



Trustees' Annual Report for the period

Period start date Period end date
 From Day Month Year To Day Month Year
 01 01 2022 31 12 2022

Section A Reference and administration details

Charity name Tasburgh Village Hall and Playing Field

Other names charity is known by

Registered charity number (if any) 304085

Charity's principal address Tasburgh Village Hall

Grove Lane

Tasburgh, Norwich

Postcode NR15 1LR

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	Dave Moore	Chair		
2	Brian Hill	Vice Chair		
3	Paul Maund		06/04/2022 – 31/12/2022	
4	Iain MacLennan			
5	Karen Hazell			
6	Shaun Palmer			
7	Graham Pates			
8	Mike Ireson		09/03/2022 – 31/12/2022	
9	Gareth Hill		01/01/2022 – 31/03/2022	
10	Lloyd Giacomelli			
11	Martin Bell		12/08/2022 – 31/12/2022	
12	Trudi Musgrove		29/06/2022 – 31/12/2022	
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Barclays	St Stephens Branch, Norwich

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Trust Deed dated July 20 th 1950, plus subsequent amendments. (Copies of which are held by the Charity Commission)
How the charity is constituted	Trust for the benefit of the Village of Tasburgh
Trustee selection methods	Trustees are appointed or reappointed annually at the Annual General Meeting held in July.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>The Board of Trustees is limited by deed to a maximum of 16 people. Of these, 8 can be representatives of a User Group, plus 5 ordinary members of the public. Ordinary public trustees must reside within the parish boundary. In addition, 3 supernumerary trustees can be appointed to fulfil specialist roles – e.g. Treasurer. After the retirement of the previous Treasurer the Charity is now employing a Treasurer but this role does not include trustee status and does not include voting rights.</p> <p>The trustees operate within a code of Standing orders that are regularly reviewed and updated as necessary.</p> <p>The trustees adhere to a number of Policy documents including Child Protection and Safeguarding, Vulnerable Adults, Equality, Diversity & Discrimination, GDPR, Fire Safety, Cleaning, Legionella etc.</p> <p>DRB/CRB checks are mandatory for all employees and User group leaders.</p> <p>The trustees undertake RoSPA and Risk Assessments annually or as required for the buildings, grounds, Fire Safety, Electrical Safety equipment etc. All recommendations are acted upon within the specified timelines.</p> <p>The trustees actively engage with outside bodies such as ACRE, the Charity Commission or specialists in areas such as Health & Safety and Fire Safety.</p> <p>The trustees act as mentors for similar organisations that wish to benefit from our experience – for example how to set up a Social Club, a Carer's group or a football club.</p>
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Summary of the objects of the charity set out in its governing document

To be the focal point of Social, Educational and Recreational activity within the village of Tasburgh.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Tasburgh Village Hall is a venue catering for the following internal activities:

- Playgroup 5 days a week during termtime for children of preschool age (Closed May 2022)
- Scouts and Explorers groups
- Keep Fit classes, principally for senior citizens
- Martial Arts classes
- Pilates, Yoga and exercise fitness groups
- Sports and Social Club, open 2 nights and 2 afternoons a week
- Carers Group, supporting the elderly and vulnerable
- Choir and Band rehearsals and performances
- Educational Tutoring for Individual Children.

In addition, the Hall is also used as a venue for wedding receptions, parties, local events and for the meetings of organisations such as the Parish Council, Tasburgh Allotment Society etc.

Externally, the Playing field is no longer home to Tasburgh United Football club but the fields are maintained for the benefit of the local community and especially local children.

There are also tennis courts and a free to use skate-board park and children's play area with a variety of play equipment.

All the above meet the objectives of the charity, catering for all ages regardless of personal background, faith, history, circumstances or gender.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Trustees historically have invested in opportunities to raise additional funds for the Hall, such as an annual Village Fete, a Flower and Produce Show, Quiz nights etc but these had been affected by Covid for the last few years.

2022 saw the first reintroduction of the Village Fete, Flower & Produce show, the Annual Art Show, a joint Quiz night with the Tasburgh Allotment Society and the Hall holding events for the Queen's Jubilee .

The trustees have a fundraising committee to actively pursue grant opportunities.

The Fundraising Committee is also looking to increase its event fundraising into a structured calendar of monthly/bi-monthly activities to raise additional funds for the Tasburgh Village Hall.

All time for such activities are given freely by the trustees and additional volunteers and are offered without any remuneration.

Tasburgh Sports and Social Club rents the Small hall from the charity but also provides extremely generous financial support to Hall capital projects and improvement initiatives.

The Charity has invested heavily in an ongoing policy of updating and improving the fabric of the building to enhance the safety, welfare and experiences of all users. Wherever possible, all improvement costs are met from existing resources or via local donations and fundraising as the charity does not benefit from a benefactor.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2022 the Tasburgh Village Hall invested in a number of substantial structural improvements to enhance the facilities for both regular and casual hall users.

During 2022 the Tasburgh Village Hall supported and funded the following improvements:

1. Completed major refurbishment work to the secondary Hall toilets (both Men's & Ladies)
2. Improvements to Storage facilities within the Hall
3. Improvements to the Hallway
(1-3) Totalling £11948
4. Purchased new blinds for the Main and Small Hall £1500
5. Purchased a new shed, table and chairs £400
6. Repaired the Skate Park £225
7. The Hall is to purchase an improved booking system in Jan 2023 £300

2022 marked the successful return of a number of annual Village events that had not been able to be held during Covid.

The Tasburgh Fete, Produce Show, Art Show and Queen's Jubilee events were all successfully reintroduced. They both provided much needed fundraising revenue but also supported the local community of Tasburgh and its residents and surrounding area.

The impact of the loss of revenue from a number of the smaller regular user groups was compensated by a grant from South Norfolk Council totalling £2667 in 2022.

However, the devastating loss of the Playgroup in May 2022 is a considerable threat to the future of the Village Hall.

The Playgroup has historically been the largest source of regular income for the hall and their loss is extremely damaging.

This situation was worsened with the loss of private tutoring in December 2022 as the Company is no longer supporting the Young Person's educational needs any longer.

This means that the Village Hall has lost 2 of its 3 largest Regular User groups during 2022.

The exceptional cost of living price rises, especially for utilities, is also a considerable threat to the Hall's longevity.

The Hall Booking administrator is actively seeking new regular user opportunities to increase Regular user income after the losses in 2022.

Casual bookings increased towards the end of 2022 and this improvement continues into 2023.

The Hall has also looked to compensate for the losses in Regular booking income with an increased programme of fundraising events. The Fundraising Committee is creating a structured plan of Village Hall events throughout the year to try to offset these losses.

The commitment to improving the facilities to the residents of Tasburgh is still demonstrated by the investment above in spite of the Village Hall having to adapt to the Covid challenges it has faced.

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Brief statement of the charity's policy on reserves

Cash in the bank at 31/12/2021 was £27236.

The Trustees voted unanimously to use the £2118 Brick account towards the toilet renovation work they completed in 2022.

The main financial risks to the charity are now the loss of regular bookings income to the hall and the increased energy costs.

Details of any funds materially in deficit**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Village hall benefitted from a sizeable single donation from a local resident to support the Hall for the loss of Playgroup income in 2022.

The Tasburgh Village Hall has had to increase both its regular and casual User rates in light of the increased energy costs and general cost of living increases.

Financial Measures taken so far:

- Revising the income stream with the aim that, in the future, a minimum of 80% of expenditure costs are covered by the core User Groups v no previous plan.
This will ensure the ongoing financial viability of the Hall.
- Revising the hiring structure for all User Groups.
The rates are now open and transparent with all groups now paying the same hourly rate.
- Overhaul of the casual hiring structure to reduce its complexity
- All rates will undergo an annual review to ensure the Hall remains competitive to both Regular User Groups and Casual bookers.
- The Hall continues to offer a discounted booking rate to local Tasburgh residents.
- Aim to have an annual profit/surplus of c £5000 to build the reserves for future reinvestment projects.
- No major hall improvements are scheduled for 2023.
- The Charity has set up a dedicated sub-Committee to seek out and hopefully continue to source grant funding from a variety of sources across the public domain.
- Fundraising Committee to increase the number of events delivered to the community to support fundraising.
- Booking Administrator to actively look to source new regular User Groups.
- Hall to relaunch 300 Club and encourage membership.

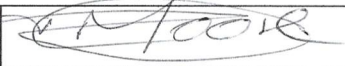
Future Plans :

- The Charity intends to remain and enhance its role at the centre of village life.
- The Trustees, via the Booking Secretary, will actively continue to seek to engage with potential new User Groups to provide further financial security.
- Tasburgh Village Hall to increase its fundraising calendar to allow regular fundraising events to occur.
- The Trustees completed an extensive refurbishment of the Tasburgh Village Hall secondary toilet facilities in Jan 2022 to bring them up to date with the main facilities but no works are planned for 2023.
- A new and improved Hall booking system has been approved and will be available from 2023.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	DAVID GEORGE MOULDE	
Position (eg Secretary, Chair, etc)	Chair	
Date	24/2/23	



Receipts and payments accounts

CC16a

For the period
from

01/01/2022

To

31/12/2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations & Grants	8,867	-	-	8,867	34,354
Fundraising	6,933	-	-	6,933	3,470
Interest	8	-	-	8	-
Hire of Hall & Equipment	22,744	-	-	22,744	16,208
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	38,552	-	-	38,552	54,032
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	38,552	-	-	38,552	54,032
A3 Payments					
Fundraising Costs	2,835	-	-	2,835	1,427
Wages/Salaries	13,277	-	-	13,277	8,907
Repairs and Maintenance	4,253	-	-	4,253	7,341
Lighting and Heating	3,642	-	-	3,642	2,766
Rates, Water and Sewage	1,654	-	-	1,654	1,411
Insurance	1,371	-	-	1,371	1,427
Telephone and Internet	534	-	-	534	555
Postage, Stationery, Computer Supplies	207	-	-	207	-
Licenses and Professional Fees	1,126	-	-	1,126	815
Bank Charges	-	-	-	-	-
Booking Cancellation Refunds	208	-	-	208	185
Donations	706	-	-	706	-
	-	-	-	-	-
Sub total	29,813	-	-	29,813	24,834
A4 Asset and investment purchases, (see table)					
Outside Garden Furniture	-	-	-	-	6,657
Playgroup Shed, tables & Chairs	400	-	-	400	-
Fixture & Fittings	13,448	-	-	13,448	7,674
Sub total	13,848	-	-	13,848	14,331
Total payments	43,661	-	-	43,661	39,165
Net of receipts/(payments)	- 5,109	-	-	- 5,109	14,867
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	32,345	-	-	32,345	17,478
Cash funds this year end	27,236	-	-	27,236	32,345

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		27,235		-
		-	-	-
		-	-	-
	Total cash funds	27,236	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK


Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

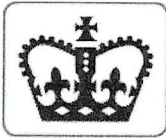
Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	D. G. MOORE	24/2/23



Section A Independent Examiner's Report

Report to the trustees/ members of

TASBURGH VILLAGE HALL + PLAYING FIELDS

On accounts for the year ended

2022

Charity no (if any)

304085

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 19 MARCH 2023

Name: IAN ANDERSON

Relevant professional qualification(s) or body (if any):

RETIRED BANK MANAGER

Address:

59 CHURCH ROAD
TASBURGH, NORWICH
NR15 1ND

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

