



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>ST</sup> April 2016, Period start date, To 31<sup>st</sup> March 2017, Period end date**

**Charity name: BASLOW VILLAGE HALL**

**Charity registration number: 1162216**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The provision and maintenance of a Village Hall for the use of the inhabitants of Baslow and Bubnell in Derbyshire.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The premises are used for various local society meetings and talks, various keep-fit classes for local residents, various local sports clubs such as indoor bowls and bridge, various craft fairs and art exhibitions for locals to attend, various amateur dramatic performances and choir rehearsals, and various village functions such as harvest suppers, quiz evenings, and the Baslow Winter Festival.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees are aware of and have had regard to the statutory requirement of public benefit, and consider that the provision of this community building, which has such diverse and regular use by so many of the local inhabitants, fully complies with such.</b>

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The charity makes no grants.</b>
Policy on social investment including program related investment	Para 1.38	<b>The charity has no investments, other than cash at bank.</b>
Contribution made by volunteers	Para 1.38	<b>All the 15 trustees are voluntary, so the contribution by volunteers is substantial.</b>

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>A number of substantial improvements have been made to the Hall fabric in the year 2016 / 2017. Firstly, new LED lighting has been installed, making for both a brighter environment and cheaper energy bills; secondly, the loft has been insulated, making for a warmer feel in winter and again cheaper energy bills; thirdly, the roof has been overhauled, with gutterings being cleared, surface moss being removed, and many defective tiles replaced, which should prolong its life considerably; fourthly, the ladies toilet has been fitted with an xpelair fan; and lastly, a new notice board has been ordered for the street frontage and will be erected shortly. Our gratitude is due to Derbyshire Dales District Council, who most kindly gave grants to assist with both the loft insulation and the notice board.</p> <p>As to the inside contents, a set of new drinking glasses have been purchased for the kitchen.</p> <p>Outside, as always, sincere thanks are due to both the Baslow Garden Society for their kind upkeep of the Hall's garden, and to the Baslow Flower Circle for their care of the planters at either side of the front door, both of which contribute greatly to the attractive look of the building.</p> <p>Also, the rear garden is shortly to be graced with a new bench, courtesy of a kind legacy from the late Clyde Wills who sadly died during the year, and who had served the charity with distinction as chairman of trustees from 2008 to 2013. Usage of the Hall by hirers remains very high, with an average of 109 hours per month, and our Bookings Clerk reports a continuing constant flow of enquiries. Financially, we finished the year in a satisfactory position, with a balance of £9,445.95 on current account and a balance of £10,017.79 on reserve account.</p> <p>In conclusion, may I thank all of my co-trustees, and also our booking clerk Vicki Jacob and our book-keeper Bridget</p>

		<p><b>Skinner, for their splendid efforts during the period in once more successfully running the Hall for twelve months for the benefit of our local community.</b></p> <p><b>Michael Woffenden.</b> <b>Chairman of Trustees.</b></p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>The repair and maintenance of the Hall is in accordance with the objective of keeping the premises as a first-class attractive venue for the activities of the local community.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>The charity does not fund raise as such, but merely charges modest fees for hiring the Hall, sufficient to cover its up-keep, insurance, and running.</b>
Investment performance against objectives	Para 1.41	<b>The charity has no investments,</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>See the bank balances referred to above in the Achievements &amp; Performance Section. These are satisfactory.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The current account receives all the day to day hiring fees and disburses all the regular hall expenses, with a cushion in hand to avoid any cash-flow pinches. The reserve account is a separate fund held to cover major repairs and renewals at the building which are needed from time to time, of a size beyond what the current account could happily absorb.</b>
Amount of reserves held	Para 1.22	<b>£19,463.74.</b>
Reasons for holding zero reserves	Para 1.22	<b>Not applicable.</b>
Details of fund materially in deficit	Para 1.24	<b>None.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>No uncertainty.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Fees for hiring out the Hall.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>Not applicable, as no investments held.</b>
A description of the principal risks facing the charity	Para 1.46	<b>1. Partial or total destruction of the Hall, but insurance is held to cover such. 2. A lack of bookings to the point where there were insufficient funds to maintain the Hall, but current trends show no indication at all of this. 3. A law suit regarding injury sustained on the premises, but there is in place a Health &amp; Safety Policy, and a Risk Assessment is carried out periodically, and moreover insurance is held to cover such liability.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>Foundation Model for a C.I.O.</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution dated 15<sup>th</sup> June, 2015.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>4 Appointed Trustees, elected annually at the AGM by residents of the area of benefit. 1 Ex-Officio Trustee, being the Vicar of St Anne`s Parish Church Baslow for the time being. 10 Nominated Trustees, put forward by the Clubs, Societies, and Associations, who are the principle regular hirers of the Hall. Total 15.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Each trustee receives upon taking office: 1, A copy of the Charity Commission`s booklet "The Essential Trustee – What you need to know". 2, A copy of the charity`s constitution. 3. A copy of the latest annual accounts. 4. A copy of the latest annual trustees` report.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The full board of trustees meets quarterly; the day to day running is delegated to a Management Committee comprising four trustees and the booking clerk. The Charity subscribes to "Rural Action Derbyshire", and via such to "Action with Communities in Rural England".</b>
Relationship with any related parties	Para 1.51	<b>Under its constitution, the Hall is obliged to permit Baslow Parish Church to use the premises free of charge, subject to covering relevant lighting and heating costs.</b>
Other		

### Reference and Administrative details

Charity name	<b>Baslow Village Hall.</b>
Other name the charity uses	<b>None.</b>
Registered charity number	<b>1162216.</b>

Charity's principal address

**Nether End,  
Baslow,  
Derbyshire.  
DE45 1SR.**

## 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	<b>M R Woffenden</b>	<b>Chairman</b>	<b>Whole Year</b>	<b>Residents of Baslow &amp; Bubnell</b>
2	<b>D E Clewes</b>	<b>Treasurer</b>	<b>Whole Year</b>	<b>Residents of Baslow &amp; Bubnell</b>
3	<b>M MacDonald</b>	<b>Secretary</b>	<b>Whole Year</b>	<b>Residents of Baslow &amp; Bubnell</b>
4	<b>M E Roper</b>	<b>Maintenance Manager</b>	<b>Whole Year</b>	<b>Residents of Baslow &amp; Bubnell</b>
5	<b>Rev M E Gilbert</b>	<b>-</b>	<b>Whole Year</b>	<b>Ex – Officio, as Rector</b>
6	<b>M B B Skinner</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Players</b>
7	<b>Z L Penrose</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Choir</b>
8	<b>J Singleton</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Flower Circle</b>
9	<b>D C Gridley</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Garden Society</b>
10	<b>A May</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Indoor Bowling</b>
11	<b>Dr J C B Newton</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Luncheon Club</b>
12	<b>R W Clark</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Parish Council</b>
13	<b>A Swindells</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Parochial Church Council</b>
14	<b>R J Warne</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Senior Citizens</b>
15	<b>L M Wilson</b>	<b>-</b>	<b>Whole Year</b>	<b>Baslow Women`s Institute</b>
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		
<b>NONE</b>		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
<b>NONE</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	<b>NONE</b>
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	<b>NONE</b>
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	<b>NOT APPLICABLE</b>

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Charity Advisers	Voluntary Action Sheffield	The Circle, 33 Rockingham Lane, Sheffield, S1 4FW.
Solicitors	Wrigley`s	Fountain Precinct, Balm Green, Sheffield, S1 2JA.

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

**NONE**

## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Michael Robert Woffenden	Maria MacDonald
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Secretary
<b>Date</b>	2017.	



Charity Name <b>Baslow Village Hall</b>	No (if any) <b>1162216</b>
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## Receipts and payments accounts

**CC16a**

For the period from	Period start date 01.04.2016	To	Period end date 31.03.2017
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### 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 6m period to the nearest £
<b>A1 Receipts</b>					
Hire of hall	15,052	-	-	15,052	8,305
Interest	6	-	-	6	3
Funds transferred charity number	-	-	-	-	-
520414 Baslow Village Hall	-	-	-	-	20,357
Legacy	1,232	-	-	1,232	-
Donation	-	500	-	500	-
Grants	-	1,597	-	1,597	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>16,290</b>	<b>2,097</b>	<b>-</b>	<b>18,387</b>	<b>28,665</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>16,290</b>	<b>2,097</b>	<b>-</b>	<b>18,387</b>	<b>28,665</b>
<b>A3 Payments</b>					
Wages	3,397	-	-	3,397	1,956
Light / Heat / Water	2,327	-	-	2,327	1,209
Cleaning	410	-	-	410	375
Repairs / Maintenance	5,436	1,437	-	6,873	3,310
insurance	1,278	-	-	1,278	1,153
Telephone and Broadband	555	-	-	555	290
Advertising	100	-	-	100	85
Post and stationery	50	-	-	50	25
Legall	1,473	-	-	1,473	-
Sundries	1,070	-	-	1,070	1,272
<b>Sub total</b>	<b>16,096</b>	<b>1,437</b>	<b>-</b>	<b>17,533</b>	<b>9,675</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Loft ladder	-	-	-	-	260
Cutlery	26	-	-	26	94
<b>Sub total</b>	<b>26</b>	<b>-</b>	<b>-</b>	<b>26</b>	<b>354</b>
<b>Total payments</b>	<b>16,122</b>	<b>1,437</b>	<b>-</b>	<b>17,559</b>	<b>10,029</b>
<b>Net of receipts/(payments)</b>	<b>168</b>	<b>660</b>	<b>-</b>	<b>828</b>	<b>18,636</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>18,636</b>	<b>-</b>	<b>-</b>	<b>18,636</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>18,804</b>	<b>660</b>	<b>-</b>	<b>19,464</b>	<b>18,636</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>	Bank current account	8,786	660	
	Bank deposit account	10,018	-	
		-	-	-
	<b>Total cash funds</b>	<b>18,804</b>	<b>660</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Debtors re hire of the hall	1,226	-	
	Refund due	-	-	
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Baslow Village Hall and grounds	Endowment fund	-	450,000
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Chairs / tables	unrestricted	-	-
	Cleaning equipment	unrestricted	-	-
	Kitchen equipment	unrestricted	-	-
	PA System	unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Wages creditor	unrestricted	-	
	Legal fees accrued	unrestricted	-	
	Deposita for future hire	unrestricted	427	
			-	-
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Diane Clewes	12.06.2017	



# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
Baslow Village Hall

**On accounts for the year  
ended**

Period 01.04.16 to 31.03.17

**Charity no  
(if any)**

1162216

**Set out on pages**

1 and 2

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention 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:**

--.06.2017

**Name:**

Philip Kirk

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

Retired Tax Inspector

<b>Address:</b>	Magnolia Cottage
	School Lane
	Baslow DE45 1RZ

**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**