



Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	Day 01	Month 01	Year 2020		Day 30	Month 09

Section A Reference and administration details

Charity name	Edwinstowe Village Hall
Other names charity is known by	Edwinstowe Village Hall Management Committee/ Steering Group
Registered charity number (if any)	515689
Charity's principal address	Edwinstowe Village Hall,
	Mansfield Road
	Edwinstowe , Mansfield, Notts
	Postcode NG21 9NJ

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	John Scaysbrook	Chair		
2	Claire Bamford	Treasurer		
3	Linda Broom	Vice Chair		
4	Linda Howman			
5	Sue Cocking			
6	Peter Hull	Secretary		
7	Janice Hull			
8	Pat Bamford			
9	Elsie Cowley			
10	Pauline Mcclaughin			
11	Mary Calow			
12	Nicki Larwood			
13	Jenny Burrows			
14	Celia Brookes			
15	Paul Peacock			
16	Julia Raza			
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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None

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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

None

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

The Village Hall holds a constitution

How the charity is constituted

(eg. trust, association, company)

The charity is a trust led by a Management committee and an executive committee that is led by the chair, vice chair and treasurer, who will also meet and make decisions.

Trustee selection methods
(eg. appointed by, elected by)

The Trustees are selected by their groups or act as a parishioner; officer roles are elected and seconded at each Annual General Meeting. if any members join joining the year, they are appointed by the Chair

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The hall is owned by the parish council within the village. The management committee manages the inside of the building only, paying for electric, gas and water. The committee manages all of the bookings also.

The committee also hire 2 members of staff to clean the building and maintain the garden, these total to 10 hours a week.

We do hold 2 positions on our committee for Parish councillors who represent the parish council who are the landlords.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

all requirements laid out in our constitution were adhered to

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

NA

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We do not have a formal policy for grantmaking however we are very conscious only to apply for grants if we have a reason for requiring the money.

We do not routinely receive any contributions from volunteers or committee members.

Section D and performance

Achievements

Summary of the main achievements of the charity during the year

This year has been much different to the ones we are used to, over the last 12 months we have seen the hall reopen and the restrictions lift in line with government guidance around the pandemic.

We have lost 2 regular groups following the return. we have also seen 2 groups reduce their number of sessions as their numbers have reduced / funding reduced.

We have completed a few projects over they last 12 months they include

- new toilets
- new kitchen floor
- new store room floor
- additional cupboards
- new LED lighting throughout
- Access to WIFI
- CCTV has been updated
- Revamped Garden

Parties have continued in the hall since restrictions have allowed.

The main event of the year was our summer fayre. we managed to raise over 2,500 pounds for the village and local charities.

We have increased our cleaning hours and employed a gardener to support with our external areas also.

Brief statement of the charity's policy on reserves

The charity hold very minimal reserves. the charity is not for profit and aim to keep their prices low to keep the community using the hall as much as possible, as the charity do not own the hall reserves aren't as vital as the parish council will step in and support the building as required,

Details of any funds materially in deficit

See financial report

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

All funds are raised through rent, grants for fundraising.

Section F Other optional information

Lettings report

We have 17 groups using our hall on a regular basis, we also hire the hall out for parties in the last financial year in the hall we have booked 11 parties for children, 2 trade events and a training event.

we continue to receive enquiries from our facebook page and by email.


Hirers collect and drop off the keys for events from the chairs home address.

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

John Scaysbrook

Position (eg Secretary, Chair, etc)

Chair of committee

Date

26.10.21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Edwinstowe Village Hall Management Committee

515689

Receipts and payments accounts

CC16a

For the period
from

01/10/2020

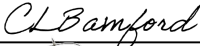

To

30/09/2021

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Hire of Hall	2,770		-	2,770	5,588
Bank Interest	2		-	2	5
Grants			-	-	750
Grants for Specific Projects		13,500	-	13,500	2,537
Business Support Covid Grant	19,489		-	19,489	10,000
Sale of Raffle Tickets	1,450		-	1,450	180
Parish Council Share of Utilities			-	-	917
Fundraising	144		-	144	
Sub total (Gross income for AR)	23,854	13,500	-	37,354	19,977
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	23,854	13,500	-	37,354	19,977
A3 Payments					
Utilities & Similar Services	3,375	-	-	3,375	4,541
Cleaning Materials	288	-	-	288	437
Employee Payments	3,005	-	-	3,005	2,635
Repairs	4,507	-	-	4,507	-
Equipment	762	-	-	762	-
Insurance	649	-	-	649	318
General Expenses	2,424	-	-	2,424	2,288
Raffle Expenses	771	-	-	771	203
Toilet renovation works		13,500	-	13,500	
Sub total	15,782	13,500	-	29,282	10,423
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	15,782	13,500	-	29,282	10,423
Net of receipts/(payments)	8,072	-	-	8,072	9,554
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	14,338	-	-	14,338	4,784
Cash funds this year end	22,410	-	-	22,410	14,338

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Prepayments			
	Cash in hand	311		
	NatWest Current Account	2,099		
	NatWest Reserve Account	20,000		
	Total cash funds	22,410	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Claire Bamford	01/11/2021	
		John Scaysbrook	01/11/2021	

Independent Examiner's Report To The Trustees of Edwinstowe Village Hall

I report to the trustees on my examination of the accounts of Edwinstowe Village Hall for the year ended 30th September 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011. I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners statement

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect: 1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or 2. the accounts do not accord with those records. I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Joanna Busby

Address: 56, Mansfield Road, Edwinstowe, Nottinghamshire. NG21 9NH

Date: 22/11/2021

Working paper

This needs to include confirmation from the trustees that I was appointed the independent examiner.

As the examiner I have no close personal relationship to any of the trustees and I do not have any day-to-day involvement with the admin of the charity. I am a qualified AAT level 3 bookkeeper, but no formal qualifications are essential for the examination of the accounts.

The charity is eligible for independent examination as various Grants have pushed them over the £25,000 income limit. An audit is not required by law as the charities gross income does not exceed £250,000.

The charity has prepared receipts and payments accounts and are within their rights to do so.

All accounting records are kept to the required standard.

All incomes recorded and accounted for.

Payments receipts all present and accounted for apart from two.

1. £23 chq -resolved; this was accounted for in the previous year's accounts
2. £65 presented in the bank statement twice but only 1 set of receipts. This was a repeat payment (confirmed by the recipient) and was quickly paid back into the charities account. An email confirming this has been sent. No concerns about this matter as this was just a simple error.

The Trustees annual report matches the accounting records.

Signing the report 13.16 The examiner must not sign their report before the trustees have approved and signed the trustees' annual report and the accounts. Until the trustees have approved and signed the accounts, the accounts are draft and not final. 13.16a A charity's governing document may have specific requirements about using handwritten or electronic signatures. If it does not, signatures on balance sheets and trustees' annual reports do not have to be "wet ink" or handwritten. Electronic signatures can be used, for example, typed signatures or electronic versions of a handwritten signature (for example a scanned version of a handwritten signature). This also applies to the signature on the independent examiner's report. 13.16b The above position applies to both the version of the report and accounts that the trustee, other person, or independent examiner signs and keeps, and the copy that is filed with the Commission. Please note that the Commission's electronic annual return service requires that the report and accounts are uploaded in pdf format. 13.17 The examiner must date and sign the trustees' copy of their examiner's report. For

the version of the examiner's report which is filed with the Commission their signature may be typed. Electronic typed signatures are accepted by the Commission when filing the report, accounts and examiner's report. The examiner may choose to add the name of any business or firm in addition to signing in their own name.