



Trustees' Annual Report for the period

From 01/04/2019
Period end date

Period start date To 31/03/2020

Charity name: Washington Village Memorial Hall

Charity registration number: 278148

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The object of the charity is the provision and maintenance of a village hall for the use of the inhabitants of the parish of Washington and the neighbourhood thereof 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 life for the said inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The village hall provided facilities in the year for regular users and monthly meetings by a wide range of local clubs, organisations and individuals providing recreational activities. The village hall was used for a wide range of single events by individuals and organisations until forced to close due to Covid 19 restrictions. See Section D.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Public Benefit All the trustees have read the Charity Commission's Guidance on Public Benefit. The trustees have reviewed the charity's activities and have satisfied themselves that the Charity's activities have complied with the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	<p>Volunteers</p> <p>Efforts continue to recruit additional volunteers. The availability of volunteers remains the single most significant risk to the future viability of the village hall and the existence of the charity.</p>
Other		

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	Para 1.20	<p>The village hall provided facilities in the year for:-</p> <p>15 regular weekly 7 regular monthly and a small number of one-off events.</p> <p>The regular activities included a community café, an after school club, Tai Chi, adult ballet, fitness, morris dancing, jive dancing, short mat bowls, pilates and yoga, dog clubs, quilters, Pudding Club, art class, science group, country music, sugarcraft, Parish Council and W.I. meetings.</p> <p>Improvements to the village Hall: funds from the Charity's fund raising have been used to continue with improvements to the village hall and its facilities.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	See CC16a report ye 31-03-2020 submitted separately
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity has a reserves policy a long term maintenance plan and agreed actions required to achieve the necessary financial reserves. Maintenance expenditure is allocated to the reserves in accordance with the long term maintenance plan. At the end of each financial year a proportion of the available funds are allocated to the reserves by the Trustee Board.
Amount of reserves held	Para 1.22	£5,048.77
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The charity's principal sources of funds are:-</p> <ul style="list-style-type: none"> • Hire charges for the use of the village hall • Fund raising events hosted by the charity <p>Expenditure is directed solely towards the maintenance and improvement of the village hall and its facilities to allow it to continue to support the objects of the charity and meet the expectations of organisations and individuals that use it.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	n /a
A description of the principal risks facing the charity	Para 1.46	Continued loss of existing volunteer force. Efforts continue to recruit additional volunteers. The availability of volunteers remains the single most significant risk to the future viability of the village hall and the existence of the charity.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Charity Commission Scheme dated 15 th January 1979
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	A maximum of four Trustees may be elected at the Annual General Meeting. Representative Trustees may be nominated by organisations specified in the governing document. A maximum of two Trustees may be appointed by the elected and representative Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Washington Village Memorial Hall
Other name the charity uses	n/a
Registered charity number	278148
Charity's principal address	Washington Village Memorial Hall School Lane Washington Pulborough West Sussex RH20 4AP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lorna Goldsmith	Chair		Annual General Meeting
2	Patricia O'Shea	Secretary		Annual General Meeting
3	Steven Buddell	Treasurer	December 2019 Resigned April 2020	Trustee Board
4	Sarah Buddell		July 2019 Resigned April 2020	Trustee Board
5	Tracey Slaughter			Annual General Meeting
6	Sue Stuart Scott			Representative Trustee
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Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Board of Trustees		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Patricia O'Shea	
Position (eg Secretary, Chair, etc)	Trustee and Secretary	
Date	28/01/2021	