

Fowlis Easter Hall Committee

Annual Report and Accounts

30 April 2021

Scottish Charity No: SC026574

2 Benvie Road
Fowlis
Angus
DD2 5SA

**Trustees' Annual Report for the period
From 1 May 2020 to 30 April 2021**

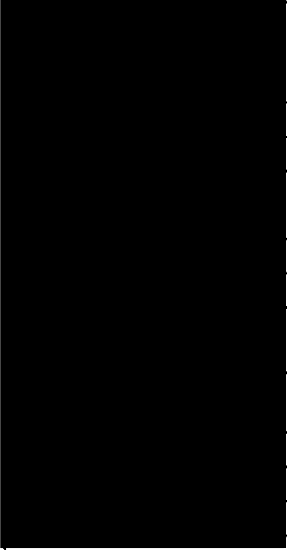
Fowlis Easter Hall Committee

Scottish Charity No: SC026574

Charities Principal Address: The Treasurer, Craigard, 12 Benvie Road, Fowlis, Angus DD2 5SA

Charity Trustees

Names of the Charity Trustees on the date of approval of the Trustees' Annual Report

Trustee Name	Office (if any)	Name of Person or body entitled to appoint trustee (if any)
	Convenor and Secretary	Fowlis and Liff Over 50s
	Vice-Convenor	Co-opted member
		Fowlis Easter Hall Dance Class
	Treasurer and Booking Secretary	Fowlis and Liff Parish Church
		Fowlis and Liff WRI
		Fowlis over 60's Exercise Class
		Fowlis and Liff Toddler Group
		Recreation Group
		Fowlis Fitness
		Fowlis, Liff & Benvie Coffee Morning

Structure, Governance and Management

Fowlis Easter Hall Committee is recognised as a Scottish charity. The trust is administered in accordance with the terms of the Trust Deed. In addition, the Management Committee has appointed, as stated in the Trust Deed, three further Trustees from the community to act as advisers and overseers for the Committee and provide long term stability to the Committee. They are Mr Sandy Inverarity CBE and Dr David Dorward and Mr W A Cant MA, CA, a representative from Angus Council Community attends some meetings and advises on Local Authority issues.

The committee is drawn from representatives nominated by the local user groups and persons co-opted by the Committee. Voting takes place at the Annual General Meeting, in accordance with the Trust Deed the maximum number that can serve is 15.

The office-bearer positions of Convenor, Vice-Convenor, Secretary and Treasurer are elected at the first business meeting following the AGM and the term of office is 3 years, in rotation.

The Hall Committee is a member of the Angus Federation of Village and Community Halls.

Objectives and Activities

The Committee aims to provide a safe, well maintained facility for the local community for meetings, classes, recreation and leisure. The activities of the Hall are reported on our dedicated web-site www.FowlisHall.org.uk and Facebook Page.

Achievements and Performance

We were unable to accommodate the sixteen regular user groups that meet weekly or monthly due to the restrictions of the UK and Scottish Government to fight the COVID –19 pandemics.

Safety

A qualified person carries out portable appliance testing annually for all electrical equipment belonging to the hall and user groups. To comply with the **Fire Safety (Scotland) Act 2005**, fire risk assessment is undertaken annually by the Committee. All members of the Committee have been trained and are familiar with the Fire and Emergency policy and asked to practise fire drill with their own group. A Fire Safety Audit was carried out by the Legislative competent person. Legionella prevention procedures are in place.

The Committee has formed a Sub Group to review and keep up to date a Risk Assessment on the Hall and all areas of the property, the equipment in the Hall and the operation of the Hall. The sub-group meets on a needs basis and reviews procedures twice a year.

Maintenance/ Improvements

The refurbishment of the hall main underfloor heating, the lighting to the hallways, toilets, Meeting rooms and storage areas have been changed to LED lighting on PRI sensors to improve Covid – 19 protection and reduce cost and improve our carbon footprint. Hand sanitiser points and cleaning stations through the building with safety notices.

Financial Review

The economic uncertainty with the UK and Scottish Government Shut Down due to Coronavirus has stopped the Hall use by any of our groups (from Mid-March 2020 on) and this affects our overall turnover and profitability. Overall funds have been kept up thanks to the Scottish Government Grant and a donation from Fowlis Easter Hall Dance Class that allowed us to carry out safety works to meet the requirements for a safe environment for the public to use.

Our outgoings, gas and electrical costs went down as the Hall use was restricted in use in 2020 the heating was shut down to minimum frost protection from October 2020. Consumables costs have increased with extra sanitiser points and cleaning points having been introduced. The hiring of a gardener to maintain the Grounds has continued throughout the year. Following the Hall shut down we carried out a Deep Clean wiping down all surfaces, chairs, tables, worktops, doors and handles with Antibiotic cleaning materials. Maintenance is ongoing and we continue to maintain all aspects of the property to a high standard. We are due to go out to tender on our Electrical supply in the coming year.

This year we report an uplift in funds from last year to (£14746.49) this is due to the Government Grant and the Donation from the Dance Class. We are also aware that we have an ageing Dishwasher and Boiler that will require replacing in the years to come.

Our future will depend on the actions of the UK and Scottish Governments and any restrictions regarding meetings, social distancing and the time scale that applies to the lifting of these restrictions.

Declaration

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees:

Full Name	[Redacted]
Position	Convenor
Date	8 June 2021

[Redacted Signature]

Full Name	[Redacted]
Position	Treasurer
Date	8 June 2021

[Redacted Signature]

Fowlis Easter Hall SC026574

Independent Examiner's Report to the Trustees of Fowlis Easter Hall

I report on the accounts of the charity for the year ended 30 April 2021 which are set out on pages 5 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) 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.


Basis of independent examiner's statement

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 view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. 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 8 of the 2006 Accounts Regulations have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

 BSc FCCA CTA
18 Braeside
Kirkton Of Auchterhouse
Dundee
DD3 0QQ


8 June 2021

FOWLIS EASTER HALL

Scottish Charity Number SC026574

	Year to 30/4/2021	Year to 30/04/2020
RECEIPTS		
Lets	120.00	7,944.19
Spring Fayre	-	704.60
Grant Funding	25,000.00	-
Donations and Misc	<u>19.99</u>	<u>-</u>
Income from Lets and Fundraising	25,139.99	8,648.79
Donations		
Fowlis Dance Class	3,404.63	2,000.00
Coffee Morning Fowlis Church	-	100.00
Reel Fowlis Dance Group Donation	-	1,000.00
Miscellaneous Donations	<u>201.24</u>	<u>131.80</u>
Sub Total	<u>3,605.87</u>	<u>3,231.80</u>
Total Income & Donations	<u>28,745.86</u>	<u>11,880.59</u>
Total Receipts	28,745.86	11,880.59
PAYMENTS		
Property Maintenance	9,389.78	7,852.44
Heat & Light	2,348.81	1,226.29
Insurance	1,371.21	1,181.07
Consumables	<u>127.33</u>	<u>708.71</u>
Total Property Costs	13,237.13	10,968.51

Running Costs

Cleaning	64.00	1,486.50
Gardening	441.25	526.75
Performing Rights + Public Ent. Licence	256.99	246.96
<u>Total Running Costs</u>	<u>762.24</u>	<u>2,260.21</u>
(Deficit)/Surplus for Year	<u>14,746.49</u>	<u>(1,348.13)</u>

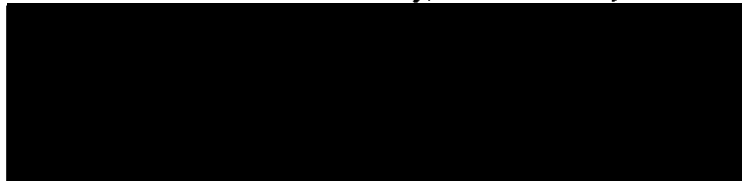
FOWLIS EASTER HALL

Scottish Charity Number SC026574

	Balance Sheet	Balance Sheet
	30 April 2021	30 April 2020
FIXED ASSETS		
Village Hall	375,119.40	375,119.40
Fixtures & Fittings	<u>12,513.35</u>	<u>12,513.35</u>
	387,632.75	387,632.75
CURRENT ASSETS		
Bank - TSB	30,899.08	16,025.59
Defibrillator Reserve	616.26	743.26
CURRENT LIABILITIES		
Accruals	-	-
	<u>419,148.09</u>	<u>404,401.60</u>
FINANCED BY		
ACCUMULATED FUNDS		
Opening Balance	404,401.60	405,749.73
Surplus/(Deficit) for Year	<u>14,746.49</u>	<u>(1,348.13)</u>
	<u>419,148.09</u>	<u>404,401.60</u>

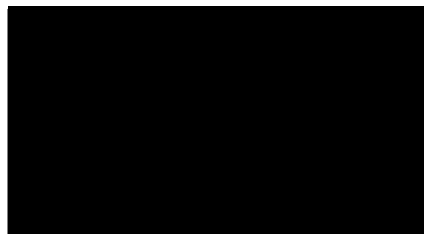
NOTE

There are no known liabilities. The Accumulated Funds for the construction of the hall comprise the requisite contribution from the community, National Lottery Fund and others



8 June 2021

Treasurer
8 June 2021



Fowlis Easter Hall Annual Report 2020 – 21

Scottish Charity No: SC026574

Convenor's Remarks 2020/21

With a continuance of Coronavirus restrictions this has prevented public gatherings since our last AGM report, committee meetings have continued by zoom while attending to statutory and regular maintenance throughout the year.

To comply with the Hall Trust Deed this will be recorded by the distribution of the Annual Accounts, which includes OSCR report for the committee's comment/agreement.

A request for Scottish Government elections to be held within the hall have been arranged, this will be the first public use on 6 May 2021, at this time of writing we are hoping easing of restrictions will allow our AGM to be held within the hall.

The external building fabric and internal contents remain in good repair with a continuance of maintenance. We have installed Wi-Fi system which will enhance our equipment for the benefit of regular hall users.

I am indebted for the support and expert advice from our vice-convenor, Sara Jaconelli, for establishing our new web site and her active role in publicising our activities on our Facebook page which encourage existing and prospective users to hire the hall.

I am greatly indebted to members of our local village community, particularly Des McWilliam, Sara Jaconelli, Iain Bell and Ian Jackson who kept a watchful eye on the raging torrent of water from the burn during the first week in February. Their continual attendance to keep the culvert grid clear prevented flooding adjacent to the hall. Despite the overspill from the deflecting barrier to the north of the carpark the majority of surcharge was directed into the relief ditch by the north barrier. We are so indebted to Sandy Inverarity for allowing it to be formed within his field.

With the realisation of lockdown restrictions since March 2020 it is difficult to estimate how much this will affect our ability to resume normal letting conditions in the long term and throughout the transition period in the short to medium term. We are mindful that even in the short term most of the regular hall user groups will have to review how many of their group intend to return or in fact wish to cancel their regular let. This will of course allow the opportunity for alternative lets and the facilities we have will allow this diversity.

Ian Jackson has been a committee member since 2007 and is stepping down from the duty of booking secretary, which he has held since 2011, also treasurer since 2012. His commitment to the services of the hall cannot be overstated and his management of accounts ensured we are regularly kept updated about our liabilities and assets, his arrangement for organising hall lets will surely benefit those following. Ian has certainly earned retirement from these offices and on your behalf, I thank him most sincerely. I hope he will continue to support the committee.

Rhoda Hodgson has decided to retire from committee, she has been a formal committee member since 1989, however prior to these 32 years she has been a supporting member to me for 16 years before that. During her term in office, she has served as vice convenor, convenor, and secretary for 12 of these 32 years. She is also a past secretary of AFVCH (Angus Federation of Village and Community Halls). Rhoda has been Scottish country dance instructor for the past 22 years following on from Sheena Henderson and has now decided to give up the regular Monday night class. I would not have been able to carry out all the duties I have been challenged with during the past 48 years without her constant support. She is surely due more time to concentrate on the pleasures of receiving rather than giving.

██████████ representative for Recreation Group, is retiring and I thank him most sincerely for his many years of support.

I am also retiring from office this year and I am willing to continue as a committee member for a further year to support the smooth transition of duties to the new convenor. I joined the committee in 1973 and have served as convenor for 26 years out of 48 years' service.

We have an exciting future ahead with an appropriate number of volunteers willing and enthusiastic to take up the challenge of maintaining the building fabric and continuing use of the facilities for the benefit of all.

██████████ Convenor

8 June 2021

Booking Secretary's Report

Hall Use

The Hall closed in March 2020 due to the Scottish Government restrictions with the Coronavirus Pandemic and none of or sixteen regular user groups that meet weekly or monthly were able to use the Hall.

Nominated representative from the user groups on the Hall Committee put in a great deal of hard work ensures that the Hall was made safe for reopening with Risk Assessments, Clearing Routines, Cleaning Points and Hand Sanitising Points.

Regular User Group Lets:

None of our Groups were able to meet during the year.

The Web Site has been rebuilt to meet to-days standards and we have a Facebook Page. Our thanks to ██████████

Other Agencies

We receive support from Angus Federation of Village and Community Halls. The AFVCHs handbook was revised October 2017 and is available to committee members in the hall group files in Dropbox.

Fundraising

No Fundraising was possible in the past year.

Thanks

The Hall Committee is also indebted to ██████████ who carries out a lot of maintenance saving the Hall vital funds.

Our thanks are made to the following for donations received this year: Fowlis Easter Hall Dance Class, The Scottish Government.

██████████
Booking Secretary Fowlis Easter Hall Committee – 8 June 2021