

**Annual Trustees Report for Rowsley Village Hall**  
**AGM 25<sup>th</sup> November 2020**

2019-20 has been an unprecedented year. We first had to cope with a flood in our village and had barely recovered from that before we found ourselves in the midst of a global pandemic, which is still very much ongoing at the time of writing.

Firstly, an enormous thank you to all our regular users for stepping up immediately in November when the school was flooded to provide the teachers and pupils with an alternative venue that allowed classes to continue almost without interruption well into January. This clearly showed that the school and the village hall are still very inter-dependent despite the changes in our historic relationship over recent years. We are particularly indebted to Claire Mead for all the work she did to relocate the daytime classes so they could continue during this period.

The impact of the Coronavirus pandemic on the Village Hall has been huge. Together with the rest of the country we shut down in late March and remained shut due to government restrictions on sporting and community events through the summer, opening in time for the school's return for the Autumn term. Thank you in particular to Mary Pope and Victoria Friend for the work they did so the hall could meet government guidelines for reopening. Victoria was also responsible for obtaining a grant of £10,000 from Derbyshire Dales District Council, a lifeline for the hall during this time when our income collapsed entirely.

Sadly all our plans for Reel Rowsley screenings and the launch of the GRowsley project have obviously been put on hold but we look forward to being able to restart both these projects in 2021. The lasting impact of the global pandemic on the village hall remains to be seen, but it looks as if we will sadly lose some of our regular classes and as at the time of writing the school has not yet resumed using of the hall for lunches. Once life goes back to normal we as a committee will need to address the drop in regular use and look at new ways of attracting hirers to replace this drop in regular income, which is absolutely essential for the hall to remain financially viable into the future.

Luckily the major expenses of refurbishment have now been met. This year we have new curtains and a new WI room door, the WI room was repainted in September and the outside window frames were revarnished. The hall has never looked better and we hope this will help to attract interest from potential new users.

Thank you to Sian Bacon for keeping our accounts so admirably this year and Victoria Friend for working with her as Honorary Treasurer and reporting back to the Committee. Also thanks to Jane Rimmer for adapting so well to this year's extraordinary demands.

Special thanks go to Claire Mead, Mary Pope, Bev Bagshaw and Victoria Friend for going above and beyond their respective roles to help the hall

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meet so many unprecedented challenges and also to Marianne Quick for all her expert advice and support.

This has been a difficult year and we do not anticipate that things will get easier in the short term, but we are hopeful that we will be able to meet the challenges that are presented in a hopefully, post-Covid world.

## Treasurer's Annual Report for Rowsley Village Hall Management Committee

### AGM 25<sup>th</sup> November 2020

As at 30<sup>th</sup> September 2020 the Rowsley Village Hall had total funds of £39,126.20 split over the three bank accounts as follows:

Current Account: £23,322.28

Decorating Account: £12,735.59

BIG Account: £3,068.33

Total income for the hall over the year was £30,657 and total payments were £27,246, giving a profit for the year of £3,410.

### Extraordinary Income

During the year the hall had three large injections of extraordinary income which account for over half the total income:

- 1) The first was due to the use of the hall by Rowsley Primary School for several weeks after flooding in the village in November 2019 caused extensive damage to school buildings with Derbyshire County Council paying the hall a total of £5,700.
- 2) The second was a grant of £10,000 from Derbyshire Dales District Council as part of their Small Business Support during the Covid-19 pandemic.
- 3) The third was a grant of £1,500 from Rowsley Parish Council to help towards the main hall floor refurbishment

This extraordinary income amounts to £17,200, leaving regular income for the year at £13,457. However, £4,575 of this is accounted for by transfers between accounts, leaving just £8,627 to be considered regular income.

### Extraordinary Payments

There were a few payments during the year which can be classed as extraordinary. These included the following:

- 1) £4,457 for the purchase of new curtains
- 2) £1,392 for the Operations Manager for the BIG Lottery Project
- 3) £742 for hiring external premises when the school was using the hall due to the November flood
- 4) £456 for re-staining the outside windows
- 5) £525 for the new WI room external door
- 6) £350 for decorating the WI room
- 7) £221 for purchases associated with Covid-19 prevention
- 8) £627 for legal fees associated with changing the Holding Trustee

The total of these extraordinary payments is £8,771, leaving regular payments for the year at £18,475. A total of £4,916 is accounted for by transfers and corrections between accounts, leaves £13,559 to be considered regular payments.

The shortfall in the accounts between regular income and payments is therefore £4,932.

# Treasurer's Annual Report for Rowsley Village Hall Management Committee

## AGM 25<sup>th</sup> November 2020

### Summary

This has been an extraordinary year for Rowsley Village Hall with first the impact of the flood in November and then the imposed shutdown due to Covid-19 restrictions. Although the use of the hall has been severely limited by the global pandemic, the top line figures show a healthy profit for the hall.

However, once we drill down we can clearly see the impact that the collapse in use by traditional user groups over the last few years is having on the accounts - a shortfall of nearly £5,000 between regular income and payments. Some of this can be explained by the imposed shutdown, but not all of it. If this shortfall is repeated in the coming years our current healthy balances will soon be disappear.

#### **Rowsley Village Hall Bank Rec. As at 30th September 2020**

	RBS Current £	RBS Big Lottery £	RBS Decorating £	Summary £
Cash Book :				
Bal b/fwd current A/C 1st October 2019	12,400.77	6,843.29	16,471.32	35,715.38
plus : receipts	25,470.40	2,515.70	2,671.27	30,657.37
less : payments	-14,548.89	-6,290.66	-6,407.00	-27,246.55
	<u>23,322.28</u>	<u>3,068.33</u>	<u>12,735.59</u>	<u>39,126.20</u>
Unpresented chqs				0.00
Unpresented receipts				0.00
Balance	<u><b>23,322.28</b></u>	<u><b>3,068.33</b></u>	<u><b>12,735.59</b></u>	<u><b>39,126.20</b></u>
Bank :				
Current - 30/09/2020	23,322.28			23,322.28
Big Lottery - 30/09/2020		3,068.33		3,068.33
Decorating - 30/09/2020			12,735.59	12,735.59
	<u><b>23,322.28</b></u>	<u><b>3,068.33</b></u>	<u><b>12,735.59</b></u>	<u><b>39,126.20</b></u>

**Treasurer's Annual Report for Rowsley Village Hall Management Committee**

**AGM 25<sup>th</sup> November 2020**

A		Monthly Budget Monitoring		
1	<b>ROWSLEY VILLAGE HALL</b>	Year to Date at 30/09/2020		
2	<b>RECEIPTS &amp; PAYMENTS ACCOUNT 2020-2021</b>	12		
3	Date 30th September 2020	<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>
4	Month 12	<b>To Date</b>	<b>To Date</b>	<b>£</b>
5				
6	<b>PAYMENTS</b>			
7	Day to day running - current account			
8	Electricity	1,021.58	800.00	(221.58)
9	Gas	1,965.00	2,000.00	35.00
10	Water Rates	348.39	300.00	(48.39)
11	Rent - Haddon Estate	51.85	60.00	8.15
12	Insurance	414.74	450.00	35.26
13	Audit fees - Accountancy	125.00	50.00	(75.00)
14	Communication (website and wifi)	337.46	400.00	62.54
15	Garden	264.00	350.00	86.00
16	Caretaker wages	2,760.00	2,760.00	0.00
17	Window Cleaning	135.00	216.00	81.00
18	Repairs and minor maintenance	2,230.67	1,000.00	(1,230.67)
19	Cleaning & consumables	234.64	500.00	265.36
20	PRS Licence	367.18	315.00	(52.18)
21	Safety - PAT and certificates	0.00	250.00	250.00
22	Training	0.00	100.00	100.00
23	Advertising	0.00	0.00	0.00
24	Reel Rowsley Cinema	1,418.18	0.00	(1,418.18)
25	Misc (Transfer/ corrections)	2,875.20	500.00	(2,375.20)
26		<b>14,548.89</b>	<b>10,051.00</b>	<b>(4,497.89)</b>
27				
28	<b>Decorating and Projects</b>			
29	Decorating	4,457.00	0.00	(4,457.00)
30	One off projects	1,950.00	0.00	(1,950.00)
31		<b>6,407.00</b>	<b>0.00</b>	<b>(6,407.00)</b>
32				
33	<b>RCM</b>			
34	Teachers wages	3,370.00	0.00	(3,370.00)
35	Advertising	128.16	300.00	171.84
36	Operations Manager	1,392.50	0.00	(1,392.50)
37	Tea Room Manager	240.00	0.00	(240.00)
38	Hall Hire	1,160.00	0.00	(1,160.00)
39	Misc/Transfer	0.00	0.00	0.00
40		<b>6,290.66</b>	<b>300.00</b>	<b>5,990.66</b>
41				
42	<b>Total Payments</b>	<b>27,246.55</b>	<b>10,351.00</b>	<b>16,895.55</b>
43				
44		<b>Actual £</b>	<b>Budget £</b>	<b>Difference</b>
45		<b>To Date</b>	<b>To Date</b>	<b>£</b>
46				
47	<b>RECEIPTS</b>			
48	Day to day running - current account			
49	One off hire	532.50	1,500.00	(967.50)
50	Commercial hire	6,276.00	1,000.00	5,276.00
51	WI	147.50	600.00	(452.50)
52	Badminton	550.00	990.00	(440.00)
53	Table Tennis	620.00	1,200.00	(580.00)
54	Ex RCM Classes	343.00	0.00	343.00
55	Indoor Bowls	1,012.50	1,000.00	12.50
56	Craft Club	208.00	230.00	(22.00)
57	Reel Rowsley Cinema	959.65	3,600.00	(2,640.35)
58	School	1,200.00	1,200.00	0.00
59	RCM Hall hire to current account	1,160.00	1,160.00	0.00
60	Current interest/ Misc	10,255.00	0.00	10,255.00
61	Misc Transfers/ Corrections	2,206.25	0.00	2,206.25
62		<b>25,470.40</b>	<b>12,480.00</b>	<b>12,990.40</b>
63				
64	<b>Decorating and Projects</b>			
65	Decorating Interest	18.27	20.00	1.73
66	Misc/ Transfers/ Corrections	1,153.00	0.00	(1,153.00)
67	Other Grants and donations (decorating one off)	1,500.00	2,000.00	(500.00)
68		<b>2,671.27</b>	<b>2,020.00</b>	<b>(1,651.27)</b>
69				
70	<b>RCM</b>			
71	RCM Interest	0.00	0.00	0.00
72	RCM Classes	2,210.50	1,752.00	458.50
73	RCM Tea Room	249.20	0.00	249.20
74	RCM Misc/ Transfer	56.00	0.00	56.00
75		<b>2,515.70</b>	<b>1,752.00</b>	<b>763.70</b>
76				
77	<b>Total Receipts</b>	<b>30,657.37</b>	<b>16,252.00</b>	<b>14,405.37</b>
78				
79	<b>PROFIT/LOSS</b>	<b>3,410.82</b>	<b>5,901.00</b>	<b>-2,490.18</b>

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Sian Bacon  
Book - Keeper  
Rowsley Village Hall Charity  
7 South Park Avenue  
Darley Dale  
DE4 2FY

Dear Sian

Rowsley Village Hall Accounts 01.10.2019 - 30.09.2020 - Charity 222773

I confirm that the Independent Examination of the Receipts and Payments accounting records presented to me agreed with the Bank Reconciliation for the period 01.10.2019 - 30.09.2020 and a copy of the signed Report together with my invoice is returned with the documentation.

Electronic copies have also been sent,

Yours sincerely



Brian Wood

# Independent Examiner's Report to the Trustees of the

## ROWSLEY VILLAGE HALL – CHARITY NO 222773

I report on the accounts of the charity for the year ended 30<sup>th</sup> September 2020.

### Respective responsibilities of trustees and 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 examine the accounts under Section 43(3) of the Act and to state, on the basis of procedures 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 examiner's 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 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 I do not express an audit opinion on the view given by the accounts.

### 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 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 Acthave 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,

(Signed)   
Brian Wood

Qualification: D.M.A.

Address: Amberley, 298 Smedley Street, Matlock, DE4 3LH

Date: 22<sup>nd</sup> November 2020