

Ruspidge Memorial Hall Annual Report 2020-21

1. Reference and administrative details of the charity, its trustees and advisers

a. **Charity name**:- Ruspidge Memorial Hall

b. **Charity Registration Number**:- 1050287

c. **Charity Address** (secretary):-
21B Ruspidge Rd , Glos. GL14 3AE

d. **Names of Trustees** on the date that the report was approved

Betty Coleman

Lesley Dunckley

Jenny East

Sally Graham

Nicky Herbert

Marie Johnson

Tony Matthews

John Powell

Jennie Radford

Pam Sheppard

Norman Snell

e. **Names of other people** who served as a trustee in 2020-21

Jackie Beard

2. Structure, governance and management

a. The charity is administered and managed in accordance with the provisions of the conveyance and trust deed, dated 5th December 1921, as varied by the scheme approved by the Charity Commissioners on 7th April 1995.

b. The trustees are the members of the management committee.

c. The management committee consists of a maximum of 6 elected members, 8 representative members and 2 co-opted members.

d. Members hold office from the time that they join the committee until the subsequent AGM.

e. The charity holds its Annual General Meeting in March and elected trustees/committee members are chosen at that meeting.

f. User groups appoint the representative members.

g. The management committee holds monthly meetings

h. The Treasurer prepares year end accounts and these undergo an independent examination i.e. an external review is carried out by an independent person with the requisite ability and practical experience to carry out a competent examination.

3. Financial review

a. No reserves policy is in place.

b. No fund is in deficit

4. Funds held as custodian trustee on behalf of others

Not applicable

5. Public benefit statement

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties. See next section.

6. Objectives and activities

a. THE OBJECTIVES of the charity are "the provision and maintenance of a village hall for the use of the inhabitants of Ruspidge 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 life for the said inhabitants".

b. The charity undertakes the following regular activities which further its charitable purposes for the public benefit:-

- Operates a booking system for the hall.
- Manages rental income from use of the hall.
- Deals with utility companies

- Complies with relevant safety legislation
- Ensures that assets are properly insured
- Ensures that Financial Governance measures are in place
- Maintains the fabric of the building and organises cleaning of the property
- Raises additional funds

c. **FUND RAISING**

The 200 Club continued to be the main fund-raiser for the Hall raising £2367 with prizes of £1200 paid out of this.

Building work in started in April 2020 to make the alterations to the Kitchen and Bar area and this was completed in July 2020. We wish to convey thanks to the Parish Council for their support in making this project possible.

Small tables have been purchased for the upper hall and these were funded by the 200 Club lottery which is generously supported each year by the residents of Ruspidge

A new floor covering was fitted in the lower hall to replace the very worn and hazardous tiles.

A grant of £10,000 was received from Forest of Dean District Council in line with Government aid to small businesses, to help with a shortfall in funding during the pandemic.

d. **REGULAR USER GROUPS**

WEEKLY classes:

These were largely cancelled as in March 2020 Government restrictions came into place to restrict any mixing of groups. There were interludes in the restrictions and the following classes continued when they were legally able to:

- **Shaolin** Kung Fu . A new leader of this group maintained the class whenever possible
- **Yoga**- a new class started in the autumn of 2020 and again , continued whenever restrictions made it possible

All other weekly groups were cancelled from March for the entire year but there are encouraging signs that users will return as soon as is legally possible from April 2021

MONTHLY meetings:

- **Gardening club** held a very few meetings , inventively using Zoom technology at times and with some meetings held outside
- **Book club** met whenever possible but with no meetings from September
- **Craft Group** -met whenever possible and splitting the size of the Group with 2 meetings each month rather than one

Our thanks go to Nicky Herbert who worked hard to liaise with Gloucestershire Adult education to run some new classes in the year and to plan for further events. Some few meetings were eventually held using Zoom classes

e. Hall Maintenance

Peter Ellis and John Powell carried out routine maintenance activities on a voluntary basis. Help for other tasks was provided by Tim Dunckley and Bob Sheppard. We are offer our grateful thanks for their assistance

7. Achievements and performance

The management committee met regularly throughout the year 2019-20 whenever Governement Guidance allowed. There were 4 months (March, April, November and December) when meetings were not possible and e-mail communications were used to impart information and make decisions in order to manage the hall effectively.

Signature of Trustee and Date

.....