

	Trustees' Annual Report for the period						
	From	Period start date			To	Period end date	
		01	January	2020		31	December 2020

Section A Reference and administration details

Charity name	Spaxton Village Hall and Playing Field
Other names charity is known by	Spaxton Village Hall
Registered charity number (if any)	304633
Charity's principal address	High Street
	Spaxton
	Bridgwater
	Postcode TA5 1BS

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	Keith Bellinger			Cricket club
2	Kim Bellinger	Bookings Secretary		Elected
3	Sharon Carver			Toddlers Group
4	Colin Foxhall			Co-opted
5	Leanne Carver		Resigned October 2020	Junior Football
6	Doreen Harris	Vice Chair		Elected
7	Anthony Donnelly		Resigned June 2020	Village Show
	Nick Ridgen		Elected June 2020	Village Show
8	Phil Hamm			Elected
9	Jenny Hill			Entertainments
10	Alison Jarah	Treasurer		Elected
11	Simon Stretton			Parish Council
12	Jackie Loxton			Co-opted
13	Jan Hodson	Secretary		Elected
14	Anne Milne			Short Mat Bowls
15	Rodney Parish			Senior Football
16	Glyn Richards	Chair		Playing Field Users Group
17	Julie Reynolds			Upholstery Group
18	Josh Schwieso		Resigned Oct 2020	Community Shop
	Sarah Upfield		Elected Oct 2020	Community Shop
19	Gill Thomas			Spaxton School
20	Gail Wainwright			WI

21	Simon Haswell			Spaxton Society

	Names of the trustees for the charity, if any, (for example, any custodian trustees)	
	Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed (Conveyance dated 27/06/39, re. transfer of land on which hall was built to the Trustees: conveyance dated 01/03/55 re. transfer of land for playing field, to be managed as specified 27/06/39; Charity Commission Scheme 15/12/75 re. increase of elected trustees from 3 to 6)
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	In accordance with Conveyance dated 27/06/39, as modified 15/12/75, up to 6 trustees elected at AGM, plus 1 representative for each village organisation which chooses to nominate a representative and the committee of trustees thus formed may co-opt up to 4 additional persons provided that the total number of trustees does not exceed 26.

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;

Induction and training of trustees: Copies of relevant Charity Commission publication - Guidance for Trustees - are provided to each trustee plus information on GDPR and safeguarding.

Major Risks: Risks vary - they are raised and discussed at formal meetings. Regular maintenance and safety checks of village hall and playing field and equipment are carried out by trustees. Annual checks of fire alarm systems and playground equipment are carried out by professional bodies. Portable electrical appliances are tested annually by a qualified electrician.

Insurance: The Village Hall is insured by Zurich through Community First Village Hall Plus Group for building cover of

- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

£764,278, contents insurance (£40871), play equipment cover (£43100), safety surface cover (£13695) and public liability (£10,000,000)

The Management Committee recognises that it is under a legal obligation to protect the building and its users through adequate and appropriate insurance.

Hiring Agreement: Use of the Village Hall is subject to a Hiring Agreement setting out the conditions of hire and identifying the respective responsibilities of each party to the agreement which must be signed by the user when booking.

Licences: The hall has a Premises Licence (including alcohol) and is registered with the local authority for a lottery licence. The hall also holds PPL and PRS licences for live and recorded music.

Section C Objectives and activities

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

To manage and maintain buildings and open play spaces for the community to engage in entertainment, education, training, arts, culture, sport and recreation

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)

Management and maintenance of facilities and fundraising, mainly in the form of a monthly lottery, to supplement the income from the hiring of the hall. Grant applications are made for any significant improvements. There is normally no fee for the use of the playing field and children's play area. The Village Hall is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. The Hall and playing field are used by the public in a manner typical of such facilities in rural villages and the hall is in use most days of the week for regular activities including Upholstery Group, Yoga, Pilates, Zumba, Flexicise, Short Mat Bowls, Toddler Group, Bingo, Womens Institute, Spaxton Society, Parish Council meetings and bi-annual Flower Shows. The Hall is available for hire for private functions such as children's parties, wedding receptions, funeral teas, dances and other village social functions and fund-raising fairs. The playing fields are used for cricket and football and there is a children's play area plus outdoor gym.

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.

Grant Making: We do not make grants

Investment Policy and Programme : None as we do not have investment funds

Contribution made by Volunteers: the Trustees are all volunteers who engage in fundraising for the charity, make grant applications where relevant and carry out some repairs and maintenance free of charge to reduce outgoings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We started the year well with a growing number of bookings but then Covid-19 struck and we were forced to lockdown. We opened again in June following all the government guidelines with social distancing, mask wearing and track and trace rules in place. A new hire agreement was introduced covering all the conditions laid down by the government to protect against the spread of the virus. There was very little uptake in bookings and this continued until the next lockdown. Luckily, we have the village lottery which supports the running of the village hall as we lost a lot of revenue due to the lack of bookings. We applied for the government grant through Sedgemoor District Council and were awarded £10,000. We were able to hold our AGM in October another committee meeting before Christmas when certain members stepped down and were replaced. Hopefully 2021 will be kind to us and we can continue our planned projects to refit our kitchenette in the main hall and extend our carpark to make access easier especially for the disabled.

Section E

Financial review

Brief statement of the charity's policy on reserves

Funds build in a Lloyds Cash account and are then transferred to a Virgin Charity account if they are not needed in the immediate future. We aim to keep an emergency reserve of £12,000 to meet unexpected contingencies plus we try to set aside 10-15% of income annually for regular maintenance, repair and redecoration.

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.

Principle sources of funds: As set out in annual accounts

Expenditure on key objectives: Paid for running costs, improvements and maintaining facilities.

Section F	Other optional information
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Section G	Declaration
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The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	Glyn Kenneth Richards	Janet Hodson
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	October 2020	

SPAXTON VILLAGE HALL & PLAYING FIELD COMMITTEE

Registered Charity 304633

Accounts for year ending 31st December 2020

Balances brought forward:

Lloyds Current	4596.72	
Virgin Charity	37398.91	
Lloyds Lottery	3693.52	

	45689.15	41868.03

Income:	2020	2019	Expenditure:	2020	2019
Hire of Hall	3031.50	9388.00	Cleaning	1544.50	3019.00
Fundraising	-----	-----	Oil	732.97	1424.57
Grants/donation	12243.89	18901.62	Electricity	1287.00	1176.58
Bank Interest	181.70	211.80	Water	722.80	1110.62
Lottery subs	8705.16	8938.43	Telephone	546.27	545.88
Feed in Tariff (PV)	3530.26	3384.45	Repairs/Maint'ance	2931.99	4426.87
Ground Rent	156.29	156.29	Improvements	303.98	18363.45
Sundries	-----	40.00	Insurance	1563.38	1606.47
	-----	-----	Subs/licences	368.98	384.59
	27848.80	41020.59	Lottery Prizes	4488.31	4520.84
	-----	-----	Sundries	134.71	389.60
	-----	-----		-----	-----
	73537.95	82888.62		14624.89	36968.47
	=====	=====			

Accounts rendered but unpaid: 85.00 231.00

14709.89 37199.47

Balances carried forward:

Lloyds Current	13337.08	4596.72
Virgin Charity	37580.61	37398.91
* Lloyds Lottery	7910.37	3693.52

58828.06 45689.15

73537.95 82888.62

* Includes £3040.00 lottery prizes

Accounts reviewed on 8th June 2021

Robert O'Brien
ACMA



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

SPAXTON VILLAGE HALL & PLAYING FIELD
COMMITTEE

On accounts for the year
ended

31st DECEMBER 2020

Charity no
(if any)

304633

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

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").

Independent
examiner's statement

~~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.

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 which 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:

8/6/2021

Name:

ROBERT O'BRIEN

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

ACMA

Address:

2 WIND DOWN CLOSE

BRIDGWATER

SOMERSET

TA6 7NU

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.