

Trustees Annual Report for the period:

From 1st October 2020 To 30th September 2021

Charity name: Knodishall Village Hall

Charity registration number: 803393

Trustees' Report

The Trustees present the Trustee's Report and Financial Statements for the period from 1st October 2020 to 30th September 2021.

The accounts have been prepared in accordance with the accounting policies and comply with the charity's constitution and applicable law. (Financial year runs 1st October to 30th September)

Administration Details

The principal address of the charity is currently 2 Holly Cottages, St Andrews Road, Knodishall, IP17 1UR

The Trustees – all elected at 2021 AGM except where shown

Mr David Murphy	Chairman
Mr Gordon Mason	Vice Chairman
Mrs Charlotte Cracknell	Secretary
Mrs Gwen Haxell	Treasurer
Mrs Sheila Corneby	Bookings Secretary
Mr Michael Easy	Trustee
Mrs Carol Fordham	Trustee
Mr Jim Gilders	Trustee
Mrs Kate Gilders	Trustee
Mr Tim Haxell	Trustee
Mrs Lynda Kemp	Trustee
Mr Jason Mayhew	Trustee
Mr Robin Pipe	Trustee
Miss Mary Rolph	Trustee
Mrs Carole Saxby	Trustee
Mr Anthony Wigg	Trustee

Structure, Governance and Management

Knodishall Village Hall was registered as a Charitable Incorporated Organisation (CIO) on 15th June 1990 and is governed by a Scheme registered on 8th February 1990.

Trustees are elected at each Annual General Meeting to serve until the close of the next Annual General Meeting and are eligible for re-election.

Additional Trustees may be co-opted at general meetings during the year.

Objectives and Activities

The object of Knodishall Village Hall charity shall be the provision and maintenance of the village hall for the use of the inhabitants of the Parish of Knodishall without distinction of political, religious, or other options, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of the said inhabitants.

Achievements and Performance

Due to Covid restrictions the hall didn't reopen to hirers until 17th May 2021, although arrangements were made to facilitate polling day on 6th May 2021.

We maintained Covid restrictions and procedures; these were adjusted as and when according to advice given from Community Action Suffolk/Government.

During the closure Mrs Haxell organised and ran the Government Furlough Scheme to cover 80% of our Caretakers wages. A huge thanks to Mrs Haxell for all of the work relating to this.

Once the hall reopened the initial uptake was limited to Yoga, Thai-chi and Art classes. As the year progressed lettings increased but are nowhere near pre-pandemic take up.

During the year our maintenance work and routine checks have continued.

The Trustees have continued their hard work to ensure that the hall continues to function well. There are so many tasks for the Trustees to complete during the year and I feel sure that many in the village are unaware of what goes on behind the running of our hall.

I wish to extend my thanks to all of the Trustees for their help and hard work in, what has been, an especially difficult time for us all.

Financial Review

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Village Hall. The Trustees are also responsible for safeguarding the assets of the Village Hall and for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Village Hall finances itself by a number of methods:

1. Fund raising, including lottery, bingo, quizzes
2. Hiring fees for activities organised by local organisations including exercise classes, art classes, dance, bowling, brownies, meetings, and polling station
3. Hiring fees from individuals for private gatherings
4. Donations, and in some cases gift aid on those donations.

The Village Hall's direct income is used to cover the cost of maintenance of the hall.

We started the year in October 2020 under the rule of 6 Covid restrictions, followed by the second lockdown in November and, with a brief respite, entered into a third lockdown in February which continued until 19th July 2021. This has meant that the hall has only been open for about 3 months and activities severely restricted.

Bookings were well down on previous years, only yielding £1,284. Other fundraising events could not take place.

We were able to run the 300 club, raising £1,616 and with Barclays matched funding raised a total of £2,446. Most of the costs of the 300 club will fall into the next financial year, but most of last year's costs are shown in the current year, giving a net profit of £1,641.

Knodishall Parish Council gave a donation of £150 and other donations received of £861. These donations were used to purchase a new entrance carpet.

Regular expenses continued, amounting to £9,241, but fortunately we were able to benefit from the job retention scheme receiving £1,940 and received another two Covid Grants (as we are a community hall) amounting to £18,708

Our costs in the coming year are likely to rise due to inflation, wage increases and the massive rise in energy costs. Hiring charges should be reviewed in order to avoid a loss in the next year.

The hall is in good shape and bookings are building back up.

Income for the period from 1st October 2020 to 30th September 2021 totalled £25,438.19

Expenditure amounted to £11,468.17

Surplus for the year was £13,970.02

On 30th September 2021, the Village Hall had a cash balance of £34,541.81 held in the following accounts:

Cash in hand	£310.03
Current Accounts	£34,231.78

A summary of the accounts is provided in a separate receipts and Payments Sheet.

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

Signed on behalf of the charity's trustees

Signature(s)	<i>JR Murphy</i>	<i>C. CRACKNELL</i>
Full name(s)	ME D MURPHY	MES C. H. CRACKNELL
Position (e.g. Secretary, Chair, etc)	CHAIR	SECRETARY

Date 2ND MARCH 2022

Knodishall Village Hall 2020/21

Balances at start of year (01 Oct 2019)

Cash	£500.00
Current	£20,071.79
GA	£0.00
Total	£20,571.79

Receipts and Payments Account

Receipts

Receipts

Bookings	£1,284.00	Bookings	£1,284.00
(FR1)	£0.00	(Bingo Profit)	£43.00
Bingo Income (FR)	£49.00		
(FR3)	£0.00		
(FR4)	£0.00		
300 Club Income (FR)	£1,616.00		
Second-Hand Book Sales (FR)	£0.00	Total Fund Raising Income	£2,495.00
Folk Concert (FR)	£0.00		
Village Fun Day Income (FR)	£0.00		
Folk Concert (FR)	£0.00	Structural repair & Carpet Income	£861.47
(FR10)	£0.00	Grants	£150.00
Knodishall Parish Council (Grant)	£150.00		
Suffolk County Council (Grant)	£0.00		
Barclays Matched Funding	£830.00		
COVID19 Grant	£18,708.00	Total Covid grants	£20,647.72
Job Retention Scheme	£1,939.72		
Donations for Structural Repairs	£300.47		
N&P Interest	£0.00		
(Interest2)	£0.00		
Gas/Electricity Refund	£0.00		
HMRC Refund	£0.00		
Gift Aid for Structural Repairs	£0.00		
Donations for Carpet	£561.00		
Other Income	£0.00		
Total Receipts	£25,438.19		
<i>(total receipts plus brought forward)</i>		TOTAL INCOME	£46,009.98

Excess of Receipts over Payments

£13,970.02

Payments

Admin (HRC)	£38.58
Maintenance, Repairs & Purchases (HRC)	£1,309.31
Covid cost	£163.17
Electricity (HRC)	£400.71
Gas (HRC)	£604.86
Water Supply (HRC)	£325.97
Sewerage (HRC)	£0.00
Wages & Taxes (HRC)	£5,042.12
Insurance (HRC)	£1,206.15
Mandatory Tests/ Licences (HRC)	£55.80
PRS	£94.38
Structural repairs (SRC)	£337.12
(FRC2)	£0.00
Bingo Expenses (FRC)	£6.00
(FRC4)	£0.00
300 Club Prizes (FRC)	£805.00
Lottery Licence - 300 Club (FRC)	£20.00
Folk Concert Expenses (FRC)	£0.00
Village Fun Day Expenses (FRC)	£0.00
fund Raising expenses	£0.00
Gifts	£140.00
Carpet	£919.00
(FRC12)	£0.00
Community Action Suffolk Membership (Misc)	£0.00
Miscellaneous Expenditure	£0.00
(HRC3)	£0.00
	Total new carpet costs
	£919.00
	Total Fund raising cost
	£971.00

Total Payments

£11,468.17

0

FINAL BALANCE AT END OF YEAR

Cash	£310.03
Current	£34,231.78
Total	£34,541.81

30-Sep-21

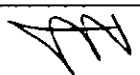
KNODISHALL VILLAGE HALL
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Receipts and Payments Accounts

**Report to the Trustees of Knodishall Village Hall
On accounts for the 12 month period ended 30th September 2021**

I have examined the accounts. My examination included a review of the accounting records kept and compared the accounts presented with those records. I also considered any unusual items or disclosures in the accounts and sought explanations from the trustees concerning any such matters.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep appropriate accounting records and to prepare accounts which accord with the accounting records have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  _____
Name Miss AJ Smith
Date 27/10/21

Relevant professional qualifications or body (if any)
F.C.C.A

Address
Ju-Charon, St Andrew's Road
Knodishall, Saxmundham
Suffolk, IP17 1UR