

Edingale Village Hall (EDVH) Management Committee (Registered Charity 522656)

2021 / 22 Chairman Report for Charity Commission

Edingale village hall is an independent charity that was first established in 1971 (Nora Mason was chair). **This makes it our 50th AGM.** Our Mission is to maintain the village hall, park and open space and to create community amenities, events and activities that help build a stronger community.

We are a small voluntary committee supported by hard-working volunteers.

In 2021, we did our best to start the journey back to normality but with safety at the forefront. We started the Tea Dance which is proving a valuable social activity for our over 50's. We had a grant for football, providing two free football sessions every Sunday morning. We tried friendly Fridays with food wagons but this did not get good support. We had quiz nights, bingo, and a theme night - all a great hit and again, our summer show was a huge success.

For 2022, the programme of events now is nearing 40 events including a new pub night (whilst pub is closed).

As for improvements, the park is inspected weekly. We have spent £700 already this year on the zip wire and tree house, it must be safe! Heating is a priority this year and we are also having a new front door fitted. We are working with an architect to help us refurbish and extend the village hall. Once we have draft plans, we will start public consultation and seek grant funding.

WH and CD are keeping the hall clean and are now carrying out extended caretaking duties for us.

LP keeps our finances in good order and has spent time on insurance matters and COVID safety and risk assessments.

In summary, we have put public safety at the foremost but continued community and public activities and events, as far as possible.

Many thanks to the committee, volunteers and public for their hard work and support.

We will now vote in the new committee.

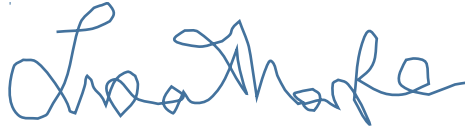
Role	Role Description
Chairperson	The Chairperson must ensure that the Management Committee functions properly, that there is full participation during meetings; that all relevant

	<p>matters are discussed and that effective decisions are made and carried out.</p> <p>The chairperson also represents the organisation to promote the village hall to gain support from the village community, parish & district councils & form wider networks with villages in the surrounding area.</p>
Deputy Chairperson	<p>Deputising for the Chairperson when necessary, the Deputy-Chair helps to ensure that the Committee and all of the events continue to run smoothly. As with the Chair, leadership, enthusiasm and energy are necessary qualities for this post.</p>
Treasurer	<p>Responsible for managing and controlling the funds. This includes day-to-day management of accounts, including issuing bills and receipts and making payments; maintaining & updating financial ledgers on a regular basis; completing banking transactions, organising floats for events, collating takings & reporting totals raised to committee; prepares financial reports for committee meetings/AGM and deals with Charity registration.</p>
Secretary -	<p>Minutes of meeting and letters</p>
Bookings Manager	<p>Maintains the Edingale village hall bookings calendar and monitors the inbox responding and confirming bookings. Mains contact in Mease magazine etc for private and club bookings.</p>
Health, Safety, Repairs & Maintenance Officer	<p>Ensure that all Health & Safety policies, procedures, rules and regulations are adhered to and are regularly reviewed, updated and communicated. Responsible for Repairs & Maintenance of building, car park and play areas. Reporting back to committee with estimates and oversees works to completion, liaising with tradespeople. Checking the work has been carried out satisfactorily before approving payment.</p>
Grants Officer	<p>Works with Chairperson & HSRM Officer to identify funding requirements and oversees grant funded projects through to completion.</p> <p>Researches & sources appropriate funding opportunities, responsible for preparing bids/grant applications and liaising with third party organisations during the application process.</p>
Publicity Manager	<p>Communicates and promotes the events & clubs available at the VH using digital media (Facebook, email, websites etc.) and local press. Manages VH newsletter</p>

	collating info from committee for distribution. Ensures posters are displayed in hall in good time for events and liaises with event organisers to organise, leaflet drops and board advertising is conducted in good time for events. Monitors & manages license applications for events.
Marketing Manager	Supporting publicity manager with posters and online channel publicity (Facebook etc.)
Event Manager	Monthly event meeting to be scheduled
Other committee members	

Thank you everyone for attending and supporting the village hall,

I herein confirm that these are true minutes of the Edingale Village Hall Annual General Meeting and submission to the Charity Commission

Trustees Name	Trustee's Signature
Lisa Thorpe 12 th April, 2022	

Edingale Village Hall

Income and Expenditure Account

for the period 1 January to 31 December 2021

Income

	2020	2021
Hall Hire for Private Events	£1,267.00	£1,555.00
Staffordshire County Council - School Use	£791.00	£791.00
Yoga Hall Hire	£270.00	£220.00
Laura Neal Hall Hire	£390.00	£540.00
Quiz Night Hall Hire	£77.50	£111.10
Ladies Night Hall Hire	£7.00	£0.00
Karate Hall Hire	£25.00	£300.00
Jumble Sale and Plant Stall Income	£864.64	£882.00
Summer Show Income	£221.00	£3,657.85
Theme Night Income	£0.00	£837.50
Halloween Income	£0.00	£406.80
Yoga Days Income	£0.00	£62.00
Senior Citizens' Christmas Lunch	£0.00	£86.00
Christmas Bazaar Income	£0.00	£704.00
Auction	£610.00	£400.00
Future Stars - Gym and Basketball	£0.00	£432.00
Fish and Chip Quiz Nights Income	£0.00	£1,454.00
Clubbercise	£50.00	£0.00
Art and Photography Evening	£460.00	£0.00
Christmas Wreath Making	£0.00	£0.00
Tea Dances	£0.00	£139.00
Donations	£136.40	£1,345.21
Grants	£11,500.00	£17,669.21
Other income	£5.00	£10.00
Total Income	£16,674.54	£31,602.67

Direct Expenses

	2020	2021
Jumble Sale and Plant Stall Expenses	£0.00	£70.00
Summer Show Expenses	£82.94	£1,068.93
Theme Night Expenses	£0.00	£691.76
Halloween Expenses	£0.00	£208.97
Murder Mystery Expenses	£0.00	£0.00
Football training - from grant	£0.00	£1,060.00
Art and Photography Show Expenses	£109.04	£0.00
Tea Dance Expenses	£0.00	£63.71
Senior Citizens' Christmas Lunch	£0.00	£572.69
Christmas Bazaar Expenses	£0.00	£346.00

Quiz Night Expenses	£0.00	£790.63
Total Direct Expenses	£191.98	£4,872.69

Overheads	2020	2021
Rates	£87.00	£198.76
Water	£178.23	£371.98
Electricity	£2,694.60	£1,086.18
Covid 19 Expenses	£733.30	£10.00
Cleaning	£2,554.13	£2,921.35
Waste Collection and Disposal	£455.00	£502.50
Office / Computer costs	£0.00	£286.24
Advertising	£60.00	£442.00
Insurance	£2,039.59	£2,121.46
Professional Fees	£600.00	£540.00
Music Licence	£342.72	£132.00
Licence Applications	£21.00	£0.00
Building Maintenance	£3,843.79	£1,224.10
Playground Maintenance	£829.46	£1,122.00
Small Equipment Purchases	£1,354.32	£681.10
Bar Stock Wastage	£0.00	£10.00
General Expenses	£59.93	
Total overheads	£15,853.07	£11,649.67
Excess Income/Expenditure before Depreciation	£629.49	£15,080.31
Depreciation	£3,937.00	£3,346.00
Excess Income / Expenditure including Depreciation	-£3,307.51	£11,734.31

Notes

- (i) 2021 grants are from Lichfield DC as a Covid 19 Grants
- (ii) Many thanks to Pete Allen for the plants sold on behalf of the hall
- (iii) Rates were reduced due to Covid 19

Independent Examiner's report to the trustees of Edingale Village Hall Charity No 522656

I report to the trustees on my examination of the accounts of Edingale Village Hall for the year ended 31 December 2021. This is an independent review and not an audit.

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 ('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.

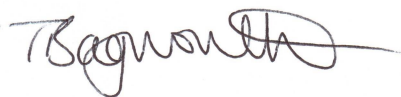
Independent examiner's statement

I have completed my examination. I 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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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: Toni-Ann Bagworth

Address: The Tudor House, Church Lane, Edingale, Tamworth, B79 9JD

Date: 1 September 2022

Edingale Village Hall

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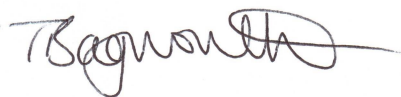
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