREASURERS REPORT

Following the resignation of the previous Board of Trustees at the 2022 AGM, I was appointed as Charity Trustee and Treasurer in January 2023. Since appointment, I've worked with the other newly appointed Trustees to review processes, establish improved governance, and introduce finance systems to correctly capture transactions, provide robust audit trails and future proof the way in which the Charity operates.

Due to legacy challenges, we transitioned to a new NatWest bank account in the year, from HSBC our previous provider. This change also provided the opportunity to access our accounting software free of charge. The introduction of our new finance system, which is linked directly to our bank account has provided greater transparency of reporting and improved financial governance, with invoices now system generated and automatic Debtor controls.

Our financial statements are now system generated and allocated across a broader range of accounts classification, previously submitted 2021/22 results are shown as comparative. The permanent endowment of land and buildings and legacy furniture and equipment will continue to be reported as 'Other Assets' based on an insured value due to historic documentation and reporting constraints. In addition, Mr Brian Collyer decided to retire from reviewing the financial accounts and preparing the annual Independent Examiners statement. The Management Committee would like to thank him for many years of support. We are pleased to announce that Mr Adrian Pearse has since volunteered to step into this role.

Receipts from general Village Hall hire improved +20% year on year, we also generated additional receipts from our Coronation of King Charles III celebrations and fundraising activities. During which we were delighted to receive £2.7k of donations from local residents and societies who use the Village Hall on a regular basis, and a local authority grant of £1.5k to support the Coronation event costs. However, donations and grants were significantly higher during 2021/22 at £10.4k, which dilutes our overall receipts increase to +7% year on year.

As anticipated, given the current inflationary landscape, our costs were significantly increased at +20% year on year. With Energy costs at +114% and Water at +75% being the major drivers. We also made several small equipment investments, totalling £1.4k to improve the venue and hire potential. Other costs were broadly in line with previous year. Retained surplus for financial year 2022ti23 was £3.9k, with total Cash Reserves at year end totalling £60.4k.

Whilst our reserves position appears healthy and substantial, we need to make some very significant capital investments in the Village Hall. The building is 98yrs old, and the heating system urgently requires replacement, with insulation issues being dealt with at the same time to achieve the best cost reduction opportunity and energy efficiency. This will help reduce energy costs going forward, and improve the facilities, however we require significant fund raising and/or grants, in addition to current reserves to make this investment, which will be our focus during the 2023/24 financial year.

There were no questions raised.

The Meeting approved the Accounts (attached).

The Meeting approved the appointment of Adrian Pease as the Charity's Independent Examiner.

ELECTION OF TRUSTEES

No nominations had been received.

It was unanimously agreed that the following be elected as Trustees of the Burton Joyce and Bulcote Village Hall for a further term of 12 months;

- Paul Andrew Smith
- Hazel Irene Chadbourne- Doyle
- Melanie Anne Roberts
- Robina Varley

ANY OTHER BUSINESS

An attendee enquired if the new scheme would have clear membership criteria. PS advised that any person who could or would have an individual beneficial interest could not, at present, be involved as a Representative Member or a Trustee. This was unlikely to change under any new scheme. There was likely to be clear conditions for organisations to be invited to join as Representative Members. Additional information regarding the individual's current status was raised and PS requested these be presented at another time.

There being no further business, the Annual General Meeting was closed at 20.10.

Signed  _____

Paul Smith – Burton Joyce and Bulcote Village Hall - Chair

Dated  _____

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195
Receipts and Payments Account for the year ended 31st July 2023

	2022/23	2021/22
Receipts		
Hire Receipts	26,041	21,627
Deposit Held	0	
Raffle Sales	1,463	
Donations	2,697	7,711
Bar Sales	1,834	
Event Ticket Sales	840	
Grants	1,540	2,667
Bank Interest		200
	34,415	32,205
less Fundraising Costs		
Materials	98	
Equipment Hire	1,100	
Bar Supplies	680	
Event Food	377	
	2,255	0
less General Payments		
Water Costs	1,082	619
Energy Costs	9,054	4,249
Cleaning and Waste	1,977	1,704
Casual Labour	7,043	9,004
Repairs	3,514	4,453
Maintenance	645	
Venue Equipment	1,401	
Computer Software	45	
Internet & Telephone	461	560
Cell Phone	48	
Printing	90	
Stationery	19	127
Licenses and Permits	630	535
Miscellaneous	275	530
Advertising and Promotion	97	
Postage	5	
Subscriptions	114	
Insurance	1,915	1,772
Bank/Finance Charges	(141)	43
	28,274	23,596
Net Receipts/(Payments)	3,886	8,609

THE BURTON JOYCE AND BULCOTE VILLAGE HALL - Registered Charity 522195

Statement of Monetary Assets as at year ended 31st July 2023

Current Assets

Bank Account: The Burton Joyce and Bulcote Village Hall (522195)	65,199	
	<u>65,199</u>	65,199

less Current Liabilities

Debtors	3,727	
Creditors	<u>1,112</u>	
	4,839	4,839

Net Current Assets

Total Assets	<u>60,360</u>	<u>60,360</u>
--------------	---------------	----------------------

Charity Funds:

Brought forward surplus	56,475	
Retained Surplus in the year	<u>3,885</u>	

Total Cash Funds

60,360

Statement of Other Assets as at year ended 31st July 2023

PERMANENT EMDOWMENT

Land & Buildings used by the Charity:		
The Village Hall - Freehold title vested in the Trustees	1,071,483	<i>Note 1</i>

OTHER ASSETS

Furniture & Equipment used in the hall:	98,461	<i>Note 1</i>
---	--------	---------------

Note 1 - The amounts shown are the Insured Values

SIGNED - For and on behalf of the Management Committee - 21st September 2023

	
---	--

Mr P Smith - Trustee and Chair

Ms M Roberts - Trustee and Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BURTON JOYCE AND BULCOTE VILLAGE HALL MANAGEMENT COMMITTEE

I report on the Accounts of the Committee for the year ended 31st July, 2023 which are set out on the preceding pages.

Respective Responsibilities of the Trustees and the Examiner

As the Charity's Trustees, you are responsible for the preparation of the accounts. You consider that, under Section 144 of the Charities Act (2011) (the Act), an audit is not required, but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Act.
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act.
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do express an opinion as to whether the accounts present "a true and fair" view. My report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which:

1. Gives me reasonable cause to believe that in any material respect the requirements
 - a. to keep accounting records in accordance with Section 130 of the Act.
 - b. To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



A.R. Pearse,
Pearse & Co., Reporting Accountant.

29th August, 2023.

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales - Charity number 522195

Accounts

Minutes of the Annual General Meeting the Burton Joyce and Bulcote Village Hall 10th November 2022 at 9.30am

Present: Claire Orlandi-Fantini (Chair)
Richard Marson (Bookings Secretary)
Simon Silver (Treasurer)
Patrick McDonough (Secretary)
Richard Hichen
Jean Hichen
Marion Rayfield
David Rayfield
Susan Riley
Alan Comerie
Hazel Chadbourne-Doyle

13 Members of the public also attended

There were no apologies:

The minutes of the last Annual General Meeting were read and accepted as a true and fair record.

Matters Arising

Paul Smith raised the position of attendees at the meeting. This to be addressed

Chairpersons Report - Claire Orlandi-Fantini

This has been another busy year for the hall and the committee. An Extra Ordinary General meeting was held on the 20th January 2022, following due notice, to adopt an amended scheme re the governance of the Village Hall. All present at the meeting unanimously agreed to adopting the amended document and two copies were sent to (and received by) the Charities Commission.

As well as the ongoing management enabling the use of the hall (licences, permits, safety checks, insurance, repairs and renewals etc) there have been difficulties with regard to breaches of the conditions of hire; one involved 9 breaches at a single event, some of which resulted in vandalism costing hundreds of pounds to repair and a lot of time dealing both with the repairs and reclaiming our losses.

We are grateful for two substantial donations made to the village hall; one a legacy from Anne Collyer and the other from the Community Magazine. This has enabled the bar in the small hall to be removed, necessary renovation joinery work, the floor to be sanded and resealed and to redecorate the room (these works are now almost complete).

We have experienced ongoing difficulty tackling the heating in the large hall. We would like to change it as it is costly to run. However the size and height of the main hall has left those who have visited (heating engineers) a bit stumped as to a suitable alternative. Coupled with the age of the building and the associated limits to effective insulation it's not straight forward.

We are also looking at the possibility of solar panels. A quote has been accepted for fitting a remotely accessible CCTV system at the hall; frustratingly we have so far been unable to secure the hardware due to global supply issues. This will happen, hopefully, in the near future.

I thank the members of committee for their ongoing hard work throughout the year all done on a voluntary basis and also Tracy West, our cleaner.

Claire Orlandi-Fantini
Chair of the committee.

Paul Smith wished to know who the attendees at the EGM were. He was told. He further went on to say that there were "legal difficulties" with the new proposed scheme. When asked by Simon Silver what these were, he replied that there was a problem with the definition of "members"

The new scheme states in paragraph 1: **"members" means the members of the committee who represent the organisations detailed in part 3 of the schedule**

Bookings Secretary – Richard Marson

Richard Marson said that this year had been a great deal better in terms of bookings than last year in terms of bookings. We have some new regular bookings including; table tennis, the village lunch, and the Trent Valley singers. On the downside we have lost some long standing regulars, primarily; the calligraphy group, U3A Kurling and the Saturday morning Zumba class.

He stressed the importance of hirers adhering to the conditions of hire and highlighted tables left in an unhygienic condition and tables damaged, some cosmetically (paint etc) and some more seriously)

Paul Smith believed that the hall did not have the right to refuse a booking without giving a reason as detailed at point 9 in the conditions of hire. The chair said that this had never been invoked as such but consideration would be given to removing this.

Laurence King, chair of Burton Joyce parish council said that the village hall was a crucial asset for the village and was thankful for the facility. He picked up on points from the chair's report saying that the hall needed investment in both materials and people. He went on to ask if preparations were in place for the Hall's centenary in 2025 as this would be a springboard for renewal and aid in the search for funding.

The chair said that a plan was needed but preparations had not yet begun on formulating one.

Paul Smith said that the parish council should be represented on the village hall committee. Patrick McDonough pointed out that provision for such membership was included in the governing scheme and that in fact both Burton Joyce and Bulcote parish councils had previously been approached for a representative, but that the committee had received no response from either.

Treasurers Report for the year ended 30th July 2022

This year has been something of a return to business as usual and despite an understandably slow start, hire fees returned broadly to 2019 levels by the year end.

We were also fortunate to receive grants and donations from the Co-op Community Fund, Gedling Borough Council and The Parish Magazine.

I would also like to express our gratitude for the bequest received from Anne Collyer.

Costs also generally increased in line with activity although you will not be surprised to hear that energy costs were much higher than anticipated. The uncapped unit rates for gas and electricity are currently running at 5 to 6 times 2019 levels.

Thankfully the business price cap has brought those costs down to a more manageable level, although current energy bills are now around twice 2019 levels. This remains a major concern as the price cap is only currently in place for six months.

Cash balances remained strong throughout the year, meaning that we have a reasonable buffer to cope with further disruption if needed.

The surplus for the year was £8,608

The financial position of the hall remains healthy despite the ups and downs of the last few years and with the exception of energy costs, I have no immediate concerns.

I would like to thank Brian Collyer once again for reviewing the management accounts and preparing the annual financial statement.

Simon Silver
Treasurer

A member of the public enquired why performing rights was £535 this year compared to zero last year. Simon Silver informed him that we pay performing rights both for recorded and for live music at a rate of 1% of hiring income. Because of lockdown, we were given a performing rights 'holiday' last year.

Paul Smith questioned why there were no Trustee's expenses shown in the accounts. The treasurer informed him that none of the trustees claimed expenses. Paul Smith then went on to ask if any trustee received any payment. He was informed that the bookings secretary was paid for his work in that role.

Secretary's Report - Patrick McDonough

Nothing to report

Election of Officers

Claire Orlandi-Fantini told the meeting that she had already signalled to the committee that she would be relinquishing the position of chair.

David Rayfield expressed an interest in becoming chair as did Paul Smith. The meeting was asked to vote on each with the result being that David Rayfield received 10 while Paul Smith received 11. Paul Smith is thus elected as chair.

Richard Marson stated that he had carried out the function of bookings secretary for many years and felt that now was the time to withdraw. Hazel Chadbourne-Doyle expressed an interest in taking on this role. As no-one else put themselves forward, she was elected unopposed.

Simon Silver stated that he would be resigning from the position of treasure. The meeting was asked if anyone was prepared to fill this role. No-one volunteered. Patrick McDonough asked if this was a constitutional difficulty but Paul Smith said that someone could be appointed at the first committee meeting.

Patrick McDonough resigned as secretary. No-one offered to fill this position so again this is left to the committee.

Questions from the floor

A member of the public enquired as to the process involved in becoming a member of the committee. Claire Orlandi-Fantini told her that she should write to the committee for more details

The date of the next AGM is to be announced.

Meeting closed at 10.10 am

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2022

<u>RECEIPTS & PAYMENTS ACCOUNT</u>	<u>2022</u>	<u>2021</u>
	£	£
<u>Receipts</u>		
Hire Charges	21627	4238
Gift From Coop	4199	0
Donations & Legacy	3512	1256
Grants from Gedling Borough Council	2667	22153
Bank Interest	<u>200</u>	<u>0</u>
	32205	27647
<u>Payments</u>		
Repairs & Renewals	4453	2967
Wages	9005	8527
Gas	3203	1108
Electricity	1046	800
Water & Sewerage	619	520
Insurance	1772	1672
Phone	560	542
Cleaning & Waste Disposal	1704	1094
Performing Rights	535	0
Bank Charges	43	0
Stationary	127	30
Sundries	<u>530</u>	<u>365</u>
Excess of Receipts Over Payments	8608	10022
Cash & Bank Balances at 31 July 2021	<u>49019</u>	<u>38997</u>
Cash & Bank Balances at 31 July 2022	<u>57627</u>	<u>49019</u>

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2022

<u>STATEMENT OF ASSETS</u>	<u>2022</u>	<u>2021</u>
	£	£
MONETARY ASSETS		
HSBC Current Account	57390	49013
Cash in Hand	<u>237</u>	<u>6</u>
	<u>57627</u>	<u>49019</u>

PERMANENT ENDOWMENT

Land and Buildings used by the Charity :
The Village Hall
(Freehold Title vested in the Trustees) (note1) 898425

OTHER ASSETS (NON ENDOWED)

Furniture and Equipment : in the Hall (note1) 83116

Notes

Note1 The amounts shown are the Insured Values

SIGNED



C. Orlandi-Fantini

Chairwoman

For and on behalf of the management committee 10 November 2022

**Independent Examiner's Report to the Trustees of the
Burton Joyce and Bulcote Village Hall Management Committee**

I report on the Accounts of the committee for the year ended 31st July 2022
which are set out on the foregoing pages.

Respective responsibilities of trustees and examiner.

As the Charity's Trustees you are responsible for the preparation of the accounts;
you consider that an audit is not required for this year (under Section 144 of the
Charities Act 2011 (the Act), but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the
Charity Commissioners under Section 145(5)(b) of the Act ;
- To state whether particular matters have come to my attention.

Basis of Independent Examiners report.

My examination was carried out in accordance with the general directions
given by the Charity Commission. An examination includes a review of the
accounting records kept by the Committee and a comparison of the accounts
presented with those records. It also includes consideration of any unusual
items or disclosures in the accounts, and seeking explanations from you as
trustees concerning any such matters. The procedures undertaken do not
provide all the evidence that would be required in an audit, and consequently I
do not express an opinion as to whether the accounts present a "true and fair"
view. The report is limited to those matters set out in the statement below.

Independent Examiner's statement.

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect
the requirements
 - to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and
to comply with the accounting requirements of the Charities Act
have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a
proper understanding of the accounts to be reached.

Signed



B P Collyer Chartered Accountant

5 November 2022

THE BURTON JOYCE AND BULCOTE VILLAGE HALL

England & Wales - Charity number 522195

Accounts

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

<u>RECEIPTS & PAYMENTS ACCOUNT</u>	<u>2021</u>	<u>2020</u>
	£	£
<u>Receipts</u>		
Hire Charges	4238	16788
Auction	0	1084
Donations & Legacy	1256	575
Grants from Gedling Borough Council	<u>22153</u>	<u>10900</u>
	27647	29347
<u>Payments</u>		
Repairs & Renewals	2967	8509
Wages	8527	8159
Gas	1108	1701
Electricity	800	1586
Water & Sewerage	520	880
Insurance	1672	1645
Phone	542	551
Cleaning & Waste Disposal	1094	1595
Performing Rights	0	590
Sundries	<u>395</u>	<u>801</u>
Excess of Receipts Over Payments	17625	26017
	10022	3330
Cash & Bank Balances at 31 July 2020	<u>38997</u>	<u>35667</u>
Cash & Bank Balances at 31 July 2021	<u>49019</u>	<u>38997</u>

**Independent Examiner's Report to the Trustees of the
Burton Joyce and Bulcote Village Hall Management Committee**

I report on the Accounts of the committee for the year ended 31st July 2021 which are set out on the foregoing pages.

Respective responsibilities of trustees and examiner.

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Act), but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act ;
- To state whether particular matters have come to my attention.

Basis of Independent Examiners report.

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Committee and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion as to whether the accounts present a "true and fair" view. The report is limited to those matters set out in the statement below.

Independent Examiner's statement.

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



B P Collyer Chartered Accountant 5 November 2021

BURTON JOYCE & BULCOTE VILLAGE HALL

Registered Charity Number 522195

ACCOUNTS FOR THE YEAR ENDED 31 JULY 2021

<u>STATEMENT OF ASSETS</u>	<u>2021</u>	<u>2020</u>
	£	£
MONETARY ASSETS		
HSBC Current Account	49013	38946
Cash in Hand	<u>6</u>	<u>51</u>
	<u>49019</u>	<u>38997</u>

PERMANENT ENDOWMENT

Land and Buildings used by the Charity :

The Village Hall

(Freehold Title vested in the Trustees) (note1) 889530

OTHER ASSETS (NON ENDOWED)

Furniture and Equipment : in the Hall (note1) 82293

Notes

Note1 The amounts shown are the Insured Values

SIGNED



C. Orlandi-Fantini

Chairwoman

For and on behalf of the management committee 5 November 2021

Minutes of the Annual General Meeting the Burton Joyce and Bulcote Village Hall 4th November 2021 at 9.30am

Present: Claire Orlandi-Fantini (Chair)
Richard Marson (Bookings Secretary)
Simon Silver (Treasurer)
Patrick McDonough (Secretary)
Richard Hichens
Jean Hichens
Marion Rayfield
Joan Wiser
Alan Comerie

Hazel Chadbourne-Doyle attended as a member of the public

There were no apologies:

The minutes of the last Annual General Meeting meeting were read and accepted as a true and fair record.

Matters Arising

Items to be discussed under main headings.

Chairpersons Report - Claire Orlandi-Fantini

This has been another extraordinary year for the village hall, mirroring that of the population at large, in these times of Covid. We have followed the government guidelines regarding when we can open and what activities can take place in light of these.

The committee have met bimonthly apart from January's meeting (Covid restriction prohibited it)! and July. We have been extremely grateful for the Covid grants received from GBC. These meant we have not been financially threatened as would have been the case without them. Simon, the treasurer, spent much time and effort minimising our outgoings and this too helped ride the wave of uncertainty. We are also appreciative of being a recipient of the Co-op community fund which has helped fund improvements at the hall.

The new constitution is now almost ready for presentation to the committee for their consideration and thanks to Patrick for addressing this. It will then be necessary to hold an extraordinary meeting, following the statutory period of notice, to validate it.

Repairs and renewals remain congruent with a building of this age. A recent inspection found the roof to be in good condition generally with only minor work required to replace some flashing and a few tiles. All of the old cast iron guttering has been replaced. All statutory safety inspections have taken place and been certified.

We remain committed to providing a venue of a good standard and at a reasonable cost for the use of organisations and other hirers. This is supported by our conditions of hire which almost all hirers adhere to and respect.

Members of the committee are looking into alternative heating, particularly in relation to the main hall but possibly the whole hall. This is not proving straight forward due to the age of the building and its limitations regarding good insulation and also the size of the space to be heated.

I wish to thank all committee members for their commitment to helping provide and maintain this lovely hall and their time and effort spent doing so - all on a voluntary basis. It is appreciated by most that use the hall be they hirers or those attending events.

Bookings Secretary – Richard Marson

RM said that it had been a difficult year but now the hall had re-opened, bookings were increasing fast. The commitment to retain regular booking slots for existing hirers was maintained, and many of these have now returned. However, where this is not the case, these slots are being offered to new hirers

After many years we have lost The Dover Beck flower arranging group, as well as Ballroom dancing and the U3A aerobics class. However, dog training has returned on Tuesday nights. The demand for children's birthday parties is buoyant. Bulcote Parish council and the Bulcote social committee are now meeting in the hall as their previous premises have been condemned. The dairy is filling fast and there are few vacant slots in December.

RM maintained that we have managed the hall very well regarding the measures necessary to combat the covid pandemic, and particular thanks must go to Tracy who has ensured a very high level of cleanliness.

Treasurer – Simon Silver

The previous year was clearly one of the most challenging for Village Hall given that our main source of funds - hire income, was down by 76% when compared to the previous year. A return to more normal income levels not appearing until July.

Thankfully - we were in receipt of some generous Covid grants via Gedling Borough Council that all but made up for this shortfall in income. This together with a 34% reduction in overheads has left the Village Hall with a surplus of £10,022 for the year and in a relatively strong position as we go into the New Year with cash balances of over £49,000 at the end of July.

We have also received the first tranche of a donation from the Co-op Community Fund which will help to pay for the refurbishment of the toilets at the front of the Hall. We are of course grateful to the Co-op for this.

Going forward, it's not clear how quickly revenues will bounce back but we are likely to face further cost pressures, particularly in the form of energy prices and the planned increase in the minimum wage.

Finally, I would like to propose a note of thanks to Brian Collyer once again for Auditing our accounts. There were a couple of minor adjustments, but he did not note any concerns. Therefore, subject to the approval of the Committee, I will file the circulated accounts and the AGM minutes with the Charity Commission as required

** Following this report it was agreed to purchase a gift in thanks to Brian Collyer.

Secretary's Report - Patrick McDonough

PMcD was seconded to this position during the past year. There is nothing of note to report except that the new constitution is ready for the committee to ratify and adopt.

Election of Officers

All four elected officers agreed to remain in post. There were no challenges to any of the positions and so their re-election was duly proposed, seconded and accepted unopposed by the meeting.

Questions from the floor

AC asked whether organisers of events were required to obtain the names and details of attendees for test and trace purposes. CO-F said that there is a QR code in the front lobby but there was no requirement from the village hall, the role of which is to provide a venue for people and organisations to carry on their activities. However, beyond any issues regarding the fabric of the hall, organisers are responsible for the safety and well being of attendees.

Next AGM to be held on the Thursday 3rd November 2022 at 9.30

Meeting closed at 9.52 am