



Trustees' Annual Report for the period

From

Period start date

Day
01Month
04Year
2020**To**

Period end date

Day
31Month
03Year
2021

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 year****Name of person (or body) entitled to appoint trustee (if any)**

1 James Walters

Chair

2 Julian Moore

Treasurer/Publicity

3 Helen Ullathorne

Secretary

4 Linda Moore

Bookings

5 Pauline Allen

Venue Supervisor

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Pilsley Village Hall C.I.O.

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)

Rental revenues for this period were substantially limited because of the imposed government Covid19 restrictions (commonly described as Lockdown 1). The pandemic also greatly affected how the hall was managed, most dramatically as only one trustee was able to keep an eye on the property as all other four trustees were required to self-isolate. James Walters, the acting Chair, continued to monitor the premises during Lockdown 1 and dealt with any outstanding issues arising during that time. Julian Moore (Treasurer) and Linda Moore (Bookings) continued their roles from home, generally busy refunding pre-paid bookings. Throughout this period, trustees' meetings were made on demand through a group WhatsApp page and conducted by a 45 minute Zoom session. An agenda was distributed via WhatsApp and the meeting extended should the need arise. Discussions centred on the then current Covid19 restrictions and a risk assessment was written - the committee consulting the government Covid19 website as well as the ACRES online recommendations for the re-opening of village halls. It was agreed to allow the local Table Tennis Club to hire the main hall provided they abide by the regulations. Twice weekly bookings for this club began in July. James Walters purchased and installed the required sanitising products in the hall lobby and placed information charts throughout the building. It was agreed a recommended 72 hour window between people entering the hall be in place and an employed cleaner ensure all surfaces be disinfected after hall use. Whilst it was encouraging to partially open the hall, having the Table Tennis Club as hall-hirers did prove problematic, not least because others wishing to hire the premises claimed the Tennis Table Club were given preferential treatment. With the exception of Staffa Health hiring the hall on two occasions to deliver flu vaccines, and Pilsley Village Fete Club booking the hall for a party, no other club, organisation or individual was allowed to hire the premises. The hall benefitted from several grants: Pilsley Parish Council requested a temporary cut in the parachute payment given in previous years. £4,000 was paid in July; £500 was awarded by the Action Grant scheme to the hall in mitigation against lost revenues due to Lockdown; and in June £10,000 was awarded by the Local Restrictions Support Grant to mitigate against losses during Lockdown 2. These payments helped recover losses in rental income. To aid and simplify payments by hall users and the committee, all transactions are now made online.

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.

Summary of the main achievements of the charity during the year

The considerable challenges of a year severely affected by the pandemic has stretched the committee's resolve to maintain a venue, both financially and structurally, that will ultimately serve the residents of Pilsley and beyond. With only one trustee able to offer hands-on support, it has been extremely difficult to focus on any improvement projects but it is hoped the hall facilities will be enhanced in the future.

Section E

Financial review

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**

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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

J Moore

H J Ullathorne

Full name(s)

Mr. Julian Moore

Helen Ullathorne

Position (eg Secretary, Chair, etc)

Treasurer

Secretary

Date

11 January 2022

CHARITY COMMISSION
FOR ENGLAND AND WALES

PILSEY VILLAGE HALL

1170654

Receipts and payments accounts

CC16a

For the period
fromPeriod start date
1st April 2020

To

Period end date
31 March 2021

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 £
A1 Receipts					
Initial Grant		-	-	-	
Annual Grant	4,000	-	-	4,000	8,000
Donations	14,520	-	-	14,520	225
Covid support grants	5,669	-	-	5,669	
Generated income	532	-	-	532	11,855
Bank Interest	5	-	-	5	39
		-	-	-	
Sub total (Gross income for AR)	24,726	-	-	24,726	20,120
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,726	-	-	24,726	20,120
A3 Payments					
Village Hall toilets refurbishment			-	-	-
Light , heat and power	971			971	2,979
Cleaning and waste disposal	605		-	605	888
Safety checks and alarms	1,224		-	1,224	692
Water rates and sewerage	1,226		-	1,226	780
Repairs and maintenance			-		1,341
Printing, postage, stationery and IT	394		-	394	182
Insurance			-		550
Independent Examination of Accounts	150		-	150	250
Legal fees			-		-
Licences			-		158
Sundries			-		95
	4,570	-	-	4,570	7,916
A4 Asset and investment purchases, (see table)					
Meeting room Furniture and furnishings	-		-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	4,570	-	-	4,570	7,916
Net of receipts/(payments)	20,156	-	-	20,156	12,203
A5 Transfers between funds					
A6 Cash funds last year end					
Cash funds this year end	20,156	-	-	20,156	12,203

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 £
B1 Cash funds				
	Business bank account	21,331	-	20,668
	Savings account	29,713	-	10,039
	Petty cash	-	-	181
	Total cash funds	51,044	-	30,888
	(agree balances with receipts and payments account(s))		OK	
B2 Other monetary assets				
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
	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		