

CATTERALL VILLAGE HALL

REGISTRATION NUMBER 1007196

TRUSTEES' ANNUAL REPORT 1 OCTOBER 2023 TO 30 SEPTEMBER 2024

Objectives, Activities and Achievements

Catterall Village Hall is a small charity responsible for managing and maintaining the village hall for the use of Catterall residents with the object of improving the conditions of life for those residents. The Village Hall and the neighbouring QEII Playing Field owned by Catterall Parish Council, are the only community facilities in the village which has grown significantly in recent years with an influx of new housing.

It is run by a small number of volunteers who are Trustees of the Charity and form the Committee.

In all we do we keep in mind the Charity Commission's guidance on public benefit. We aim to ensure that Catterall Village Hall provides a safe and cost effective place for community, social, recreational and educational activities.

The range of regular activities in this reporting year has included belly dancing, pilates, Catterall Brownies and Catterall Rainbows, modern dance (adults), Coffee Stop, children's dance, baby rhythm time, keep fit, Warm Space, Little Voices (children's acting and singing), Counselling and Reiki, a monthly pop-up charity shop, Alcoholics Anonymous, Catterall Parish Council, 2 choirs, Christian Fellowship group and a twice weekly post office (until December 2023). It has also hosted private events such as children's parties and been used as a polling station for 2 elections.

No groups have priority or exclusive access (other than the parish council which has a small office in the village hall which is not available to hire by anyone else).

The Committee continues to manage the hall in as cost effective way as possible. We have completed a programme of installing light sensors so that lights are not left on unnecessarily and have changed our waste disposal contract to one that is more cost effective. The online booking facility saves time for both committee members and hirers and its link to our accounting software means that invoices are generated automatically and reminders sent out regularly until payment is made.

The Committee take health and safety seriously and ensure that all necessary inspections and testing are carried out on a timely basis. There is a risk assessment for the hall and car park and this is reviewed on a quarterly basis. All inspection and testing certificates are published on the website. An asbestos survey was carried out and this confirmed that there is no asbestos in the hall.

An ongoing issue is youths climbing on to the roof and damaging roof tiles. This has caused several leaks and the committee has had to use valuable reserves to pay for roof repairs. A grant of £250 was received from local housebuilder Anwyl to help with subsequent decorating costs.

We continue to invest in the facilities available for the benefit of users. Last year the Committee were awarded a Lancashire Environmental Fund grant of £18,500 for the refurbishment of the washrooms. The work was completed in late summer and the hall now has modern washrooms which have attracted many favourable comments.

The Committee has, at long last, managed to gain full use of the solar panels and now has a contract with Scottish Power who buy surplus solar energy generated.

Despite every effort to contain running costs the Committee had to take the decision to make a small increase to hire rates to keep pace with inflation.

Additional information

The Committee is grateful to Wyre Accountancy Services who independently verified the 2022/23 accounts free of charge.

Financial Review

Review of the charity's financial position at the end of the period	At the end of the financial year (30 September 2024) the closing balance was £24,672 (unverified)
Statement explaining the policy for holding reserves stating why they are held	The committee's policy is to hold reserves of a minimum of £15,000 to ensure sufficient funds to deal with emergency or urgent needs
Amount of reserves held	£15,000
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	None
Explanation of any uncertainties about the charity continuing as a going concern	None

Structure, Governance and Management

Description of charity's trusts:

Type of governing document	Lease and Trust Deed signed 29.11.91 Schedule 1 updated and signed 17.11.21
How is the charity constituted?	Charitable Trust
Trustee selection methods	Trustees are appointed or reappointed at the Annual General Meeting in November

Reference and Administrative details

Charity Name	Catterall Village Hall
Other Name the Charity Uses	None
Registered Charity Number	1007196
Charity's Principal Address	Catterall Village Hall, Garstang Road, Catterall PR3 1XN

Charity Trustees

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Simon Kirkman	Chair		
Jan Finch	Secretary		
Amy Holland	Booking Secretary		Catterall Brownies
Carl Boardman			
Chris Eccles		28.11.23 to 30.9.24	
Debbie Clift	Treasurer	1.10.23 to 30.4.24	Catterall Rainbows
Kev O'Hanlon	Treasurer	30.4.24 to 30.9.24	
Joan Mackenzie		1.10.23 to 10.6.24	Catterall Parish Council
Julie Bostock		18.6.24 to 30.9.24	Catterall Parish Council

Declarations

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

Signed on behalf of the charity's trustees

Signature	
Full Name	
Position	
Date	