

Butterknowle Village Hall Association

Annual Report April 2021 – March 2022

2021 continued to be an unprecedented and challenging year. The Coronavirus still affected us all in one way or another. However as national and legal restrictions began to be eased , the workings of the hall was able to take steps in continuing its benefits to the community , albeit in a limited way as people were hesitant at first in resuming social contact with each other.

The association was able therefore to hold its AGM on May 19th 2021 where the following officers and members of the committee were duly elected.

Chair- Mrs. H. Robinson, Secretary-Mrs. K. Whiley, Treasurer -Mr. J. B. Whiley , Bar Manger-Mr. D. Tookey , Booking Secretary- Mrs. H. Dunn, Membership Secretary- Mrs. J. Kellett.

Nominations and proposals from members were taken and the following were elected onto the management committee for 2021.

Mr. D. Bailey, Ms K. Batey, Mr. N. Bryson, Mrs. V. Bryson, Mrs. J. Newell , Mr. P. Tennick , Mrs. S. Todd .

The Holding Trustees of Butterknowle Village Hall are Mr. M. Stevens, Mr. K. Redfearn, Mr. L. Tookey and Mr. D. Blackett.

Mr. G. Copley continues in his role as caretaker of the hall.

The focus of the committee continued to be to maintain and where needed to improve the facilities of the hall. He committee also continued to ensure that they met all the legal, moral and ethical responsibilities in managing the hall for the benefit of the community.

Mrs. S. Blackburn had audited and verified the accounts for 2020 and these were accepted by the management committee. Many thanks to Mrs. Sarah Blackburn who continues to volunteer her services in auditing the annual accounts and supplying an auditor accreditation certificate so that the Village Hall Association accounts can be submitted to the Charity Commission each year.

Maintenance.

- The boiler has had its annual service and some parts have been replaced.
- The defibrillator receives regular weekly checks and replacement pads have been purchased.
- Garden area lawns and hedges continue to be maintained by contractor Mr. Richard Eastwood Garden Services.
- The Car Park continues to be maintained. Thanks were expressed to Mr. D. Bailey who filled in pot holes and secured some broken bricks around the disabled parking access.
- Guttering has been cleaned and repaired where necessary.
- Fire Inspection by Fire service has been completed.
- 120 new grey chairs have purchased replacing the original brown chairs.
- The front door and surround has been replaced.
- Mr. D. Bailey has installed shelving in the store room used by the P & T group .
- A new fridge in the kitchen has been purchased, thanks to Mr. D. Bailey in helping to install a new socket.
- The wooden fencing in the garden area has been resprayed and weatherproofed and the fence was extended thereby completely enclosing the rear garden ensuring a safer area for young children.
- P.A.T testing has been carried out.
- Faulty light in the car park has been replaced. Also a faulty strip light in the main hall has been replaced. The light in disabled toilet has been replaced.
- A small freezer was purchased for the bar .
- Flyers were purchased advertising the regular weekly and monthly events. Money from the Covid Recovery Grant was used to fund this project.
- An outdoor Christmas Tree was purchased , electric cabling installed , lights and extra decorations were also purchased.

Cool Room Project for Bar.

- A Planning Application for the proposed extension had been submitted.
- A Coal Board Survey and Phase One Risk Assessment had been carried out to support the application.
- These reports highlighted that to move the current project forward a Phase Two Risk Assessment would also have to be carried out at a cost of £2,500.
- It was estimated that the costs of this project could therefore escalate to somewhere in the region of £20,000.or more.
- After discussion it was agreed not to sanction the Phase Two Risk Assessment and therefore not to proceed any further with this external extension project and to look at and investigate using and reorganising the existing internal space within the bar / hall.
- Areas discussed 1) Moving bar forward into supper area 2) Using under stage area 3) Swapping the Kitchen with the Bar.
- After further discussions it was agreed that option 2, creating a bar cellar for storage of kegs would be the better cost effective and suitable way to proceed with this project. Marston's Brewery agreed to install new lines . Many thanks to D.Tookey and D. Bailey for their hard work in creating the under stage cellar storage.
- A card reader has also been purchased for the use of the bar.

Storm Arwen

- On the evening of November 26th an unprecedented storm hit the local area of Butterknowle. Much of the village and surrounding area were without power for many days. Mr.T.Lowther and others approached members of the committee with the view to use the hall and access a generator to be able to provide a venue where warmth and food could be offered to those in the community that were in need until their power could be restored. This request of course was granted . The hall was therefore able to be used by many volunteers providing hot meals etc from Monday November 29th till Saturday Dec 4th . Thanks were expressed to committee members Val and Nigel Bryson who volunteered many hours of their time that week providing hot cooked meals etc.

The secretary was able to access funding via The DCC Storm Arwen Grant to cover costs incurred by the hall in providing this much needed support to the local communities.

Village Hall Events

Many thanks to the volunteers who were instrumental in decorating and preparing the hall for the Christmas celebrations.

- A Family Christmas Party was organised on Saturday December 8th**
- New Year's Eve Party . This event was well attended and was a very enjoyable community event.**

The committee continues to be aware of the importance of advertising the hall's facilities and events. This has been addressed through menu holders displayed on tables during functions, information on display boards in the entrance, on the community display board outside Butterknowle Primary School, posters advertising events in the local Post Office and Royal Oak Butterknowle. Items and articles regarding the hall have been submitted and appeared in the local Press. The hall has also continued to use the social media page Facebook (Butterknowle Village Hall) as well as the TVHC website to advertise upcoming activities and events.

The village hall has continued to be a popular venue and has been hired and used for the following events:

**Children's Parties
Parent & Toddler Group
Birthday Parties
Wedding Functions
Anniversary Functions
Christenings
Funeral Teas
Church Fayre/ Tea
Taekwondo Grading Exams
Coffee Mornings
Parish Council meeting
Open Mic Music Night**

**Carpet Bowls
Gentle Martial Arts for 50+
Highcroft School weekly P.E. lessons.
Zumba Exercise Class
Sea Scouts Meeting
Sea Scouts Coffee Morning
History Society Meetings
Christmas Community Fayre**

Regular Weekly Hire

**Monday Evening---- Sequence Dance Club
Tuesday Evening---- Zumba
Wednesday Morning--- Parent and Toddler Group
Thursday Afternoon---Carpet Bowls
Friday Morning--- Gentle Martial Arts
Friday Afternoon – Taekwondo Training Session**

Regular Monthly Evening

Open Mic—Last Sunday in each month

50 Plus Club—Third Thursday in each month (March to December only)

The management committee would like to acknowledge with gratitude the many supporters of the hall who have given donations, their time and efforts in enabling the management committee to complete many of this year's projects and initiatives.

Special thanks are extended to the following organisations for their ongoing support:

Teesdale Village Halls Consortium

Durham County Council

Persimmon Community Champions Fund

Easyfundraising

CAF

Teesdale Mercury

Plus the many individuals who support the village hall and fundraising events.

The management committee of Butterknowle Village Hall would like to extend their many thanks to the many volunteers and users who have helped to make this village hall a much valued venue for the benefit of the community.

Klara Whiley (secretary) April 2022

Klara Whiley April 6th 2022

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BUTTERKNOWLE VILLAGE HALL FINANCES MARCH 1ST 2021 TO FEBRUARY 28TH 2022

INCOME SOURCE	INCOME	EXPENSE TYPE	EXPENDITURE
MEMBERSHIPS	£ 145.00		
EVENTS	£ 798.52		
HALL HIRE	£ 5,025.40		
DONATIONS	£ 1,579.57		
BAR	£ 5,792.57		
SUNDRIES	£ 494.25		
GRANTS	£17,222.10		
		BAR	-£ 3,485.19
		ADVERTISING	-£ 69.00
		CARETAKER	-£ 1,479.00
		CLEANING MATERIALS	-£ 310.27
		INSURANCE	-£ 1,595.45
		MAINTENANCE	-£ 2,044.66
		PROJECTS	-£ 10,762.53
		SUNDRIES	-£ 5,173.26
		UTILITIES	-£ 4,617.63
TOTAL INCOME	£31,057.41	TOTAL EXPENDITURE	-£ 29,536.99

Total income £31,057.41

Total expenditure -£ 29,536.99

Surplus £1,520.42

J. BRYAN WHILEY TREASURER

J. B. Whiley

6 APRIL 2022



Section A

Independent Examiner's Report

Report to the trustees/
members of

GUTTERFORD VILLAGE HALL
ASSOCIATION

On accounts for the year
ended

28-2-2022

Charity no
(if any)

920749

Set out on pages

I report to the trustees on my examination of the accounts of the above
charity ("the Trust") for the year ended 28/02/2022

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the
accounts in accordance with the requirements of the Charities Act 2011
("the Act").

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
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to
undertake the examination by being a qualified member of [insert name of
applicable listed body]]. Delete {} if not applicable.

I have completed my examination. I confirm that no material matters have
come to my attention in connection with the examination (other than that
disclosed below *) which gives me cause to believe that in, any material
respect:

- the accounting records were not kept in accordance with section 130
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements
concerning the form and content of accounts set out in the Charities
(Accounts and Reports) Regulations 2008 other than any requirement
that the accounts give a 'true and fair' view which is not a matter
considered as part of an independent examination.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

26/3/22

Name:

SARAH BLACKBURN

Relevant professional
qualification(s) or body

ACCA