

Hagbourne Village Hall

Charity Registration Number 900090

Trustees Annual Report – 2022

Our primary objective is to successfully maintain and operate a village hall for the benefit of the residents of both East and West Hagbourne, as well as the wider community. We do this by providing a clean, safe and hospitable environment at an economic price for all our users.

We normally operate with a small surplus at the end of the year, and this has enabled us to maintain our hire rates at the same level for the last 6 years.

We have again had a successful year. After the trauma of lockdown, during which, thanks to grants from our local district council, we had a very good year financially.

After the easing of the lockdown regulations, our users gradually returned to the hall, and there was also a significant recovery in casual bookings, which meant that overall, our revenue from bookings for the year was £22,154.55 which is similar to our normal revenue (pre-pandemic) of £21K to £22K.

We have though, ended the year with a deficit to our current account, because we undertook several capital projects, which are detailed elsewhere in this report. The full financial details are also detailed in our Treasurers Report.

Because of the general financial uncertainty, particularly around energy costs, an increase in our charges was seriously considered by the committee. However, as our energy costs are presently fixed until September 2024, it was eventually decided that we would once again keep our present charges, whilst keeping the situation under scrutiny. We recognise our users may well be faced with increased cost elsewhere, and we do not want to add to their problems. We regard the biggest risk to our costs would be if one or other of our suppliers were to go into liquidation, but resolved to face that situation if and when it occurred.

Our rolling 5 year forward forecast shows that once our present energy contracts end in 2024, and there is, as anticipated, a significant rise in our energy costs, we will need to increase our hire rates at that time. Exactly how much we may need to increase our hire rates will become clearer nearer that time.

Because of our generally healthy financial position this year we decided there were several things in the village hall which required upgrading. I list these in no particular order: -

Lighting

Some years back, we obtained a grant to upgrade our lighting systems from mainly florescent tubes to LED tubes, following an energy audit carried out on the hall. However, these LED tubes were fitted into the existing Florescent fittings, which, over the years, have deteriorated. The tubes were held in place by springs, which were no longer as effective as they once were. We therefore decided to replace all the tubes with new fully integrated LED fittings.

Small Hall Heating

The small hall, used by the preschool during the week, has 5 radiators, two of which are part of the 'wet' hot water fed from the boiler installed during the last major expansion of the hall, in 2010. The other 3 radiators were similar to the old night storage heaters which used to be in the large hall. They did provide some heat, but because the night storage system was removed some time ago, this was only really the booster heating circuit. Also, it turned out one of the heaters was not even connected!

We took the opportunity during the summer break to have all three of these electric radiators replaced with high efficiency convector radiators, which should considerably improve the level of heating and thus comfort in the hall, which is essential for the preschool children.

Emergency Lighting

During an inspection of the lighting systems, it was found that several of the emergency lights were not functioning correctly, and would certainly fail to operate in an emergency. These lights are designed to operate for a significant period of time (3 hours +) after the mains power has failed. However, because of our usual habit of switching these lights off when

the hall is unoccupied, the control circuitry had been damaged. We were therefore advised to leave the emergency lights on at all times, to avoid this.

Kitchen refurbishment

We took the opportunity to have the kitchen completely overhauled during the summer break, with a new barn door being fitted between the small hall and the kitchen. All the cupboards were refaced, the work surfaces were replaced, and new electrical equipment (Cookers and Hobs) were installed.

A new full height fridge was also installed, together with a hot water boiler serving all three new sinks in the kitchen.

Because of our healthy financial position, all this work was carried out using monies held in our treasurers account, and we did not have to draw down from our investment account, which presently has over £50K deposited in it.

Other matters

During the Covid epidemic, and during the subsequent gradual return to normality, many of our users were still reluctant to return to using the hall unless they were sure the ventilation was adequate. In order to monitor the air quality, particularly in the large hall, a CO2 monitor was installed, to continuously monitor the level of unhealthy breathed out air. As we are fortunate to have a large mechanical ventilation system in the hall, as well as many opening windows, this allowed the users to control the level of CO2 for themselves.

We are very fortunate to continue to have the services of Linda Benton, and her husband Geoff Leaver, who between them have kept the hall running in these difficult times.

Our Maintenance Manager, Terry Taylor, is presently in Ukraine, helping with the humanitarian relief effort by a Danish Aid Agency. Their primary efforts are aimed at providing clean and safe water to remote areas. We wish him well in these endeavours.

The interior of the hall, whilst it has been kept clean and tidy, is beginning to look a bit tired, so plans are afoot to gradually redecorate each of the key areas.

I am pleased to report that there have been no particular issues or problems this year which have needed my attention.

With the building of the houses on the land adjacent to the car park (owned & operated as a public car park by the parish council), the builders have undertaken to provide space for an additional 20 car parking spaces, which should go some way to alleviating the parking problems in the morning and evening when both school and preschool pupils are arriving and leaving.

The county council, as the highways authority, have plans in place to stop parking on the road outside the hall. Safety on this road, when many cars are parked in the morning and the evening, was pointed out as being a concern during the consultation process on the housing development, but at the time the highways authority stated this was no different than many other roads outside schools.

The Trustees objected to both the housing development, as well as the painting of double yellow lines on the road, and it remains to be seen whether the county councils actions result in a safer environment for our users.

Hagbourne Village Hall Committee Meeting, 30 August 2022

TREASURER'S REPORT, Financial year 2021/22 ending 31st August 2022

These interim Hagbourne Village Hall Accounts for the financial year ending 31st August 2022 have been prepared by Charles Stutley (Treasurer) for the Committee Meeting on 30 August 2022 (See attached summary accounts). The accounts are up to date as of 28 August 2022. The main change between now and 31 August will be the inclusion of the 4th Q 2022 receivables from regular and other users which will add about £3,500 to the receipts.

2021/22 Receipts

Total actual receipts from regular and casual bookings over the accounting period were **£19,157.27** or 64% higher than in 2020/21 which was severely impacted by Covid-19 Lockdowns. There has been a very significant recovery in other (casual) bookings in 2021/22. The 2021/22 total income inclusive of 4thQ billing, will be very similar to a normal year when we generate income of about £21,000 to £22,000.

In 2021/22 the VH received a single Covid Grant from SODC of £2,667.00 which compares with £18,708.00 received from SODC in 2020/21.

In 2021/22 total receipts amounted to **£22,076.21**, or a 29% reduction on 2021/22 due to the much lower grant aid received from SODC.

2021/22 Payments

In 2021/22 total payments amounted to **£47,580.00** representing a 189% increase on 2020/21. The major cost increases are almost entirely due to the investment in upgrading the kitchen and lighting new radiators – total capital items and improvements this year have amounted to £34,007.48. Also note the 35% increase in electricity costs. Going forward we can expect very significant increases in both gas and electricity costs in 2022/23.

2021/22 Operating Surplus (Receipts minus Payments)

In 2021/22 the Village Hall registered a pre-planned operating deficit of £25,503.79 which is entirely due to the investment of £34,007.48 in upgrading the village hall facilities for our users.

Closing Fund Balance

At 28 August 2022 the Village Hall Closing Balance stands at **£62,825.86** including a) £11,998.23 in the Lloyd's Bank current account; b) £51,063.63 in the COIF High Interest-Bearing Account. The closing balance will be increased by about £3,500 with the addition of 4th Q receivables.


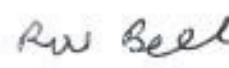
Over the past seven years the Hagbourne Village Hall financial results have been very robust and the reserves have been added to considerably over this period. These favourable results have enabled the Village Hall to maintain its room hire charges at the same rates over this period. The committee will, however, need to decide whether it is necessary to raise the hourly room hire rates in 2022/23 on account of the major increase in gas/electricity and water charges.

Charles Stutley, 28 August 2022

HAGBOURNE VILLAGE HALL								
FINAL ACCOUNTS FOR YEAR ENDED 31 AUGUST 2021								
RECEIPTS				YE 21/22	YE 20/21		% growth	
Pre-School				7,610.15	8,785.80		-13.38%	
Casual bookings				6,701.03	814.50		722.72%	
HAMS				664.90	18.60		3474.73%	
Saturday Ballet (replaced by SIT DANCE)				79.75	74.40		7.19%	
Scouts, Guides and Brownies and Beavers				1,061.75	82.15		1192.45%	
Pilates				284.69	74.40		282.65%	
Bridge Club				525.00	0.00		#DIV/0!	
Yoga				241.80	194.50		24.32%	
Botanical Art				0.00	0.00		#DIV/0!	
Sewing				465.00	279.00		66.67%	
EHPC & WHPC				84.80	12.00		606.67%	
Folk Dancing				669.60	818.40		-18.18%	
Dance Practice Couples				0.00	0.00		#DIV/0!	
Thursday Ballet				0.00	0.00		#DIV/0!	
Powley Dance				768.80	551.80		39.33%	
Total Bookings				19,157.27	11,705.55		63.66%	
Miscellaneous (local elections)				0.00	200.00		-100.00%	
Grants (SODC COVID-19 GRANT)				2,667.00	18,708.00		-85.74%	
Car Park Electricity Repayments				159.49	153.77		3.72%	
Bank Interest (COIF A/C)				92.45	7.69		1102.21%	
Total Other				2,918.94	19,069.46		-84.69%	
Total Receipts				22,076.21	30,775.01		-28.27%	
PAYMENTS								
Gas				1,137.32	1,331.95		-14.61%	
Electricity				1,036.65	768.02		34.98%	
Broadband services				338.34	941.54			
Caretaker Costs				5,900.00	4,803.00		22.84%	
Booking Secretary				950.00	880.00		7.95%	
Licences				70.00	70.00		0.00%	
Insurance				706.97	719.33		-1.72%	
Water				498.60	340.79		46.31%	
Maintenance				1,276.58	1,445.97		-11.71%	
Capital Items & Improvements				34,007.48	4,452.50		663.78%	
Cleaning Supplies				441.23	419.96		5.06%	
Other (including repayment of Deposits)				1,216.83	307.85		295.27%	
Total Payments				47,580.00	16,480.91		188.70%	
Receipts minus Payments				-25,503.79	14,294.10		-278.42%	
Opening Fund balance	(less AP y/b)			88,329.65	74,035.55			
Closing Fund Balance				62,825.86	88,329.65		-28.87%	
Treasurers Account (Lloyds)				11,998.23	34,534.72		-65.26%	
High Interest Account (COIF)				51,063.63	50,971.18		0.18%	
Prepayments				-200.00	-200.00		0.00%	
Accounts Receivable (3rd and 4th Q 2021)				0.00	3,023.75		-100.00%	
Accounts Payable (aka cheques not presented)				0.00	0.00			
TOTALS				62,861.86	88,329.65		-28.83%	
Signed:					Signed:			
Charles Stutley (Hon. Treasurer)					Robin Bell (Independent Auditor)			
Date:					Date:			
Check difference				36.00	0.00			

HAGBOURNE VILLAGE HALL

FINAL ACCOUNTS FOR YEAR ENDED 31 AUGUST 2022

RECEIPTS	YE 21/22	YE 20/21	% growth
Pre-School	9,178.35	8,785.80	4.5%
Casual bookings	6,503.83	814.50	698.5%
HAMS	664.90	18.60	3474.7%
Steps in Time (SIT) Dance	79.75	74.40	7.2%
Scouts, Guides and Brownies and Beavers	1,656.55	82.15	1916.5%
Pilates	389.57	74.40	423.6%
Bridge Club	615.00	0.00	#DIV/0!
Yoga	334.80	194.50	72.1%
Ceramics	62.00	0.00	#DIV/0!
Sewing	539.40	279.00	93.3%
EHPC & WHPC	141.80	12.00	1081.7%
Dance Practice (Cox)	744.00	818.40	-9.1%
Barn Dancing	12.40	0.00	#DIV/0!
Snoutling about Dog Training and Grooming	207.20	0.00	#DIV/0!
Powley School of Dance	1,025.00	551.80	85.8%
Total Bookings	22,154.55	11,705.55	89.3%
Miscellaneous (local elections)	0.00	200.00	-100.0%
Grants (SODC COVID-19 GRANT)	2,667.00	18,708.00	-85.7%
Car Park Electricity Repayments	159.49	153.77	3.7%
Bank Interest (COIF A/C)	92.45	7.69	1102.2%
Total Other	2,918.94	19,069.46	-84.7%
Total Receipts	25,073.49	30,775.01	-18.5%
PAYMENTS			
Gas	1,137.32	1,331.95	-14.6%
Electricity	1,036.65	768.02	35.0%
Broadband services	338.34	941.54	-64.1%
Caretaker Costs	5,900.00	4,803.00	22.8%
Booking Secretary	950.00	880.00	8.0%
Licences	70.00	70.00	0.0%
Insurance	706.97	719.33	-1.7%
Water	563.95	340.79	65.5%
Maintenance	1,276.58	1,445.97	-11.7%
Capital Items & Improvements	35,167.75	4,452.50	689.8%
Cleaning Supplies	441.23	419.96	5.1%
Other (including repayment of Deposits)	1,216.83	307.85	295.3%
Total Payments	48,805.62	16,480.91	196.1%
Receipts minus Payments	-23,732.13	14,294.10	-266.0%
Opening Fund balance (less AP y/b)	88,329.65	74,035.55	
Closing Fund Balance*	64,597.52	88,329.65	-26.9%
Treasurers Account (Lloyds)	10,910.61	34,534.72	-68.4%
High Interest Account (COIF)	51,063.63	50,971.18	0.2%
Prepayments	-200.00	-200.00	0.0%
Accounts Receivable (4th Q 2022)	2,811.28	3,023.75	-7.0%
Accounts Payable (aka cheques not presented)	0.00	0.00	
TOTALS*	64,585.52	88,329.65	-26.9%
Signed: 		Signed: 	
Charles Stutley (Hon. Treasurer)		Robin Bell (Independent Auditor)	
Date: 16-10-2022		Date: 16.10.22	
Balance (check)	-12.00	0.00	
* 2022 Closing Fund Balance should read £64,585.52, a difference of -£12.00 due to a booking error in 2021 Accounts Receivable.			