

PENCOED MINERS' WELFARE HALL

TRUSTEES REPORT TO AGM 2020

The 2020 AGM of the Management Committee was delayed from May/June due to the COVID 19 pandemic lockdown and the remainder of the year to date has continued in similar vein. The Trustees have maintained contact throughout as necessary to fulfil their duties. This report has therefore been extended to take in the period up to December 2020 and the reporting period can be split into two distinct parts, Pre COVID and During COVID.

Initially during the year under review the Trustees were pleased to note that existing operational practices have maintained a healthy fiscal position showing a marginal surplus after all operational expenditure, planned repairs & renewals. However, towards the end of March the entire country was placed in lockdown until the end of June and community halls were closed.

The Treasurer reports that income from room hire was less than of the previous year and wages had increased due to increased hours worked. However, a firm grip was maintained on expenditure over the year and this was achieved in part by maintaining the support of our key Users. Grants were obtained from the Coalfields Regeneration Trust and CISWO for planned projects.

From the end of March when the hall closed our income dropped to zero. This was of concern when regular outgoing costs needed to be paid such as wages, utilities etc but the government introduced a furlough scheme which enabled us to claim back up to 80% of the wage costs of the two members of staff. The hall was also eligible and awarded a grant of £10,000 to assist with payments and running costs whilst the hall was closed and a second grant of £1,500 to cover the firebreak lockdown was received in November.

In the period to March 20 the diversity of the regular client base continued with educational classes, community groups, sporting clubs, health and fitness classes and cultural groups making beneficial use of the facilities at the Hall. In addition, local residents hired the hall for private functions such as weddings, christenings, and children's parties. The B-Hive remains the only user with a long hire agreement with the Hall and a new tenant who runs cake decorating classes is resident in the small office. The Hall reopened at the end of June which allowed the B-Hive to operate but whilst we have had a small number of bookings to date our regular users have not returned. For the safety of our Users and Staff and to comply with current guidelines it was necessary to implement social distancing and enhanced cleaning/sanitisation measures. Risk Assessments were prepared and issued to Hirers prior using the hall.

Hire rates for the facilities have been maintained at the same level and will not be increased this year. In special circumstances concessions have been made to ensure that community users could use the facilities at the Hall and the Trustees recommend these concessions are maintained going forward. The Test and Trace system is also used to record contact details of Users.

Being mindful of the Trustee's responsibilities to the Hall, a series of policies have been put in place and monitored regularly. A number of projects were identified including refurbishment of the rear toilets and replacement of the kitchen roof. Fire Safety and Health and Safety Risk Assessments were organised by the Coalfields Regeneration Trust and have been carried out together with a 5-year Maintenance Plan for the Building. Arising from these reports a number of actions were required, many of which had already been identified by the Trustees and some have already been undertaken from available funds.

The policy of using locally based contractors remains the goal and has proved to be cost effective as well as community and environmentally friendly, subject always to best value being achieved.

As Trustees we believe that the original aims of the Welfare Hall Founders continue to be achieved and are pleased to recommend this report along with the attached Treasurers Report for your endorsement.

Signed

Cllr J Butcher – Chairman

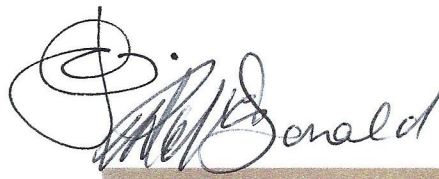
Mrs Wendy McDonald - Vice Chairman

Cllr A Williams - Treasurer

Mrs J A Butcher - Secretary

Cllr Luke Fletcher

Gordon Lewis



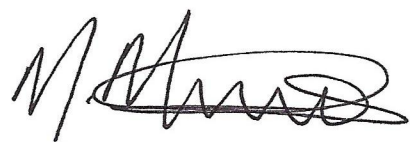
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From: Month 1, April 2019
 To: Month 12, March 2020

Chart of Account:

Profit & Loss and Balance Sheet

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Property	0.00	6,197.63	
Property Depreciation	(1,293.52)	(5,120.08)	
Building Upgrade	0.00	1,850.00	
Building Repairs Depreciation	(616.64)	(1,233.28)	
Office Equipment	0.00	585.00	
Office Equipment Depreciation	0.00	(585.00)	
	(1,910.16)		1,694.27
Current Assets			
Debtors	(2,738.19)	3,175.44	
Deposits and Cash	6,911.20	22,043.67	
Petty Cash	200.00	221.57	
Bank Account	0.00	11,765.09	
	4,373.01		37,205.77
Current Liabilities			
Creditors - Short Term	(618.95)	163.14	
Wages & Pensions	(2.02)	(2.00)	
Bank Account	2,740.22	0.00	
	2,119.25		161.14
Current Assets less Current Liabilities:	2,253.76		37,044.63
Total Assets less Current Liabilities:	343.60		38,738.90
Long Term Liabilities			
	0.00		0.00
Total Assets less Total Liabilities:	343.60		38,738.90
Capital & Reserves			
Reserves	0.00	38,395.30	
P&L Account	343.60	343.60	
	343.60		38,738.90



07/07/2020

From: Month 1, April 2019
To: Month 12, March 2020

Chart of Accounts:

Profit & Loss and Balance Sheet

	<u>Period</u>	<u>Year to Date</u>
Rental Income		
Hire of Small Office	8,372.95	8,372.95
Hire of Hall	20,128.88	20,128.88
Hire of Lounge	2,583.00	2,583.00
Donations	185.00	185.00
Bank Interest	33.20	33.20
Grants Received	6,878.00	6,878.00
	38,181.03	38,181.03
Purchases		
	0.00	0.00
Direct Expenses		
	0.00	0.00
Gross Profit/(Loss):	38,181.03	38,181.03
Overheads		
Gross Wages	16,078.26	16,078.26
Pension	774.98	774.98
Water Rates	654.00	654.00
Rates	71.29	71.29
Fees Watts & Morgan	825.00	825.00
Electricity	1,995.46	1,995.46
Gas	1,715.24	1,715.24
Telephone & Broadband	719.97	719.97
Stationery	69.16	69.16
Audit Fees	200.00	200.00
Bookeeping Fees	385.50	385.50
Data Protection	35.00	35.00
Water Hygiene Certificates	390.00	390.00
Equipment Hire and Rental	449.28	449.28
Maintenance	2,308.79	2,308.79
Cleaning	682.53	682.53
Premises Expenses	2,517.26	2,517.26
Electrical Work	500.00	500.00
Fire Safety Inspection	570.11	570.11
Gas Inspections	85.00	85.00
Doors & Fencing	3,052.00	3,052.00
Property Depreciation	1,910.16	1,910.16
Training, Insurance & TV Licence	1,848.44	1,848.44
	37,837.43	37,837.43
Net Profit/(Loss):	343.60	343.60



07/07/2020.

Pencoed Miners' Welfare Hall

Treasurer's Report – 2019/20 Financial Year

Tuesday 15th December 2020

Income for the 2019/20 financial year totalled £38,181.03 with expenditure at £37,837.43 making a net profit of £343.60

Income

Hire of Small Office - £8372.95

Hire of Hall - £20,128.88

Hire of Lounge - £2583.00

Donations - £185.00

Bank Interest - £33.20

Grants received - £6878.00

Total Income: £38,181.03

Expenditure

Gross Wages - £16,078.26

Pension - £774.98

Water Rates – £654.00

Rates - £71.29

Fees Watts & Morgan - £825

Electricity - £1995.46

Gas - £1715.24

Telephone/Broadband - £719.97

Stationery - £69.16

Audit - £200.00
Bookkeeping - £385.50
Data Protection - £35.00
Water Hygiene Certificates - £390.00
Equipment Hire/Rental - £449.28
Maintenance - £2308.79
Cleaning - £682.53
Premises Expenses - £2517.26
Electrical Work - £500
Fire Safety - £570.11
Gas Inspections - £85.00
Doors & Fencing - £3052.00
Training/Insurance/TV Licence - £1848.44
Depreciation - £1910.16

Total Expenditure – £37,837.43

Total Net Profit - £343.60

Reserves & Total Assets

The Hall's overall reserves currently stand at £38,738.90 and current assets less total liabilities stand at £37,044.63.

Alex Williams

Treasurer

15th December 2020



M.I. Morris & Co Ltd

Accountants, Taxation and Business Consultants

Mr. Alex Williams

Treasurer

Pencoed Miners Welfare and Community Hall
Heol Y Groes
Pencoed
Bridgend
CF35 5PE

07th July 2020

Dear Mr. Williams

Re: Report and Accounts for the period ended 31st March 2020

I have reviewed and audited the Financial Statements for the period ended 31st March 2020 as prepared by Linda Davies – AAT Registered Accountant and confirm that they represent a true and fair view of the financial affairs of the Pencoed Miners Welfare and Community Hall as at 31st March 2020.

If I can be of any further assistance in this matter, please do not hesitate to contact me.

Yours Faithfully

M.I. Morris & Co. Ltd

Mark Morris – FCCA, FCPA, FMAAT