

Newton & Bywell Community Trust

Annual Report for the Year to 30th September 2020

Trustees:

Mr P. Stoddart, Chairman

Mr G. Osborn, Vice Chairman

,Mrs L Blair Treasurer

Mr A. Beddis

Mr J. Meechan

Mr E. Symm

Mr R. Palmer

Mr J. Thompson (nominated trustee from Parish Council)

Mrs L Kirsopp

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 and 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.

NOTE – the transfer to reserves policy has not been implemented this year due to the much reduced income

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 Annual Report above.

Signed on behalf of the Charity's Trustees

CHAIRMAN

TREASURER

Statement of Assets & Liabilities at 30th September 2019

Balances at the Bank

The following balances were held

	19/20	18/19
Current account	£ 6,286	£3524
Deposit account	£27,823	£29,782
Total Cash Funds	£34,109	£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 completed a licensing agreement with the owners of the neighbouring East House to allow a small section of land to be cleared which allows access to the rear of East House and alleviates a damp problem. The trust receives a nominal £50 per annum for this license.

The trust has a policy of continual improvement for the hall and has used the opportunity of the Covid shutdown to touch up the decorating, deep clean and carry out some significant landscaping in the grounds. With respect to the latter the executive would not wish to waste this effort and feels the ongoing maintenance is no longer within the scope of volunteers and sought quotations for a groundsman.

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. None have been received in the past year.

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 2019 –2020

	2019/20	2018/19
INCOME		
Hire	6,667.19	£15,017.98
Interest	30.86	£61.39
Grant from NCC	£10,000.00	£0.00
TOTAL INCOME	16,698.05	£16,079.37
TOTAL EXPENSES	16,104.50	£18,796.22
NET SURPLUS/(DEFICIT)	593.55	(£3,716.85)

EXPENSES ANALYSIS

CATEGORY	2019/20	2018/19
Booking Manager	2160.00	£2160.00
Secretary	1680.00	£1592.00
Broadband	239.40	£239.40
Cleaning	1570.40	£996.00
Insurance	654.24	£634.45
Oil	978.83	£871.29
Electric	719.02	£1086.14
Water Rates	94.63	£135.44
Council Rates	0	£105.84
Equipment	1414.04	£2110.52
Kitchen	1000.00	£7724
Licensing	402.40	£777.56
Other		£998.13
Social committee	£0.00	-£377.00
Garden Wall	2400.00	
Maintenance	2093.99	
Training	144.95	
Covid related expenses	552.60	
Total Expenditure	16,104.50	£18,796.22