

AGM Chair Report Nov 2020

This has been an incredibly difficult year for the VHT due to the pandemic. Arguably it has been its most difficult year in the hall's nearly 100 year old history since to my knowledge, never before have we been ordered to close by government decree. For an organisation whose sole purpose is to bring people together, it hits us especially hard.

Before the lockdown in March, we were going great guns. Occupancy in the halls, especially during weekday evenings, was very good. It was a good year for parties and other functions. Our newer groups including film nights and drop-in Tuesdays were faring well as were our longer established groups. The cafe continues to be very popular; one of the highlights of the year was celebrating the 10th anniversary of the cafe at the foyer along with songs from the Singing Ladies. Now that we are temporarily unable to do any of these things, I am grateful for the times when we could.

All of which was brought to a sudden halt during the first lockdown starting in March, and of course, we are currently back in that position again. There was a short window of opportunity when it looked like many groups were poised to make a comeback in September, but we were hit almost straight away with the North East restrictions. A few groups had managed to meet, working within government guidelines, but nothing like our normal numbers. We have kept the cafe going as much as we realistically can, and I am particularly grateful to the cafe volunteers who have carried on regardless. So these are very difficult times, but I'm optimistic that people will want to come back to the halls as and when it feels safe to do so.

All of which makes it sound like nothing much has been happening for the last 7 months. Ironically I have never been busier. Having just past Remembrance Sunday, I am reminded of the famous poster "Daddy, what did you do in the Great War?". The same could be asked of us: 'what did you do during the coronavirus pandemic?'. Many had to do the right thing by staying at home. But I am very proud of our part in the village response to covid-19. From a meeting in March between the Parish Council, the VHT and the churches, there followed a very intensive period of planning as to how best we could meet the needs of our residents, both practical and emotional needs, many of whom had to self-isolate because of their vulnerability to the virus. This evolved largely into the cooked meal service provided by our caterer friend, Virginia Steer, and prescription collection and deliveries, both of which continue to date. Just as importantly, accessing those services has provided contact with a friendly person to chat to, perhaps the only person that resident might have talked to all day. The restrictions have been particularly hard on couples where one is the main carer for the other due to physical disabilities or ageing. In these situations, small but regular kindnesses go a long way, not having to worry about visiting the chemists, or planning what to cook, or just knowing that someone is there for you; this is what community is all about. Nobody asked us to do it, we did so off our own bat because we felt very strongly that we value our community and are willing to turn words into action. I wish to pay particular tribute to Catherine Harrison and Suzanne Barker who have put in countless hours to make all of this happen, and have done so willingly and cheerfully. Also to Virginia Steer for her kindness and dedication with the catering for the meals service.

The next major challenge was getting the halls covid-secure on re-opening. In the government's covid guidelines village halls are described as 'multi-purpose community buildings' and it has become clear just how 'multi-purpose' we truly are when I have had to get to grips with what is allowed and what isn't at any one time. It would be much easier if we were 'just' a cafe, or 'just' a sports hall. In reality we have a huge variety of widely different activities; but that underscores what a vibrant set of groups the halls play host to. As we all know, the rules have changed constantly from one day to the next and we have had to keep on top of them all. Nevertheless, I am satisfied that our halls are as covid-secure as we can get them. We have good systems in place, extremely thorough cleaning, and plenty of space in which to socially distance.

Financially we are on a secure footing to ride out the storm. The VHT has been helped enormously with two grants from the government. I am really grateful for the generosity of the Parish Council who helped us with additional funding, starting at the beginning of lockdown at a time when we needed it most and when it was far from clear if government funding would be available to us.

Many, many people have brought their own skills and experience to benefit the VHT in the past. The more you get to understand the VHT, the more obvious it is that it is the result of a lot of hard work (often unsung) by a lot of people. As I hand over the reins, I am confident that I leave the VHT in a good place in terms of its administrative policies and procedures. We live in an ever more complex world when it comes to things like protecting people's data and privacy, their health and safety (re Covid and generally), our obligations as a landlord etc, and it is important that we are now up to speed with our obligations. Additionally, our

protection against the risk of fire is now greatly improved and you have Graham to thank for overseeing that aspect.

On a brighter note, I am delighted that the Charity Commission has approved our application to CIO (Charitable Incorporated Organisation) status. Following the resolution passed by trustees at our last trustees meeting to move forwards with this, the application process proved to be straightforward and quick. A CIO is a relatively new legal structure which has more advantages compared to the old Trust structure. It will not change what we do, nor how we do it, on a day to day basis. But it does provide some protection to trustees (who after all, are the people who have stepped up to the plate to look after this organisation) and it also means that the village hall organisation can do certain legal transactions in its own name rather than in the names of individual trustees.

If I thanked everyone by name that deserved to be thanked, Zoom would run out of internet bandwidth, so I hope no one minds if I restrict myself to a few thank you's in particular:

- the cafe volunteers for keeping the show on the road throughout this year;
- the garden invaders for keeping the gardens and grounds looking well cared for and beautiful; and
- likewise the maintenance group for tackling those pesky 'odd jobs' in and around the halls;
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- Colin and Carrie Craig-Gilby for keeping our website and social media presence active, and for letting us meet via Zoom
- Judy for her sound advice and wealth of experience; and to Graham for keeping the books in good order and for signing us up to green energy suppliers;
- and the most enormous thank you to Suzanne for her tireless energy, her unwavering commitment not just to the VHT but to the people of this village, and for her good ideas to take the VHT forwards. It's not an understatement to say that I just cannot imagine doing without a manager, and we would be much the poorer without Suzanne in that role.

Finally, I wish all the very best to the incoming committee members. I can guarantee that you will never be bored but is a very rewarding role and I hope it is as much fun for you as it has been for me and my colleagues over the past couple of years.

Riding Mill Village Hall Trust

Notes on Final Account for year September 2019 to August 2020

- 1.0 The bank balance at 31st August 2020 was £43089 previous year £17281
- 2.0 The net worth of RMVHT has increased from £17298 to £42259
- 3.0 Viability Test after Grants and Improvements proved positive with a surplus of £2564 due in the main to the incomes generated in up to 23rd March when the Halls were at capacity and oversubscribed.

Unrestricted Funds

Income

Special Events	includes lunches, parties, film nights, Jumble sale, Jazz evening, and Craft Fare.
	£
Grants & Donations	Northumberland County Council 20000
	Broomhaugh & Riding Mill PC 5500
	Barclays Trust 750
	NHS North Cumbria 500
	Janet Padgett face masks 150
	Broomhaugh & Riding Mill PC
	Donation to Gardens <u>100</u>
	27000
Affiliation Fees	Affiliated Clubs £30 per annum
Trading Income	
Millennium Hall	Income reduced because of Covid19 restrictions
Parish Hall	Hire of Parish Hall reduced due to Covid19
	Miscellaneous River Trust and Book Club
	Coffee Mornings Includes shop and meal service to the community
	Flat Monthly rental income.
	Sundry Lunches in part.
Total Income	A creditable outcome despite only having 7 months active trading. The Hall closed on 23 rd March 2020. Sufficient funds were being generated to pay the Fire Prevention measures required by the Fire Brigade.

Expenditure

Parish Hall	Running costs include gas, electricity, water, maintenance, consumables, PPE, service costs and tree survey. Repairs and Refurbishment includes the cost of a Fire protection system, building works, thermostatic valves to radiators and maintenance.
Millennium Hall	Running costs include gas, electricity, maintenance, consumables, and service costs. Repairs and refurbishment include Fire Protection up grade, Signage, and ventilation to boiler room. Flat Safety check on gas boiler Fire protection requirement for gas emissions. General Insurances for Parish and Millennium Halls from Allied Westminster and ADT brokers.
General	Sundries Cost of meal services, shop produce, eggs, jams and chutneys, garden maintenance of equipment, minor consumables. Income Tax none applicable. Telephones and WiFi to both Halls under a Business Contract. The Courant is no longer available from the Hall

Riding Mill Village Hall Trust

Receipts and Payments Statement for the year ended 31st August 2020

<u>Income:</u>	2020		2019	
<u>Hire charges</u>				
Millennium Hall	£3,738.50		£6,749.50	
Parish Hall	<u>£8,066.64</u>	£11,805.14	<u>£13,967.10</u>	£20,716.60
Coffee Mornings	£8,095.74	£8,095.74	£4,203.00	£4,203.00
Flat rent	£5,701.00	£5,701.00	£5,475.00	£5,475.00
Sundry Income	£553.66	£553.66	£0.00	£0.00
Grants/Donations	£27,000.00	£27,000.00	£8,655.90	£8,655.90
Special Events	£4,640.42	£4,640.42	£1,615.00	£1,615.00
Affiliation Fees	£360.00	£360.00	£330.00	£330.00
Miscellaneous	£99.00	£99.00	£2,037.25	£2,037.25
Courant				£0.00
Total Income		£58,254.96		£43,032.75
 <u>Expenditure:</u>				
<u>Parish Hall</u>				
Running Costs	£12,713.22		£15,175.54	
Repair/Refurbishment	<u>£6,605.60</u>	£19,318.82	<u>£37,221.11</u>	£52,396.65
<u>Millennium Hall</u>				
Running Costs	£4,650.18		£7,904.37	
Repair/Refurbishment	<u>£947.21</u>	£5,597.39	<u>£6,476.80</u>	£14,381.17
<u>Flat</u>				
Running Costs	£0.00		£251.25	
Repair/Refurbishment	<u>£50.00</u>	£50.00	<u>£424.58</u>	£675.83
Insurance	£2,291.35	£2,291.35	£2,405.31	£2,405.31
Sundry Expenditure	£4,671.45	£4,671.45	£3,449.32	£3,449.32
Telephone (both halls)	£1,364.89	£1,364.89	£1,562.57	£1,562.57
Courant				£0.00
Income Tax (Caretaker)				£0.00
Total Expenditure		£33,293.90		£74,870.85
 Surplus for the year		£24,961.06		(£31,838.10)

Independently checked by:

Date:

RIDING MILL VILLAGE HALL TRUST INCOME AND EXPENDITURE ACCOUNT 2019/2020

Registered Charities 501316

<i>Unrestricted Funds</i>		2019/2020	2018/2019
Income			
<u>Non Trading Income</u>	Special Events	4,640	1,615
	Grants and Donations	27,000	8,656
	Affiliation Fees	360	330
		32,000	10,601
<u>Trading Income</u>	Hire Millennium Hall	3,739	6,750
	Hire Parish Hall	8,067	13,967
		11,805	20,717
	Miscellaneous	99	2,037
	Coffee morning	8,096	4,203
	Flat Rent	5,701	5,475
	Sundry	554	0
		14,449	11,715
Total Income		58,255	43,033
Expenditure			
		2019/2020	2018/2019
<u>Parish Hall</u>	Running Costs	12,713	15,176
	Repairs & Refurbishment	6,606	37,221
		19,319	52,397
<u>Millennium Hall</u>	Running Costs	4,650	7,904
	Repairs & Refurbishment	947	6,477
		5,597	14,381
<u>Flat</u>	Running Costs	0	251
	Repairs & Refurbishment	50	425
		50	676
<u>General</u>	Insurance	2,291	2,405
	Sundries	4,671	3,449
	Income Tax Caretaker	0	0
	Telephone Both Halls	1,365	1,563
	Courant Payments	0	0
		8,328	7,417
Total Expenditure		33,294	74,871
Surplus / (Deficit)		24,961	(31,838)
Retained Surplus b/f		17,298	49,136
Retained Surplus c/f		42,259	17,298

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Riding Mill Village Hall Trust – Annual Report

Independent examiner's report on the accounts

Report to the trustees and members of Riding Mill Village Hall Trust for the year ended 31st August 2020.

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

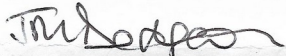
- examine the accounts (under section 43 of the Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - a. proper accounting records are kept (in accordance with section 41 of the Act); and
 - b. accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Signed: Jonathan Dodgeon BA Hons FCA

Date: 16th November 2020