

CHAIRMANS ANNUAL REPORT TO HAUGHLEY
VHMC
1ST May 2020 - 30th April 2021

2020-2021 the year of the global pandemic of Covid-19. The village hall probably for the first time in its history was closed completely for almost 6 months from 23rd March 2020 until September 2020 when Pre school returned. Disco Dancing, Serenity Yoga and Tai Chi returned only briefly during the break in lockdowns in the Autumn. This has meant that income from hall hire has been severely impacted this year. Income from bookings in 2020 were £15,291.00, in 2021 income was only £5,667.00.

However due to prudent management and monies raised through grants, donations and fundraising over several years the Village Hall had a healthy bank balance at the start of the financial year. The balance of £36,693.85 included a contingency fund to cover unforeseen circumstances. This buffer has made the past year a lot easier than it would otherwise have been. The village hall was also fortunate to secure grants totaling £36,526.40 which have helped to cover some of the loss of income from hall hire and have also allowed us to continue with projects such as the renovations to the Malting's roof and the installation of business broadband.

HALL HIRE

As well as the impact of Covid on regular hire it has also had a big impact on Casual hire with no bookings at all for this year as parties, weddings etc were not allowed under Covid restrictions.

Sadly this year we have also lost 2 of our regular hirers. Serenity Yoga from the GR Wednesday mornings and Thursday evenings due to increased class sizes and lack of space to socially distance. Country Dancing who prior to the pandemic had met in the MH on Thursday evenings for many years are now only meeting once a week and have decided to hold this in Wetherden VH. We hope that we will be able to fill these slots fairly quickly as we have had many enquiries from groups particularly for the MH but have not had a slot available. We will be advertising availability in the Parish News and via the Village Hall webpage.

FUNDRAISING

The village hall management committee have continued to fundraise when possible. We managed to squeeze in one film night at the end of October when we showed "Death of Stalin" which raised £41.27. Film nights had started to build up prior to the pandemic and we hope that once things return to normal audiences will return again.

It was the village halls turn to run the Christmas Raffle usually held at the Christmas Lights Switch On event. Sadly this year the lights switch on was cancelled but we did manage to make £66.40 profit by selling through Haughley Post Office and Committee members.

The committee have also decided to start a monthly Community Café at the village hall, something we have been discussing for many years. Following all the months of lockdown and people not being able to meet up it seems like this would be welcomed. It is hoped to start once all restrictions are lifted.

CLEANING/CARETAKING

Lauren Currie (Cozy Cottage Cleaning) is contracted by the village hall to provide this service. Lauren has done an excellent job throughout the pandemic using the time during the first lockdown to thoroughly clean the whole hall. She now comes in on Tuesday/Fridays to deep clean the hall in line with Covid guidance.

THE BUDGET/GRANTS

The village hall finished the financial year with a healthy bank balance of £43,756.20 in part due to the grants we have been able to obtain to help cover loss of income from hall hire due to lockdown and restrictions. We are extremely grateful to BMSDC, MSDC and Haughley PC for the support we have received over the past year. BMSDC £10,000 - Retail Hospitality & Leisure Grant received in Sept 2020, grants totaling £18,708.00 for Local Restrictions Business Support from MSDC and a grant of £3000 from Haughley PC towards the General upkeep of the village hall. We also received a MSDC Community Projects grant of £4818.40 towards the cost of the renovations to the Malting's roof and repairs to the MH roof.

RENOVATIONS/REPAIRS

Projects completed include the renovations to the Malting's roof to replace the roof coverings to make it entirely watertight and

also to repair sections of the Main Hall roof and replace gutters and downpipes to the front of the MH. This work was carried out in August 2020 by Bayes Roofing at a total cost of £14,923.20 with the MSDC Community Projects grant going towards this cost.

Also completed in 2020 was the installation in November of business broadband to the village hall to enable us to provide free WiFi to all users. As the hall already had a line in place there was no installation or connection fee. The annual cost to the village hall is £259.20.

Projects in the pipeline include the replacement of the solid wood flooring in the Main Hall. This project was put on hold last year due to the Malting's renovations taking precedence and to allow us to find the best replacement product and funding options available. This work will now take place during the summer break and be done by Hadleigh company Roger Hyde Flooring . This will involve the complete replacement of the flooring, fully insulating the floor from below (a requirement for Building Regulations) and matting to the entrance hall at a cost inc Vat of £27,168.00. A Community Projects grant of £9056.00 has been obtained towards this cost from MSDC which makes the net cost to the hall £18,112.00. It was felt that although this was a large expenditure even with the MSDC grant it is a worthwhile investment which will last for many years as well as improving the facility we offer to our hirers and the community.

Other projects still under consideration are :-

- a) Replacing the flooring in the kitchen. Initial quotes Jan 2020 between £1,422.00 and £2,424.00
- b) Replacing the entrance doors to the Village Hall. Initial quote of £1,212.00 for hardwood doors.
- c) Another project in the early stages of discussion is the renovation of the garden to make it a more attractive and usable space for all hirers and users.

COMMITTEE

We have seen a lot of change on the committee this year with Pat Chinery retiring as WI rep. Ross Dawson standing down as Parish Council rep due to family commitments to be replaced in September by Yvonne Hannan. But the person I and I am sure many of the committee are saddest to see go is Robert who has been vice-chair since 2016. Robert has tackled everything

from blocked loo's to the red tape and small print of the Constitution and registering of title, the minefield of Trustee Indemnity Insurance, not to mention GDPR and ensuring that the VH has all the relevant policies in place. He is a whizz with a power washer and most school holidays have seen him on his hands knees varnishing the main hall floor, as well as being projectionist at our film nights and cream dolloper at the Spring Quiz. Yours will be very big shoes to fill Robert and I would like to thank you on behalf of the committee for everything you have done .

I would also like to say how immensely proud I am of the way the village hall committee has pulled together to keep the hall going over the pandemic and made sure that it is a Covid secure environment for hirers to return to as restrictions allow. I thank you all for your support and for being as committed as ever to providing and maintaining this much loved community facility at the heart of Haughley.

HAUGHLEY VILLAGE HALL MANAGEMENT COMMITTEE
ACCOUNTS FOR THE PERIOD 1ST MAY 2020 - 30TH APRIL 2021
RECEIPT AND PAYMENT ACCOUNT

	2021	2020
	£	£
INCOME RECEIPTS		
HALL BOOKINGS (INCL HEATING)	5,667.00	15,291.00
BOOKING DEPOSITS	-	200.00
GRANTS/DONATIONS/LOANS	36,526.40	3,028.50
REPAIRS/MAINTENANCE/EQUIPMENT	130.18	22.15
FUND RAISING	229.27	703.84
TOTAL RECEIPTS	42,552.85	19,245.49
EXPENDITURE		
ADMINISTRATION SERVICES	2,880.75	4,899.96
CLEANER/CARETAKER SERVICES	2,095.50	2,048.70
CLEANING ITEMS	529.43	44.04
GAS & ELECTRIC	1,538.30	1,224.00
ANGLIAN WATER	227.55	317.78
REPAIRS AND MAINTENANCE (& EQUIPMENT)	1,257.90	1,990.90
FIRE PREVENTION (CHUBB)	134.74	425.13
C.A.S. INSURANCE	894.41	923.20
PERFORMING RIGHTS SOCIETY/PPL	366.98	380.44
ADMIN	402.17	191.28
LOTTERY FEE (lottery & amusements act M.S.D.C)	20.00	20.00
BOOKING DEPOSITS	-	235.00
PROJECTS	28,453.20	2,514.00
FUND RAISING	373.25	486.70
MISCELLANEOUS	46.50	46.99
GRANTS & DONATIONS	-	-
TOTAL PAYMENTS	39,220.68	15,748.12
NET RECEIPTS FOR THE YEAR	3,332.17	3,497.37
BALANCE B/FWD ***	40,191.22	36,693.85
CHUBB - credit from year 2019/20	202.81	
BALANCE AS AT 30TH APRIL 2021	43,726.20	40,191.22
BALANCE - current account	43,726.20	40,191.22
CASH IN HAND	30.00	30.00
Balance at start of financial year - current account	40,191.22	36,688.09
cash in hand at start of financial year	30.00	5.76
Total	40,221.22	36,693.85
Balance at end of financial year - current account	43,726.20	40,191.22
cash in hand	30.00	30.00
Total	43,756.20	40,221.22
Total Receipts	42,552.85	19,245.49
Less Total Payments	39,220.68	15,748.12
Surplus	3,332.17	3,497.37
Income from regular bookings (Annual)	5,667.00	14,342.00
General expenditure (Annual - Incl. petty cash)	10,347.73	12,465.43
Income from regular bookings less general expenses (Y.T.D)	- 4,680.73	1,876.57
Parish Council Grant	3,000.00	3,000.00
Income from reg bkgs less gen exp's incl p cash & P.C. grant	- 1,680.73	4,876.57

CHAIRMAN/VICE CHAIRMAN SIGNATURE

TREASURER SIGNATURE

AUDITOR SIGNATURE

BREAKDOWN (where required) OF ANNUAL ACCOUNTS 2020/21

INCOME	Includes
HALL BOOKINGS	No Casual Bookings
DONATIONS	No Donations
GRANTS	£3000 Parish Council, £36,526.40 MSDC (incl Retail & Leisure Grant, Local Restrictions Support Grants, Closed Business Lockdown Payment and Restart Grant)
FUND RAISING	£82 Feb Film Night, £41.27 October Film Night, £106 Christmas Draw
REPAIRS MAINTENANCE & EQUIPMENT	PAT's (Pre School), PCC Paper towels reimbursement
EXPENDITURE	Includes
REPAIRS, MAINTENANCE & EQUIPMENT	NewUrn, T/Rolls, Archive Boxes, PAT's, Trade Refuse Collection x 2 years, Garden Waste Collection, Decorating Items, Timer for Outside Light, Filters for Heater Exchange, Window Cleaning x 2, Boiler Service, Removal of Willow Roots, Lighting Fault in LH
ADMINISTRATION	phone useage, broadband, diary, ink cartridges, stamps, computer paper, laminating pouches, covid compliance items, CAS Model Hire Agreement, £129.60 Broadband
MISCELLANEOUS	gift for auditor
FUND RAISING	Sumup payment device, printing of draw tickets, £214.85 MPL,



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BOOKING DEPOSITS	-	200.00
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