Sampford Brett Village Hall

Annual Report and Accounts

Year to 30th September 2019

Trustees' annual report for year to 30th September 2019

The Managing Trustees present their report for the year ended 30th September 2019 which should be read in conjunction with the attached financial statements for the same period.

Legal Status

The Charity is established by Trust Deed dated 12th February 1981, amended with approval of the Charity Commission on 12th November 2004. The Parish Council of Sampford Brett is the Custodian Trustee, in whom the land is vested. The charity commission number is 268277.

Objects, policies and organisation

The trust is established to provide and maintain the Village Hall for the use of the inhabitants of Sampford Brett without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

The hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to meet the ordinary expenditure incurred in providing the hall.

The management committee, who are the managing trustees, is elected or appointed on an annual basis, with the offices being elected from the membership of the committee. The annual general meeting is usually held in November.

Review of the year

The Committee met 7 times during the year.

The main focus for the year has been a progressive consolidation of the business agenda, hopefully leading us towards a position where we are able to utilise valuable committee time better and smarter. To that end, we have revised the agenda to focus on mandatory items, prioritised projects for discussion during the year, and brief "business as usual" items. For most of the year, this has led to a focus on things like ensuring adequate Insurances are in place, the Treasurer's role, the Hiring Agreement, minor hall maintenance and enhancements and the wider curtilage such as the escape routes and car park area.

For next year, we anticipate a further consolidation around Health and Safety and the General Data Protection Registration - boring stuff perhaps but non-negotiable! After that, we hope to be able to start sprucing the hall up in line with the Acorn Project's recommendation to conduct prudent refurbishments to the hall alongside further exploration of more major undertakings - resources permitting.

Finances

You will see from the figures below that overall we finished the year with a deficit of income over expenditure. However, his needs to be seen in context:

- · We have enhanced the fire security of the hall
- · We have updated the electrics in the hall and the garage
- We have updated the audio/visual equipment
- · We have purchased a White Board
- We have maintained the fencing around the car park (a responsibility required by our Lease)

As a committee we feel that we have acted prudently with village hall funds by consolidating and enhancing the infrastructure as described, and aim to maintain that approach in the coming year.

Sadly, we have continued to witness a decline in the number of lettings for the hall which has contributed to the final financial position. Nonetheless, it should be noted that these figures do not include the £2600 generously donated by Sampford Brett Activities group (SBAG) - £1300 for the General Fund and £1300 for the Hall Refurbishment Fund - as the accounts were closed before these monies were transferred. Once again, a big thank you to SBAG for their continued support!

Finally, a quick word about the Treasurer's role. After David Drabble's retirement, we struggled to find someone who could dedicate the required time to takeover the role, and consequently when Vere Kennett was appointed there was a considerable backlog of work to be done. We're happy to report that this has now been addressed, but not without considerable effort on Vere's part, so the Committee would like to note their gratitude for her tenacity and zeal!

Responsibility for the financial statements

The managing trustees (i.e. the management committee) are responsible for the preparation of the financial statements and for keeping proper accounting records which disclose the financial position of the charity. They have elected to prepare financial statements on the receipts and payments basis with an accompanying statement of assets and liabilities.

Management committee membership.

The officers and members of the committee and their appointing body, if appropriate, are:

Andy Busby Chair Elected
Dave Smith Secretary Elected
Vere Kennett Treasurer Elected

Charles Cadby Lettings and Maintenance Recreation Club

Liz Blazey Parochial Church Council

Brenda Payne Elected

Richard Currie Gardening Club

The Independent examiner is Mr Philip Swan; he has given his services free of charge.

Approved by the Trustees

Signed:

Mr David Smith, Secretary, Leabeck, Sampford Brett, TA4 4JX November 2019

Independent examiners report to the trustees of Sampford Bridge Village Hall

I report on the accounts of the charity for the year ended 30th of September 2019 which are set out on the following pages.

Respective responsibility of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 43(2) of the Charities Act 1993 (The Act) does not apply. It is my responsibility to state, on the basis of the procedure specified in the general directions given by the charity commissioners under section 43(7)(b) of The Act, whether particular matters have come to my attention.

Basis of the independent examiners report

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes a review of the accounting records kept by the charity and the comparison of the accounts 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 audit opinion on the view given by the accounts.

Independent examiners statement

In connection with my examination, no matter came 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 41 of The Act; and
 - to prepare accounts which accord with the accounting records and to comply with the
 accounting requirements of the act have not been met or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

The Old Rectory Sampford Brett Taunton TA4 4LA

Date

Signature

Sampford Brett Village Hall Receipts and Payment Accounts for the Year Ending 30th September 2019

2018/2019					2017/2018			
	Gross		Net		Gross		Net	
Activities	income	Expenses	proceeds	TOTAL	income	Expenses	proceeds	TOTAL
Hire of Hall	1691	502	1189		2231	385.7	1845.3	
Electricity	426	622	-196		426	566.04	-140.04	
Soup Club	690	324	366		864	528.5	335.5	
Coffee Mornings	188	14	174		204.19	32.85	171.34	
One-off events	0	0	0		0	0	C)
TOTAL	2995	1462	1533	1533	3725	1513	2212	2212
Other income								
Bank interest	0				Bank intere	st	103	
Sundry - electricity - Npowe					Sundry -		15.22	!
Donations -tables & events	7				donations		180)
table tennis donation	25				donations		3300)
TOTAL	47							3598.22
TOTAL OF INCOME	3042	1462		1580	TOTAL OF	INCOME		5810
					_			
General expenses					General ex	xpenses		
Insurance		491			Insurance		651	
Bank Charges		0			Bank Charg	jes	60	
Performing Rights Society	Levy	246			PRS		0	
Advertising		0			Advertising		51	
Officers expenses		0			Officers exp	penses	23	
Membership - Community Council for Somerset		100			ccs		C	
Sundries		72			Sundries		303	
TOTAL		909			Suridiles		300	1088
Danaina and maintanana								
Repairs and maintenance		400			.		4	
Routine/ recurring		188			Routine/ red	curring	475	1
Specific projects:		205						
electrical work - kitchen		365						
fire alarms		441						
Village Hall Sound System upgrade 271 TOTAL 1,265								475
-		1,200						470
Operating Balance after	2.042	2 626 00		-594	Operating	u malua / (day	£0:t\	4047
expenditure Adjustment - treasurer change	3,042	3,636.00		-594	Operating s	surplus / (de	iicit)	4247
over	39.30							
	3,081	3,636.00		-555				
Balance of Village Hall Funds b/f 2018				11,238.00				14,441
Balance of village hall funds 2019				10,683	VH unstitch	VH unstitched funds 11,238		
Funds ring fenced for Vill	age Hall Rel	build						
balance b/f				6,300.00	funds restri	cted for Aco	m	5,161
SBAG for VH re build - appears in next years financial accounts			ounts	0.00	SBAG			
Balance of funds Ring Fe	nced for reb	ouild V/H		6,300.00	TOTAL			6,300
Statement of Total Funds	as of 30th S	September	2019					
Statement of Total Funds as of 30th September 2019 Shawbrook account 12 month fixed				11,000.00	Unrestricted	d funds		11,238
Shawbrook account 60 day notice				3,000.00				. 1,200
Treasurers Cash Tin				143	restricted fu	ınds		6,300
Lloyds Treasurer Account				2,840				3,000
Total Funds				16,983				17,538
- 0 13h 1 0h 10h				3 5,5 6 6				,

Sampford Brett Village Hall

Statement of Assets and Liabilities as at 30th September 2019

Fixed Assets	30/09/2019 £	30/09/2018 £						
Land buillings and fixed equipment	25,869	25,869						
Stores, including extension	1,708	1,708						
	27,577	27,577						
	Year of							
Furniture	acquisition	Cost						
		£						
Clavinova)								
Screen)								
Carpet)	Pre-1980	Pre-1980						
Ladder)								
chairs	2017	754						
4 Oblong folding tables	1999	363						
7 Oblong folding tables	2000	604						
Henry vacuum cleaner	2004 2005	94 680						
10 small folding tables 2 armchairs	2005	140						
Multi-media DLP projector	2003	525						
High fi system	2019	271						
Kitchen blind	2007	53						
Microwave oven	2015	75						
Blinds	2013	950						
Monetary assets and liabilities (unrestricted)								
	30/09/2019	30/09/2018						
Cash (as per Receipts and Payments Account)	£	£						
Shawbrook Bank 60-day notice account	11,000							
Shawbrook Bank Fixed Term	3,000							
CAFBank	0							
Lloyds TSB	2,840	11,238						
Cash	143	6,300						
	16,983	17,538						
Debtors and prepayments:								
Letting income due,	0	124						
Prepaid insurance, PRS/PPL levy and advertising	246	0						
Less: Provision for water and electricity used	701	640						
		0						
Cash in coin boxes not yet used	0	0						
Net Monetary Assets less Liabilities	17,930	18,302						

The fixed assets and furniture are insured for £319,250, which includes a special surplus offered by by the insurance company over the basic valuation of £259,000

Approved by committee

Vere KennettAndy BusbyHon TreasurerChairmanDate:Date: