



## Trustees' Annual Report for the period

From 01.10.2020 Period start date To 30.09.2021 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	<b>To run the Village Hall for the use of the inhabitants of Cockfield and the neighbourhood .</b>
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	<b>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.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>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.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>Not Applicable</b>
Policy on social investment including program related investment	Para 1.38	<b>Not Applicable</b>
Contribution made by volunteers	Para 1.38	<b>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.</b>
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><b>The Hall reopen for public use when COVID-19 restrictions allowed.</b></p> <p><b>The Charity has worked with the local primary school to enable the schools use of the hall as an additional learning space as required throughout the year.</b></p> <p><b>The halls broadband connection has been used by residents when their own connection was unavailable.</b></p> <p><b>The hall has completed a £11,500 bar improvement project which will help to ensure the halls ongoing viability.</b></p> <p><b>The Hall installed a CCTV system.</b></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	<b>The Charity is in a strong financial position at the end of the year because of COVID-19 Grants received.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Charity only holds reserves sufficient to fund any repairs necessary and to put towards the next upgrade project.</b>
Amount of reserves held	Para 1.22	<b>£15,000.00</b>
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	<b>Trust Deed</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Constitution</b>
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	<b>Election to post</b>

### 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

**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	Mrs J Pettit	Treasurer		
2	Mrs V Shepherd	Secretary		
3	Mrs J Cutting-Keyton	Chair		
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**Corporate trustees – names of the directors at the date the report was approved**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## 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)	Janne Cutting-Keyton	
Full name(s)	JANNE CUTTING-KEYTON	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	17th July 2022	

COCKFIELD VILLAGE HALL BALANCE SHEET 2020/21

INCOME		EXPENCES	
Brought forward	28323.82 ✓	Cleaner	1315.00 ✓
Hire	1810.00 ✓	Cleaning Mat	145.83 ✓
EON Refund	18.86 ✓	E.O.N	191.90 ✓
Bottle Bank	393,86 ✓	BT	454.92 ✓
CCTV	884.50 ✓	School heating etc	403.68 ✓
Grant C C Bar	5000.00 ✓	Bar improvements	11305.13 ✓
Grants Covid	18708.00 ✓	Business Rates	43.13 ✓
Interest Deposit a/c	.89 ✓	Refuse Bin	235.00 ✓
		Insurance	439,66 ✓
		Bar Licence	70.00 ✓
		Repairs Improvements	8069.83 ✓
		Miscellaneous	155.81 ✓
	55139.93 ✓		22829.89 ✓

Closing Balance 30<sup>th</sup> September 2021

COIF Charity Deposit a/c	£25082.31 ✓
Lloyds Currant a/c	7178.32 ✓
Cash in hand	49.41 ✓
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	£32310.04 ✓

  
S.F. BALL.

10 th Nov 2021