

Village Hall Management Committee – update to the PC

20th May 2020

This report continues our commitment to update the PC ahead of each of its meetings. We are making good progress in a number of areas and we are pressing on with things that must be done at some time, but which it makes sense to get on with now to avoid too much requiring to be done later. These include making progress on a conversion to a Charitable Incorporated Organisation (CIO), getting the existing hall land registered, undertaking a survey on the new site and seeking quotes to get electricity laid for the new site.

A LEGAL

Charitable Incorporated Organisation

Paul Whittingham has undertaken a lot of work on this and has produced a draft constitution. Once it is in a form that the CIO working party can recommend to the rest of the trustees, we will do so and ask the trustees to comment and then seek the approval of the groups they represent (including the PC).

I would like to point out that Paul is doing all this work for us for free and Paul is therefore saving us a lot of money by doing this in his own time and I would like to formally acknowledge that.

Registering the existing hall land

The sale of the existing hall site is critical to our financing of the new build. The site is currently not registered with the Land Registry because it was last “sold” in 1962 before compulsory land registration. Getting the registration done well ahead of any sale is wise as there might be a few wrinkles that need ironing out and this could take time.

B NATIONAL LOTTERY

National Lottery T&Cs

Following the approval by the trustees of the Terms & Conditions of the National Lottery grant we have duly signed the forms and sent them off to the National Lottery.

Site Survey

One of the pre-conditions of the National Lottery grant is that we undertake a topographical survey of the land on which we intend to build. This is an action that Castons had already assumed would take place and as there is no time limit to the validity of the survey and it is a requirement of the National Lottery, we will get on and get the survey undertaken.

Three phase electricity installation

As part of the work to ensure we progress on matters which will be required and which we can be getting on with, we have agreed that we should get Castons to seek a number of quotes to get three phase power installed on the site.

C FINANCIAL

VAT Clearance

We have had formal clearance from HMRC that our new build costs are zero rated for VAT. This is as we expected, but the formal clearance makes the issue a non-point and removes any risk of us being sent a bill by HMRC for 20% on the construction costs.

Charity Fundraising Ltd

Graham Parker's company has completed their agreed exercise and they have created a 10 page letter from the 70+ pages of the National Lottery application. This shorter letter has been used (with individual personalisations) to apply to 19 grant giving entities with a total request of £87,000. The individual requests range from £1,000 up to £25,000 with the average being around £5,000.

Grant due to Covid 19

We have successfully made an application to East Suffolk for a £10,000 grant which is available to entities which have been closed due to the virus. The money is in our account already and will allow us to pay the usual bills to keep the current hall ticking over. This relieves the pressure for the time being on the diminishing resources we had (unrestricted funds) to pay for the ongoing operation of the existing hall.

Gift Aid

We have made our first application to HMRC for Gift Aid totalling just over £12,500, based on donations of just over £50,000 which we have received.

Business Plan

The Business Plan Working Party are making good progress on the business plan. They are beginning to draft some management accounts for the first year of operation of the new hall.

Virtual Cake Stall

Heather has done a magnificent job of making £720 over 3 weeks from her virtual cake stall – well done Heather! This will be match-funded to £1,440.

Bryan Laxton