

## Swanland Village Hall

Chair's report - old charity (Number 1107061) 1st Jan 2019 to 30th June 2019

I have pleasure in presenting the Chair's report for the period 1st Jan 2019 to 30th June 2019. The Village Hall has continued to offer a thriving service to the residents of Swanland with a wide ranging variety of activities. Bookings continued at a high level. All of our long term hirers remained with us and continued to provide the bulk of our income, approximately two thirds of the total. Short term bookings and one-off events remain at a high level and are varied in nature. We have had conferences, family events, cultural events and, most numerous of all, children's parties. We had a wedding in April and a WI celebration.

We reviewed our hire charges and on 1st Jan 2019 we implemented our decision to raise the rates by a small percentage, averaging 1.5%, to take account of rising costs. We also changed our system of differential rates. We now have a system where community events have a preferential rate as opposed to commercial activities. Our maintenance programme continued, all routine checks and services being completed on time. Our bollard and lock have been renewed following damage which made the bollard difficult to operate.

### Board of Trustees.

The only change to the Board go Trustees was the resignation of Lee Sanderson as the Parish Council nominee and his replacement by Paul Hopton on 30th June.

### Staffing.

There were major changes to our staffing. Our long time caretaker Andrew Short retired on 30th April and our long time cleaner Helen Short retired at the end of May. The trustees expressed their thanks to both for their long service and excellent work. Their places were taken by Lee Pedge (from 15th April) and Sharon Davis ( from 8th April.) New staff and retiring staff worked together for a time to ensure a smooth hand-over. Our relief caretaker Taff Jones transferred to being a part time caretaker on Andrews departure.

The finances of the hall continue to be satisfactory.

The Trustees policy on reserves is that monetary reserves shall be maintained equivalent to 6 months average routine revenue expenditure. At the financial year-end cash balances significantly exceeded the amount required by the policy.

### Charitable incorporated Organisation (CIO)

During this period we continued our negotiations and planning to become a CIO. The final step was to renegotiate the lease on the Village Hall with the Parish council. To ensure the legality of this we employed the services of the law firm Rollits who had drawn up the original lease. The Parish Council was happy to share the cost of this as they wanted a Dispute Resolution clause to be inserted. This was duly done and the new lease is in place to be reviewed every 7 years. With that final step we were ready to close down the old charity and transfer its assets through a deed of transfer to Swanland Village Hall CIO and the new Charity began to operate wef 30th June 2019.

In conclusion I would like to thank Trustees, staff and volunteers for their continued support and all users of the Village Hall for their loyalty and the care they take in maintaining this valuable facility.

Sheila Ireland

Chair