

Charity Registration No. 1072699

COLERNE VILLAGE HALL ASSOCIATION  
TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2015

COLERNE VILLAGE HALL ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

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Holding Trustees	Kathleen Hall Donald Thompson John Usher
Secretary	Anne Nicholas
Charity Number	1072699
Principal Address	Colerne Village Hall Association c/o 20 Cleaves Avenue Colerne Chippenham Wiltshire SN14 8BX
Independent Examiner	Ray Barker 6 Fosseway Close Colerne Chippenham Wiltshire SN14 8EE
Bankers	HSBC Bank Plc 45 Milsom Street Bath BA1 1DU

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COLERNE VILLAGE HALL ASSOCIATION

CONTENTS

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	Page
Trustees' report	1 – 2
Independent examiner's report	3
Income and expenditure account	4 – 5
Balance Sheet	6
Note to the accounts	7

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TRUSTEES' REPORT  
FOR THE YEAR ENDING 31 MARCH 2015

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The Trustees present their **REPORT** and financial statements for the year ended 31 March 2015.

**Objectives and Activities of the Charity for the Public Benefit**

The Objects of the Charity are specified in the Trust Deed as follows:

“The Trust Property shall be held upon trust for the purpose of a Village Hall for the use of the inhabitants of Colerne and the neighbourhood without distinction of sex or of political, religious or other opinions, and in particular for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.”

The management committee carries out these objects by:

- Providing first class hall facilities at an affordable cost
- Maintaining the building so that is safe and fit for purpose
- Promoting the use / availability of the Hall in the Parish Magazine and on the website
- Fundraising and grant applications to enable improvements to the fabric and facilities of the building

**Activities and Achievements**

The Hall is managed by volunteers, who make up the management committee, who meet six times a year to determine policy, to plan the development of the Hall's facilities and to deal with routine matters regarding the day to day running of the Hall. In between meetings an update concerning outstanding matters is emailed to all committee members by the secretary.

The Hall is insured with Zurich through the Community First Village Hall Plus Group and is a member of Wiltshire Village Halls' Association, through whom there is a website; the hall also has its own independent website. A cleaning firm is contracted to clean the Hall and the grounds are maintained by a contractor. Minor maintenance is carried out by volunteers while major maintenance is contracted out.

In order to reach a wider section of the community the hall is on Facebook and is also signed up with “The Giving Machine” so that online shoppers can nominate the Hall for a donation when purchasing from participating retailers. The Management Committee achieved the Hallmark Scheme levels 1, 2 and 3 at the beginning of 2013, being one of only a few halls in Wiltshire to achieve level 3. This is a nationally approved quality assessment scheme managed nationally by ACRE (Action with Communities in Rural England) and in Wiltshire undertaken by Wiltshire Village Halls' Association; it is currently taken into account by insurers, reducing premiums.

The Solar Panels generate an annual income for the Hall through the payback scheme. The Film Nights continue with the aid of sponsorship from Turbo-Jection and First Corporate Consultants Ltd and is now a fundraiser for the Hall.

The railings around the outside of the Hall were repainted and a programme of redecoration of the smaller rooms inside the hall began in January and will continue until August.

The Management Committee have decided to enhance the capability for the Film Screenings. The plan is that from September 2015 volunteers will operate the Hall's own cinematic equipment. The Hall will change from a Partner to an Associate with Moviola which will reduce the cost of screenings and allow more flexibility in screening times and charges; the equipment includes a hearing loop and microphones which will also be beneficial to user groups. New wiring is required with regard to the new equipment so this work will take place in August with the Hall closing from 26th July to 30th August inclusive.

At April 2015, grants have been secured from the MOD Covenant Community Scheme (£20,000) and Corsham Area Board (£5,000) which ensures the feasibility of this decision. Further funding is still being sought for the remainder of the equipment required. The total cost of this project is expected to be in the order of £46,000.

It is planned to investigate online booking systems especially one that can link to the computerised entry system thus reducing the workload of the Booking Secretary.

The 200+Club continues to be a major fundraiser for the Hall.

At the last AGM it was agreed to increase hiring charges from 1st April 2015; the first increase since September 2011.

No event has taken place which required the application of a Temporary Event Notice.



**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**Trustees (Management Committee)**

The Trustees who served during the year were:

Kathleen Hall (Chairman)	Erica Laws (Vice-Chairman)
Anne Nicholas (Secretary)	Sheila Nicholas (Treasurer)
Ann Atkinson	Simon Garrett
James Bicknell	Rachel Miller
Deborah Middleton	Jacqui Bradburn
Daphne Reason	

**Review of financial position**

The accounts are presented on the "receipts and payments" basis.

There was no increase in hiring charges again this financial year and the income from bookings, as shown on page 4 of the accounts, mainly remained unchanged; one group discontinued hiring the hall whilst two new groups commenced although one of the groups discontinued booking after a three month period, due to lack of support.

The contract for the electric with British Gas was renewed for a further year and a fixed rate contract for a year for gas was negotiated with Opus Energy Ltd. The amount shown for light and heat on page 5 of the accounts appears to be twice the amount paid in the previous financial year; this was due to a refund received the previous year, the true figure for that year being £1,102. The solar panels reduced the electric bill by approximately £335 for the year and the Feed In Tariff (F.I.T.) payments totalled £1,826; as detailed on page 4 of the accounts.

The Hall is signed up with "the Giving Machine" and during the year donations totalling £34 have been received; within the sundry donations total on page 4 of the accounts.

Major purchases during the year consisted of six fireproof notice boards for the foyer £147, a replacement freezer £130, an extra store cupboard £162 and new taps in the toilets and kitchen £407. Five roller blinds were also purchased for £233 to replace the curtains in the DS Room, Committee Room2, Kitchen and Function Room; within the equipment/furniture purchases on page 5 of the accounts.

The refurbishment amount on page 5 of the accounts relates to the painting of the railings £356 and the internal painting of the toilets, toilet lobby, function room, kitchen and kitchen lobby £368; there is still a further £150 to be paid for the internal decoration bringing the total to £518.

The film nights made a profit of £1,255 before sponsorship. £1,500 of sponsorship money was given during the 2013/2014 financial year to be used to offset the costs for the 2014/2015 financial year; so effectively the total income for film nights for 2014/2015 was £2,755. It is anticipated that this sponsorship will continue in the foreseeable future.

A further £1,200 was paid off the loan, reducing the balance outstanding to £2,500.

The income exceeded the expenditure this financial year by £454. If the sponsorship money had been received during the same financial year then this balance would have been £1,954.

There is a £3,000 contingency fund for possible future developments and £1,000 toward the cinema project; this amount is within the net current assets on the balance sheet page 6 within the Bank Deposit Account.

**Equipment purchased 2014/2015**

New Freezer	Store Cupboard
6 Fireproof Notice Boards for foyer	5 Roller Blinds
New Fire Blanket for the Stage	New Taps in Toilets & 1 replaced in Kitchen

  
**Kathleen Hall**  
Chairman

Dated: 20 April 2015

**INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF COLERNE VILLAGE HALL ASSOCIATION**

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I report on the accounts of the Charity for the year ended 31 March 2015, which are set out on pages 4 to 7.

**Respective responsibilities of Trustees and examiner**

As the charity's Trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Charities Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Charities Act, whether particular matters have come to my attention.

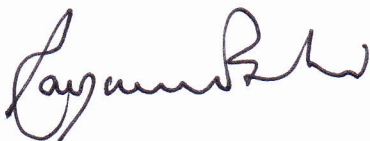
**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 130 of the Charities Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Charities Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Ray Barker**

6 Fosseway Close  
Colerne  
Chippenham  
Wiltshire  
SN14 8EE

Dated: ..... 26<sup>th</sup> April 2015.



## COLERNE VILLAGE HALL ASSOCIATION

**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2015**

	£	2015 £	£	2014 £
<b>Income receipts</b>				
<b>Grants and Donations</b>				
Grants			500	
Sundry Donations	134		68	
Donations for Film Sponsorship for 2014/15	-		1,500	
Bequests & Legacies	-		1,000	
Gift Aid Donations	160		256	
Gift Aid Tax Repayment	64		13	
		358		3,337
<b>Trading Activities</b>				
Hiring Charges	9,962		9,997	
200 Club	2,330		2,350	
Film Night Income	1,825		1,689	
Fund Raising Events	86		616	
Miscellaneous income	20		20	
	14,223		14,672	
<b>Investment income</b>				
Bank interest	5		4	
Rent received	34		34	
F.I.T. Payment (Solar Panels)	1,826		1,682	
	1,865		1,720	
<b>Short Term Loan</b>				
Interest free loan for Repayment of Grant	-		5,000	
		16,446		24,729

INCOME AND EXPENDITURE ACCOUNT (CONTINUED)  
 FOR THE YEAR ENDED 31 MARCH 2015

	2015		2014
	£	£	£
<b>EXCEPTIONAL EXPENSE ITEM</b>			
C.A.B. Grant repayment (re 2012 FY)	-		5000
			5000
<b>Expenses</b>			
Gardening	389		358
Rates	676		655
Insurance	1,120		1,103
Light and Heat	1,431		723
Cleaning	4,143		4,003
Repairs and Maintenance	2,184		1,932
Equipment/Furniture Purchases	1,109		723
Miscellaneous Purchases	156		221
200 Club	1,183		1,123
Stationery, Printing and Advertising	53		51
Broadband	680		423
Subscriptions	338		293
Fund Raising Expenditure	5		424
Film Night Costs	570		605
Refurbishment	724		3,809
Computerised Entry System	-		2,520
Miscellaneous Costs	31		14
Repayment of Loan	1,200		1,300
	<u>15,992</u>		<u>20,280</u>
	15,992		25,280
<b>Net (deficit)/income</b>	454	-	551
Cash and bank balances at 31 March 2014	12,043		12,594
Cash and bank balances at 31 March 2015	<u>12,497</u>		<u>12,043</u>



COLERNE VILLAGE HALL ASSOCIATION

**BALANCE SHEET**

*AS AT 31 MARCH 2015*

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	<b>2015</b>		<b>2014</b>	
	£	£	£	£
<b>Current assets</b>				
Bank current account	4,465		5,990	
Bank deposit account	8,010		6,004	
Cash in hand	22		49	
		12,497		12,043
		<u>12,497</u>		<u>12,043</u>
<b>Net current assets</b>				

**Fixed assets**

Land and buildings used by the charity: The Village Hall

Various fixtures, fittings and equipment.

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

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**1 Accounting policies**

**1.1 Basis of preparation**

The financial statements are prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities (2005)" as revised in May 2008, and The Charities Act 2011.