

Newton & Bywell Community Trust

Annual Report for the Year to 30th September 2019

Trustees:

Mr P. Stoddart, Chairman

Mr G. Osborn, Vice Chairman

Mrs L Blair Treasurer

Mr R. Baty

Mr A. Beddis

Mr J. Meechan

Mr E. Symm

Mr R. Palmer

Mr J. Thompson

Mr J. Trewitt

There are currently two vacancies for Trustees

Secretary: Mrs M. Anderton

Booking Manager: Mrs A. Hicks

Registered Charity No. 1167253

Financial Governance

Objectives of the Charity

The Community Trust looks to serve the Parish of Newton and Bywell, to offer community activities and to manage the Village Hall.

Funding Strategy

It is the strategy of the Trustees to manage the revenue budget on a self-financing basis. The contributions made by commercial users of the hall are set to achieve this. The Trust has a policy of making the hall available to residents at a 50% discount and some parish-based groups e.g. the Womens' Institute receive a 100% discount.

Reserves Policy

It is the Trustees' policy to transfer 10% of the hall income to general reserves and to maintain an operating reserve to cover six months budget expenditure. The Trustees are responsible for the maintenance of the village hall and from time to time this involves major works far in excess of cash reserves held. On identifying such major works, fundraising will be undertaken with the objective of meeting the costs in full.

The charity held unrestricted reserves of £11,625 at the year end. This cash is available for any authorised activity.

Insurance

The Board of Trustees recognise that it is under a legal obligation to protect the building and its users through adequate and appropriate insurance and carries appropriate insurance cover in the following categories:

Building

Contents

Public, Employee, Hirers and Trustee Liability

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees

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Thomas Peter Stoddart, Chairman

Date:

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Linda Blair, Treasurer

Date:

Statement of Assets & Liabilities at 30th September 2019

Balances at the Bank

The following balances were held

Bank Accounts with HSBC	£ 3,524
Deposit Account HSBC	£29,782
Total Cash Funds	£33,306

Land and Buildings

The Community Trust holds the leasehold title to the property known as the Newton and Bywell Community Hall. The trust has almost completed a licensing agreement with the owners of the neighbouring East House to allow a small section of land to be cleared which will allow access to the rear of East House and alleviate a damp problem.

Future Plans

There are no immediate plans for the Parish but the Trust welcomes suggestions from the parishioners and hall users. The trust has a policy of continual improvement for the hall and this year has refurbished the hall kitchen with particular reference to the catering facilities. The day to day running of the Trust has been delegated to a small executive committee with a spending limit of £1,000 on a single project or item. The executive consists of the Chair, Vice Chair, Treasurer and Booking Manager.

Community Funding

The Trust is willing to provide funding for any agreed project within the Parish and any resident can approach the Trust with ideas and requests. Funding will be limited to a maximum of £1000 per project.

Operating Expenditure Reserve

The Operating Expenditure Reserve remains at £6,000 to ensure it meets the requirement of covering 6 months operating costs.

Contractual Liability

The contract with Monica Anderton to provide secretarial services and the contract with Anne Hicks as Booking Manager both continue in the same manner.

FINANCIAL SUMMARY 2018 –2019

INCOME	2018	2019
Hire	£14,899.08	£15,017.98
Social Event	£340.00	£0.00
Interest	£21.89	£61.39
Other	£0.00	£0.00
TOTAL INCOME	£15,260.97	£16,079.37
TOTAL EXPENSES	£11,477.95	£18,796.22
NET SURPLUS/(DEFICIT)	3,313.02	(£3,716.85)

RESERVES	Carried forward as at 1 st October 2018	Transfers to Reserves	Reserves as at 30 th September 2019
Repair & Maintenance	£14,152.71	£1,501.80	£15,654.51
Social Committee Funds	£26.27	£0.00	£26.27
6 month operating reserves	£6,000.00	£0.00	£6,000.00
Unrestricted Funds	£16,843.58	-£5218.13	£11,625.45
Total	£37,022.56	-£3716.33	£33,306.23

EXPENSES ANALYSIS	2017/18	2018/19
Booking Manager	£2,160.00	£2,160.00
Secretary	£1,616.00	£1,592.00
Broadband	£239.40	£239.40
Cleaning	£1,009.00	£996.00
Insurance	£649.72	£634.45
Oil	£1,042.65	£871.29
Electric	£836.58	£1,086.14
Water Rates	£189.85	£135.44
Council Rates	£323.53	£105.84
Equipment	£255.26	£2,110.52
Kitchen	£0.00	£7,724.00
Licensing	£781.19	£740.58
Other	£998.13	£777.56
Social Committee		-£377.00
Total Expenditure	£11,947.95	£18,796.22