

Collessie Victory Hall

Scottish Charity No: SC047973

Annual Report and Accounts

For the Year Ended

31 March 2022

Treasurer

Anne Walker
Willow Tree Cottage, Collessie, Fife KY15 7RQ
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Independent Examiner

Iain R. Dryburgh CA
Parknowe, Collessie, Fife KY15 7RQ

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Trustees' Annual ReportYear ended 31 March 2022

The charity trustees present their report together with the financial statements and the Independent Examiner's report for the year ended 31 March 2022.

Reference and administration details

The registered name of the charity is Collessie Victory Hall

Scottish Charity Number SC047973

The charity's address is: Willow Tree Cottage, Collessie Brae, Collessie, By Cupar, Fife KY15 7RQ

The charity trustees are (or were during the period of this report):

John McColl	Chair
Anne Walker	Treasurer
Victor Leitch	Secretary
Ann Leitch	
Linda McColl	
Kevin Smith	

The AGM was not held in May 2021. Five people who were elected to the committee at the AGM on 30 May 2019 and one other (Kevin Smith) who was co-opted in 2020 agreed to remain. All of these are listed as charity trustees.

Structure, governance and management

Collessie Victory Hall is a trust and unincorporated association governed by its Trust Deed and Constitution. It was opened in 1924 and handed over to the residents of Collessie by the Earl of Leven and Melville in a Disposition of 1933. The original constitution was adopted by the trustees at a General Meeting held on 09 March 1933. In November 1957 the Hall Trustees, inhabitants of the Parish of Collessie resolved to consolidate all the rules for the management of the Hall and the regulation of their business. This is the Deed of Trust made on 25 November 1957. The then Trustees reviewed and updated these documents in 2010 and an amended constitution was adopted at the Annual General Meeting on 20 May 2010.

The Hall is run on behalf of the community by a committee whose members are the charity trustees. Committee members are normally elected annually by members of the community who attend the AGM in May. All committee members normally retire annually at the AGM but are eligible for re-election. Vacancies may be filled by co-option if necessary.

Objectives and activities

Section 2 ("Objects") of the Constitution of Collessie Victory Hall states:

"The objects of the Hall trustees shall be to promote the benefit of the inhabitants of Collessie and its environs (...) to advance education and to provide facilities, or assist in the provision of facilities, in the interests of social welfare for recreation and other leisure-time occupation so that the conditions of their lives may be improved. This shall all be done in accordance with Equal Opportunities legislation. The Hall must be devoted to charitable purpose, which shall mean a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005."

Trustees' Annual Report

Year ended 31 March 2022

The committee fulfils the purposes of the Constitution by:

1. Providing and maintaining a resource for the community, to be used at will.
2. Organising events which are socially integrative and conducive to the welfare of the community.
3. Being a focal point for village residents to meet and socialise on a regular basis.

In normal circumstances, the Hall is available for booking every day of the week and is used for a variety of purposes. These include village gatherings; coffee mornings; yoga, ceilidh dancing, dog training and soft furnishing classes; public meetings and occasional social and/or fundraising events. The Hall is also used as a polling place for local and national elections. The Hall became registered as a Scottish charity on 05 December 2017.

Achievements and Performance

The Hall was closed due to the Scottish Government COVID-19 restrictions on 23 March 2020, remaining closed until it was used as a Polling Place on 06 May 2021. Although the Hall has been available for booking since then, varying COVID rates and Government guidance have significantly limited bookings. The Hall committee organised an outdoor village barbecue on 18 August 2021, however the usual Christmas Gathering and other fundraising events were cancelled. Yoga classes resumed in June 2021 and have continued, although with numerous cancellations. The Hall has been used for two small family events over the year, and ceilidh dancing classes returned in March 2022. The Hall was used for a Community meeting on 25 March 2022.

The Hall committee has liaised with the organisers of the Heids and Herts Scotland project (Scottish Charitable Incorporated Organisation SC051039). This project aims to reduce rural social isolation within Howe of Fife communities through a creative community-building programme culminating in an Arts Festival. We hope that workshops and events relating to this project will begin in the Hall in 2022.

The property has been maintained in good order and safe for public use. We liaised with our insurers during the closure and conducted regular inspections of the building and repairs as necessary. In particular, a major leak in the water main serving the Hall was repaired in April 2021. The heating boiler and fire safety equipment were serviced.

We have maintained the car park as well as the building, keeping it clear of weeds and ivy, for use by visitors to the village. A voluntary donations box for car parking was introduced in March 2021.

Although we could not organise events, the Hall was lit up at Halloween and Christmas and members of the community planted and maintained flower tubs during the Summer.

Trustees' Annual Report

Year ended 31 March 2022

Financial review

With total income of £1809 (2021: £10773) and total expenditure of £2163 (2021: £1809) the charity recorded a deficit for the year of £354 (2021: a surplus of £8964).

The main source of income was a legacy of £500 (2021: £0) along with donations of £405 (2021: £300). Hall Letting income of £704 (2021: £285) was largely due to a payment of £370 for use as a Polling Station on 06 May 2021. A small source of income was a Wayleave payment from SP (£22), who relocated an electricity pole in the Hall car park in March 2020. This is included as letting income. Expenditure on utilities and cleaning was £384 and £30 respectively (2021: £556 and £71). The Music Licence for the coming year was paid in March 2022 (2022: £132, 2021: £0). PPL PRS Ltd refunded a small overpayment from the closure (£12), this is shown as income. The main source of expenditure was insurance (2022: £709, 2021: £688). Repairs and maintenance include the cost of roof repairs undertaken in 2021 but not invoiced until the current year (2022: £420, 2021:£243). Sundry expenditure included the cost of barbecue items and outdoor Christmas lights (2022: £248, 2021: £44).

The defibrillator battery was replaced as scheduled in April 2021 (£88). This expenditure was taken from the restricted defibrillator fund.

At 31 March 2022 the Hall held a general unrestricted reserve of £16481 (2021: £16747). This reserve is held to cover running costs in the event of further unforeseen loss of income or major repairs.


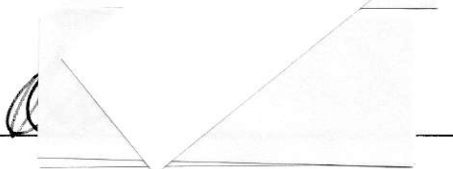
Donated facilities and services

The charity received financial donations of £405.

Members of the community donated their time and effort to plant and maintain tubs in the Hall car park.

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

Signed on behalf of the charity's trustees

Signature	Name	Date
	John McColl Chair	17 May 2022
	Anne Walker Treasurer	17/5/22

Independent Examiner's Report

Year ended 31 March 2022

I report on the financial statements of the Collessie Victory Hall for the year ended 31 March 2022 which are set out on pages 7 to 8.

Responsibilities and basis of report

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Date: 11th May 2022

Name: Iain R. Dryburgh

Professional qualifications: Chartered Accountant

Address: Parknowe, Collessie, By Cupar, Fife KY15 7RQ

Statement of Receipts and Payments

Year ended 31 March 2022

	2022 Unrestricted funds	2022 Restricted funds	2022 Total	2021 Unrestricted funds	2021 Restricted funds	2021 Total
	£	£	£	£	£	£
Receipts						
Donations	405	-	405	300	-	300
Legacies	500	-	500	-	-	-
Grants	188	-	188	10188	-	10188
Fundraising	0	-	0	0	-	0
Hall lets	704	-	704	285	-	285
PPL Licence Refund	12	-	12	0	-	0
<i>Sub-total</i>	<i>1809</i>	<i>-</i>	<i>1809</i>	<i>10773</i>	<i>-</i>	<i>10773</i>
Proceeds from sales of assets or investments	-	-	-	-	-	-
Total receipts	1809	-	1809	10773	-	10773
Payments						
Fundraising expenses	-	-	-	-	-	-
<i>Payments for charitable activities</i>						
Utilities: Electricity + heating oil	384	-	384	556	-	556
Water & waste	-	-	-	-	-	-
Insurance	709	-	709	688	-	688
Licences	132	-	132	-	-	-
Cleaning	30	-	30	71	-	71
Repairs & maintenance	420	88	508	243	-	243
Fire precautions, health & safety	152	-	152	207	-	207
Hall equipment	-	-	-	-	-	-
Sundries	248	-	248	44	-	95
<i>Sub-total</i>	<i>2075</i>	<i>88</i>	<i>2163</i>	<i>1809</i>	<i>-</i>	<i>1809</i>
Purchase of fixed assets or investments	-	-	-	-	-	-
Total payments	2075	88	2163	1809	-	1809
(Deficit)/ surplus	(266)	(88)	(354)	8964	-	8964

Statement of Balances

Year ended 31 March 2022

Cash funds

	Unrestricted funds	Restricted funds	2022 Total	2021 Total
	£	£	£	£
Cash and bank balance at start of year	16747	343	17090	8126
(Deficit)/ surplus shown on receipts and payments account	(266)	(88)	(354)	8964
Cash at bank and in hand at end of year	16481	255	16736	17090

Bank & Cash Balances

	2022 Total	2021 Total
	£	£
Bank current account	16567	17080
Cash in hand	169	10
Total	16736	17090

Investments or other assets

Second-hand Heartsine 500P Defibrillator and External Heated/ Alarmed Cabinet purchase price £800 on 03 April 2018, for public use.

Liabilities and contingent liabilities

None

Signed by one or two trustees on behalf of all the trustees

Signature**Name****Date**

John McColl
Chair17 May 2022Anne Walker
Treasurer17/5/22

Notes to the Financial Statements

Year ended 31 March 2022

1. Basis of Preparation

These accounts have been prepared on a Receipts and Payments basis in accordance with the:

- The Charities & Trustee Investment Act (Scotland) 2005, and
- Charities Accounts (Scotland) regulations 2006 as amended in 2010.

2. Trustee Remuneration and Expenses

No trustees or connected persons received any remuneration during the year (2021: nil).

Expenses totalling £160 were reimbursed to two trustees. These were £103 for outdoor Christmas lights; £29 for weedkiller and £28 for a rounders set for the Summer picnic/barbecue.

3. Restricted Funds

The residents of the village decided to raise funds for a defibrillator following a public meeting in February 2016. The Hall committee agreed that the defibrillator could be located at the hall and that the hall bank account could be used as a repository for the funds raised. All monies donated towards the defibrillator fund are restricted for the purpose of purchase, installation and maintenance of the defibrillator. Fundraising was completed in 2017-18 and funds were used to purchase and install a second-hand defibrillator in 2018. This left a balance of £343 in the defibrillator fund which will be used to pay for future maintenance costs (e.g., servicing and replacement of the battery) . Once these funds are exhausted this function will revert to the hall unrestricted funds. The battery was replaced in April 2021 at a cost of £88 leaving a balance of £255 in the restricted fund.