



Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	04	2020	To	31	03	2021

Section A Reference and administration details

Charity name

Alvechurch Village Hall

Other names charity is known by

Registered charity number (if any)

523090

Charity's principal address

10 Bear Hill

Alvechurch

Worcestershire

Postcode

B48 7JX

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	Christopher Davies	Chairman		
2	Janet Brice	Vice-Chair		
3	Norma Divine	Secretary (outgoing)		
4	Judith Yendell	Secretary (incoming)	28/09/2020 – 31/03/2021	
5	Stephen Siddle	Treasurer		
6	Clare Howe			
7	Patrick Riley			
8	Patricia Riley			
9	Hazel Watkiss			
10	Annette English			
11	Sue Bodnar-Smith			
12	Sheila Evans			
13	Robyn Whitehouse		01/04/2020 - 28/09/2020	
14	Angela Mawdsley			
15	Natalie Wise		01/04/2020 - 02/05/2020	
16	Alan Helmore		14/06/2020 – 31/03/2021	
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
Official Custodian of Charities	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charity Commission Order Sealed 23/01/1979
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Nominated by user groups and appointed at AGM

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.

--

Section C Objectives and activities

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

The provision and maintenance of the Village Hall for the use of inhabitants and organisations of the district.

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)

In undertaking the activities during the year, the Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Activities have included raising funds and seeking grants in order to maintain and improve the Village Hall as a venue for organisations within the locality and providing this resource at a low cost so that all inhabitants can benefit.

In normal times the Hall hosts activities for people of all ages, including: art classes; brownies; dance; drama; exercise; music; WI and other community and social gatherings. It is also a popular venue for private parties, charity fundraising events, meetings and other events, all of which have served to place it at the centre of village life. In the period of this report these activities were severely curtailed by Covid restrictions, including two periods of total lockdown.

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The main achievements of the year were the survival and further improvement of the Village Hall during an unprecedented pandemic.

At the beginning of the first lockdown our Cleaner and Hall Manager undertook a deep clean of the Hall, before they were both placed on furlough. We were then able to help out a local nursery school by allowing them sole use of the Hall for a period of four weeks while their own premises were being renovated.

During this first lockdown period, we carried out a comprehensive risk assessment of the premises and instituted the measures that were necessary to ensure that the Hall was covid-secure and a safe place in which our regular users could resume their normal activities when we were permitted to re-open. Unfortunately, not all of them were able to return, and those that did had their activities curtailed again when the second lockdown was announced in November.

Despite the lockdowns, we continued our programme of improvements to the fabric of the Hall. The breakdown of both the old central heating boiler, and subsequently the hot water boiler, forced us to replace both, with the new heating system incorporating two boilers designed to provide greater flexibility and improved economy. We also arranged for an area at the side of the Hall to be tarmacked, which improved both the pedestrian right of way past the Hall and the general appearance of that area. In addition, we continued the programme of redecorating the interior of the Hall and drew up plans for a PA system, which has since been installed, and a hearing loop, which is expected to follow shortly.

Section E

Financial review

Brief statement of the charity's policy on reserves

The pandemic has emphasised the Hall's vulnerability to uninsurable events and the difficulty of securing the return of regular hirers following their forced and prolonged absence. With no guarantee of further government support in the event of a further forced closure, the Trustees consider it prudent to maintain reserves equivalent to 12 months of pre-lockdown (current) expenditure (£21,000). Our current commitment to fund improvements to the Hall, and ongoing maintenance requirements, have necessitated the holding of significantly more than this amount at present.

Details of any funds materially in deficit

--

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.

In normal times, funds are predominantly raised through hire charges levied on users of the Hall, supplemented by some fundraising and occasional grant applications to support larger scale projects. During the period of this report, hire fees and fundraising have been severely curtailed, and government grants have accounted for most of our income. Between lockdowns, and since their end, this grant income has enabled us to temporarily halve our hire charges, in order to encourage our regular users to return to the Hall. Even so, with most groups catering for smaller numbers, take-up has been slow, and we have been notified that a number of them will not be returning at all. Despite this, the Trustees are confident that with the gradual return of confidence, and supported by the reserves that we hold, the Hall will remain financially viable for many months, which they hope will be enough to see it through the remainder of the Covid-19 crisis.

Section F Other optional information

--

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Stephen Siddle	C Davies
	Full name(s) STEPHEN RICHARD SIDDLE	CHRISTOPHER JAMES DAVIES
Position (eg Secretary, Chair, etc)	TREASURER	CHAIRMAN
	Date 21/10/2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any) 523090
--------------	-----------------------

CC16a

Receipts and payments accounts

For the period from	Period start date 01/04/2020	To	Period end date 31/03/2021
---------------------	---------------------------------	----	-------------------------------

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					
Letting Fees Received	8,659	-	-	8,659	28,935
Key Deposits Received	20	-	-	20	80
Grants Received	23,507	2,988	-	26,495	13,308
Donations Received	-	-	-	-	2,810
Interest	1	-	-	1	2
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	32,187	2,988	-	35,175	45,135
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	32,187	2,988	-	35,175	45,135
A3 Payments					
Letting Fees Refunded	275	-	-	275	78
Key Deposits Refunded	20	-	-	20	60
Hall Management & Cleaning	12,845	-	-	12,845	12,227
Utilities (Gas, Electricity, Water & WiFi)	2,345	-	-	2,345	3,180
Insurance	1,110	-	-	1,110	1,077
Maintenance	1,076	-	-	1,076	3,007
Refurbishment	15,080	1,500	-	16,580	17,327
Administration	1,197	-	-	1,197	1,332
Charitable Donation	-	-	-	-	25
Sub total	33,948	1,500	-	35,448	38,313
A4 Asset and investment purchases, (see table)					
Laptop & Software for Hall Manager	-	-	-	-	587
	-	-	-	-	-
Sub total	-	-	-	-	587
Total payments	33,948	1,500	-	35,448	38,900
Net of receipts/(payments)	- 1,761	1,488	-	- 273	6,235
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,978	1,500	-	30,478	24,243
Cash funds this year end	27,217	2,988	-	30,205	30,478

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	Current Account	22,115	2,988	-
	Deposit Account	5,023	-	-
	Petty Cash	79	-	-
	Total cash funds	27,217	2,988	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Rents Due	473	-	-
	Prepayments	1,110	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Projector	Unrestricted	500	-
	Laptop Computer	Unrestricted	587	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Rents in Advance	Unrestricted	323	
	Key Deposits	Unrestricted	560	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	Stephen Siddle	STEPHEN SIDDLE	21/10/2021
	C Davies	CHRISTOPHER DAVIES	21/10/2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Alvechurch Village Hall

**On accounts for the year
ended**

31 March 2021

**Charity no
(if any)**

523090

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

**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 ("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 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: SJ Seeley

Date: 25/10/2021

Name: Susan Seeley

**Relevant professional
qualification(s) or body
(if any):**

FCA

Address:

40 Bear Hill

Alvechurch

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.