

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

CHARITY NO. 1025367

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

Index

Page 1	Title Page
Page 2	Index
Page 3 - 10	Report of the Trustees
Page 11 - 14	Receipts and Payments Account & Balance Sheet
Page 15	Independent Examiner's Report

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST DECEMBER 2021

The Managing Committee present their report for the year ended 31st December 2021

Somersham Victory Hall Management Committee is registered with the Charities Commission, No. 1025367 and governed by the charity's constitution and by applicable law.

Somersham Victory Hall Management Committee address is :

Parkhall Road
Somersham
Huntingdon
Cambridgeshire
PE28 3HE

The members of the Managing Committee for the year were :

Lesley Minter	Chairperson
Eddie Howlett	Vice Chair
Mary Slevin	Secretary
Richard Braithwaite	Treasurer
Sarah Howlett	
Roy Fabb	
Kathy Spaxman	
Teresa Clark	
Helen Johnson	
Tony Hulme	
John Blundell	

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to :

select suitable accounting policies and then apply them consistently;
observe the methods and principles in the Charities SORP;
make judgements and estimates that are reasonable and prudent;
state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Charities Act 1993 and trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Independent Examiner is K. Green, trading as Tacconi Green & Co., Accountants

Approved by the Trustees and signed on their behalf by

LJ Minter

Dated 16 February 2022

**SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
CHAIRMAN'S ANNUAL REPORT for our financial year**

1st JANUARY 2021 TO 31ST DECEMBER 2021

2021 began with another pandemic lockdown so the whole hall was closed from January 1st apart from a men's mental health support group meeting upstairs twice a month.

Our cleaner and our booking clerk were furloughed again with government support for 80% of their wages. We continued to pay the other 20% from our own resources.

Our monthly meetings were held on Zoom for 4 months so we were able to continue organising maintenance and paper work during the lockdown. Nartasha, one of our PC representatives, resigned from the Parish Council in January and so from our committee.

Vaccinations against Covid-19 had just begun so we offered the hall as a vaccination centre but this was not taken up. Later that proved to be a good thing because we were able to reopen the hall in April/May when the vaccinations were still being given. On 5th March the Blood Donors were allowed to use the hall as usual.

We updated our financial policy including increasing the sum for which we require three quotes from £500 to £1,000. The Christmas lights working party offered to look at a leaky gutter on the highest part of the building when they next have the use of a cherry picker and we agreed to make a donation of £50 to thank them. We were concerned about some flooding in the car park but the Parish Council assured us there were no blocked drains. Lesley and Tony updated our asset register.

Work continued on the new lease with the Parish Council with discussions about how the four new rooms would be insured. The outcome is that the PC will pay for the insurance of that area because those areas belong to them and we will reimburse them. This year it will only cost £5.73.

In April we were allowed to reopen for children's groups and the ballet classes resumed. Our booking clerk and then our cleaner returned to work and their furloughs ended. We held a working party in the gardens and planned some improvements and new planting. John proved to be very energetic and dug over several areas. We asked Parkhall Garden Centre for some advice on suitable plants for a bare patch and they very kindly donated some good plants and several bags of gravel.

During April we held our AGM on Zoom and our four officers were reappointed. The PAT testing was done by the PC handyman in time for the hall to gradually reopen in May. During May our committee met in person wearing masks and socially distanced. It was good to get together again.

We had a problem with intruders in the garden at several times during the year and sometimes a door was found unlocked. The police visited and took away fag ends smelling of drugs. Happily no damage was done but we were unable to establish how the intruders were getting in. Later Martin repainted the anti-climb paint and no more problems so far.

The CCTV, owned by the Parish Council, is outdated and didn't show anything helpful and they have since arranged to replace it. We continued to have intruders in the garden on occasional evenings all summer in spite of putting a low bolt on the gate.

Some of our committee held another garden working party and our booking clerk kindly brought

her husband and children along to help. We laid mesh and gravel in the front garden and put some new plants in the back garden. Big thanks to John who provided some of his own seedlings and the annuals brightened the garden all summer.

In June Tony resigned from the Parish Council but has remained as a trustee with us. We now only have one of the three PC representatives we should have.

By June most of our regular groups had returned apart from Slimming World which had been our most lucrative group with three meeting each week. They have remained on Zoom for the entire year.

Martin, one of our cleaners, returned to work in June after about 3 year's sick leave. We are very pleased to have him back. Our thanks go to Jan who has worked hard covering all the cleaning during his absence.

During our socially distanced meeting in July we revised our 'wish list' and chose three priorities for improvement. We decided to replace the last of our older lighting with LED including in the four newly leased rooms where we will also try some PIR controls to reduce our carbon footprint. To pay for that we planned to apply for some grant funding. We also hoped to completely refurbish the toilets. We collected three quotes but all were well over £30,000 so we will have to lower our sights. Our third project is to replace the bright orange name on our building with something more tasteful!

Maintenance continued as usual with the service of the fire extinguishers, Tony varnished some of the benches again and Jan and Lesley gave an extra clean to the dishwasher to reduce the limescale. The toilet drains were checked by Blocks Away in search of a reason for a back flush that occurs between toilets at times but no fault was found except the design and size of some of the pipes.

During August we collected three quotes for annual maintenance of the big garden hedges. We chose Charlie Vince for a cost of £1,056. At our request, the longest hedge was cut back more than usual and we will widen the lawn in the spring. We held another garden working party after their visit and Teresa's husband came to help. We do appreciate the help of families and some younger volunteers!

In September our other cleaner was diagnosed with cancer and began three months on sick leave. We hope she will recover well after her treatment.

The highlight of September was a new Music Quiz created and led by our treasurer. He even sang to us! Although we only had a moderate attendance due to the hovering pandemic, the evening was a great success and we hope to repeat it in 2022.

As groups returned to the hall after the pandemic the Over 60s Club, that met here monthly for many years, has closed down. Happily the Friendship Club, serving lunches every Tuesday with activities included, provides a very popular meeting place for about 25 elderly village residents each week. Our largest hirer, Slimming World with 3 meetings each week, has not yet returned.

Our upholstered chairs with arms have been locked away upstairs since the start of the pandemic due to the difficulty with cleaning them. In October we brought them back to the main hall but with restrictions so that they can only be used by the Friendship Club on Tuesdays and for special events at weekends.

In October we also reinstated our Friday film nights but, sadly, there was a problem with the sound and it is taking time to find a solution so our monthly film nights are on hold.

On 3rd December the new lease with the Parish Council to include the four small rooms at the end of the hall was finally signed. It has taken a lot of energy over five years.

In December we were sad to lose Helen after nearly 5 years on the committee when a new job led to her resignation. We thank her for her contributions.

Although our income has been reduced by the lockdowns and the reluctance of some groups to return, we have been very grateful for the financial support we have received from the government and from Huntingdon District Council so that our bank balance remains satisfactory at present.

Our biggest asset has been the continued energy and interest of our trustees and our employees. Mary's detailed minutes and record keeping keep us on track with monthly reminders of plans and responsibilities. Richard keeps a close eye on our finances and has applied for grants and updated contracts to our advantage. Eddie looks after our digital presence via the Wi-Fi, website and social media. This year he has also looked after the hall during the lockdowns with regular inspections, mailbox emptying, etc.

We have missed Jan during her sickness absence but pleased she has returned in 2022. She is very sharp eyed and quick to report or deal with anything amiss however small. While she was away Martin took responsibility for the entire hall and was very helpful with repairs and suggestions as well as with opening and closing the screen wall. Our booking clerk, Sara, is a wonder at keeping up with all the enquiries, bookings and invoices. She develops good relationships with all our hirers and contributes enthusiastically to meetings and events far beyond her job description.

Kathy looks after the first aid and takes a lead with Christmas decorations and gives other artistic advice. It is good to have Sarah back regularly after her shielding for many months. They are both Art Club representatives and visits the hall regularly. John is always helpful and has greatly improved the garden with both energy and his home-grown seedlings.

Teresa is very familiar with the whole hall after running the youth club for several years and is now becoming a bank signatory which fits in well round her new working hours. Tony is very helpful with odd jobs, DIY and plumbing as well as some gardening. Roy is a very busy person but has found time to buy beer, replace lightbulbs and source maintenance items as well as using his business experience to help with health and safety matters, policies, etc.

Huge thanks go to all our staff and trustees, without whom the Victory Hall would be a far less successful venture. We hope to find some more community minded people to join us in 2022.

We now have a new lease in place to give us full responsibility for the four rooms at the far end of the hall. We plan to continue maintenance work and to improve our carbon footprint in the face of increasing utility costs. We would like to find a few new bookings to cater for an ever increasing range of interest for the community.

Lesley Minter

Chair of Trustees

Dated 14 February 2022

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
TREASURER'S ANNUAL REPORT FOR OUR FINANCIAL YEAR
1st JANUARY 2021 TO 31ST DECEMBER 2021

Financial Review

I am pleased to present the Statement of Accounts for our Financial Year 1st January 2021 to 31st December 2021. These show an overall gain for the year of £12,176

As was the case in 2020 our main source of income is usually the hiring fees from our regular hirers and this, together with income from private users of the halls, normally makes up the majority of our income. The ongoing Covid pandemic and subsequent Government restrictions meant we suffered lengthy periods of enforced closure and subsequent loss of said hiring fees. When we were able to reopen, not all hirers returned to us immediately and some unfortunately did not return at all.

This affected our overall income.

Fortunately we were able to take advantage of various Local Government Grants totalling £17,374

We also received £2,899 from the Employees Furlough Grant scheme as 80% of the wages for our two employees and paid them the 20% shortfall from our own funds. They therefore received 100% of their wages whilst on furlough.

Conservative spending has been observed throughout the year and diligent consideration given to any purchase or outlay.

Our solar panels continue to bring in good revenue, £591 in this financial year.

My personal thanks to Sara, our Booking Clerk for helping to keep control of our debtors and ensuring that monies owed are kept to a minimum.

In conclusion, I am pleased to report that with careful control of expenditure, together with all Grants gratefully received, we have finished this year in a financially healthy position.

Financial Position

	31 December 2021	31 December 2020
	£	£
Treasurers Account	27,464	15,289
Repairs Imprest account	50	50
Cash in Hand	89	89
Deposit held / overpayment	-5	-6
TOTAL	27,598	15,422

All cash held is unrestricted. Funds are held in order to meet any expenditure that may occur. We aim to hold at least £5,000 as a contingency.

Richard Braithwaite
Treasurer

Dated 04 February 2022

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS				
Adrenaline Martial Arts	-	-	-	117
Age UK Friendship Club	658	-	658	536
Art Club	187	-	187	168
Badminton	345	-	345	339
Ballet	554	-	554	689
Barry Ely Band	77	-	77	72
Batties	182	-	182	99
Changing Lives (Tai Chi and Yoga)	514	-	514	557
Changing Lives (Strength & Balance)	570	-	570	-
Core Factor Pilates	333	-	333	427
Donations	-	-	-	9
DMJ	182	-	182	111
Elemental Fitness	94	-	94	-
Fenland Lace Group	-	-	-	70
Film Night	147	-	147	811
First Step Playgroup	-	-	-	45
Good Energy FIT (Solar)	591	-	591	628
Grants HDC Covid Restrictions	17,374	-	17,374	11,334
Grants HMRC Employees Furlough	-	2,899	2,899	3,723
HDC Elections	332	-	332	176
Jolly Archers	280	-	280	525
Judo	178	-	178	54
Lyalya Dancing	-	-	-	81
Maggies Keep Fit	157	-	157	131
Mel's Pilates	265	-	265	245
Michael Batty	60	-	60	-
Mike Taylor Tai Chi	130	-	130	-
National Blood Service	361	-	361	690
National Teaching	252	-	252	-
Needlecraft	-	-	-	156
Other Organisations (CAPALC)	27	-	27	114
Over 60's	-	-	-	143
Paul Rogers CBFS	27	-	27	-
Private Functions	742	-	742	276
Quiz Night	274	-	274	-
Refunds (EDF Energy)	318	-	318	214
Sam Godfrey LBT	189	-	189	222
Shoto Karate Jutsu	762	-	762	591
Slimming World	-	-	-	1,316
Snow Dancer	320	-	320	-
Snow Dancer refreshments	42	-	42	-
Square Tests	2	-	2	-
Starfish Yoga	42	-	42	-
Sweaty Mama	42	-	42	-
Tang Soo Do	1,460	-	1,460	913
Time Bank Coffee Morning	53	-	53	-

Town Band	336	-	336	154
We Are Mental Health	175	-	175	78
Yoga DRU	-	-	-	144
Youth Club	-	-	-	15
VH Fundraising	-	-	-	50
Zumba	120	-	120	66
TOTAL INCOME	<u>28,754</u>	<u>2,899</u>	<u>31,653</u>	<u>26,089</u>

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
PAYMENTS				
BT WiFi	539	-	539	512
Business Rates	141	-	141	189
Cleaning inc. materials	453	-	453	731
Deposit Refunds	100	-	100	62
Electricity	732	-	732	840
Film Nights	215	-	215	449
Fundraising	37	-	37	89
Furniture & Equipment	213	-	213	1638
Gas	590	-	590	798
Insurance	1,117	-	1,117	2,020
National Insurance / PAYE Tax	804	-	804	261
Professional Fees and Membership	1,609	-	1,609	1,163
Repairs inc. Maintenance	2,544	-	2,544	3,878
Stationery	100	-	100	168
Wages	7,384	2,899	10,283	9,020
Water	-	-	-	-
TOTAL EXPENDITURE	16,578	2,899	19,477	21,818
Surplus / (Deficit) for the year	12,176	-	12,176	4271
Accumulated Fund brought forward	15,422	-	15,422	11,151
Accumulated Fund carried forward	27,598	-	27,598	15,422

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
BALANCE SHEET AS AT 31ST DECEMBER 2021

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
	£	£	£	£
Current Assets				
Current Account	27,464	-	27,464	15,289
Repairs Imprest Account	50	-	50	50
Cash in Hand	89	-	89	89
Restricted Funds	-	-	-	-
Deposit held / overpayment	-5	-	-5	-6
	<hr/>			<hr/>
Total Current Assets	27,598	-	27,598	15,422

SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SOMERSHAM VICTORY HALL MANAGEMENT COMMITTEE

I report on the accounts of the Charity for the year ended 31st December 2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

examine the accounts under Section 145 of the 2011 Act;

to follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and

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 charity 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 no opinion is given as to whether the accounts present a 'true and fair view' and 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 are kept in accordance with Section 130 of the 2011 Act; and
to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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

KF Green
FMAAT
32a East Street
St Ives
Cambs
PE27 5PD

Dated: 17 March 2022