



# CARNON DOWNS VILLAGE HALL

## CDVH CIO Charity Number 1193669

### Carnon Downs Village Hall Trustees: Annual Report For 2021

#### Summary:

The village hall in its first year as a new CIO<sup>1</sup> charity has made steady progress recovering from the challenges of coronavirus and the changes to the management committee. Financially with the help of both grants and income from the use of the hall for some overflow NHS service delivery, we are well placed for the future and the number of prospective bookings for next year are close to those that we had in 2018/2019.

#### Objectives

The objectives of the Village Hall remain unchanged: In brief they are to run village hall for the inhabitants of the Parish of Feock.

#### The Trustees

Peter Jefferson Chairman  
Alison Avard  
Paul Lightfoot

Ray Goddard Treasurer  
Richard Brickell  
Alison Mandeville

#### Team Members

Katie Jose continues to act as the lead booking officer and continues in this role.

Jackie Kingsman, Margaret Barry, Sandy Ball, Mary Rudd and other volunteers provide their time to keep the hall running well.

Cormac is contracted to provide the cleaning.

#### Policies

The generic policies used by the Village Hall are those developed by the hall when it was registered as a non-incorporated charity. These will be reviewed over the years and kept both up to date and relevant.

Our approach to dealing with Coronavirus has been guided by local government and NHS guidelines. Increased ventilation, installing a forced air system and encouraging groups to spread out and follow visual markings has kept the hall safe.

#### Main Activities

The trustee's focus this year has been the completion of the transfer to CIO status, the safe operation of the hall.

Equipment updates have included the replacement of the projectors used in both the new hall and the meeting room with flat screen TVs. The sound system in the main hall has now benefitted from a surround sound system which sits in addition to the trolley-based PA equipment.

We have worked closely with the Carnon Downs Community Association and together hired on a long-term basis a storage container. Now in the hall car park this unit now houses the hall's little used stage equipment and the village's Christmas lights.

Bookings continue to be positive and on average, across the whole year, we are back to 4 hirings every day of the year 7 days a week, although of course the usage rates are higher than this in peak times and lower during the Christmas holidays and summer period.

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<sup>1</sup> Charitable Incorporated Organisation

## Future Development

Trustees have prioritised finding a new treasurer or a way to carry this role's workload. Moving to the status of a CIO rather than a pure charity allows us to consider employing a member of staff to take on the responsibilities of invoicing and collecting the monies for hall hire. Recruiting trustees remains a prime concern of the board.

In 2022 as we settle down as the new charity, we plan to look at the role of the charity in the community and to develop a business plan to bring together our objects as a charity with the community's needs.

## Finances

As can be seen from the financial report below our accounts remain strong and the benefit of the grants that we could claim during the lockdown periods is clear. In truth we are better off now than when we started 2020.

### Carnon Downs Village Hall

#### Income and Expenditure for the period 1st May to 31st December 2021

	CIO May to Dec	Old Charity Jan to Apr	2021 Total	2020
<b>Income</b>				
Hall Hire	£9,989.75	£740.00	£10,729.75	£10,554.22
Donations	£95.00	£17,263.79	£17,358.79	£11,444.40
PV's	£610.09	£211.56	£821.65	£803.49
Lottery	£356.00	£100.00	£456.00	£408.00
VAT	£408.04	£311.14	£719.18	£664.19
<b>Total</b>	<b>£11,458.88</b>	<b>£18,626.49</b>	<b>£30,085.37</b>	<b>£23,874.30</b>
<b>Expenditure</b>				
Honorarium	£200.00	£0.00	£200.00	£540.00
Cleaning/Caretaking	£1,796.40	£0.00	£1,796.40	£2,735.40
IT Support	£394.39	£0.00	£394.39	£302.07
Window Cleaning	£105.00	£0.00	£105.00	£140.00
Consumables	£104.68	£0.00	£104.68	£132.44
Electricity	£610.16	£233.07	£843.23	£706.31
Gas	£424.48	£346.07	£770.55	£918.73
Telephone	£547.22	£308.88	£856.10	£882.76
Water	£228.06	£4.46	£232.52	£728.85
Container	£363.84	£354.74	£718.58	£0.00
Maintenance / Repairs	£1,452.66	£1,406.14	£2,858.80	£2,157.83
Bolier Maintenance	£0.00	£0.00	£0.00	£280.34
Stationery / Admin	£95.21	£4.86	£100.07	£413.23
Gardening	£1,285.00	£0.00	£1,285.00	£1,224.00
Performing Rights	£0.00	£830.80	£830.80	£0.00
Piano Tuning	£0.00	£0.00	£0.00	£0.00
Insurance	£1,667.37	£0.00	£1,667.37	£1,614.68
Projects	£4,059.80	£119.00	£4,178.80	£1,457.25
VAT	£593.62	£49.69	£643.31	£1,755.45
Accounts Checking	£0.00	£0.00	£0.00	£0.00
IT	£233.56	£0.00	£233.56	£222.05
Lottery	£129.50	£110.50	£240.00	£298.50
	<b>£14,290.95</b>	<b>£3,768.21</b>	<b>£18,059.16</b>	<b>£16,509.89</b>
<b>Income less Expenditure</b>	<b>-£2,832.07</b>	<b>£14,858.28</b>	<b>£12,026.21</b>	<b>£7,364.41</b>

#### Expenditure Breakdowns

	2021	2020
<b>Repairs / Maintenance</b>		
Repairs	£1,218.66	
Maintenance	£234.00	
	£1,452.66	
<b>Projects</b>		
South West Ventilation	£718.80	
CRCC (CIO Work)	£1,920.00	
Richer Sounds	£1,295.33	
Small Items	£125.67	
	£4,059.80	
<b>Building Insurance</b>		
Valuations		
Village Hall	£1,599,340	
Contents	£42,433	
	£1,641,773	
<b>Monetary Assets</b>		
Bank Current Account	£48,336	
less Cheques Outstanding	£1,648	
plus Income due	£263	
<b>Total</b>	<b>£46,950</b>	

Our accounts have been independently checked with no points or areas of concern noted.

#### Safety, Complaints, Concerns.

Trustees are pleased to be able to report that during the year there were no significant issues beyond those that one might normally expect when working to accommodate a range of groups and organisations.

Peter Jefferson

Chairman

Carnon Down Village Hall Charitable Incorporated Organisation

April 2022