



Annual Report and Accounts 2021

Lands Village Hall Association

Prepared for next Annual General Meeting

Prepared by: Glenn Reffin

Lands Village Hall ◦ High Lands ◦ County Durham ◦ DL13 5AR

Lands Village Hall is regulated by the Charity Commission of England and Wales (reg. no. 520841)

Contents

Contents	2
1 Charity declaration	4
Officers and Trustees	5
Other Trustees (Management Committee Members)	5
Annual Returns	5
2 Officers' Report	6
Introduction	6
Raise funds for refurbishments	6
Provide facilities for public use	7
Engaging the community	7
Village improvements	7
Christmas event and tree	7
Governance	7
Summary	8
3 Governance	9
Structure of the Trust	9
Membership	10
Partnerships and relationships	10

Risk management	10
4 Financial report	11
Financial review	11
Responsibilities	11
Balance sheet	13
Profit and Loss Report	14
Income, Expenditure and Balance Chart	15

1

Charity declaration

Lands Village Hall Association is a registered trust regulated by the Charity Commission of England and Wales and subject to the *Charities Act, 1993*.

Charity name: Lands Village Hall Association

Charity number: 520841

Registered office: 54 High Lands, Co. Durham, DL13 5AS

Aims: The provision and maintenance of a village hall for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for: meetings, lectures and classes; and other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

First registered: 5 October 1965

Website: landsvillagehall.uk

Bankers: Virgin Money Plc

Officers and Trustees

Chairman: Glenn Reffin

Secretary: Alison Deakin

Treasurer: David Dodd

Other Trustees (Management Committee Members)

Simon Dobson

Paul Dodd

Gerard Gaynor

Elaine Harrison

Melanie Stewart-Pratt

Carol Suddick

David Thorpe

Annual Returns

Annual Return for reporting year 2021 submitted 1 October 2022 (on time)

Annual Return for reporting year 2020 submitted 9 October 2021 (on time)

Annual Return for reporting year 2019 submitted 22 September 2020 (on time)

2 Officers' Report

Introduction

Throughout 2021, the Trustees continued to work towards the Association's aims. This report covers the period January–December 2021 for presentation to the next AGM.

The aims of the Management Committee were simple:

- to raise funds to continue refurbishing the hall;
- to provide the hall and other facilities for public use;
- to engage the community in the village hall.

Raise funds for refurbishments

The Trust received funding that enabled us to continue the refurbishment of the hall and improvement of its facilities, including electrical, plumbing and other structural repairs.

Provide facilities for public use

We opened the parcel of land owned by the Trust to the north of the village green and undertook some planting and remedial works. Access was provided through a gate directly onto the green and tables and benches were installed.

The Trust commissioned the rewiring of the hall to ensure it continues to provide a safe and secure community facility.

We erected new goal posts to replace the derelict ones we inherited to provide safe play facilities for the children of the village.

Engaging the community

The COVID restrictions continued periodically throughout the year and when they were not enforced, people were reluctant to participate in gatherings.

Village improvements

We engaged with individuals who identified jobs to improve the area and took these small projects to Durham County Council to progress them. The projects included installing a dog foul bin (still outstanding) and replacing the dangerous barrier next to 57 High Lands, which was completed in September 2021. We continue to organise monthly sessions to improve our environment, including litter picks, village tidies, etc. All are welcome to participate.

Christmas event and tree

We organised our Christmas Drinks event and Christmas decorations on 11 December, which was well attended. These were sponsored by Clark's Eggs, which helped raise funds for the Trust.

Governance

Continuing with the work we started in 2020, when the current Board of Trustees took over the management of the Trust, we continue to review, update and implement new policies and procedures to improve the Trust's governance.

During the period, the Management Committee approved the adoption of the following new policies:

- Standing Orders;
- Complaints policy;
- Conflicts of interest policy;
- Grievance policy and procedure;
- Safeguarding policy and procedure;
- Volunteers policy;
- Fire safety and emergency procedures;
- Hire agreement; and,
- Equality, diversity and inclusion policy.

The Management Committee also reviewed and updated as necessary the existing financial governance policies and authorities that we adopted in 2020.

Summary

The Trustees continue to improve the financial situation for the Trust and the Association. While we have increased expenditure, we have also increased our grant funding and income to cover these costs. However, we expect in the next financial year the costs will increase and grant funding may become tighter to obtain.

I would like to thank the Management Committee for its support and engagement during the period and all the volunteers who stepped up to help out and make a difference to the community.

Glenn Reffin
Chairman

3 Governance

Structure of the Trust

The Association is a charitable trust registered on 5 October 1965 with registration number 520841. The Association is governed by the *Charities Act, 1993* and regulated by the Charity Commission of England and Wales. The Association is composed of subscribing members. The Management Committee determines the fees for membership. Members are currently entitled to:

- reduced rates of hall hire;
- reduced rates or free access to some events during the year;
- early notice for some events;
- voting rights at General Meetings; and,
- right to stand for election to a position on Standing Committees.

Membership

Membership was not implemented during 2020 because of the impact of the pandemic but from late 2021, membership was reintroduced and has increased tenfold from pre-pandemic rates. From a standing start, in the last quarter of 2021 we approved 35 new memberships.

Partnerships and relationships

The Association is affiliated to The Village Halls Consortium (TVHC) paying £50.00 annually. The TVHC website provides further information about the organisation.

We maintain good relationships with Durham County Council, including service requests, funding, and grant applications. We invoice the Electoral Services department for hall use as a Polling Station. Additionally, we maintain contact with our local County Councillors.

Risk management

We have reviewed all significant risks facing the charity and implemented controls where necessary to ensure:

- we meet our charitable objectives;
- we have satisfactory financial controls in place to cover our immediate needs;
- we have adequate policies and insurance to cover possible liabilities; and,
- we have mitigated as far as possible the risks we can alleviate.

We manage the charity's risks and exposure to public liability through control mechanisms, including safety and fire risks. These are regularly reviewed.

4 **Financial report**

Financial review

At the start of 2021, the Trust's liquid assets were worth £14,812.39, and at the end of the financial period on 31 December 2021, the Trust had a net sum of £23,659.46.

This change marks a significant improvement to our financial position.

Responsibilities

The Association's Constitution requires the Management Committee to prepare and present annual financial statements giving a true and fair reflection of the Trust's activities throughout the year and its financial position at the year-end. In preparing these statements, the Management Committee must:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;

- state whether applicable accounting standards, and statements of recommended practices, were followed, subject to any departures disclosed and explained in the financial report; and,
- prepare the financial statements on a going-concern basis unless it is inappropriate to presume the Trust will continue to operate.

The Management Committee must keep proper accounting records that disclose the Trust's financial position with reasonable accuracy at any time. These financial statements must comply with the *Charities Act, 1993*. The Management Committee is responsible for safeguarding the assets of the Trust and for prevention and detection of fraud and other irregularities.

On behalf of the Trustees

G Reffin
Glenn Reffin
Chairman

Balance sheet

	Opening balance	Period change	Closing balance
Property–cost	0.00	0.00	0.00
Fixtures and fittings–cost	0.00	0.00	0.00
Fixed Assets Total	0.00	0.00	0.00
Bank account	14,106.32	5,727.73	19,834.05
Savings account	662.81	3,003.25	3,666.06
Cash	43.26	116.09	159.35
Current Assets Total	14,812.39	8,847.07	23,659.46
Assets Total	14,812.39	8,847.07	23,659.46
Expense creditors	0.00	0.00	0.00
Current Liabilities	0.00	0.00	0.00
Retained earnings	0.00	8,847.07	8,847.07
Profit and Loss Account	14,812.39	0.00	14,812.39
Equity	14,812.39	8,847.07	23,659.46
Liabilities and Equity	14,812.39	8,847.07	23,659.46

Profit and Loss Report

	2021	2020	2019
Hall hire	572.00	120.00	160.00
Hall hire total	572.00	120.00	160.00
Other income	23,699.66	16,903.23	0.00
Bank interest receivable	23.09	13.69	16.72
Other income total	23,722.75	16,916.92	16.72
Income Total	24,294.75	17,036.92	176.72
Marketing	206.39	820.00	0.00
Water rates	240.22	77.24	309.27
Insurance	419.33	398.60	407.42
Electricity	1,477.72	948.78	383.18
Sundries	170.11	3.04	10.00
Equipment	3,052.31	80.13	36.00
Repairs and maintenance	9,338.09	1,800.77	350.00
Events management	493.51	0.00	0.00
Overheads	-15,397.68	-3,308.56	-1,495.87
Subscriptions	50.00	115.99	0.00
Charitable donations	0.00	0.00	0.00
Other overheads total	-50.00	-50.00	0.00
Overheads Total	-15,447.68	-4,244.55	-1,495.87
Net Profit / Loss	8,847.07	12,792.37	-1,319.15

Income, Expenditure and Balance Chart

This chart shows the historical income, expenditure and total assets of Lands Village Hall Trust from 1969 to 2021.

Lands Village Hall
Income, Expenditure and Balance

