

**TRUSTEES ANNUAL REPORT**  
**1<sup>ST</sup> JANUARY TO 31<sup>ST</sup> DECEMBER 2021**  
**THE INCORPORATED TRUSTEES OF PITCHFORD**  
**VILLAGE HALL**  
**(PITCHFORD VILLAGE HALL)**  
**PITCHFORD,**  
**CONDOVER,**  
**SHREWSBURY,**  
**SY5 7DW**  
**CHARITY NO 507243**



**CHAIRMAN'S REPORT**  
**DELIVERED AT ANNUAL GENERAL MEETING**  
**19<sup>TH</sup> JANUARY 2022**

Reading my report from last year prior to writing this makes me realise how far we have come. We have completely revamped the hall into a warm welcoming facility which will serve the community for a number of years. I would like to thank you all for your hard work and the hours put in, so much has been achieved not just visually but behind the scenes to manage and implement the works. I'm sure some of you were dreading answering the phone from me for fear of more work. Numerous people have commented to me how great the hall looks both internal and external which is refreshing after years of negative comments. The new heating seems to be a winner.

It was disappointing at the turn of the year that we had very little help or support from our landlord in trying to secure a lease extension so with our resources, which have been greatly helped by government and parish council grants, we have spent wisely to hopefully live out our lease.

As we have heard from the treasurer, we have met all our financial commitments with prudent and costed spending. We have maintained our reserve to enable us to move forward with financial confidence

Moving forward we have the kitchen to refurbish and exterior woodwork to repair and replace this year with the added bonus that funds are in place to do this

The subs for the 200 club are being collected by Jeanette, this is so important as electric prices are soaring and insurance will cost us over £1200. Let's all support her in collecting and selling all the numbers

I think we still need more committee members to drive us forward and help with the workload but more than anything we need the community to use the hall.

Mike Price

Chair

## **HISTORY**

The exact date when the building that is Pitchford Village Hall was first used is unclear but early records seem to suggest that it was erected on the site in 1926 with local lore suggesting that it wasn't a 'new' building then. The Charity, Pitchford Village Hall, was created in 1946 when the building was leased from local landowners for a period of 99 years and a trust deed entered into which details the intended use of the Hall and the administration of the management committee. The trust deed entered into in 1946 is still our governing document and the building is currently leased from Pitchford Estates.

The minutes from the post war years paint a picture of a different way of life in rural Shropshire before widespread TV, social media and the availability of a plethora of activities/entertainments. Whist drives, meat auctions, tea dances and bingo were popular occasions and well attended.

The minutes also tell a familiar story of trying to adapt an ageing building to be fit for purpose as the community's expectations changed and the challenges of funding the improvements needed.

## **GOVERNANCE**

Pitchford Village Hall is run by a management committee of trustees. In 2021 these were

Michael Price Chair

Christine Jones Secretary

Bridget Thurgood Treasurer

Andrew Roberts Vice Chair

Jeanette Reaney Tote Manager

John Glover

Niki Williams

Daphne Lewis

Rev Geoff Garrett

Committee meetings are held every three months with ad hoc meetings when required and the Annual General Meeting is held in January. Trustees are appointed at committee meetings once they have satisfied the trustee declaration requirements.

The building is insured with Allied Westminster Village Guard insurance and includes trustee liability and public liability cover.

## **ANNUAL REPORT 2021**

The purpose of the committee is to maintain and manage Pitchford Village Hall for the benefit of the community, notably the parish of Acton Burnell, Pitchford, Frodesley, Ruckley and Langley though we do have support outside the parish. Regular users are the Parish Council, WI and a local playgroup. A monthly pub night is put on by the committee and in December we ran the Christmas Fayre when the WI indicated that they could not. Ad hoc events are run from time to time e.g Plant Sale, themed nights and pre-lockdown a quiz night was planned which may make a return. The Hall is used for elections and booked for family occasions, birthdays, weddings and funeral wakes.

Publicity about the Hall is via our own Facebook page, Acton Burnell Community Facebook page and Village Views, the local newsletter published every 3 months. We have an entry on Shropshire Council's Community

Buildings Database and Acton Burnell Parish Council website. Our own website is under consideration, costs are being collated for a decision to be made shortly. Currently bookings are made by contacting Mike Price, the Booking Secretary but it is hoped this can be part of the website eventually.

The challenge of an aging building became apparent several years ago when it was found to be suffering from structural movement. A long unsuccessful wrangle with our insurance company and a refusal from our landlord to enter into negotiations on extending the lease which it was felt would assist with grant funding meant that at the start of 2020, the future of the Hall was uncertain. The uncertainty was exacerbated by the lockdown which forced us like other Halls to close. The silver lining came when we received Covid Business Support grants from Shropshire Council and Shropshire RCC (now Community Resource). This gave us the opportunity at the start of 2021 to approach Acton Burnell Parish Council for a grant from their Lightsource Fund to address the structural issues which was successful. We secured additional grant funding from the Bernard Sunley Foundation and a further grant from Community Resource. This enabled the following works to be carried out and in particular to address the heating of the Hall which had been a problem for several years and regularly cited as making the Hall unattractive to users.

Structural enhancement to stabilise gable ends

New underground drainage

New channel drainage to car park gable end

New guttering to front of hall

Cleaning of ditch and laying of new drains away from sewage treatment plant

Removal of concrete walls to porch

Remedial work and new timber to porch walls

All tin work painted

Exterior kitchen and store walls painted  
Remedial work and painting to both porches  
New concrete footpath  
All windows framed with upvc to seal  
New windows fitted to kitchen and store  
New kitchen door  
New walk way/ bridge to kitchen door  
New barrier/ handrail to car park  
Remedial work to car park  
Landscaping and reseeding of grassed areas  
Resitting of notice board  
New exterior lighting  
New entrance doors and change of main entrance  
Remedial work to toilet floors and a new door  
New lino flooring to toilet area  
New cupboard to box in electrics  
Removal of unwanted goods from mezzanine floor store  
Redecoration of toilets and lobby area  
Resitting of notice boards  
Remedial work to lobby doors  
New heating and associated electrical work  
Redecoration of store room  
New tables  
New curtains  
Main hall floor re varnished  
New music centre with Bluetooth connection  
New bar pump

New Hoover



A further grant was secured from the National Lottery Awards for All Community Fund which will allow the kitchen to be upgraded and this work is planned for the summer of 2022.

## **FINANCIAL**

A copy of the accounts for 2021 independently examined and signed is available separately as part of our annual return but a copy is included overleaf for completeness.

In October we became aware of bank charges being applied to our account by HSBC and it was resolved to identify a new account which would not incur charges. This process is in hand.

The level of reserves held has been reviewed and increased to £10,000. Booking fees have been held at pre-pandemic levels with heating costs included replacing the old system of coin meters. Booking fees will be reviewed once the impact on revenue of including heating costs can be assessed. Rising energy costs will also be a factor in

the review once our current electricity deal ends and we can see what our running costs will be.

The requirement to have accounts prepared in time for a January AGM with the year end being 31st December is under review with a proposal to move the AGM to March and this will be put to committee in 2022.

Balances brought forward from Year Ended 31st December 2020

	£
HSBC	16048.55
Unpresented cheques	-40.80
Cash/Cheques in hand	309.01
	<u>16316.76</u>

	Prior Year 2020		Current Year 2021	
	£	£	£	£
<b>Income</b>				
Rent				
Parish Council	135.00			
WI			45.00	
Election	120.00		120.00	
Other	60.00		220.00	
		315.00		385.00
Refurbishment				62.71
Tote		2334.00		2364.00
Easy Fundraising				25.83
Equipment Hire				
Pub Night		281.70		217.00
Donations				247.60
Electricity		122.00		112.00
Events				495.20
Bank Interest Current Account				
Returned Float				
Grants				
ABPC				15000.00
SC		10500.00		17431.00
Community Council				500.00
Bernard Sunley				5000.00
Main Grant				10000.00
		<u>13552.70</u>		<u>51840.34</u>
<b>Expenditure</b>				
Refurbishment				31358.60
Insurance		997.18		1153.50
Electricity		341.25		451.40
Water		86.04		86.95
Fire Ext/Pat Testing/Fixed Electrics		190.80		102.00
Pub Night				364.37
Feasability Study		250.00		
Events Craft Fayre				56.43
Maintenance		411.90		118.33
Tree		200.00		
Equipment				4687.95
CCS Affiliation Fee		35.00		35.00
Consumables				54.58
Tote Prizes		1200.00		1200.00
Licences		90.00		90.00
Expenses		10.34		26.84
Broadband		157.96		
Printing				
Float				
Alliance & Leicester W/O		21.79		
		<u>3992.26</u>		<u>39785.95</u>
Surplus/Deficit		9560.44		12054.39
				<b>28371.15</b>

Balances carried forward as at Year Ended 31st December 2021

	£
HSBC	28104.14
Unpresented cheques	-42.00
Cash/Cheques in hand	309.01



Balances brought forward from Year Ended 31st December 2020

£

HSBC	16048.55
Unpresented cheques	-40.80
Cash/Cheques in hand	<u>309.01</u>
	<b>16316.76</b>

		Prior Year 2020		Current Year 2021	
		£	£	£	£
<b>Income</b>					
Rent	Parish Council	135.00			
	WI			45.00	
	Election	120.00		120.00	
	Other	60.00		220.00	
			315.00		385.00
Refurbishment					62.71
Tote			2334.00		2364.00
Easy Fundraising					25.83
Equipment Hire					
Pub Night			281.70		217.00
Donations					247.60
Electricity			122.00		112.00
Events					495.20
Bank Interest Current Account					
Returned Float					
Grants	ABPC				15000.00
	SC		10500.00		17431.00
	Community Council				500.00
	Bernard Sunley				5000.00
	Main Grant				10000.00
			<u>13552.70</u>		<u>51840.34</u>
<b>Expenditure</b>					
Refurbishment					31358.60
Insurance			997.18		1153.50
Electricity			341.25		451.40
Water			86.04		86.95
Fire Ext/Pat Testing/Fixed Electrics			190.80		102.00
Pub Night					364.37
Feasability Study			250.00		
Events Craft Fayre					56.43
Maintenance			411.90		118.33
Tree			200.00		
Equipment					4687.95
CCS Affiliation Fee			35.00		35.00
Consumables					54.58
Tote Prizes			1200.00		1200.00
Licences			90.00		90.00
Expenses			10.34		26.84
Broadband			157.96		
Printing					
Float					
Alliance & Leicester W/O			21.79		
			<u>3992.26</u>		<u>39785.95</u>
Surplus/Deficit			9560.44		12054.39
					<b>28371.15</b>

Balances carried forward as at Year Ended 31st December 2021

£

HSBC	28104.14
Unpresented cheques	-42.00
Cash/Cheques in hand	<u>309.01</u>
	<b><u>28,371.15</u></b>

## SUMMARY

2021 has been a year of significant change in the fortunes of Pitchford Village Hall and the Committee look forward to the next year with renewed optimism about its future.

## DECLARATION

The Trustees declare that they have approved the Trustees Annual Report above.

Prepared on behalf of the Trustees



Christine Jones (Mrs)

Secretary

Signed on behalf of the Trustees



Michael Price

Chair