



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month 04	Year 2018		Day 31	Month 03	Year 2019

Section A Reference and administration details

Charity name	Whitehill Village Hall
Other names charity is known by	
Registered charity number (if any)	267564
Charity's principal address	Sutton Field
	Whitehill, Bordon
	Hants
Postcode	GU35 9EB

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	Davina Hudson	Chairman		
2	Paul Burgess	Vice-Chairman		
3	Peter Benson	Treasurer		
4	Kevin Halstead	Assistant-Treasurer		
5	Beryl Parsons	Booking Clerk		
6	Valerie Bywater	Administrator		
7	Gillian Scott			
8	Linda Spreadbury			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Cllr Roger Russell -Whitehill Town Council	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Elected at AGM each June

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.

- Whitehill Village Hall, was established as a charity by a Trust Deed dated 1st December 1993.
- There is a 99 year full repairing lease, which expires on 1 July 2067 and is held by Whitehill Town Council as Custodian Trustee on behalf of East Hampshire District Council.
- Also on the site are a pair of well-preserved burials mounds, (known as bowl barrows) funerary monuments dating from the Late Neolithic period to the Late Bronze Age - 2400-1500 BC. They are protected as scheduled monuments under the Ancient Monuments and Archaeological Areas Act 1979.
- The Trust Deed governs the appointment of trustees and management of the charity.
- Eight trustees are elected at the Annual General Meeting held in June: each trustee serves for 1 year and then retires
- These trustees form the basis of the Management Committee of the Village Hall which has the power to co-opt up to 3 further members on an annual basis. In addition, each regular user group may nominate one member to attend meetings.
- To guide the Management Committee in exercising its duty of care to members, employees and users of the hall, the following policy statements have been adopted:
 - Health & Safety Policy
 - Safeguarding Policy for Children and Vulnerable Adults
 - Equal Opportunities Policy
 - Reserves Policy
 - Hiring Agreement

Section C Objectives and activities

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

The provision and maintenance of a Village Hall for use by local residents in Whitehill and Bordon without distinction of political, religious or ethnic grounds.

Whitehill Village Hall is held in trust for use by the whole community for meetings, lectures, sports facilities and other forms of recreation. Its purpose is to improve the quality of life for all individuals and create a vibrant, inclusive local community centre.

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 Trustees consider these objectives to be consistent with Charity Commission guidance on providing for the public benefit. These objectives have been pursued during the activities of the charity this year.

A full and varied open access community programme with opportunities for all is offered. A list of activities is to be found on the web site, together with links to more detailed information about each regular group.

<http://www.whitehillvillagehall.co.uk/regular-activities>

Since it was officially opened in 1988, Whitehill Village Hall has become a focal point in the town, bringing the community together in a range of activities.

The hall is run by a committed Management team of voluntary trustees who aim to develop and encourage the community to use the facilities available at the hall. They are ready to meet the demands made by the regeneration of Bordon and Whitehill and are able to expand further to welcome new members of the community.

The focus is on working with all age groups and cultures, especially the elderly who are socially isolated or vulnerable in the local area.

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.

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by hall users are set to achieve this.

Groups that hire the hall to provide community services receive a discounted rate and are totally organised and run by volunteers.

Professionally run groups also often use volunteers to help, but still pay the full booking fee.

Summary of the main achievements of the charity during the year

During the past year. Whitehill Village Hall has continued to provide facilities to support the residents of Whitehill and Bordon.

Volunteer-led non-profit groups, which support local people at nominal cost, receive a favourable rental rate.

For young families:-

- Baby and Toddler Group
- La Lech breast feeding support group
- Diddidance, a pre-school Dance Group
- Brownies

Opportunities for older people include:-

- RVS Lunch Club
- Wednesday at Whitehill Social Group with lunch
- St Matthews Church Soup Café and Coffee drop-in
- U3A plus activity groups - Skittles, Bridge, Art, History, Whist

Also:-

- Blackmore and Whitehill WI and group meetings
- Bordon Bridge Club
- New Testament Church of God (new group)
- Christ is our Rock church (new group)
- Ukulele group

Commercial bookings paid at full rate include:-

- Slimming World
- Weight Watchers (new group)
- Body Blitz
- Pilates and Tai Chi (new groups)

Occasional bookings include:-

- Local Housing Associations AGMs
- Elections
- Private functions including Children's parties, Family gatherings

During 2018-2019 hall income has been committed to

- **Refurbishment** including main hall, activity room & toilets, with overhead projector in activity room, large electric screen in main hall, new Hearing loop, Defibrillator, new side Fire exit door
- **Security bollards with landscaped area** to side of hall
- **Technical support** provided by two volunteers who have also:-
- **Improved Communication** by setting up Drop Box to store Hall documents, readily available to Trustees, updating 2 laptops
- **Updated web site** with monitoring of those who access it

Future projects planned during 2019-2020

- Refurbishment of hall floor
- Car park lining improvements, with extra disabled bay
- Overhead projector in main hall
- Building of new storage area beside the hall, with cleaner's cupboard, fridge/freezers, storage cupboards for hall users
- Continue to ensure that all rooms are utilised to its fullest extent
- Appointment of part-time paid administrator to support Trustees

Section E

Financial review

Brief statement of the charity's policy on reserves

Whitehill Village Hall has **historic reserves** of £4,000 held in a National Savings Account. The income from letting covers the operating/running costs during the year.

The reserve could be used for any sudden emergency repairs to the building whilst funding is sought to replace the Capital, which would allow the Village Hall building to remain in continual use.

Details of any funds materially in deficit

None

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 main source of funds is the hiring of the hall, cafe and activity rooms, together with use of the well equipped kitchen.

Grants to fund refurbishment and building and grounds improvements have been obtained during the past year from

- EHDC Councillors
- Hampshire and Isle of Wight Community Foundation
- Lottery Awards for All
- S106 Development Funding

These grants have enabled Trustees to keep the hall at a standard that is acceptable to both regular and new hirers.

Section F

Other optional information

A part-time paid administrator to support the Trustees is planned during the next financial year, 2019-2020, if funding can be obtained from East Hampshire County Council for 3 years start-up.

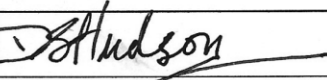
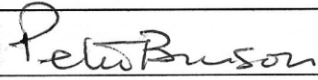
Once major refurbishment is completed, the Trustees plan to increase the historic reserves from letting income to ensure long term future viability.

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)	DAVINA HUDSON	PETER BENSON
Position (eg Secretary, Chair, etc)	CHAIRMAN	Treasurer June 23 2019
Date	04/06/19	

5, Birch Grove
Whitehill, Bordon
Hants. GU35 9DG
Tel: 01420 474249

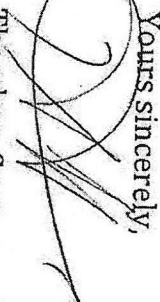
To whom it may concern,

I am a retired Army Officer, having served in the R.E.M.E. from 1958 to 1987.

Since becoming Service Funds Accounts trained in 1972, I have continually been associated with monetary accounts in both Army and civil life, including many local community accounts in Aldershot, Arborfield and Bordon.

Currently I am an account holder of one account associated with R.E.M.E and an examiner of two others.

Yours sincerely,


Theodore Scott
Capt (retd)

5, Birch Grove
Whitehill, Bordon
Hants. GU35 9DG
Tel: 01420 474249

28th May 2019

To whom it may concern,

I confirm that I have examined the Whitehill Village Hall accounts for the financial year ending 31/03/2019 and find them to be in good order reflecting a true picture of the state of affairs.

All receipts from charges raised and grants received were properly actioned, recorded and banked.

All payments for services rendered to the hall by utilities/contractors were properly actioned and recorded.

This report is based on the information supplied to me to undertake this examination.


Theodore Scott