

Sampford Brett Village Hall

Annual Report and Accounts

Year to 30th September 2020

Trustees' annual report for year to 30th September 2020

The Managing Trustees present their report for the year ended 30th September 2020 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.

Chair's Review of the year

Well here we are with another year gone by, and what a year it has been.

After the AGM last year the regular users continued to attend their various activities, with SBAG holding various Pop Up Pubs. Miss Vellacott's Christmas fair also took place, well organised as usual by Kathleen, although after many years of hard work she is standing down from this role. I know we all wish to thank her for all her hard work over the years. SBAG is taking on the responsibility for ensuring that this unique village tradition continues for the future, although it is unlikely to occur this year due to the current restrictions.

In January the Hall saw its first Burns Supper for a few years and a good time was had by all, the Ceilidh in particular was very popular, with Jane Busby putting us through our paces. Covid then hit us, and since then very little has taken place.

Currently the only regular user is the Pilates group who are managing Covid friendly sessions. We had planned to start a minor refurbishment of the hall in the spring but that has not occurred due to the distancing restrictions. However it is still on the schedule and as soon as groups are allowed to get together we will get down to sprucing the hall up.

One good thing to come out of the current situation is that the Village Hall was entitled to a grant from the government, and consequently we are £10,000 better off. With SBAG's generous donation of £1300 for assistance with general running expenses and £1300 to go into the refurbishment/rebuild fund the Hall bank account is looking fairly healthy. Brenda Payne is standing down from the VHMC and I would like to thank her for all her hard work, in particular in decorating the Village Hall for Christmas for many years.

Dave Smith is also standing down as Secretary and I would particularly like to thank him for all his assistance since taking over as Chairman, to use a cliché "I couldn't have done it without him".

Charles Cadby will be standing down as Lettings and Maintenance manager as he and Martine, sadly, are moving away from the village, and we will all miss them, particularly their Big Breakfasts. Charles has been active on the VHMC for some years and we are indebted for the level of commitment he has shown. We wish them well.

There will be several vacancies on the VHMC so remember this is your hall, so please think about helping out on the committee. Soup club needs a new coordinator, as Liz Blazey, who has managed this role for many years would like to stand down. I must stress this is a coordination role and does not require attendance at every soup club, nor making soup as there are teams who do this. Liz is happy to continue looking after the money side.

Well that's it from me, let's hope that as we go into 2021 that life returns to a degree of normality, Stay Safe

Andy Busby
Chair, Sampford Brett VHMC

Financial Review of the Year

Due to an unqualified year with Covid-19 the Village hall have suffered with lettings income but have managed to secure a Government Grant leaving the Village Hall in an exceptionally healthy balance at the end of this financial year.

Lettings

Receipts from lettings have decreased to £1,384 (last year £1,691 2019). Having lost some clubs during the last year 2018-2019 we have unfortunately not taken any new bookings for regular clubs.

Electricity

In respect of electricity supply, the policy has been that the Hall bears the cost of lighting and frost prevention, but it budgets to recover the cost of heating and cooking through the coin boxes. We have collected £429 from the coin boxes but it has cost £499, leaving a short fall of £70. Although the electricity usage has been extremely low over the last few months.

SBAG

SBAG have given the VHMC £1,300 towards rebuilding the village hall, but also £1,300 towards refurbishment and running the village hall.

Other Income

We have managed to secure a Government Grant due to covid-19 of £10,000. This means that we end the year with an extremely healthy balance.

Outgoings

The VHMC had agreed to make some refurbishments over this financial year but this has not come to fruition. We are looking at the acoustics of the hall and re painting and decorating the inside to improve the sound and look. Having launched the POP UP PUB we are also looking at making a bar area.

Therefore, the maintenance of the VHMC has been virtually nothing.

We started the year with an opening balance of **£16,983.94** and we have ended with a balance of **£30,058.52**.

Vere Kennett
Treasurer Sampford Brett VHMC

Booking Secretary's report

Clearly, bookings have been decimated this year from a position of a 21% occupancy rate down to just 5.8%. We hope this situation will recover in the new year, but many of the regular groups have yet to let me know of any return to normal schedules, for obvious reasons.

To date, the only group to have restarted, if temporarily, is Pilates.

New for next year are agreed dates from February (Covid permitting) for the local Parkinson's Support Group (WASP).

Alastair Weldon has booked the car-park for use by his Re-enactment Group.

On a personal note, it has been a pleasure to serve on the committee over the last 7 years, and it is with regret that I have to resign before moving from the area in December. We shall no doubt get news of the exploits of the village, and look forward to being invited to the grand re-opening of a refurbished Village Hall in the fullness of time.

Charles Cadby
Booking Secretary Sampford Brett VHMC

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 2020 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
- (2) 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 Payments from 1st October to 30th September 2020

Balance b/f at 30/9/19 **16,983.94**

	Gross income	Expense	Net Income
Income from activities			
Hire of Hall	1,390.00		1,390.00
Electricity (Coin boxes)	429.00		429.00
Soup Club	350.00		350.00
Coffee Mornings	105.00		105.00
One off events	0.00		0.00

donations & special items 11,310.00

SBAG for the VH maintaince	1,300.00
10 donation Clavinova	10.00
SWT Grant	10,000.00

Donations for tables 0.00

Other income

Bank interest	0.00
Sundry Income	15.22
TOTAL Income	13,599.22

Repairs and Maintenance

Routine	236.82
Major	0.00

General Expenses

Electricity	499.84
Water	128.09
cleaning Lady	230.00
Cleaning Expenses	9.90
Insurance	496.36
Officers Expenses	0.00
Advertising	55.00
Sundries	118.63
Performing - PRS	0.00

Membership - Community Council for Somerset	50.00
Bank Charges	0.00
TOTAL Expenses	1,824.64

Profit / Loss 11,774.58

Fund for VH re-build Balance b/f 2019 6,300.00

SBAG - Rebuild VH 1,300.00

TOTAL 7,600.00

Balance of village hall funds b/f 2019 10,683.94

Vilage halls funds at 4th Quarter 22,458.52

Balance made up of:

Shawbrook	14,000.00
Llyods TSB	15,619.68
Cash - Treasurers tin	438.84
	30,058.52

Grand Total 30,058.52

2018/2019

Activities	Gross income	Expenses	Net proceeds	TOTAL
Hire of Hall	1691	502	1189	
Electricity	426	622	-196	

Soup Club	690	324	366
Coffee Mornings	188	14	174
One-off events	0	0	0

TOTAL 2995 1462 1533 1533

Other income

Bank interest	0
Sundry - electricity - Npower	15
Donations -tables & events	7
table tennis donation	25
TOTAL	47

TOTAL OF INCOME 3042 1462 1580

General expenses

Insurance	491
Bank Charges	0
PRS	246
Advertising	0
Officers expenses	0
Membership - Community Council for Somerset	100
Sundries	72
TOTAL	909

Repairs and maintenance

Routine/ recurring	188
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Specific projects:

electrical work - kitchen	365
fire alarms	441
Village Hall Sound System upgrade	271
TOTAL	1,265

Operating Balance after expenditure	3,042	3,636.00	-594
Adjustment - treasurer change over	39.30		
	3,081	3,636.00	-555

Balance of Village Hall Funds b/f 2018 11,238.00

Balance of village hall funds 2019 10,683.29

Funds ring fenced for Village Hall Rebuild

balance b/f	6,300.00
SBAG for VH re build - appears in next years financial accounts	0.00
Balance of funds Ring Fenced for rebuild V/H	6,300.00

Statement of Total Funds as of 30th September 2019

Shawbrook account 12 month fixed	11,000.00
Shawbrook account 60 day notice	3,000.00
Treasurers Cash Tin	143
Lloyds Treasurer Account	2,840

Total Funds 16,983

Sampford Brett Village Hall

Statement of Assets and Liabilities as at 30th September 2020

Fixed Assets	30/09/2020	30/09/2019
	£	£
Land buildings and fixed equipment	25,869	25,869
Stores, including extension	1,708	1,708
	27,577	27,577

Furniture	Year of acquisition	Cost
		£
Clavinova)		
Screen)		
Carpet)	Pre-1980	Pre-1980
Ladder)		
chairs	2017	600
4 Oblong folding tables	1999	200
7 Oblong folding tables	2000	300
Henry vacuum cleaner	2004	50
10 small folding tables	2005	500
2 armchairs	2005	100
Multi-media DLP projector	2007	525
High fi system	2019	271
Kitchen blind	2007	53
Microwave oven	2015	75
Blinds	2013	800

Monetary assets and liabilities (unrestricted)

	30/09/2020	30/09/2019
	£	£
Cash (as per Receipts and Payments Acco		
Shawbrook Bank 60-day notice account	11,000.00	
Shawbrook Bank Fixed Term	3,000.00	
Lloyds TSB	15,619.68	11,238
Cash	438.84	6,300
	30,058.52	17,538
Debtors and prepayments:		
Letting income due,	0	124
Prepaid insurance, PRS/PPL levy and advertising	50	0
Less: Provision for water and electricity used	628	640
		0
Cash in coin boxes not yet used	0	0
	30,736	18,302
Net Monetary Assets less Liabilities		

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

Approved by committee

Vere Kennett

Hon Treasurer

Date:

Andy Busby

Chairman

Date: