



Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day 09	Month 12	Year 2016	To	Day 30	Month 01	Year 2019

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	Susan Brown	Treasurer		
3	Helen Ullathorne	Secretary		
4	Linda Moore	Bookings		
5	Julian Moore	Publicity		
6	Pauline Allen	Venue Supervisor		
7	Patricia Daniel			
8				
9				
10				
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
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.

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)

The charity trustees have achieved most of the objectives stated in the governing document. The original intent was to register the hall management committee as a charity to immediately reduce outgoing Business Rates costs, and enhance the committee's opportunity of successful grant applications. This was achieved in December, 2016. By stabilising the financial position (under previous management, the hall was running at a loss of approximately £18,000) the trustees negotiated an interim agreement in which Pilsley Parish Council pledged three annual 'parachute payments' to secure a smooth transitional period between the old and new management committees' control. In addition, the trustees, by help of a specialist solicitor, mediated a 25 year lease agreement with Pilsley Parish Council for the interior of the hall, whilst Pilsley Parish Council continues responsibility for the exterior of the structure and the surrounding grounds. The lease was transferred on 17th June, 2017.

To measure local demand and potential leisure provision within the hall, the trustees designed, distributed and collated a community audit. This was a relatively simple questionnaire with ample space for respondent suggestions, delivered to every household in the village. Whilst there was a limited response, the trustees were able to judge what might be more popular activities appropriate for all members of the community. Furthermore, a website was designed and now maintained by two trustees, alongside Twitter and Facebook accounts, in 2016. It is hoped through these platforms that the local and wider communities surrounding the village are regularly informed of activities within the hall.

Whilst the trustees have retained bookings from local groups/clubs, several new activities held within the hall have also proved popular, although others have been tried and not been successful. A 'Body Glow Boot Camp' particularly targeted at local teenagers, was initially offered in spring 2017 but was unable to generate sufficient members. Similarly, Zumba classes, having been offered for over a year, were equally unsustainable. However, other activities have been introduced and are vibrant, ongoing concerns. A School Sports Club provides a range of indoor activities throughout the year and has considerable support within the village. Line Dancing, Tai Kwondo and Yoga classes were also introduced in 2017, and continue to date.

As time has progressed, the trustees have gained experience and confidence through reflection on what works and what does not. An essential element of the trustee meetings is sharing of views and constructive discussion on how to improve the hall facilities and promote activities for all residents of Pilsley.

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.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Having achieved charity status and secured a 25 year lease for the interior of the hall, the trustees were able to then apply for grants to improve/upgrade the facilities within the hall.

In 2016, the committee was successful in its application of a grant from the Communities Priorities Programme, hosted by Derbyshire County Council. This has funded a complete refurbishment, with the help of trustee voluntary labour, of the Meeting Room – one of the public rooms available for hire. It has been noted regular bookings for this facility has increased.

In addition to replacement of worn equipment and general maintenance, the committee have also secured a maximum Awards for All (Lottery Fund) grant in 2018 to improve the male, female and disabled toilets. This upgrade is ongoing but will, in time, greatly enhance the provision offered to all hall-users.

Whilst general running costs have inevitably increased, the trustees have agreed to take responsibility of general cleaning and opening/closing the hall rather than employ a cleaner/caretaker. This has enabled the committee to maintain hire costs at competitive rates for established and new local activities. Currently hire-rates are organised in a binary system, with community rates far more favourable than commercial rates. Since 2016, when the management of the hall was transferred to the committee/charity, regular and one-event bookings have considerably increased to near full capacity during school term-times.

Of importance to the trustees is that Pilsley Village Hall activities do not compete directly with other venues in the village. To date, one other (smaller) church hall is available for hire of which there is presently no clash of activity/event provision.

Looking to the future, the charity aims to continue improving the venue and attracting new activities for all members of the community.

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: The trustees have agreed to review the reserve to assess whether it is relevant, managed properly and of suitable balance.

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.

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)		
Full name(s)	Mrs Susan Brown	Helen Ullathorne
Position (eg Secretary, Chair, etc)	Treasurer	Secretary
Date	15/6/2018	



CHARITY COMMISSION
FOR ENGLAND AND WALES

PILSLEY VILLAGE HALL

1170654

Receipts and payments accounts

CC16a

For the period
from

Period start date

1st April 2017

To

Period end date

31 March 2018

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	5,000	-	-	5,000	-
Annual Grant	8,000	-	-	8,000	-
DCC refurbishment grant	-	2,000	-	2,000	-
Donations	10	-	-	10	-
Generated income	11,102	-	-	11,102	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	24,112	2,000	-	26,112	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,112	2,000	-	26,112	-
A3 Payments					
Light , heat and power	3,444	-	-	3,444	-
Cleaning and waste disposal	3,692	-	-	3,692	-
Safety checks and alarms	950	-	-	950	-
Water rates	534	-	-	534	-
Repairs and maintenance	628	696	-	1,324	-
Printing, postage, stationery and IT	409	-	-	409	-
Insurance	275	-	-	275	-
Licences	155	-	-	155	-
Sundries	104	15	-	119	-
	10,191	711	-	10,902	-
A4 Asset and investment purchases, (see table)					
Meeting room Furniture and furnishings	-	1,311	-	1,311	-
	-	-	-	-	-
Sub total	-	1,311	-	1,311	-
Total payments	10,191	2,022	-	12,213	-
Net of receipts/(payments)	13,921	22	-	13,899	-
A5 Transfers between funds	- 22	22	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	13,899	-	-	13,899	-

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	3,769	-	-
	Savings account	10,000	-	-
	Petty cash	130	-	-
	Total cash funds	13,899	-	-
	(agree balances with receipts and payments account(s))	OK	OK	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	
	SUSAN BROWN	SUSAN BROWN	15/06/2018	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
PILSLEY VILLAGE HALL CIO

**On accounts for the year
ended**

31 MARCH 2018

**Charity no
(if any)**

1170654

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2018.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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:

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

Signed:

Date:

31/01/2018

Name:

MAXINE MCCULLOCH

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

ASSOCIATION OF ACCOUNTING TECHNICIANS (FELLOW MEMBER & LICENCED ACCOUNTANT)

Address:

1 NAIRN DRIVE

DRONFIELD

DERBYSHIRE, S18 8ZP

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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

NONE