



Peldon Village Hall Management Committee

Trustees' Report and Accounts

For the year ended

31st March 2015

Registered Charity number 269399

Peldon Village Hall Management Committee

Trustees Report for the Year Ended 31st March 2015

The trustees present their Report and Accounts for the year ended 31st March 2015.

Principal Activity

The principal activity of the charity is to maintain and manage Peldon Village Hall for the benefit of residents and local community groups. The Chairman's report on pages 2 and 3 provides a commentary on the activities during the year.

Financial Review

The Treasurer's report on pages 4 to 6 provides a commentary on the financial results for the year and position at the year end.

Trustees

The following Trustees served during the year:

Mr Andy Wade –Chairman (from 3rd June 2014)
Mr Keith Banks – Chairman (resigned 3rd June 2014)
Mrs Jayne Walker – Secretary
Mr Bob Holmes – Treasurer
Mrs Liz Davidson
Mr Ian Brookes
Mr Charles Dymond (resigned 23rd February 2015)
Mrs Lorraine Kindrat (resigned 14th November 2014)
Mr Robert Davidson (appointed 3rd June 2014)
Mrs Jane Andersen (appointed 16th December 2014)
Ms Crissy Lee (appointed 16th December 2014)

In addition, the caretaker, Mrs Christine Moore attended the meetings of the Management Committee during the year.

On behalf of the Trustees

Mr Jayne Walker
Secretary
15th July 2015

Peldon Village Hall Management Committee

Chairman's Report for the Year Ended 31st March 2015

It's been an up and down year, frustrating at times and positive at others.

The condition of the current hall continues to deteriorate and maintenance expenses have mounted, detracting from the funds we have been raising towards a new hall. We all know that the longer we continue with this current hall the bigger this problem will become; hence the need to push ahead with a new hall.

The hope early in the year was that a potential merger with the Wigboroughs Village Hall charity, following the sale of the land their old hall stands on, would offer a solution to provide funds to help bridge the gap between the money and grants we had already raised and the cost of completing the hall. The meetings with the Wigboroughs Management Committee early during the year were positive but it was clear at their AGM in November that the solution did not have everyone's support. This was frustrating after all the work we had put in.

Reflecting on this, and following the expiry of the planning consent we had been granted in 2011, we decided to take a fresh look at the design of the new hall. Robert Davidson came up with the idea of talking to some firms who specialise in agricultural buildings but also have the expertise and experience to build community buildings. This solution was significantly cheaper than the traditional build project we had previously had planning consent for. John Lloyd helped us to simplify the floor plan and after inviting three different firms to quote, we decided to engage Robinson Structures Limited as our contractors. Their quote was £420,000 instead of the £600,000 we had been looking at before, a much more achievable figure – a definite positive!

We submitted a revised planning application for the new design in April and are awaiting a decision. Once we've got the planning decision we'll be in a position to apply for further grants to help us close the funding gap. We hope to be able to achieve this in the coming months and to finally start work on the new hall in 2016. We made a start on the project by undertaking work to remove or cut back the hedging around the hall and replant new hedging in the Spring, work that was partly funded by donations from the contractor and local residents, for which we were very grateful.

We've had a good year fund raising, not as lucrative as the preceding year but good all the same. By far the most successful event of the year was the summer concert and auction, which raised £4,919. We need to thank everyone involved in the evening but I think we owe a special thank-you to Lizzie & Robert Davidson for allowing us the use of their house & garden and to Crissy Lee for putting together the music.

The Peldon Players' pantomime made a record profit of over £2,000, and as ever proved a brilliant local event. The New Year's Eve party was another great village event with the added bonus of raising over £600. Finally the two ever popular quiz nights with our brilliant quiz master

team of Paul & Tom were well attended, providing village social outings and raising £900 to boot.

Obviously from a committee point of view it's been a year of change. It started with the loss of Keith Banks as Chairman this time last year; a huge loss but thankfully, as he's proven recently, we still have his support, if no longer as a committee member.

Other losses during the year have been Charles Dymond, who moved away in February, and Lorraine Kindrat who resigned in November 2014, and of course now we have to face the loss of Jayne Walker who is stepping down at the AGM after 19 years on the committee, most as secretary – she's someone we will miss a lot. We'd like to thank all of them, but particularly Jayne, for everything they've done during their time on the committee.

But on the positive side we've been really fortunate to have been joined by Robert Davidson, Jane Andersen and Crissy Lee, all of whom have become extremely valued members of our team. There's always room on the committee for more help, so if you're interested in joining us, however long you've been in the village, please get in touch.

Hopefully we can continue to organise events that both help to provide community spirit and raise money to stick together this old hall for as long as necessary and contribute towards a new one, which is last within sight.

Andy Wade
Chairman

Peldon Village Hall Management Committee

Treasurer's Report on the Accounts for the Year Ended 31st March 2014

Overview

The Hall's funds at the end of the financial year totalled £49,847, an increase of £4,257 in the year. This reflects the continuing success of the Committee's fundraising activities, albeit at a somewhat lower level than the previous year, offset by significant expenditure maintaining the old hall and on the hedging around the site in preparation for starting work on the new hall.

There was a surplus on the General Fund for the year of £5,639 (2014 – £10,676). I propose that we transfer £7,000 from the General Fund to the Hall Renewal Fund, leaving the General Fund at £1,815. This reverses the topping up of the General Fund at the end of 2013/14 to provide for the exceptional maintenance expenditure that was incurred in the current year. The Hall Renewal Fund will then account for more than £48,000 of our total funds, an increase of £5,618 in the year after charging the net cost of work on the hedging to this fund.

General Fund

Total income (net of event expenses) of £14,209 was £2,875 less than the income of £17,084 earned in 2013/14. This reflects a decrease of £3,982 in net income from fundraising events, although this decrease was partly compensated for by a grant of £1,000 that was received towards the cost of one of these events as explained further below. Expenditure of £8,570 was £2,162 more than that incurred in 2012/13 as a result of £2,908 being spent on maintaining the old hall this year, offset by lower wages costs.

Income from hiring the hall showed a small decrease of £94 (2%) as shown in the table below. The hall was used for a total of 510 hours in the year, almost exactly the same as the 506 hours in 2013/14. Hire charges were unchanged. The analysis of hiring income by principal user for the two years is as follows:

<u>User</u>	<u>2014/15</u> £	<u>2013/14</u> £	<u>Change</u> £
Autism Anglia	476	406	70
Bowls Club	476	602	(126)
Peldon Art Group	476	462	14
Tuesday Art Group	434	406	28
Pilates	294	308	(14)
Zumba	539	350	189
Winstred Hundred Parish Council	240	320	(80)
Other regular users	350	344	6
Colchester Borough Council	85	80	5
Other individual users	540	726	(186)
Total	£3,910	£4,004	£(94)

Net income from fundraising events decreased, from £12,278 in 2013/14 to £8,296 in 2014/15, although by a grant from Essex Community Foundation of £1,000 towards the costs of the family fun day in July 2014 supplemented this year's total. As in previous years, the largest contributor to this total was the summer concert and grand auction, which raised £4,919 compared with £7,800 the previous year when attendances were higher and there was a larger number of auction prizes. The Peldon Players' pantomime contributed £2,038, a record sum and an increase of £264 on last year, thanks to costs being kept low while audience numbers remained high. A New Year's Eve event in the hall replaced the music evening held in conjunction with the Peldon Rose in January 2014, and contributed £610, £298 less than was earned from the Rose event. There were two quiz nights during the year compared with three in the previous financial year which meant that the contribution from these events reduced by £456. Finally, a sponsored walk in September 2013 which raised £446 (including gift aid) was not repeated in 2014.

Income from hiring equipment almost doubled, increasing from £135 to £250, as we have taken on the hiring of the two Peldon Sparklers' marquees. Income from donations increased by £41 and interest income was £35 higher as the increase in funds on deposit had a greater impact than the reduction in the interest those funds were able to attract.

The costs of running the hall increased from £6,408 to £8,570. £2,908 was spent on maintaining the building, which comprised £2,045 on repairs to the roof, £540 on repainting the outside, £149 on repairs to the door from the main hall and £288 for the 5-yearly electrical inspection. Against this extra cost, wage costs reduced by £699 following Mrs Miller's retirement in 2013 and the consequent decision to outsource most of the cleaning. The increase of £238 in water rates partly reflects the inclusion of 5 quarters' charges this year, but also additional costs arising from running toilets that have had to be repaired. Electricity costs were £132 lower, however.

Hall Renewal Fund

The planning consent obtained in 2011 expired in 2014 and, prior to this, our architects undertook some work in anticipation that we would seek to get it renewed. Their costs of £540 were funded by drawing down a further grant from the money awarded to us by the Community Initiatives Fund.

At the beginning of 2015, following a reassessment of the rebuild project and anticipating that it would be possible to start work on the rebuild project in the relatively near future, the committee decided to undertake work on the hedging around the site that was a condition of the 2011 planning consent. £1,752 was spent cutting back and removing the existing hedging in line with the arboricultural report previously obtained, and a further £470 was spent on new hedging and trees. The committee appealed to the community for sponsorship towards the costs of the new hedging and received donations totalling £840, including £500 from PAWS which will be used to provide two specimen rowan trees either side of the entrance once the building work is complete.

There were no new grants awarded to the hall during the year. Grants awarded in previous years but not yet drawn down at the end of the year totalled £240,070. In April 2015, a revised planning application was submitted and the planning fee of £1,155 paid to Colchester Borough Council.

Balance Sheet

Cash and bank balances at 31st March 2015 totalled £48,160, an increase of £1,626 over the figure of £46,534 at the previous year end. Last year's figure included an overpayment of Section 106 money of £2,760 which was repaid to Colchester Borough Council May 2014. A further £759 (2014 - £779) was due to the Hall from hirings in the quarter ended 31st March 2015, and these sums were collected in April and May.

Accrued income comprises interest receivable on the deposit account up to the end of the financial year and gift aid which is reclaimed on donations on an annual basis after the year end. Prepaid expenditure relates to the annual insurance premium, which is paid in September, and the annual licence to the Performing Rates Society, paid in January. Accrued expenditure includes the March account due to the electricity supplier, and an estimate of the water rates due up to the end of March.

Bob Holmes
Treasurer

Independent Examiner's Report on the Accounts for the Year Ended 31st March 2015

The independent examiner's report on the accounts is appended after page 9.

Peldon Village Hall Management Committee

Income and Expenditure Accounts for the year ended 31st March 2015

<u>General Fund</u>		2014/15	2013/14
		£	£
<u>Income</u>			
Hire of hall		3,910	4,004
Hire of equipment		250	135
Donations		173	133
Grant received		1,000	0
Fundraising events	Income	13,752	18,091
	Less: expenses	<u>-5,456</u>	<u>-5,813</u>
	Net income	8,296	12,278
Interest received		569	534
Sundry income		11	0
		<u>14,209</u>	<u>17,084</u>
<u>Expenditure</u>			
Insurance		1,053	1,028
General rates		52	51
Water rates		604	366
Electricity		1,184	1,316
Wages		892	1,592
Cleaning and domestic sundries		511	552
Gardening and general repairs		858	931
Maintenance - building		2,908	0
Maintenance - equipment		0	26
Other improvements		0	116
Sundry expenditure		508	430
		<u>8,570</u>	<u>6,408</u>
Surplus of income over expenditure		5,639	10,676
Transfer to Hall Renewal Fund		<u>-7,000</u>	<u>-9,500</u>
Retained (deficit)/surplus for the year		-1,361	1,176
Balance brought forward at 1st April		<u>3,176</u>	<u>2,000</u>
Balance carried forward at 31st March		<u>£1,815</u>	<u>£3,176</u>

Peldon Village Hall Management Committee

Income and Expenditure Accounts for the year ended 31st March 2015

<u>Hall Renewal Fund</u>	2014/15	2013/14
	£	£
<u>Income</u>		
Grant received	540	0
Donations for trees and hedges	840	0
Section 106 receipt	0	3,876
	<u>1,380</u>	<u>3,876</u>
<u>Expenditure</u>		
Architects' fees	540	0
Removal and replacement of hedging	2,222	0
Purchase of sound equipment	0	150
	<u>2,762</u>	<u>150</u>
Surplus/(deficit) of income over expenditure	-1,382	3,726
Transfer from General Fund	7,000	9,500
Retained surplus for the year	5,618	13,226
Balance brought forward at 1st April	42,414	29,188
Balance carried forward at 31st March	<u>£48,032</u>	<u>£42,414</u>

Peldon Village Hall Management Committee

Balance Sheet as at 31st March

	2015	2014
	£	£
<u>Debtors</u>		
Hire of hall	759	779
Accrued income	382	510
Prepaid expenditure	783	740
	<u>1,924</u>	<u>2,029</u>
<u>Cash Balances</u>		
Deposit accounts	47,203	45,809
Current account	769	201
Cash	188	523
	<u>48,160</u>	<u>46,534</u>
<u>Current Assets</u>	50,084	48,563
<u>Current Liabilities</u>		
Accrued expenditure	237	213
Other accruals	0	2,760
Deferred income	0	0
	<u>237</u>	<u>2,973</u>
<u>Net Assets</u>	£49,847	£45,590
<u>Represented by:</u>		
General Fund	1,815	3,176
Hall Extension Fund	48,032	42,414
<u>Total Funds</u>	£49,847	£45,590

The accounts were approved by the Trustees on 15 July 2015 and are signed on their behalf by

R A Holmes
Treasurer



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Peldon Village Hall Management Committee

**On accounts for the year
ended**

31st March 2015

**Charity no
(if any)**

269399

Set out on pages

1 to 9

**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 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

29th June 2015

Name:

S J Copeland

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

F.C.C.A.

Address:

Elmdale, Peldon Road

Little Wigborough

Essex CO5 7RB

Only complete if the examiner needs to highlight material problems.

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

None