



POLRUAN VILLAGE HALL

Charity Registration Number 282085

Annual Report and Financial Statements for the Year
Ended 29th February 2024

The Village Hall
School Lane
Polruan
PL23 1QA

Bank:
Lloyds TSB plc
7 High Cross Street
St Austell
Cornwall

Chairperson's Annual Report for 2023

Polruan Village Hall Management Committee

Henry Rowe	Chair	Yvonne Riedel-Brown	Vice Chair
Martin Akerman	Treasurer	Michael Parlett	Facilities Manager
Kathryn Hill	Bookings Secretary	Claire Palmer	Secretary
Cynthia Lockyear	Member	Christine Cox	Member
Charles Cox	Member		

This report covers the period 1st March 2023 to 29th February 2024.

The Polruan Village Hall continues to be financially secure and in good shape thanks to the efforts of all members of the Committee and those who have helped us in the last year. In particular, our thanks go to Stephen Willshire and Suzanne Goddard who have stepped down from the positions of Chair and Secretary, respectively, after many years of service.

Replacing them has not been easy, with discussions first starting at the October 23 AGM. This was followed by an emergency meeting in January where it was decided to adopt an interim solution involving the main Club users of the Hall taking on the responsibility to fill these two important roles on an annual rotating process. As such, I and Claire Palmer have been appointed Chair and Secretary respectively, to be followed by others from the Clubs, until a more permanent solution can be found. In addition, a further new role of Facilities Manager has been created which has been taken up by Michael Parlett. Our thanks to him for stepping forward to take on this essential role.

All these changes have placed an additional burden on the existing members of the Committee and thanks are also due to them for their patience and tolerance whilst introducing the new Members to the intricacies of grant funding and the overall running of the Hall.

To facilitate the potential need for introducing new Members on a regular basis, the Management Committee decided to review and update as necessary, the standing procedures and policies for the operation of the Hall. This has included Financing and Investment which adopted a three-level approach for financing and securing the long-term viability for the Hall.

The first level covers our routine operations with the objective that the income from the hiring of the Hall, fundraising events and other general items should at least match the routine expenditure associated with the running and maintenance of the Hall. The second level then involves securing grant funding from external agencies to cover major works and improvements. The third and final level involves the building up and maintenance of an agreed level or reserves that can be called upon should the future of the Hall be threatened by some event or circumstances.

In line with this three-level approach the Financial Accounts for 2023/2024 show:

- For the first level, we have posted a small profit so your support in the ongoing year to generate further Hall hiring and at the fundraising events will be appreciated.
- Grant funding for the year has been very successful, largely due the energy and tenacity of the Treasurer, which has left us in a good position of having a surplus which we can carry forward to future years.
- With this year's grant funding surplus and our existing reserves, we are well on the way towards establishing the required funds to effectively underwrite our future.

The Treasurer's report provides more details on these results.

Finally, it just remains for me to thank the Members of the Committee, Volunteers, and members of the community for your fantastic support whether be it through preparing reports for the meetings, fixing and mending items in the hall, organising events or serving at the annual BBQ and Cream Teas; real community spirit ensuring the future of this important community facility.

Many thanks,

Chairman: Henry Rowe

Date: 21st April 2024

Polruan Village Hall

Treasurer's Statement

- Our Village Hall Hire income for the year was £2,489. With the number of new Groups that are now established and regularly using our facilities, this figure is significantly higher than we have achieved in previous years.
- Our PV Array Feed-In Tariff income, at £367.96, was in line with previous years.
- Following the incorrect installation by EDF Energy in January 2023 of a Smart Reader, we were eventually issued by them, in July, with a repayment of £657.77.
- The Marjorie Barrie Endowment, managed by the Polruan Town Trust, has continued to support our Programme of significant repair, redecoration, service provision and enhancements – our Hall Improvement Programme.
- We received Grant Funding from, The National Lottery Community Fund, The Ian McTaggart Fund, The Norman Family Trust and from Cornwall Council's Community Trust Funds.
- The National Lottery Community Fund Grant allowed us to have a third Battery Storage facility installed within our PV Array System.
- The Grant from the Ian McTaggart Fund provided financial support for rectifying several serious unplanned maintenance issues.
- The Grant from The Norman Family Trust is to cover the planned costs of repairing the wooden stairway to the Mezzanine, some hall flooring and the outside Noticeboard.
- Grants from our Local Cornwall Councillor, Edwina Hannaford, a great Supporter of ours who has sadly passed away, funded the purchase of an exercise mat trolley and an upgrade to our WIFI System.
- The Grant from Cornwall Council's Community Trust Fund funded the purchase, installation and commissioning of our Closed Loop Hearing System.
- The £15,000 invested in a Fixed Term Savings Account provided a tax-free income of £315 and we received various Donations totalling £440.38p.

	<u>2024</u>	<u>2023</u>
Cash at Bank	16319.86	6173.16
Petty Cash	00.00	00.00
Savings Account	<u>15000.00</u>	<u>15000.00</u>
<u>Total Funds</u>	<u>31319.86</u>	<u>21173.16</u>

Our current financial position is excellent. We remain in a continuing strong financial position.

Martin Akerman.

Hon. Treasurer

Date: 29th February 2024

Polruan Village Hall Income Expenditure

March 1st 2023 to February 29th 2024

	<u>Mar 23-Feb 24</u>	<u>Mar 22-Feb 23</u>
Income		
Marjorie Barry Endowment -Town Trust	£16154.32	£0.00
National Lottery Community Fund	£8,200.00	£9,981.00
Norman Family Trust	£1,300.00	£1,000.00
Cornwall Councill Trust Funds	£1,587.27	£149.00
Fixed Term Savings - Interest	£315.00	£0.00
Credit - Water companies	£52.06	£0.00
Amazon Prime Fund	£21.38	£12.97
Ian McTaggart Fund	£700.00	£0.00
Hall Hire	£2,489.00	£1,687.00
Fund Raising		
Barbeque	£316.32	£373.50
Quizzes	£164.96	£0.00
Cream Teas/Coffee Mornings	<u>£568.98</u>	<u>£435.91</u>
Total Fund Raising	£950.26	£809.41
EDF Repayment / Electric Meter Income	£657.77	£97.00
Feed-In Tariff	£367.96	£364.81
Other Income -Donations	<u>£440.38</u>	<u>£0.00</u>
Total Income	<u>£33,335.40</u>	<u>£14,101.19</u>
Expenditure		
Annual Audit Cost 22/23	£75.00	£75.00
Hall Improvement Programme	£17,233.19	£11,170.77
Electricity	£997.97	£628.14
Insurance., includes Defibrillator Support	£659.89	£609.60
Broadband / Internet (Plusnet / Ionos)	£395.89	£281.50
Hall Cleaning & Garden Maintenance	£549.00	£591.50
Licensing - including DPS certification.	£891.15	£633.70
Maintenance	£1,172.80	£431.05
Water Supply	£430.06	£171.71
Fire Equipment Test/Renewal	£281.28	£284.28
Electrical Annual PAT Testing	£100.00	£140.00
General Consumables & Stationery	£244.47	£331.38
Travel Costs & Deposit Repayments	<u>£158.00</u>	<u>£227.66</u>
Total Expenditure	<u>£23,188.70</u>	<u>£15,576.29</u>
Revenue For Year	<u>£10,146.70</u>	<u>-£1,475.10</u>
Current Finances		
Lloyds TSB Current Account	£16,319.86	£6173.16
Lloyds Fixed Term Savings Account	<u>£15,000.00</u>	<u>£15,000.00</u>
Total	<u>£31,319.86</u>	<u>£21,173.16</u>

Treasurer

Chairman

Date

Date

4. Oct 2024

4 Oct 2024

Polruan Village Hall

Charity Commission Financial Reporting

Accounts – Annual Return. Independent Examination / Audit.

The Charity Commission For England and Wales issued a guidance, 'Independent Examination of Charity Accounts' This guidance was effective from 1 November 2017.

Charity Law now sets out reporting, filing and external scrutiny obligations, which Charity Trustees are required to follow. It also states that a Charity with a gross annual income in excess of £25,000 is required to have a process of external scrutiny of their accounts and that Trustees may decide that an Independent Examination is appropriate. An Audit, however, is not required unless the income of a Charity exceeds £250,000.

Our Trustees have previously agreed that an Independent Examination should be carried out whenever our Annual Income exceeds £10,000.

For the Charity Commission Annual Return Reporting, an Annual Return must be completed if annual income exceeds £10,000. Our Annual Income for the Financial Year ended 29th February 2024 was £33,335.40p. In line with our normal process, an Annual Return to the Charity Commission will be made, subject to approval of the Accounts at the AGM.

Martin Akerman.

Hon. Treasurer

Date: 29th February 2024

Independent Examiner's Report to the Trustees of Polruan Village Hall

I report on the accounts for the year ended

The charity's management committee considers that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to;

- Examine the accounts under Section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the 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 management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. Which give me reasonable cause to believe that in any material respect the requirements.
 - To keep accounting records in accordance with s.130 of the 2011 Act; or
 - Prepare accounts which accord with these accounting records 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.

NAME:

MALCOLM DODD

SIGNED:



ADDRESS:

3 FORE STREET, POLRUAN
FOWEY ' PL23 1PQ

DATE:

18/9/2024