



Trustees' Annual Report for the period

From 01.10.2019 Period start date To 30.09.2020 Period end date

Charity name: COCKFIELD VILLAGE HALL

Charity registration number: 304873

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To run the Village Hall for the use of the inhabitants of Cockfield and the neighbourhood .
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To make available the Village Hall for use for meetings,lectures, classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of the inhabitants.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the Guidance issued by the Charity Commission on Public Benefit and have run the hall for the public benefit throughout the year.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable
Policy on social investment including program related investment	Para 1.38	Not Applicable
Contribution made by volunteers	Para 1.38	We are run by volunteers who apart from managing also give of their time to complete the everyday tasks required to keep the hall open i.e. locking and unlocking, general small maintenance items, organising works and overseeing improvements etc.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Hall remained open for public use until the COVID-19 pandemic forced its temporary closure to the public.</p> <p>The Charity has however kept the hall available for use throughout the COVID-19 pandemic for use by the local primary school as an extension to its learning space.</p> <p>The halls broadband connection has been used by residents when their own connections was unavailable.</p> <p>The hall has completed a £20,000 kitchen improvement project which will help to ensure the halls ongoing viability.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity is in a strong financial position at the end of the year which will allow for the further planned improvements to the hall to go ahead
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity only holds reserves sufficient to fund any repairs necessary and to put towards the next upgrade project.
Amount of reserves held	Para 1.22	£15,000.00
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Constitution
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election to post

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Cockfield Village Hall
Other name the charity uses	
Registered charity number	304873
Charity's principal address	Cockfield Village Hall Church Lane Cockfield Bury St Edmunds Suffolk IP30 0LA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Jayne Cutting-Keaton</i>	
Full name(s)	<i>JAYNE CUTTING-KEATON</i>	
Position (eg Secretary, Chair, etc)	<i>CHAIR</i>	
Date	<i>3rd June 2021</i>	

COCKFIELD VILLAGE HALL MANAGEMENT COMMITTEE
BALANCE SHEET 2019/20

Receipts	
brought forward	18,717.51
Hire	3,660.00
Grants Kitchen	19,989.39
Donations Kitchen	485.00
Gift Aid	352.50
Bottle bank	384.88
Babergh Grant Covid	10,000.00
Interest Deposits a/c	28.95

Expences	
Cleaner	1,420.00
Cleaning Mat	150.44
Kitchen	20,109.21
Eon Electric	145.17
School Heating	772.87
Refuge Bin	235.00
Repairs	661.10
PRS	139.38
Insurance	806.17
Covid expences	250.95
Bar Licence	70.00
BT	467.80
Miscellaneous	66.32

53,618.23

25,294.41

Balance Sept 30th 2020

Deposit a/c	7,177.43
Lloyds	20,980.32
Cash in hand	166.07

£28,323.82

All figures correct (21/11/20).



S.F. Ball.