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Polruan Village Hall

Charity Registration Number 282085

**Annual Report and Financial Statements for the
Year Ended 28th February 2016**

**The Village Hall
School Lane
Polruan
PL23 1QA**

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

Independent Examiner:
Keith Charman
22 Meadow Close
Polruan

Polruan Village Hall

Officers:

| | |
|------------------|--------------------|
| David Wheatcroft | Acting Chair |
| Martin Akerman | Treasurer |
| Sonya Smith | Secretary |
| Kathryn Hill | Bookings Secretary |

Annual Report from the Acting Chair for the year ended February 2016

This past year has seen some changes for Polruan Village Hall – Jenny Cleverley resigned as Acting Chair and I resumed the role temporarily. I also continued to maintain the website

www.polruan.org.

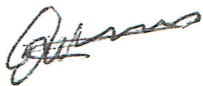
We suffered a great loss with the death of Jean Hill; For almost as long as anyone can remember Jean has been a driving force behind both the Village Hall and the Theatre Club. Her boundless energy and enthusiasm will long be remembered and she will be a hard, if not impossible, act to follow! We have, thankfully, also welcomed several new Members to the Committee.

Plus ça change, plus c'est la même chose is of course true and we have baked, washed, painted and above all provided a focus for the people of Polruan and the surrounding area. The Hall has hosted everything from Wedding celebrations and Antique Fairs to rifle shooting! I do not intend to single out individuals but I would like to mention the work of our two especially useful and active subcommittees — the fundraising and the maintenance groups.

Meeting informally as-and-when needed the fund raising subcommittee has been instrumental in the organization of the full range of coffee mornings, cream teas, barbeques, in fact virtually every event at the Village Hall and gained significant additional income from a series of well supported Quizzes and associated Raffles held in the Lugger Inn.

The maintenance subcommittee must also be thanked for the upkeep of the Hall and for the work they have done in pursuing further funding with a view to improving the insulation, installing Air Sourced Heating and upgrading the electrics of the Hall. With the Grant Funding now in place and the work due to commence in June 2016 we look forward positively to the future.

As ever, the Management Committee could benefit from an influx of new blood and new ideas to support our community and we welcome any enthusiastic volunteers. As Jenny and I are shortly moving to Truro we are, with regret, resigning from the Committee. It has been a privilege to serve on the Village Hall Committee and we wish you all the very best for the future.



David Wheatcroft
Acting Chair. February 2016

Polruan Village Hall

Statement of Accounts

March 2015 through February 2016

| | Mar '15 - Feb 16 | Mar '14 - Feb 15 |
|----------------------------|------------------|------------------|
| Income | | |
| Fund Raising (Note 1) | 2,659.40 | 2,431.96 |
| Hire of Hall | 1,280.00 | 811.20 |
| Electric Meter | 204.00 | 602.00 |
| Plant Sale | 8.00 | 0.00 |
| Donation | 8.00 | 13.68 |
| Total Income | 4,159.40 | 3,858.84 |
| Expense | | |
| Insurance | 490.04 | 508.42 |
| Electricity | 469.18 | 423.60 |
| Fund Raising Expense | 378.50 | 407.94 |
| Hall Cleaning | 255.00 | 326.55 |
| Performing Rights Society | 220.80 | 106.80 |
| Web Site | 187.76 | 86.26 |
| Garden Services | 170.00 | 130.00 |
| Water Rates | 158.97 | 264.81 |
| Fire Safety Inspection | 96.06 | 83.88 |
| Entertainment | 91.00 | 0.00 |
| Cleaning Materials | 85.57 | 107.92 |
| Misc. Expense | 69.49 | 0.00 |
| Repairs/Maintenance | 41.86 | 579.09 |
| Sundries | 9.99 | 0.00 |
| Cancelled | 0.00 | 0.00 |
| PAT Electrical Testing | 0.00 | 95.00 |
| Premises License | 0.00 | 140.00 |
| Total Expense | 2,724.22 | 3,260.27 |
| Profit for the Year | 1,435.18 | 598.57 |

| | 2016 | 2015 |
|--------------------|-------------------|------------------|
| Cash at Bank: | £10,041.12 | £8,430.81 |
| Petty Cash: | £85.37 | £260.50 |
| Total Cash: | £10,126.49 | £8,691.31 |

Martin Akerman (Treasurer):

Martin Akerman

Date:

20/6/16.

Dave Wheatcroft (Chairman):

Dave Wheatcroft

Date: 20/6/16

Treasurers Statement:

- Village Hall hire for the year raised £1,280.00.
- August barbecue net income of £666.64, which is a significant increase on the 2014/15 figure of £560.34.
- Due to timing of billing, electricity cost showed a net debit of £259.18.
- Again due to timing of billing, the Water and Sewerage cost of £158.97 was significantly lower than 2014/15 costs of £264.81.
- Regular cleaning costs, including materials were £340.57.
- Maintenance cost totalled £41.86.
- End of year balance increased by £1,435.18 to £10,126.49.
- An excellent year of quiz income saw a total of £916.01 raised.

Note 1: Fundraising Income:

| | <u>Gross Income</u> | <u>Expense</u> | <u>Net Income</u> |
|------------------------------|-------------------------|-----------------------|-------------------------|
| • Barbecue | 1,036.20 | 369.56 | 666.64 |
| • Quiz Nights (inc. Raffles) | 916.01 | 0.00 | 916.01 |
| • Cream Teas | 359.50 | 8.94 | 350.56 |
| • Headland Garden | 238.69 | 0.00 | 238.69 |
| • Raffle Ticket Sales | 109.00 | 0.00 | 109.00 |
| • Total Income | <u>£2,659.40</u> | <u>£378.50</u> | <u>£2,280.90</u> |

| | <u>2016</u> | <u>2015</u> |
|--------------------|--------------------------|-------------------------|
| Cash at Bank: | £10,041.12 | £8,430.81 |
| Petty Cash: | £85.37 | £260.50 |
| Total Cash: | <u>£10,126.49</u> | <u>£8,691.31</u> |

Hon. Treasurer: Martin Akerman : Marti Akerman Date: 20/6/16

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

I report on the accounts for the year ended 28th February 2016

The charity's management committee consider 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: Keith Charman



ADDRESS: 22 Meadow Close
Polruan by Fowey
Cornwall PL23 1QS

DATE:

21/6/16

Our chairman Simon Clarke is unable to attend tonight therefore I will give a brief report.

Simon and Myself took over as Chairman and Vice-Chairman part way through the year. Previously Jenny Cleverley and before her David Wheatcroft were the chairmen until they left the village for pastures new and we should take this opportunity of formally thanking them for their help and assist to the village hall committee over a number of years.

This year has been very busy and the committee have achieved a lot. Insulation to the main wall has been added and the electrics upgraded and a new air source heat pump has been installed. The prime mover for all this was Treasurer Martin Akerman who sourced the required funding for us to match it from fund- raising and reserves then organised the actual work being done. I would like to publically thank Martin for all his work in this connection and hopefully this can be so minuted. This coming winter will hopefully prove the effectiveness of all these improvements.

The next agenda item will give you the details but we are in a healthy financial position. The hall is being used by a number of organisations and individual users but we still have room for more bookings if anyone would like to use the hall.

Thank you for listening to this brief report.

David Hill

Vice Chairman.