



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From January 2019 To December 2019

Charity name: Carnon Downs Village Hall

Charity registration number: 300527

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The original trust deeds of Carnon Downs Village Hall dedicated its use for meetings, lectures, classes and other forms of recreation and leisure time occupation. The current management committee continue to uphold these aims and to widen the range of activities to the whole community which promote the social well-being, health and enjoyment of all residents. To help address issues of isolation and loneliness and promote good physical and mental health within our community. In doing so the trustees aim to increase the involvement of the population of the village and surrounding area in activities that are likely to be enjoyable and of benefit to them.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To provide and maintain suitable premises for social, educational, health and fitness, hobbies and religious activities in the village of Carnon Downs and the rural, dispersed surrounding area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The purpose and objectives stated above are based on the guidance issued by the Charity Commission and local needs.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<p>Carnon Downs Village Hall Management Committee of Trustees (Trustees) are all volunteers and encourages other volunteers to help with a wide range of tasks at the hall so the facility can be used to its full potential for the benefit of the local community. The Trustees are committed to involving volunteers directly to:</p> <ul style="list-style-type: none"> • Contribute to the running of the facility. • Ensure we are responsive to the needs of our users. • Provide different skills and perspectives. • Offer opportunities for volunteer participation by all. • Offer opportunities to develop and learn new skills.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> • Our aims for 2019 were: <ul style="list-style-type: none"> ○ To plan for the Hall's 50th Anniversary in 2020 ○ To investigate the transfer to CIO ○ To manage the hall on a day to day basis ○ To try to increase activities available for children at the hall ○ To ensure a small surplus of funds is built up each year to cover capital expenditure • Our main achievements: <p>We have a plan in place for monthly events to celebrate the 50th Anniversary. We have a plan to transfer to CIO. The hall is managed well. We now have over 60 regular activities at the hall with nearly 2000 bookings annually. We now have a Youth Theatre group and community choir running regularly. The hall funds have increased this year.</p>

		We have facilitated a new craft group for parents and young children.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The feedback to the trustees indicates that we provide a venue that encourages people of all ages to attend the many varied events run at the hall.
Performance of fundraising activities against objectives set	Para 1.41	Fundraising has helped us produce a budget surplus.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	We have run the hall finances within the agreed budget, leaving a surplus and a strong sustainable position.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold reserves within our current account to meet capital expenditure.
Amount of reserves held	Para 1.22	£28,127
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Hire charges.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	A lack of volunteers. To be addressed by a transfer to CIO.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed 14/05/1962
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Charity
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are either elected or appointed annually at the Annual General Meeting held in April.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The following policies are in place and are used as part of the Trustees Induction:</p> <ul style="list-style-type: none"> Health and Safety Volunteer Policy Protection of Children and Vulnerable Adults Finance Policy Booking Policy Privacy Policy Terms and Conditions of Hire Environment Policy Social Media Policy Wifi Policy Equal Opportunities Statement Data Protection Policy <p>Trustees are given a copy of the Trust Deed, ACRE Guidance and Charity Commission Essential Trustee documents.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Hall is run by a Management Committee of Trustees, made up of up to 6 elected members who must reside within the electoral ward of Carnon Downs, and 7 Representative Trustees from groups using the hall and up to 3 co-opted trustees.</p> <p>The current officers are:</p> <ul style="list-style-type: none"> a. Chair b. Secretary to the Trustees c. Treasurer d. Booking Manager
Relationship with any related parties	Para 1.51	The Hall is owned freehold. The Custodian Trustee is Feock Parish Council.

Other		

Reference and Administrative details

Charity name	Carnon Downs Village Hall
Other name the charity uses	
Registered charity number	300527
Charity's principal address	Tregye Road Carnon Downs Truro Cornwall TR3 6GH

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	Peter Felton	Chair/Booking Manager		Community IT
2	Sue Felton			
3	Ray Goddard	Treasurer		Cornwall Ostomy support
4	Adrian Rowlands			Truro Camera Club
5	Margaret Barry			Gardeners Association
6	June Fallow			
7	Jackie Kinsman			
8	Bob Richards		April 2019 – Sept 2019	
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Peter Felton	Tamsin Lewis
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date		

Carnon Downs Village Hall

Income and Expenditure for the year ending 31st December 2019

Income	2019	2018
Hall Hire	£34,617.50	£34,998.00
Donations	£575.50	£686.99
PV's	£775.30	£744.95
Lottery	£684.00	£825.00
VAT	£0.00	£0.00
Total	£36,652.30	£37,254.94

Expenditure

Honorarium	£740.00	£400.00
Cleaning/Caretaking	£6,163.99	£10,488.93
IT Support	£1,379.07	£0.00
Window Cleaning	£150.00	£245.00
Consumables	£258.55	£131.52
Electricity	£905.00	£726.31
Gas	£1,022.79	£717.79
Telephone	£812.28	£905.92
Water	£922.56	£1,117.42
Maintenance / Repairs	£1,396.95	£1,648.63
Bolier Maintenance	£272.56	£160.36
Stationery / Admin	£742.30	£1,151.70
Gardening	£1,120.00	£915.00
Performing Rights	£1,679.92	£777.60
Piano Tuning	£0.00	£40.00
Insurance	£1,584.94	£1,560.51
Projects	£1,232.32	£3,115.67
VAT	£3,191.09	£4,093.15
Accounts Checking	£0.00	£0.00
IT	£337.34	£259.99
Hardship Fund	£0.00	£0.00
Lottery	£386.50	£208.51
	£23,911.66	£28,455.50
 Income less Expenditure	 £12,740.64	 £8,799.44

Expenditure Breakdowns



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

CARNON DOWNS VILLAGE HALL

On accounts for the year
ended

31 DECEMBER 2019

Charity no
(if any)

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 31.12.19

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 (~~other than that disclosed below~~ *) 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.

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

Signed:

Date:

29/1/2020

Name:

MRS L.J. HINTON

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

Address:

TREVINT, QUENCHWELL RD
CARNON DOWNS, TRURO TR3 6JF