



Trustees' Annual Report for the period

From 1 April 2019 Period start date To 31 March 2020 Period end date

Charity name: Alstonefield Village Hall Committee

Charity registration number: 228929

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The provision and maintenance of a village hall for the benefit of the residents of the Parish of Alstonefield, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Residents of the Parish use the hall most days of the week for a variety of activities of benefit to all ages, ranging from pre-school children to the most elderly residents. Activities include indoor bowls; pilates and yoga classes; arts classes; parent and toddler sessions; Cricket Club teas; and a 'Friendship Club' (mostly aimed at retired residents). It is used by the Parochial Church Council, the Parish Council, and other groups for meetings or regional events such as Council elections. Commemorative activities such as funeral wakes are held here and the committee seeks to maintain a high standard for the premises, to increase its use for events such as wedding parties, to provide an economically attractive option for locals. To enhance social and cultural engagement, the committee holds regular concerts, which also provide valuable income towards the running costs. An outreach Post Office operates from the premises twice a week.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Committee has policies and procedures in place, to ensure it operates in line the Charity Commission's expectations with regard to public benefit, as well as adherence to legal and other regulatory obligations.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making		n/a

	Para 1.38	
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	n/a
Other		n/a

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The overriding obligation on the committee is to maintain the premises such that it can provide long-term benefit to residents of the Parish. During the year:</p> <ul style="list-style-type: none"> - the main hall oak floor has been fully re-furnished (sanded and re-polished); - redecoration has been completed; - kitchen improvements continued, with user groups benefiting from a new dishwasher and assorted equipment; - external locks and handles have been replaced; - two outside benches have been installed (both the result of local donations); - and replacement lightweight stage blocks have been recently purchased. <p>In January 2020, the committee used the nationwide 'Village Halls Week' to actively promote the facilities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The achievements of the year were wholly consistent with the charity's objectives.
Performance of fundraising activities against objectives set	Para 1.41	Fund-raising activities were limited, as in previous years, to those which also provide social or cultural benefit to the community, such as concerts. These, together with providing occasional refreshments connected with events such as Car Boot markets, have contributed around a third of the charity's income.

Investment performance against objectives	Para 1.41	Deposit funds are maintained at levels sufficient to ensure predictable costs and reasonable contingencies can be covered, rather than building reserves for no clear purpose. Investment returns on balances are under constant review, in terms of competitive returns on interest-yielding deposit accounts.
Other		n/a

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the year end remains strong, although at the time of this report, the COVID-19 pandemic had already begun to have an affect on bookings (the premises had been essentially closed in the last month of the year). Capital balances have increased to a level that, with grant aid, the committee feels able – despite the pandemic - to make a significant investment (around £30,000) to re-surface the car park, which has been in a poor state for some years.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are only held at a level that enable predictable costs and reasonable contingencies to be covered. There have been external events in the past, such as foot and mouth disease, that have seriously affected income, and the current pandemic is a reminder that a reasonable level of reserves is necessary. The capital sums on deposit at the end of the year (around £50,000, including £20,000 in the Virgin Account Refurbishment Fund) are high but expected to reduce significantly in 2020 when the car park re-surfacing project is completed.
Amount of reserves held	Para 1.22	£50,000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	n/a
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	n/a

SUMMARY OF ACCOUNTS

See below

ALSTONEFIELD VILLAGE HALL

Summary of Accounts for year ending 31st March 2020

	2019-2020	2018 -2019	2017-2018	2016-2017	2015-2016	2014-2015
Balance brought forward from previous year	£43,273.21	£38,562.76	£30,322.61	£21,064.34		
Receipts						
Lettings	£9,118.82	£5,570.00	£7,498.25	£7,241.00		
Fundraising	£2,825.75	£2,875.50	£3,813.71	£3,325.40		
Concerts	£10,850.00	£11,005.00	£8,843.30	£5,948.00		
Car Park	£882.56	£1,107.17	£692.00	£811.42		
Donations	£4,152.25	£1,120.00	£2,032.28	£2,034.20		
Books/cards	£65.77	£193.55	£101.13	£264.00		
Refunds/Gift Aid	£668.36	£0.00	£272.71	£0.00		
Bank Interest	£157.42	£114.71	£74.76	£89.07		
Sales of assets	£700.00	-	-	-		
Total Receipts	£29,420.93	£21,985.93	£23,328.14	£19,713.09		
Payments						
Cleaning & Toiletries	£570.52	£846.26	£846.18	£1,005.00		
Licences, Insurance & Affiliations	£1,067.99	£1,154.99	£1,182.49	£1,047.07		
Water & Sewerage	£127.65	£200.41	£145.35	£355.28		
Maintenance	£3,806.36	£827.49	£699.53	£1,757.53		
Postage, Stationery	£41.61	£62.69	£72.38	£0.00		
Telephone/Internet	£475.09	£721.84	£1,249.67	£382.95		
Heating	£1,265.64	£2,137.51	£385.95	£1,143.13		
Electricity	£555.38	£632.89	£645.02	£648.00		
Replacements & Repairs	£2,482.88	£232.22	£1,863.11	£888.87		
Waste Bins	£314.67	£304.03	£292.34	£554.01		
Concert Expenses (incl. Donation to Lisieux Trust)	£5,484.37	£7,698.00	£5,859.30	£2,416.50		
Old School Garden	£195.00	£1,083.49	£722.40			
Misc. (including new kitchen equipment)	£3,967.71	£1,373.66	£1,123.77	£256.48		
Total Payments	£20,354.87	£17,275.48	£15,087.99	£10,454.82		
Balance at year end	£52,339.27	£43,273.21	£38,562.76	£30,322.61	£21,064.34	£13,259.54
Reconciliation						
Deposit Accounts balance at year end (Yorkshire current)	£29,372.26	£835.88	£833.85	£11,031.75		
Virgin Account (Refurbishment Fund)	£20,540.01	£20,386.82	£20,272.66			
Current Account balance at year end (Yorkshire cash management)	£449.11	£22,081.17	£20,252.17	£19,257.54		
Current Account balance at year end (Santander)	£1,877.71					
Cash-in-hand at year end	£100.18	£10.04	£239.06	£73.32		
Less Payments not reached bank a/c at year end	£0.00	£40.70	£3,034.98	£40.00		
Receipts not reached bank a/c at year end	£0.00	£0.00	£0.00	£0.00		
Total	52,339.27	43,273.21	38,562.76	30,322.61		

Treasurer

D. Rawlton

10/5/20 Date

Independent Examiner

V. Smith

13/5/20 Date

Chairman

M. Lipp

16/5/20 Date

Notes

Additional Assets as at 31st March 2020

Concert float (Dave Littlehales) £778.50

Bar float (Frank Lipp) £690.20 (change float £275, stock float £220, stock at cost price £195)

Car boot float £100

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The committee comprises 4 volunteer (elected) members; 6 members representing local organisations (including the Parochial Church Council and the Parish Council); and up to 4 co-opted members.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	n/a
The charity's organisational structure and any wider network with which the charity works	Para 1.51	n/a
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and Administrative details

Charity name	Alstonefield Village Hall Committee
Other name the charity uses	n/a
Registered charity number	228929
Charity's principal address	Alstonefield Memorial Hall and Community Centre Beresford Lane Alstonefield Staffordshire DE6 2FS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Martin Snodin	Chair		
2	Margaret Cohen	Secretary		Alstonefield History Group
3	Joanna Griffin	Booking Officer		Parent & Toddlers Group
4	Dave Littlehales	Social Secretary		
5	Mandy Domville			Friendship Club
6	Val Littlehales			Parochial Church Council
7	Frank Lipp			
8	Deborah Railton			
9	Ken Sharples			
10	Anne Morgan			
11	Ian Longdon (dec'd)		1 April – 7 July 2020	
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Corporate trustees – names of the directors at the date the report was approved

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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n/a		

Name of chief executive or names of senior staff members (Optional information)

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

n/a

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Martin Snodin	
Position (eg Secretary, Chair, etc)	Chair	
Date	14 January 2021	