

Trustees' Annual Report for the year 1st September 2021 – 27th July 2022

Fontmell Magna Village Hall (301129)

Funding

As at the end of the financial year 1st May 2021 – 30th April 2022, the charity had funds totalling £38,923.80 a decrease over the previous year of £10,124.21.

It is the strategy of the Committee, as Trustees, to manage the revenue budget on a self-financing basis. The financial contributions made by users of the hall did not cover the running costs this year which is why the additional LRSG restart and omicron grants were essential to cover the shortfall. Village Hall income, ignoring tennis court fees and any grants or donations, was just £6,527.50 and although an increase of £5,181.50 on last year still did not meet running costs. Our policy of running additional fundraising events will continue during 2022/23 to ensure that the hall is well funded.

The cost of running the Hall was £26,977.59 (an increase of £10,921.66) due to the decision to spend surplus funds and go ahead with the installation of a new fire detection alarm system, new fire doors, electrical work and the purchase of 80 comfortable chairs.

The PV panels generated £891.41 a slight reduction on last year.

Current Funds at 25/7/2022

Cash & Investment Funds	£36,905.80	
		Restricted Funds
Community Fund		£291.12
Lunch Club		£293.17
Fontmell Friendship Garden		£3,244.98
Tennis Court		£3,621.66
Play Area		<u>£9,091.68</u>
		£16,542.61
Less restricted Funds	£16,542.61	
Available Funds	£20,363.19	
		Excess Funds
Reserve 18 months	£18,000.00	£2,363.19
Reserve 24 months	£24,000.00	-£3,636.81
Grants received 2020/21	£17,431.00	
Grants received 2021/22	<u>£2,667.00</u>	
	£20,098.00	

As shown in the table above, the current Available Funds stand at £20,098.00. In general, we hold a 24-month reserve fund for expenditure on the hall in relation to building maintenance or urgent furniture or equipment replacement.

The Restricted Fund monies total £16,542.61. The Community Fund is held by the Village Hall following the winding up of the Fete Committee and is earmarked for a Village Event for the benefit of the Community in 2022. Monies from this fund were used towards the Platinum Jubilee celebrations in June 2022 and the remainder of £291.12 remains available for any future community event. The funds held for the Tennis Court and Play Area will enable planned maintenance and purchase of new equipment to continue this year. The Community Lunch Club Fund has funds to enable it to continue this Autumn. The Friendship Garden fund stands at £3,244.98 putting it in a good financial position going into next year.

Dick Stainer, Treasurer

2021/22 achievements and updates

Village Hall

There were two Trustee changes this year with Gerry Bone stepping down as the Bowls Club representative, he was replaced by his son, Derek. Stephanie Bird stepped down as the user representative for the Garden Club. She was replaced by Caroline Rucker.

The extremely popular National Play Day – Picnic in the Park in August '21 attracted over 70 parents and children, who all enjoyed the posy making, friendship bracelets, craft stalls, tennis, table tennis, pottery etc. Many brought their own picnic, but Susannah de Ferry Foster and her team of caterers put on the most amazing array of food proving to be more popular than the home-made picnics!

The Pop-Up Café was very popular and this year ran from late April to the beginning of September. The Platinum Jubilee themed flowerbeds have been a great draw. The money collected last summer has gone into buying seeds for this year. We were particularly grateful for the support from the parents of Fontmell Under 5's and St Andrew's School who have supported the café buying tea and cakes after school on a Wednesday. All proceeds from the café this year will enable more cut flower beds and other garden projects next year.

We were fortunate to apply and be awarded a community grant aimed specifically at getting our communities together again after all the lockdowns. With this grant we were able to provide for the village 5 Community Lunches and a Christmas Tea Party. I believe we catered for more than 280 guests over the winter. Our last lunch was particularly special as student volunteers from Clayesmore School cooked and served the lunch, the sticky toffee pudding was especially popular with no portions left! Our lunches have proved to be very very popular, so we are planning to run a version of these again this winter but with a small donation from participants to the cover cost of ingredients.

Regrettably much of the play equipment in the under 12's play area failed its annual inspection in November 2021 and, due to the severity of the rot at the base of the slide, climbing frame and swings the only option was to remove them. We have contacted several playground suppliers and aim to have a new playground in place by winter 2022/23.

We have been extremely lucky to have had some remarkably interesting events and workshops that again have proved popular from the talk by Laura Scott-Walby on the Kenyan Flower journey, Sue Morgan instigating willow weaving and jewellery repair workshops, pottery painting sessions and a second Early Christmas Market. All the events help to contribute to the running costs of the hall which is vital income to help subsidise the hall hire charges for regular users.

We have been working hard at the village hall to try and reduce our use of electricity and to that end we have cleaned the solar panels, installed new LED up lighting inside and a solar powered car park light. A second one will be installed later this year at the far end of the car park.

We spent some of our surplus funds on new comfy chairs for the hall. These were well received by the audience attending the Fontmell Film Nights.

We have undertaken a major revamp of the Health & Safety policy at the hall and upgraded the fire detectors and alarm system. New fire doors have been installed in the kitchen and to the Electrical cupboard. Further refurbishments are planned. We now have a Premises Licence which includes the sale of alcohol (on and off sales) in the Hall and grounds and hope to make use of this by hosting more social events at the hall.

Rosie-Anne Yates, Chairman



National Play Day
August 2021



Early Christmas Market

October 2021



Christmas Tea Party
December 2021



Fontmell Friendship Garden

The Fontmell Friendship Garden formally opened in a lovely community event on June 26th 2021, just seven months after the original idea was discussed with the Blackmore Vale Surgery.

As a result of a fantastic community effort plus support from sponsors and local businesses, the project was able to launch very successfully. We were blessed with healthy and vigorous blooms all summer which we could all enjoy.

The garden has brought people together in so many ways and there are so very many highlights over the year from July 2021 to July 2022. None of these events would have been possible without the incredible support of volunteers who help in so many ways – growing seeds, donating plants, watering and weeding, maintaining, cooking cakes, serving teas, making posies, making crafts etc etc. A big thank you to each and every person who has contributed so generously and who are a testimony to the name of the garden – “Friendship”.

In August we welcomed families to the village hall and garden to enjoy picnics, outdoor games, posy making from the garden, craft making and fantastic refreshments as part of National Play Day.



Clayesmore Volunteers – Gardening, Crown Making and helping with the Pop-up Cafe

In September 2021, a link was established with the year 12 students from Clayesmore as part of their voluntary programme. Four young men plus their teacher have spent an hour a week during term time in the garden, helping with maintenance. They have also spent time at Springhead and with George Darwall. This link will continue again from September 2022 with four new year 12 students for the academic year.

We also linked with St Andrew’s School in October 2021 on Hello Yellow Day, to raise awareness of mental health and wellbeing in young people. Each child from the school planted a daffodil around the village hall, completed some crafts set up by the tearoom crafters and enjoyed yellow food supplied by Waitrose. We enjoyed the daffodils in March and April 2022. This will continue in 2022/23.



Hello Yellow Day October 2021

Between October 2021 and March 2022 there were monthly Community Lunches and a Christmas Party. Wreaths and Christmas table decorations were sold at our Christmas tea party and the funds raised enabled us to partner the Friendship Garden with an allotment scheme in Kenya as part of the “Send a Cow” charity. We have sponsored a family to grow and tend an allotment and allow them to sell their produce to fund education for their families. During these darker months, seeds were being sown and grown by volunteers for this year’s garden.

Weekly pop-up cafés started in April. The café meets every Wednesday until September 7th from 2-4 pm in the village hall with funds raised by selling cake and tea going towards the Friendship Garden.

During April and May 2022, the Fontmell under fives and St Andrew's school children planted up their beds in the Friendship Garden. The children from St Andrew's school grew their own sunflowers which are in their own bed in the garden. Yewstock School visited the garden twice to support their students who have complex learning needs.

In June 2022 Councillor Val Potheary visited the garden and was very impressed! The garden was assessed for the RHS "In your neighbourhood" award which sits under the umbrella of Communities in Bloom. The formal results will be announced at the end of August. The assessor was very complimentary, so we are hopeful of a very positive outcome.



Visit by Cllr Val Potheary, June 2022

Clayesmore prep school year five also visited us as part of their mindful and wellbeing week. The children planted geraniums, installed puzzles in the garden beds and helped us prepare for our Platinum Jubilee Day. Clayesmore senior school year tens spent a whole morning volunteering in the garden, picking up litter, tidying and weeding.

We had a fabulous village day for the Platinum Jubilee which ended with tea at the village hall and an opportunity to visit the garden. Each bed represented a club, with some incredibly creative planting schemes. Thank you very much for the garden club, the art club, the Moviola group, the bowls club and the archive society for the fantastic planting. It has been lovely to see the Queen's reign celebrated in such a creative way.



This July we were delighted to welcome the Happy Gatherings Club to our pop-up café for their club outing. We hope to see them again in the future.



Happy Gatherings Club visit June 2022

Plans For Next Year

The Fontmell Friendship Garden sub-committee have met to discuss ideas for next year and agreed on the theme of a rainbow, which will be interpreted around the garden in so many ways. It has a direct link with St Andrew's School who are very keen to participate in everything we do.

The following linkups for 2022/23 are confirmed:

- St Andrew's School - Hello Yellow Day in October, sunflower planting and their own sensory bed.
- Clayesmore Prep School – planning to visit potentially on Saturday mornings on certain dates to help in the garden and to take ownership of a bed for edible flowers and herbs. They will also be involved with Hello Yellow
- Fontmell Under Fives – will continue with their three troughs.
- Clayesmore Senior School will continue their weekly involvement in the garden on Friday mornings and hoping to continue to support the pop-up cafés on Wednesday afternoons in the summer term.
- Yewstock School – planning to visit on dates convenient to them.
- Springhead – discussions underway with the two educational leads to work on similar themes, involving recycling and renewal.
- Village Club involvement – several clubs have agreed to keep a bed for themselves and to design a planting plan around the theme of a rainbow. We will have one or two surplus beds which will become cut flower beds again for villagers to cut and enjoy.
- Social prescribing team at Blackmore Vale Surgery – we now have a very proactive contact in Mrs Jackie Monkton who is very keen to utilise the garden and is actively promoting our activities.

Funding

We are in a very healthy position with another cheque recently kindly donated to us by Waitrose, who adopted us as their project for 2022 in the Spring season. Rosie Anne Yates has also very kindly secured annual sponsorship of the garden by a local estate agent.

It has been a busy and very fulfilling year, with so much achieved due to the efforts of so many people. We can be extremely proud of this community initiative in our village.

Sian Highnam, Sub-Committee Chair – Fontmell Friendship Garden and Bookings Manager

Governance

Fontmell Magna Village Hall is a charity, originally called the 'Fontmell Magna Village Hall and Playing Field Charity', regulated under a Scheme approved by the Charity Commissioners dated 25th June 1987. Under the Scheme, the charity is administered and managed by the Management Committee as charity trustees in accordance with the terms of the Scheme.

Following the completion of the new Village Hall in 1997, the Charity Commissioners approved an Amending Scheme dated 23rd March 1998. This Amending Scheme clarified the name of the charity as 'Fontmell Magna Village Hall (301129)' and allowed the trustees to set its own 'Rules of Procedure' (as long as these did not conflict with the Scheme). Soon after the trustees agreed such Rules of Procedure. Revised Rules of Procedure were agreed in November 2011.

The land on which the Village Hall stands, as well as most of the grassed area and most of the tennis court is leased (under a Lease dated 25th April 2005) by the Parish Council to the trustees for 99 years from 31st December 2003 in return for an annual rent of £1 (if demanded). The rest of the land, including the car park, overflow car park and under 12's Play Area, is owned by the Trustees and vested under the Scheme in the Official Custodian for Charities.

Objectives of the Charity

As stated in the 1987 Scheme, the objectives of the charity are:

"The provision and maintenance of a village hall, recreation ground and facilities ancillary thereto for the use of the inhabitants of the Parish of Fontmell Magna and its immediate vicinity without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of

recreation and leisure-time occupation, with the object of improving the conditions of the life of the said inhabitants”.

Principal activities in pursuit of objectives

The hall is in use most days of the week for a variety of activities including Archive Society, Art Group, Carpet Bowls, Fontmell Magna & District Society, Garden Club, Moviola, Pilates, Tae Kwon-Do, Yoga and Zumba. It is also used as a Polling Station. The hall is available for hire for private functions including parties, wedding receptions, village social functions and occasional fund-raising events. One of the storerooms houses the village archives, and the Archive Society holds an Exhibition in the hall every two years.

Appointment of Trustees

The Committee consists of 12 trustees. Five trustees are elected and serve for a maximum of three years (although they may be nominated for re-election). Elections take place at the Annual General Meeting held in July. In addition, there are seven representative members - one representative member is appointed annually by each of the seven organisations that the Committee decide are regular and frequent user groups. The Trustees form the Management Committee of the Village Hall which has the power to co-opt up to three further Trustees on an annual basis. A President may also be appointed each year but is not part of the Committee and is not a Trustee.

Names of Trustees

Elected Trustees	Representative Trustees
Chairman – Rosie-Anne Yates (25/7/18)	Archive Society - Roger Hillman (23/7/14)
Vice Chairman – Vacancy	Art Group – Peter Mole (2/9/20)
Secretary – Lisa Le Druillenec (25/7/18)	Carpet Bowls – Derek Bone (28/7/21)
Treasurer - Dick Stainer (1/5/14)	Fontmell Society – Michael Hobbs (23/7/14)
Bookings Manager – Sian Highnam (25/9/19)	Garden Club – Caroline Rucker (2/3/22)
	Moviola – Alison Main (3/7/13)/Libby Gendall
President – Vacancy	Tennis Court – Louise Murchie (31/10/18)

The Trustees held 6 committee meetings: on 1st September 2021 (7 trustees), 1st December 2021 (6 trustees), 5th January 2022 (8 trustees), 2nd March 2022 (9 trustees) 4th May 2022 (10 trustees) and 6th July 2022 (8 trustees). The 2022 AGM was held on 27th July 2022

The role of Bookings Manager is due for re-election in 2022 and Sian Highnam has confirmed that she is willing to be re-elected to this role. The role of Treasurer is due for re-election in 2023 and Dick Stainer has confirmed he will continue in his role as Treasurer until the 2023 AGM. The roles of Chairman and Secretary are not up for re-election until July 2024.

2 vacancies exist:

- Vice Chairman – a Trustee role
- President, a non-Trustee position.

Policies and procedures

The Health & Safety Policy and Risk Assessment was reviewed and updated in May 2021, and there was a RoSPA approved inspection of the Play Area (November 2021) which resulted in the recommendation that the playground equipment was repaired or removed due to severe rot in most of the supporting posts.

Hiring agreement

Use of the village hall is subject to a hiring agreement (updated in June 2014 with Special Conditions of Hire added in July 2020 and revised in July 2021) which must be signed by the hirer when booking. The hiring agreement sets out the conditions of hire and identifies the respective responsibilities of each party to the agreement.

Licences

The hall has a Premises Licence (including alcohol) with Dorset Council. The hall is licensed by PPL PRS Ltd for live and recorded music.

Insurance

The Lease dated 25th April 2005 requires the trustees to cover the full cost of reinstating the hall, including site clearance, professional fees and VAT. The trustees also recognise that they are under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

Accordingly, the village hall is insured with respect to property damage (buildings insurance) and contents by Allied Westminster 'VillageGuard'. The levels of cover are set out in the accounts.

There is also public liability cover of £5,000,000, employers' liability cover of £10,000,000 and trustee indemnity cover of £100,000.

Maintenance checks

- The mains electrical installation is checked every 5 years, it was inspected by Owen Brockway in December 2021 and due for re-testing in December 2026.
- The portable electrical appliances are checked annually. The last inspection was by QJ Hull Electrical Ltd in May 2022.
- The fire alarm and emergency lighting is tested twice a year and the intruder alarm once a year, by Partnership Alarms. The emergency lighting and fire alarm are tested once a month by the Secretary.
- The CCTV is maintained by Secure Alarms, Poole.
- Firefighting appliances are inspected annually by Partnership Alarms.

Providers

Electricity Provider: Good Energy

Caretaker: Pat Guy

Independent Examiner: Roy Foster

Bank: Lloyds plc and Ecology Building Society

Tennis court: First Serve / Louise Murchie

Electrics: QJ Hull Electrical Ltd

Security Alarm & Fire Alarm: Partnership Alarms

Fire Equipment Check: Partnership Alarms

General Maintenance: Perry & Sons, Malcolm Jenkins, Andrew Gordge

Outdoor equipment/fencing: Steve Radley

Septic Tank: Rob Beale

Grass/hedge cutting: Derek Bone

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

Signed on behalf of the charity's trustees:

**Rosie-Anne Yates
Chairman**

