

Trustees' Annual Report for the year 2nd September 2020 – 28th July 2021

Fontmell Magna Village Hall (301129)

Funding

As at the end of the financial year 1st May 2020 – 30th April 2021, the charity had funds totalling £49,0481.01, an increase over the previous year of £10,957.27*

It is the strategy of the Committee, as Trustees, to manage the revenue budget on a self-financing basis. The financial contributions made by users of the hall did not cover the running costs this year which is why the LRSG grants were essential to cover the shortfall. Village Hall income, ignoring tennis court fees and any grants or donations, was just £2,237.80 (a reduction of £7,275.82 on last year). Our policy of running additional fundraising events will continue during 2021/22 to ensure that the hall is well funded.

The cost of running the Hall was £14,344.08 (an increase over last year's £11,564.48) due to the interior redecoration work and other essential maintenance that was carried out during lockdown.

The PV panels generated £918.46 a reduction of £61.80 on last year.

Note: * £17,000 was received in LRSG payments as a result of the forced closure of the Hall due to Covid-19.

Current Funds at 7/7/2021

Cash & Investment Funds	£47,708.96	
		Restricted Funds
Community Fund		£577.14
Lunch Club		£42.71
Fontmell Friendship Garden		£2,346.08
Tennis Court		£4,149.16
Play Area		£8,478.56
Less restricted Funds	£15,593.65	
Available Funds	£32,115.31	
		Excess Funds
Reserve 18 months	£18,000.00	£14,115.31
Reserve 24 months	£24,000.00	£8,115.31

As shown in the table above, the current Available Funds stand at £32,115.31. In general, we hold a 24-month reserve fund for expenditure on the hall in relation to building maintenance or urgent furniture or equipment replacement which gives us a surplus of £8,115.31 for hall improvements this year.

The Restricted Fund monies total £15,593.65. The Community Fund is held by the Village Hall following the winding up of the Fete Committee and is earmarked for a Village Event for the benefit of the Community in 2022. The funds held for the Tennis Court and Play Area will enable planned maintenance and purchase of new equipment to continue this year. The Community Lunch Club Fund has a surplus of £42.71 which will help it to restart in the Autumn and The Friendship Garden fund stands at £2,346.08 putting it in a good financial position going into next year.

Dick Stainer, Treasurer

2020/21 achievements and updates

Village Hall

There were no Trustee changes this year but we welcomed a new Co-opted Member, Cllr Christine Scott as the Parish Council Representative replacing the outgoing Annie Newbury.

The Chairman, Secretary and Treasurer had to spend much time understanding all the advice from insurers, local and national government in order to stay one step ahead, keeping what facilities we could open and to operate a Covid-Secure building. It was a massive undertaking, but it enabled some user groups to return to the hall to run exercise classes and the playground and tennis court to stay open.

We had planned a Christmas Fayre in December but we quickly decided in September with 6 weeks' notice to change this to an Early Christmas Market in October. We were blessed with lovely, bright autumn weather, 22 stall holders, delicious food and fabulous music. We were delighted to raise a further £1,700 towards the Playground Appeal which now stands at around £8,000 and includes a large donation of £2,500 for a specific piece of play equipment for the under-fives.

Sadly, not long after that we had to embrace further lockdowns but it gave us a chance to plan and carry out the maintenance of the playground, replace the old tennis net, repaint the village hall internally and externally and upgrade the lighting to low energy LED. More maintenance to upgrade the Fire Alarm system was completed in mid-July following recommendations from a very thorough Fire Risk Inspection.

Above all, Sian Higham's idea for the Village Hall Charity to create a cut flower garden on the land behind the Surgery began to take place, giving us all hope and something to look forward to in the future. The birth of The Fontmell Friendship Garden had started in earnest. Sian's drive and determination opened doors, raised money and had the first beds on the ground by the end of January. The Garden was officially opened by Her Majesty's Lord Lieutenant of Dorset on 26th June 2021 to wide acclaim and all of us are truly grateful to Sian for the time and enthusiasm she has given to this amazing project.

Due the great support we have seen from the wider community, the Village Hall Trustees are delighted to announce that we have created a Sub-Committee Chaired by Sian Highnam with 3 new co-opted members/volunteers who will assist Sian, Lisa and Rosie-Anne with running events and fundraising.

We have started a Pop-Up Café on a Wednesday afternoon from 2.00pm-4.00pm to support the Friendship Garden and welcome everyone for teas, cake, ice lollies etc (with all ingredients purchased from the village shop) so time can be spent admiring the garden. Hand tied posies will also be available. As the days draw in and subject to COVID being held at bay, we intend to re-ignite the Community Lunches in the Autumn.

Rosie-Anne Yates, Chairman



Early Christmas Market Oct '20



Grand Opening of the Fontmell Friendship Garden June '21



Fontmell Friendship Garden

The Fontmell Friendship Garden was an idea which materialised last November from talking to the social prescribing lead at the Blackmore Vale Practice. The Village Hall Trustees had already actively made links with the surgery and were establishing many village initiatives as Covid arrived. The monthly community lunches had been very positively received and there was a will to continue to develop more projects involving members of the community.

Since its initial approval, the project has grown and by June 2021 we have a cut flower garden planted behind the surgery, built, nurtured and supported by volunteers within our community.

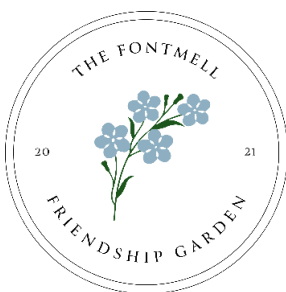
Local businesses have been generous in their support, enabling all the infrastructure to be in place and villagers have grown, propagated, bought and donated plants to fill the beds and the tubs which surround the village hall.

There have been garden preparation mornings, where the work has been really well supported by positive villagers, fuelled by the extraordinary cake makers of Fontmell Magna. All the village stakeholders have a part in the project: Springhead Trust have made three raised beds and planted two calm beds and offered practical support; The Village Shop have been selling plants and will continue to sell plants and flowers to sustain the project; The pub have generously donated three beds and in return we have planted tubs around the pub with our plants; The Village School have been growing and planting sunflowers and have also received plants we have grown for their own garden in school; Children from the Fontmell Under Fives Group have planted seed bombs for bee friendly flowers; Clayesmore school have provided hedgehog houses for the wildlife area of the garden, and for the Grand Opening supplied two photographers, musical entertainment and art work to decorate the hall; Bryanston School made a road side sign to sign post the garden and provided musical entertainment on the open afternoon.

Within the village, many members of the Garden Club have grown seeds, assisted by villagers, friends and members of other villages. The Craft Club have sewn unique bunting to decorate the garden. The Art Club have painted the individual plant signs for the flower beds. The Archive Society lent all their equipment for a time line display on opening day and all the keep fit instructors who use the village hall provided a raffle prize. Garden books have been donated and garden volunteer, Barbara Humphreys, has organised these into an excellent lending library.

The creation of the Fontmell Friendship Garden has been a truly extraordinary effort, spanning the generations and highlighting so many different skills. The next stage is to become a place to benefit the patients of the Blackmore Vale Practice in addition to ourselves and links are being established with other local social prescribing gardens and organisations to ensure we can work together for the benefit and enjoyment of others.

Sian Highnam, Sub-Committee Chair – Fontmell Friendship Garden and Bookings Manager



Governance

Fontmell Magna Village Hall is a charity, originally called the 'Fontmell Magna Village Hall and Playing Field Charity', regulated under a Scheme approved by the Charity Commissioners dated 25th June 1987. Under the Scheme, the charity is administered and managed by the Management Committee as charity trustees in accordance with the terms of the Scheme.

Following the completion of the new Village Hall in 1997, the Charity Commissioners approved an Amending Scheme dated 23rd March 1998. This Amending Scheme clarified the name of the charity as 'Fontmell Magna Village Hall (301129)' and also allowed the trustees to set its own 'Rules of Procedure' (as long as these did not conflict with the Scheme). Soon after the trustees agreed such Rules of Procedure. Revised Rules of Procedure were agreed in November 2011.

The land on which the Village Hall stands, as well as most of the grassed area and most of the tennis court is leased (under a Lease dated 25th April 2005) by the Parish Council to the trustees for 99 years from 31st December 2003 in return for an annual rent of £1 (if demanded). The rest of the land, including the car park,

overflow car park and under 12's Play Area, is owned by the Trustees and vested under the Scheme in the Official Custodian for Charities.

Objectives of the Charity

As stated in the 1987 Scheme, the objectives of the charity are:

"The provision and maintenance of a village hall, recreation ground and facilities ancillary thereto for the use of the inhabitants of the Parish of Fontmell Magna and its immediate vicinity without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of the life of the said inhabitants".

Principal activities in pursuit of objectives

The hall is in use most days of the week for a variety of activities including Archive Society, Art Group, Carpet Bowls, Fontmell Magna & District Society, Garden Club, Moviola, North Dorset Wildlife Trust, Pilates, Tae Kwon-Do, Yoga and Zumba. It is also used as a Polling Station. The hall is available for hire for private functions including parties, wedding receptions, village social functions and occasional fund-raising events. One of the storerooms houses the village archives, and the Archive Society holds an Exhibition in the hall every two years.

Appointment of Trustees

The Committee consists of 12 trustees. Five trustees are elected and serve for a maximum of three years (although they may be nominated for re-election). Elections take place at the Annual General Meeting held in July. In addition, there are seven representative members - one representative member is appointed annually by each of the seven organisations that the Committee decide are regular and frequent user groups. The Trustees form the Management Committee of the Village Hall which has the power to co-opt up to three further Trustees on an annual basis. A President may also be appointed each year, but is not part of the Committee and is not a Trustee.

Names of Trustees

Elected Trustees	Representative Trustees
Chairman – Rosie-Anne Yates (25/7/18)	Archive Society - Roger Hillman (23/7/14)
Vice Chairman – Vacancy	Art Group – Peter Mole (2/9/20)
Secretary – Lisa Le Druillenec (25/7/18)	Carpet Bowls – Gerry Bone (29/7/15)
Treasurer - Dick Stainer (1/5/14)	Fontmell Society – Michael Hobbs (23/7/14)
Bookings Manager – Sian Highnam (25/9/19)	Garden Club – Stephanie Bird (29/7/15)
	Moviola – Alison Main (3/7/13)/Libby Gendall
President – Vacancy	Tennis Court – Louise Murchie (31/10/18)

As well as the (delayed) AGM on 2nd September 2020, the Trustees held 6 committee meetings: on 30th September 2020 (6 trustees), 4th November 2020 (9 trustees), 27th January 2021 - by Zoom videoconferencing (11 trustees), 3rd March 2021 - by Zoom videoconferencing (10 trustees) 5th May 2021 (8 trustees) and 7th July 2021 (10 trustees). The 2021 AGM was held on 28th July 2021

The Role of Chairman and Secretary are due for re-election in July 2021 and Rosie-Anne Yates and Lisa Le Druillenec have confirmed they will continue in these roles.

Vacancies exist for a Trustee role as Vice Chairman and also President, a non-Trustee position.

Policies and procedures

The Health & Safety Policy and Risk Assessment was reviewed and updated in May 2021, and there was a RoSPA approved inspection of the Play Area (October 2020).

Hiring agreement

Use of the village hall is subject to a hiring agreement (updated in June 2014 with Special Conditions of Hire added in July 2020 and revised in July 2021) which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a Premises Licence (not including alcohol) with North Dorset District Council. The hall is licensed by PPL PRS Ltd for live and recorded music.

Insurance

The Lease dated 25th April 2005 requires the trustees to cover the full cost of reinstating the hall, including site clearance, professional fees and VAT. The trustees also recognise that they are under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

Accordingly, the village hall is insured with respect to property damage (buildings insurance) and contents by Allied Westminster 'VillageGuard'. The levels of cover are set out in the accounts.

There is also public liability cover of £5,000,000, employers' liability cover of £10,000,000 and trustee indemnity cover of £100,000.

Maintenance checks

- The mains electrical installation is checked every 5 years and portable electrical appliances are checked annually. The last inspection was by Owen Brockway in December 2021.
- The fire alarm is tested twice a year and the intruder alarm once a year, by Partnership Alarms. The emergency lights and fire alarm are tested once a month by the Secretary.
- The CCTV is maintained by Secure Alarms, Poole.
- Firefighting appliances are inspected annually under a contract formerly with Bourne-Romsey Fire Protection (last inspection August 2020) but being taken over by Partnership Alarms from September 2021.

Providers

Electricity Provider: Good Energy

Caretaker: Pat Guy

Independent Examiner: Roy Foster

Bank: Lloyds plc and Ecology Building Society

Tennis court: First Serve / Louise Murchie

Electrics: Owen Brockway Partnership

Security Alarm & Fire Alarm: Partnership

Fire Equipment Check: Bourne Romsey/Partnership Alarms

General Maintenance: Perry & Sons

Outdoor equipment/fencing: Steve Radley

Septic Tank: Rob Beale

Grass/hedge cutting: Gary Payne

The Trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Rosie-Anne Yates
Chairman

Fontmell Magna Village Hall 2020-2021

30/04/2020	Current Assets	30/04/2021
£10,838.77	Lloyds TSB Current Account	£10,869.47
£20.01	Lloyds TSB Deposit Account	£20.01
£65.50	Cash in hand	£323.90
£9,691.50	Ecology Building Society	£19,735.01
£10,118.79	COIF Investment Fund	£12,457.98
£7,245.02	COIF Fixed Interest Fund	£7,163.92
£58.50	Less Invoices outstanding at year end	(£66.29)
£672.50	Hire charges outstanding (prepaid)	(£140.00)
Less Funds Reserved for Other Projects		
£577.14	Community Fund	£577.14
£42.71	Community Lunch	£42.71
£0.00	Fontmell Friendship Garden	£696.14
£38,090.74	Total Current Assets	£49,048.01
Source of increase/decrease in funds		
£2,258.09	Increase in value of investment funds	
£5,324.72	Excess of income over Expenditure - Village Hall	
(£710.85)	Excess of Expenditure over Income - Tennis Court	
£4,085.31	Excess of Income over Expenditure - Playground	
£49,048.01		£49,048.01

£	Fixed Assets (see Note 1)	£
£524,163.00	Buildings	£529,405.00
£2,000.00	Playing surfaces	£2,000.00
£39,018.00	Playground equipment	£39,408.00
£21,377.00	Contents	£21,612.00
£2,848.00	Woven Tapestry	£2,879.00
£3,562.00	Lighting	£3,601.00
£7,408.00	Solar Panels (included in buildings sum insured)	£7,408.00

Income and Expenditure Account.

2019-2020		2020-2021
Village Hall Income		
£8,429.50	Hall & Equipment Hire	£1,346.00
£50.00	Recipe Book (Sales minus Costs)	(£70.17)
£980.26	FIT payments	£918.46
£53.86	Interest paid on deposit account	£43.51
£1,093.55	Fête Committee Grants + Tea Party	£0.00
£10,000.00	Covid-19 Grants	£17,431.00
£20,607.17	Total Village Hall Income	£19,668.80
Village Hall Expenditure		
£3,387.27	Caretaking	£3,469.98
£1,007.83	Insurance	£1,026.59
£806.40	Inspection & Servicing Charges	£561.55
£3,160.82	Electricity	£585.89
£0.00	Water	£135.90
£183.58	Business Rates	(£183.58)
£1,599.42	Maintenance	£7,419.01
£1,139.00	Mowing	£365.00
£69.92	Refuse Collection	£102.00
£0.00	Internet Costs	£751.66
£210.24	Other items (see Note 2)	£110.08
£11,564.48	Total Village Hall Expenditure	£14,344.08
£9,042.69	Village Hall Profit/(Loss)	£5,324.72
Tennis Court Income		
£340.00	Tennis Court Fees	£343.00
Tennis Court Expenditure		
£0.00	Surface Treatment & Fence Repairs	£1,053.85
£340.00	Tennis Court Profit/(Loss)	(£710.85)
Playground Income		
£4,258.30	Grants, Donations & Fundraising	£4,743.31
Playground Expenditure		
£485.00	Playground Equipment & Maintenance	£658.00
£3,773.30	Playground Profit/(Loss)	£4,085.31
£25,205.47	Total receipts	£24,755.11
£12,049.48	Total Expenditure	£16,055.93
£13,155.99	Combined Profit/Loss	£8,699.18

Note 1: Figures taken from the Insurance Schedule (an increase in value to cover inflation is applied each year).

Note 2: St John Ambulance - £22.13, Teaching Art - £40.15, Sum Up machine - £22.80, Dorset Community Action - £25.00

Based on the information provided I consider this to be a true report of the accounts of Fontmell Magna Village Hall for 2020-2021.

ASTW ACIB 21. JULY 2021