

# **BOLTON LE SANDS Village Hall / Community Centre**

Registered Charity 700264

## **Accounts and Report for the year ended 31 March 2020**

**The finalised set of accounts and report were delayed due  
the restrictions applied during the Covid-19 pandemic.**

# Bolton-le-Sands Village Hall

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# Bolton-le-Sands Village Hall

## Charity Details

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**Name** Bolton-le-Sands Village Hall

**Registered Charity Number** 700264

**Address** Packet Lane  
Bolton-le-Sands  
Carnforth  
Lancashire  
LA5 8DW

**Bankers** National Westminster Bank  
262, Marine Road Central  
Morecambe  
Lancashire  
LA4 4BJ

**Independent Examiner** Tracy Seton  
21 Broadlands Drive  
Bolton-le-Sands  
LA5 8BH

# **Bolton-le-Sands Village Hall**

## **Annual Report**

The Committee have pleasure in presenting their report for the year ended 31 March 2020

### **Structure, governance and management**

The Governing Document is a scheme dated 18 February 1988 as amended by special resolution dated 13 May 2010 and is unincorporated.

### **Management Committee**

The charity is administered by a Management Committee, at 31 March 2020 comprising:

Chairperson	-	Mrs Dorothy Dianne Carruthers
Vice Chair	-	
Secretary	-	Mr Thomas Ian Birnie
Treasurer	-	Mr Peter Bayliss
Booking Secretary	-	Mrs Sharman Robinson
Other members	-	Mr Thomas Stephenson

Representatives of the Village Hall user organisations.

The Management Committee are the charity trustees as specified in the Governing document and as the meaning defined in the Charities Act.

The Committee met on three occasions during the year.

### **Objects, activities and public benefit**

The object of the charity is to maintain Bolton-le-Sands Village Hall / Community Centre for the communal benefit of the residents of Bolton-le-Sands and its surrounding area. The management committee aim to provide first class hall facilities at an affordable cost to voluntary organisations servicing the community.

The charity has two preferred providers of cleaning and caretaking services, both on a flexible self employed basis. In addition, it also depends upon volunteers from the local community and committee members.

Bolton-le-Sands Village Hall is a member of the Community Futures.

### **Financial review**

In conjunction with our Mission Statement the trustees aim is to continually promote the interests of the Village Hall / Community Centre. To raise the necessary funds to keep the building and its contents in good working condition. To continue to keep it at the heart of the village life, for the benefit of all the local community and to enhance the facilities available to bring forward a better quality of life for the community.

# Bolton-le-Sands Village Hall

## Annual Report ( continued )

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This has been the ninth successive year when no price increase has been applied and there is no change to the fees and charges for next year.

### Review of the year

This year has continued the trend of previous years. Bookings total 553 for the year, an average of just over 46 per month, with a range of 59 in November to 20 in August, an increase of 8% on the previous year. The Hiring Fees, of £18,865, is £413 [ 2.1% ] less than the previous year. There would have been a £255 [ 1.3% ] gain except for the £668 lost due to closure of the Centre on 21<sup>st</sup> March due to the Covid-19 virus restrictions . The hall was booked almost every day of the week by a variety and diverse set of regular clubs and societies including: The Women's Institute, Art Group, Badminton Team, Sequence dancers, Ballet dancers, Horticultural Society, Pilates, Mothers Union, Enjoy-a-ball, Slimming World and regular Coffee Mornings. One off and seasonal hires include Pre School & Nursery, Gala, Bonfire Committee, Fishing Club, Lancaster and District Choral Society and Ladies of Note and the hall is often booked for Family Parties and by Organisations.

The year's improvements to the facilities include:

Completion of Asbestos survey and remedial work on boiler room ceiling and entrance canopy cladding.

Replacement of boiler room door, gas meter access door with secure UPVC units

Replacement of soffits, fascias, gutters and down pipes from main hall roof.

Replacement of main entrance canopy support posts.

All of these updates and improvements ensure the upkeep to the Village Hall is maintained to the highest standards possible for all to benefit.

I must record my appreciation to all those willing volunteers who have worked so hard over the past year to make our Village Hall such a success for our local community. Whilst it could not happen without such a strong team I must commend Mike Ashton, Carol Wolfenden and the officers of the Management Committee.

I need also to express my gratitude to Sharman Robinson, our Bookings Secretary, for her commitment to such a huge and time consuming operation that is so vital to the successful running of the Village Hall.

It is the fervent hope of us all that the Community Centre will be permitted to resume its central place within village life as soon as safely possible after the present enforced closure due to the Covid-19 pandemic.

*Mrs Dorothy Dianne Carruthers*

*Chairperson*

*On behalf of the Management Committee*

*Date .....*



# Bolton-le-Sands Village Hall

Receipts and Payments Account year ending 31 March 2020 continued

	<u>2020</u>	<u>2019</u>
<b>Receipts brought forward</b>	<b>19,442.10</b>	<b>20,864.58</b>
<b><u>Direct Charitable Payments</u></b>		
Repairs and maintenance	10,638.68	15,706.61
PRS/PPL Performing Rights	462.68	482.76
Electricity	1,525.89	1,139.90
Gas	2,825.03	2,577.21
Water Charges	1,335.60	1,574.60
<b>Less</b> Recovered from Re-charges	( 1,456.95 )	( 1463.14 )
Cleaning and Waste Disposal	975.44	795.18
Cleaning & Caretaking Services	4,413.79	5,407.83
<b>Less</b> LCC Contribution to Disabled Toilet	( 581.63 )	( 581.63 )
<b>Less</b> PC Contribution to Supplies etc	( 429.57 )	( 224.32 )
Insurances	876.14	954.58
Equipment	89.95	0.00
	20,675.05	26,369.58
<b><u>Other Payments</u></b>		
Independent Examiners Fee	100.00	100.00
Community Futures	00.00	00.00
Booking Telephone cost	52.57	00.00
Stationery, Postage & Sundry Expenses	196.58	237.91
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	349.15	337.91
<b>Total Payments</b>	<b>21,024.20</b>	<b>26,707.49</b>
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Net increase /(decrease) in assets for the year	( 1,582.10 )	( 5,842.91 )
Cash and bank balance at 31 March	28,592.21	30,174.31

# Bolton-le-Sands Village Hall

## Statement of assets and liabilities at 31 March 2020

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	<u>2020</u>	<u>2019</u>
<b><u>Monetary Assets</u></b>		
Bank Reserve Account	5,142.32	5,131.97
Bank Current Account	23,522.63	28,423.15
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Bank statements 31 <sup>st</sup> March	28,664.95	33,555.12
Payments included above but not yet cleared at bank 926.74 3,560.81		
Receipts included above not yet credited by bank	854.00	180.00
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<b><u>Balance as Books of Account</u></b>	<b>28,592.21</b>	<b>30,174.31</b>

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### **Non-Monetary Assets**

#### **Permanent Endowment**

Buildings used by the charity: The Village Hall (freehold title held by Bolton-le-Sands Parish Council as Custodian Trustee who also own the land on which the Hall stands). The Hall is insured for £674,885

#### **Assets retained for the charity's own use**

Contents of hall, including furniture, tables, chairs, floor cleaner, cleaning appliances, kitchen utensils, cutlery and crockery, fully fitted kitchen appliances etc. These assets are insured for £48,170. Trustees indemnity is also insured for £250,000

#### **Declaration**

The receipts and payments account for the financial year ended 31 March 2020 and the statement of assets and liabilities at that date are approved by the Management Committee.

*Mrs Dorothy Dianne Carruthers*

*Chairperson*

*Mr Peter Bayliss*

*Treasurer*

*Date*

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# Bolton-le-Sands Village Hall

## Independent Examiners Report

To The Trustees / Members of Bolton-Le-Sands Village Hall/Community Centre

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I report to the trustees on my examination of the accounts of the Bolton -Le-Sands Village Hall/ Community Centre (the Community Centre) for the year ended 31st March 2020.

### Responsibilities and basis of report

As the charity trustees of the Community Centre you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Community Centre's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Community Centre as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed .....

Tracy Seton CPFA  
21 Broadlands Drive  
Bolton-le-Sands  
LA5 8BH

*Date* .....