



Trustees' Annual Report for the period

Period start date		Period end date	
Day	Month	Day	Month
Year		Year	
From	01	To	31
	11		10
	2020		2021

Section A

Reference and administration details

Charity name

Coldock & Washbrook Village Hall

Other names charity is known by

N/A.

Registered charity number (if any)

304731

Charity's principal address

OLD LONDON RD

Coldock

IPSWICH

Postcode

IP8 3JN

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	SALLY WATSON	CHAIR	N/A - has HAVE	as the ALL TRUSTEES ARE
2	ADRIAN WARD	TREASURER	SERVED FOR WHOLE	APPOINTED BY THE V.H.
3	DEBORAH TYRRELL	VICE CHAIR	YEAR.	MANAGEMENT COMMITTEE
4	LINDA SHEPPARD	SECRETARY		IN ACCORDANCE WITH
5	LAURA BUTTERS	-		CONSTITUTIONS.
6	JAN CAVANAGH	-		
7	CELIA FISHER	-		
8	FRED GREEN	-		
9	DOUG HOWES	-		
10	MARTIN TAYLOR	-		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

CONSTITUTION

How the charity is constituted
(eg. trust, association, company)

CHARITABLE FOUNDATION

Trustee selection methods
(eg. appointed by, elected by)

APPOINTED BY COMMITTEE

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.

N/A.

Section C Objectives and activities

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

THE PROVISION & MAINTENANCE OF A VILLAGE HALL FOR THE VILLAGES OF COLDOCK & WASHBROOK AND THE SURROUNDING AREA IN ORDER TO HOST A WIDE RANGE OF COMMUNITY & LEISURE ACTIVITIES.

THE MAIN ACTIVITIES UNDERTAKEN IN THE VILLAGE HALL INCLUDE INTER ALIA. ...

- CHILDREN'S PARTIES
- ANTIQUES & TOY FAIRS.
- DANCE SCHOOLS.
- CARPET BOWLS
- ADULT BIRTHDAY PARTIES / QUIZ NIGHTS.
- MUSICAL BAND PRACTICE.
- WIDE VARIETY OF CLUBS & SOCIETIES.
- TODDLER / BABY GROUPS.

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)

Additional details of objectives and activities (Optional information)

N/A.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

AS WELL AS HOSTING ACTIVITIES LISTED IN SECTION C ABOVE, THE MANAGEMENT COMMITTEE HAVE OVERSEEN A PROGRAMME OF INVESTMENT IN THE HALL USING OWN CASH RESERVES AND GOVERNMENT, COVID-19 GRANTS.

IMPROVEMENTS INCLUDE :-

- NEW SECURITY SYSTEM & CCTV.
- NEW FASCIA & GUTTERING.
- FLOOR REFURBISHMENT.
- TOILET & BAR AREA REFURBISHMENT
- NEW KITCHEN APPLIANCES & COOKER
- REDECORATION THROUGHOUT
- WIFI.
- NEW MANAGERS OFFICE.

Section E

Financial review

Brief statement of the charity's policy on reserves

THE MANAGEMENT COMMITTEE MAINTAIN A LEVEL OF CASH RESERVES REGARDED AS PRUDENT IN THE CONTEXT OF OVERALL INCOME & RUNNING COSTS.

Details of any funds materially in deficit

N/A.

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.

THE STRATEGY OF THE COMMITTEE IS FOR THE VILLAGE HALL TO MAINTAIN ITS FINANCIAL INDEPENDENCE AND TO REINVEST ANY SURPLUS INTO FURTHER IMPROVING THE BUILDING AND ITS INFRASTRUCTURE.

Section F

Other optional information

N/A.

Section G

Declaration

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


Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
ADRIAN WARD	
TREASURER	

2.2.2022.

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

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COPDOCK AND WASHBROOK VILLAGE HALL

Charity Registration Number 304731

Unaudited Financial Statements

for the year ended 31 October 2021

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

Officers and Business Address

Officers

Chairperson	Sally Watson
Vice Chairperson	Debbie Tyrrell
Secretary	Linda Sheppard
Treasurer	Adrian Ward
Trustees	Doug Howes, Fred Green, Jan Cavanagh, Celia Fisher, Laura Butters, Martin Taylor

Business Address

Copdock & Washbrook Village Hall
Old London Road,
Ipswich IP8 3JN

Approval of Financial Information for the Year Ended 31 October 2021

We acknowledge our responsibility for the financial information, including the appropriateness of the applicable financial reporting framework and have all information and explanations necessary for its compilation.

The financial information was approved by the committee on 10 January 2022 and was signed on their behalf by


.....
Mrs Sally Watson
Chairperson
.....
Mr Adrian Ward
Treasurer

Financial Statement preparation Report for the Year Ended 31 October 2021

I have prepared the Financial Statements on pages 3 to 5 from the information and explanation provided to me, and to the best of my knowledge, they represent a true and fair financial status of the Village Hall.

Rajni Shah

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

Income and Expenditure Account for the year ended 31.10.2021

	2021 £	p/e 30.09.20 £
Income – all unrestricted		
Hall hire	11,525	13,557
Bar net income (see note 1)	2,093	8
Bank interest	3	86
Donations	3,000	-
Feed in tariff	876	-
Grants	21,462	11,000
Total income	38,959	24,651

Expenses – all unrestricted

Ground rent	-	750
Rates	90	-
Water rates	73	116
Light, heat and power	2,111	2,465
Insurance	659	644
Licences	-	360
Hall manager & caretaker	2,668	4,810
Bar manager's fees	709	2,036
Repairs and renewals	38,515	17,169
Office supplies	34	30
Waste services	955	1,338
Cleaning	1,165	1,114
Sundry expenses	711	125
Advertising	-	76
Computer and equipment costs	1,285	2,450-
	48,975	33,483
Net surplus/(deficit)	(10,016)	(8,832)

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

Balance Sheet as at 31 October 2021

	Note	31.10.2021 £	31.10.2020 £
Current assets – all unrestricted			
Stocks		1,600	-
Cash at bank and in hand	2	33,127	44,743
		34,727	44,743
Financed by:			
Unrestricted Accumulated surplus b/f -		44,743	53,575
Surplus/(Deficit) for the period		(10,016)	(8,832)
		34,727	44,743

COPDOCK AND WASHBROOK VILLAGE HALL
Charity Registration Number 304731

Notes to the Financial Statements

1 BAR ACCOUNT

	31.10.2021 £	31.10.2020 £
Gross takings	3,010	2,260
Cost of Sales		
Opening stock	-	1,075
Purchases	2,517	1,177
Closing stock	(1,600)	-
	917	2,252
Gross profit	2,093	8

2 BANK AND CASH ACCOUNTS

	31.10.2021 £	31.10.2020 £
Current Account number 30227013	6,640	13,543
Current Account number 70226610	1,284	1,000
Savings Account number 03831221	25,003	30,000
Cash float	200	200
	33,127	44,743

Independent Examiner's Report

**Report to the trustees/
members of**

Copdock and Washbrook Village Hall

**On accounts for
the year ended**

31st October 2021

Charity no

304731

**Responsibilities
and basis of
report**

I report to the trustees on my examination of the accounts of Copdock and Washbrook Village Hall ("the Trust") for the year ended 31st of October 2021.

As the charity's trustees, 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 all 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 in connection with the examination, which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did 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 this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

7th February 2022

Name:

David Lincoln

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

Chartered Institute of Public Finance Accountancy

Address:

Barn House Cherry Wood Back Lane Washbrook Ipswich
IP8 3SN