



## Trustees' Annual Report for the period

From

Period start date

Day  
01Month  
04Year  
2019

To

Period end date

Day  
31Month  
03Year  
2020

### Section A

### Reference and administration details

Charity name

Pilsley Village Hall C.I.O.

Other names charity is known by

Registered charity number (if any)

1170654

Charity's principal address

Pilsley Village Hall, Pear Tree Road, Pilsley

Chesterfield, Derbyshire

Postcode S45 8HU

### Names of the charity trustees who manage the charity

Trustee name

Office (if any)

Dates acted if not for whole  
yearName of person (or body) entitled  
to appoint trustee (if any)

1 James Walters

Chair

2 Julian Moore

Treasurer/Publicity

June 2019

Pilsley Village Hall C.I.O

3 Helen Ullathorne

Secretary

4 Linda Moore

Bookings

5 Pauline Allen

Venue Supervisor

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### 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
Village Hall Management	Helena Stubbs	Rural Action Derbyshire, Derbyshire County Council

## 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)	C.I.O. Constitution
How the charity is constituted (eg. trust, association, company)	C.I.O. Founding Constitution
Trustee selection methods (eg. appointed by, elected by)	Elected by general public

### 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.

Pilsley Village Hall C.I.O. Trustees engaged with many of the services offered by Rural Action Derbyshire (RAD), a regional branch of Action with Communities in Rural England (ACRE), of which training programmes for trustees were available and attended by the trustees.

Advice has been sought from the previous managers of the amenity and some practices were retained.

Once charitable status was awarded, the trustees negotiated a long term lease of the interior of the hall. This was achieved through the guidance of RAD and co-operation of the then current owners, Pilsley Parish Council.

In view of considerable issues encountered during this period, the trustees are compiling a procedure for employment of contractors. The Charity Commission and other professional bodies will be consulted in this process.

## Section C Objectives and activities

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

The objects of the C.I.O. are to establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Pilsley, without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions, the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

**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)**

Until Covid19 restrictions came to full effect on 23rd March, 2020, regular bookings remained good with few free slots available. Additional bookings included a full day hall rental for the local elections and a Meeting Room booking for Ambulance Training occurred during late 2019.

The (then) Treasurer secured a rebate of £528 from Severn Trent Water as a consequence of the board overcharging for the hall's water use due to a burst water pipe beyond the committee's responsibility.

Monthly trustee meetings continued until Covid-19 regulations prevented them.

This period was considerably difficult for the committee, with issues of conflict regarding the progress of upgrading the toilets as well as the secretary having to withdraw from volunteering because of caring responsibilities.

Whilst much of the balance had been paid to the contractor renovating the toilets, the rate of progress was slow and at times unsatisfactory. The Treasurer was particularly concerned and submitted her resignation early June 2019 after several deadlines were not met by the contractor. This proved a critical time for all the Trustees and although appeals were made to the Treasurer, she declined to rejoin the committee. One of the acting trustees, Mr. Julian Moore, was invited and subsequently co-opted by unanimous agreement, to become the Treasurer. All current accounts were transferred to Mr. Moore by the end of June. The upgrade of the toilets was completed and inspected by the trustees on 13th January, 2020.

Flooring in the male and female toilet areas together with that in the foyer was replaced by contractors at this time, paid by a grant awarded by Derbyshire County Council Community Priorities Programme.

To ease the burden of withdrawing and depositing monies by hand, it was agreed to arrange online banking with Barclays Bank. This proved problematic, not least in registering the co-signatures of the trustees. After considerable complaint and a delay of several months in obtaining online provision, Barclays Bank agreed compensation of £225. This has been accounted for as a donation in the annual accounts.

In addition to the challenges noted above, Covid-19 Lockdowns have impinged on the working of the committee. Meetings have met, on demand, by video call since the end of March. To date, the hall remains closed.

**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.

As all day-to-day management consists of voluntary labour, the C.I.O. have maintained the same hire-costs as before, making the venue an affordable asset for village residents.  
However, having critically low numbers managing the venue, especially in the later part of this financial year, has forced the trustees to review this precarious situation. Once again, attempts were made to recruit further local volunteers without success.

Whilst efforts to formalise a policy for hiring contractors have not yet been made, it has been agreed to do so when meetings can be made in person.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

In spite of considerable problems, the committee are proud to have continued the availability of the hall to all residents of Pilsley at competitive hire-rates and with improved facilities. These have been achieved through voluntary effort.

Local and national Covid-19 restrictions have impacted on the management and availability of the hall, although this only truly had effect in this financial year during the beginning of 2020.

**Brief statement of the charity's policy on reserves**

**Restricted Reserves:** Currently we do not have restricted reserves.  
**General Reserves:** Presently the trustees have a separate contingency bank account which, it is hoped, will be added to in the future. This is held in reserve for unforeseen (maintenance) expenditure, and as a source for 'match funding' should a large grant be sought.  
**Trustees Review of General Reserve:** It was agreed the contingency account provided a level of financial insurance against unforeseen expenses.

**Details of any funds materially in deficit**

Not applicable

**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.

- Funding is sourced from hire-fees, Pilsley Parish Council interim grant, a 100 Club scheme and grant applications from regional and national funding bodies.
- The C.I.O. has endeavoured to provide an asset villagers are proud of. The use of the Awards for All grant together with some of the money from the contingency account has enabled the trustees to provide clean, pleasant toilet areas for hall-users. The foyer has also been updated making the main entrance more welcoming.

**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)

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Full name(s)

Mr. Julian Moore	Helen Ullathorne
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Position (eg Secretary, Chair, etc)

Treasurer	Secretary
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Date

17/01/2021
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

PILSLEY VILLAGE HALL

1170654

## Receipts and payments accounts

CC16a

For the period  
fromPeriod start date  
1st April 2019

To

Period end date  
31 March 2020

## 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 £
<b>A1 Receipts</b>					
Initial Grant		-	-	-	
Annual Grant	8,000	-	-	8,000	8,000
DCC refurbishment grant		-	-	-	250
Donations	225	-	-	225	
Generated income	11,855	-	-	11,855	11,772
Grants for All refurbishment grant		-	-	-	10,000
	39	-	-	39	-
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>20,120</b>	<b>-</b>	<b>-</b>	<b>20,120</b>	<b>30,022</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>20,120</b>	<b>-</b>	<b>-</b>	<b>20,120</b>	<b>30,022</b>
<b>A3 Payments</b>					
Village Hall toilets refurbishment			-	-	14,421
Light, heat and power	2,979			2,979	3,054
Cleaning and waste disposal	888		-	888	767
Safety checks and alarms	692		-	692	589
Water rates	780		-	780	1,908
Repairs and maintenance	1,341		-	1,341	2,567
Printing, postage, stationery and IT	182		-	182	557
Insurance	550		-	550	275
Independent Examination of Accounts	250		-	250	350
Legal fees			-	-	414
Licences	158		-	158	157
Sundries	95		-	95	177
	7,916	-	-	7,916	25,235
<b>A4 Asset and investment purchases, (see table)</b>					
Meeting room Furniture and furnishings	-		-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,916</b>	<b>-</b>	<b>-</b>	<b>7,916</b>	<b>25,235</b>
<b>Net of receipts/(payments)</b>	<b>12,203</b>	<b>-</b>	<b>-</b>	<b>12,203</b>	<b>4,786</b>
<b>A5 Transfers between funds</b>					
	-	-	-	-	-
<b>A6 Cash funds last year end</b>					<b>13,899</b>
<b>Cash funds this year end</b>	<b>12,203</b>	<b>-</b>	<b>-</b>	<b>12,203</b>	<b>18,685</b>

## 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 £
<b>B1 Cash funds</b>	Business bank account	20,668	-	8,577
	Savings account	10,039	-	10,000
	Petty cash	181	-	109
	<b>Total cash funds</b>	<b>30,888</b>	<b>-</b>	<b>18,685</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	JULIAN MOORE	JULIAN MOORE	1/24/2021	