

**Compton Dundon and Littleton Village Hall
Namely the Meadway Hall
Annual General Meeting
Tuesday July 13th 2021**

Report of the Management Committee

The aim of this report is to give a picture of the way in which the Management Committee of the Meadway Hall work to provide facilities for social and educational use by the residents of Compton Dundon and the surrounding area as stated in our Charitable deeds.

The name of the charity is Compton Dundon and Littleton Village Hall and the registration number is 304522. The address of the hall is:

Meadway Hall, Ham Lane, Compton Dundon. TA11 6PQ.

The address of the hall for the charity is that of the hall chairperson:

Janet Davies of Ferndale, Peak Lane, Compton Dundon. TA11 6PE

The Charity Trustees for the year 2020/2021 have been:

Chairperson – Janet Davies - 100 Club and the WI from October 2020

Vice Chairperson – Ally Dore – Village Lunch Club

Secretary – Tiffany Kearton – Parish Council

Treasurer – Simon Dore - Elected

Booking Secretary – Kathy Chiffers – Craft Club

Minutes Secretary – Angie Roberton – Elected

Sue Hibberd - Women's Institute, retired September 2020 during lockdown.

Julie Gordon – PCC

Fay Ridgill - Gardening Club

Helen Miles - Toddler Group

Bryan Leyshon – Elected

Lynda Lofthouse – Elected, retired during lockdown.

Patrick Ferguson – Short mat bowls (from June 2021)

We have vacancies for 3 elected and 2 co-opted members also not all the regular groups have a representative on the hall committee.

The object of the charity is, in the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit without distinction of political, religious or other opinions and the maintenance of: A Village Hall for use by the inhabitants, including use for meetings, lectures and classes, other forms of recreation and leisure-time occupation and a recreation ground for use by the inhabitants. One way of meeting this objective is that we (or did have prior to lockdown) various groups for villagers to partake with, such as Line Dancing, Yoga, Pilates and Quilting. The land must be

retained by the committee for the use for the object of the charity.

The use of the Meadway Hall continues to develop and change – both by regular users and individual bookings. More information about this will be given in the bookings report.

Our aim is for bookings to cover the cost of running the hall and that additional maintenance and improvement to the building and its surroundings should be financed by fundraising events. Due to the pandemic the hall closed in March 2020 therefore all booking were sadly cancelled and we are now just beginning to see some groups return.

The treasurer has continued to provide a monthly expenditure; more details will be given in the treasurer's report if present however if not hard copies are available.

The committee have a responsibility to have in place certain policies such as child protection, equal opportunities, data protection and privacy policies for safeguarding the public and the management committee. Regular checks, tests and maintenance of electrical equipment, central heating boiler, fire extinguishers and fire alarms are made. Risk assessments are also in situ. Trustees have also been made aware of the Data Protection regulations. During the year committee members have kept up to date with initiatives and responsibilities relevant to Village Halls. We have achieved Hallmark 1 and 2 and now working towards 3. Much information is provided through the Community Council for Somerset and by the Charity Commission.

It is important to continually maintain and improve the hall and external areas general maintenance has been adhered to. Monthly reports are discussed as to what is needed to be done. During the hall closure new radiators have been fitted in the main hall, stage curtains have been replaced and the storage area under the stage has new panelled doors. The main hall floor has been redone, skirting boards and dado rails in the main hall and committee room have been repainted, and new storage cupboards in one of the changing rooms have been installed. The boiler door, soffits and guttering have been replaced and the posts at the main entrance have been encased with uPVC. This meeting gives the opportunity for those present to view our balcony area which has been transformed making it a separate area, the open space once overlooking the main hall has been filled in however there are windows to still view the main hall. The balcony now has a kitchenette and has been carpeted, we have yet to complete all the furnishings due to lockdown however the plan is to purchase sofa's/chairs etc. Various trees have been donated by the Woodland Trust to the Parish Council and have been planted around the playing field. We now have a defibrillator fitted near the main entrance door. Posts have been installed along the edge between the car park and field to the front of the hall to prevent cars driving onto the field. The area outside the toilets has been redesigned for easier maintenance. The car park edges are being weeded and tidied up however this is an ongoing project to ensure the area remains tidy. Various other inside and outside work continues to be adhered to.

Unfortunately vandalism is always a problem and is always reported to the Police. I would urge anyone to please report to a committee member if seeing any wrong doing. This in turn amounts to money having to be made available to restore the damage.

Royston Maddaford continued to maintain the troughs and floral areas up until March 2020 however due to the hall being closed it was decided to temporary postpone any further planting until the hall reopened. Royston decided to retire during lockdown and we as a committee thank him very much for all his hard work over the years in making our hall outside a welcoming gesture to hirers and visitors.

The hall continues to be cleaned by our caretaker Sarah Morris and has continued to be paid throughout the closure of the hall. The Parish Council supports the village hall by covering the cost of grass cutting.

The Solar panels continue to be an added income with the excess generated units paid into our bank account. Although Lynda retired from committee she has kindly continued to monitor the solar panels output.

The 100 club continues to provide a source of income as did the Village Lunches up until the first lockdown and the plan is to restart again in October 2021. The village lunches are now in their 10th year. This project has been developed in partnership with St Andrew's Church to provide an opportunity for local residents to meet and enjoy a meal together. All the work to provide this is done on a voluntary basis with a team of people taking it in turns to cook, serve food etc. and a small amount of washing up as there is a dishwasher. Volunteers are always needed to support the team. The lunches had been very successful and were held on the last Wednesday of each month. People were asked to book in advance to assist catering. It was not planned as a money-making project but the profits made are shared between the hall and the church. The 'Village Lunch' is now registered with South Somerset District Council as a Food Business and the food hygiene inspection awarded a level 5, the highest award possible. The Christmas Bingo unfortunately had to be cancelled along with several other events due to the Covid19 restrictions; however the Bingo is planned to go ahead in December this year.

We have a Village website which includes information about the hall including the ability to be able to book online. There is a calendar which shows availability.

The Parish Newsletter incorporating The Herald enables news about forthcoming events in the Meadway Hall to be advertised. Information is also displayed on the village notice boards.

This has been a very difficult time since March 2020 due to the closure of the hall due to Covid19 as little income has been generated and outgoings still need to be paid. However thankfully we did receive a couple of grants to assist us.

Last year would have been our 20th anniversary in August; no celebrations were able to take part or again this year. 2020 and 2021 will be remembered I'm sure as the time everyone was affected in some way or other due to the pandemic.

Once again as Chairperson I would like to thank all members of the Committee for all the time and effort they put into the running of the hall as there is so much work that goes on behind the scenes that keep the hall operational. Their work is very much appreciated and invaluable.

Janet Davies
Chairperson
13/7/2021

Meadway Hall Compton Dundon
31st December 2020

1. Receipts and Payments Account

Income Receipts	2020	2019
Grants and Donations		
Grants	£ 15,007.75	
Sundry Donations	£ 221.00	£ 6,656.00
Trading Activities		
Hall Hire for next year	£ 160.00	£ 940.00
Hall Hire current year	£ 9,346.50	£ 26,288.02
Hall Hire from previous year	£ 512.00	£ 1,494.00
Fundraising Event Proceeds	£ 1,560.35	£ 3,718.93
Village Lunch	£ 204.75	£ 1,172.90
100 Club	£ 970.00	£ 1,000.00
Bonds	£ 400.00	£ 2,550.00
Miscellaneous Income	£ -	£ 106.71
Renewable Energy	£ 2,033.81	£ 2,079.94
Bank Interest	£ 57.40	£ 53.45
Investment Income		
Post Office Rent	£ 1,039.92	£ 1,039.92
Total Receipts	£ 31,513.48	£ 47,099.87
Direct Charitable Expenditure		
Repairs/Maintenance of Hall	£ 7,493.84	£ 5,609.84
Heating costs (Oil)	£ 1,304.69	£ 1,732.61
Electric	£ 1,267.72	£ 1,484.18
Water Charges	£ 459.00	£ 760.50
Caretaker (Staff Costs)	£ 6,084.00	£ 6,025.50
Insurance	£ 1,254.53	£ 1,246.33
Fees (for licences, memberships etc)	£ 488.98	£ 2,187.18
Grounds – Garden	£ 120.00	£ -
Cleaning Materials	£ 1,052.32	£ 894.24
Refund of booking fees	£ 1,014.00	£ 312.00
Miscellaneous	£ 51.70	£ -
Village Lunch	£ -	
Other Expenditure		
Fundraising Event Costs	£ 1,111.00	£ 2,017.28
Stationery, postage, telephone	£ 52.03	£ 88.74
Website	£ 62.40	£ 14.20
Publicity	£ -	£ -
Returned Bonds	£ 200.00	£ 2,300.00
100 Club Costs	£ 455.00	£ 485.00
Total Payments	£ 22,471.21	£ 25,157.60

Capital expenditure	£ 30,274.67	£ 2,945.85
	<u>£ 30,274.67</u>	<u>£ 2,945.85</u>
Net Receipts/loss for the year	-£ 21,232.40	£ 18,996.42
Cash & bank balances at 31st December		
Natwest	£ 660.51	£ 2,764.04
CAF Cash	£ 3,956.25	£ 6,616.99
CAF Gold	£ 59,807.12	£ 76,346.78
Deduct outstanding cheques		£ 71.53
	<u>£ 64,423.88</u>	<u>£ 85,656.28</u>
Total		
Balance b/fwd from previous year	£ 85,656.28	£ 66,459.86
Add profit for year	-£ 21,232.40	£ 18,996.42
Add Uncashed Cheques		£ 200.00
Balance agrees to closing bank statement	£ 64,423.88	£ 85,656.28

*Account audited and found correct. Philip King Cox. 10th March 2021
Phone 01458 273035*

2. Statements of Assets and Liabilities at 31 December 2020

	2020	2019
Monetary Assets		
Bank and Cash Balances	£ 64,423.88	£ 85,656.28
Cash Float	£ 50.00	£ 50.00
Invoices raised awaiting receipt	£ 848.00	£ 224.00
Liabilities: Hiring Bonds	£ 400.00	£ 500.00
Non-Monetary Assets		
Land and buildings used by the charity: The Meadway Hall, Compton Dundon (freehold title vested in the Official Custodian for Charities) Meadway Hall (Insurance value)	£ 900,000.00	£ 900,000.00
Land (Estimate)	£ 975,000.00	£ 975,000.00
Fittings and Furniture: (tables, chairs, sound system, OHP, computer, projector, screen, kitchen equipment, - all in very good condition <6 years old) - Insurance value	£ 35,000.00	£ 35,000.00
	£ 75,000.00	£ 75,000.00
Liabilities		
Balcony work		£ 15,000.00
Stage curtain replacement		£ 2,500.00
Heating extension		£ 5,500.00
Stage front improvement		£ 1,000.00

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