

Hepworth Community Association
(Registered Charity: 1023644)

Trustees' Report for the year to 30th November 2020

Address

The Village Hall, Towngate, Hepworth, Holmfirth, West Yorkshire, HD9 1TE

Trustees

(a) To March 2020

Kevin Dessoy (Chair of Trustees; Elected Trustee), Nigel Peters (Elected Trustee), Mick Kirkby-Geddes (Elected Trustee), Sarah Brackenbury (Elected Trustee), Carolynn Williams (Elected Trustee), Alan Brook (Co-opted Trustee), Richard Southam (Co-opted Trustee).

(b) From March 2020

Kevin Dessoy (Chair of Trustees; Elected Trustee), Nigel Peters (Elected Trustee), Mick Kirkby-Geddes (Elected Trustee), Sarah Brackenbury (Elected Trustee), Carolynn Williams (Elected Trustee), Alan Brook (Co-opted Trustee), Richard Southam (Co-opted Trustee).

Charity Structure

The charity was registered with the Charity Commission in 1992. In 2013, a revised constitution was drawn up and was lodged with the Commission. The charity is now run in conformity with this 2013 constitution which specifies that Hepworth Community Association (= HCA) should have between 3 and 12 Trustees, all of whom must be members or authorised representatives. Of these, up to 12 may be Elected Trustees, a quarter of whom must retire at each AGM, those longest in office retiring first. Up to 3 Co-opted Trustees may be appointed by resolution of the Trustees, to hold office until the next AGM. The Association currently (at 30th November 2020) has 5 Elected Trustees, 1 of whom retires, by rotation, at each AGM, and 2 Co-opted Trustees. All Trustees are required to sign a Trustee Declaration Form confirming both their eligibility and suitability for office in relation to the criteria set out by the Commission in its publications. Prospective new Trustees are given advance notice of this requirement. Checks are made on all Trustees using the Insolvency Register. The Trustees meet several times a year, and minutes of their meetings (abridged if confidential matters are involved) are circulated to members of the HCA and then discussed at Monthly Meeting (see below), if appropriate.

Although the Trustees are ultimately responsible for control of the charity and its property and funds, running of the HCA is - by delegation - largely in the hands of its membership at the Monthly Meeting. Anyone may attend the Monthly Meeting, although only signed-up members may vote. Membership of the HCA is open to any individual or organisation interested in supporting its objects. The Association currently has just over 40 members. At the AGM, the

membership votes for a Chair of the Monthly Meeting, a Secretary of the Monthly Meeting, a Treasurer, a Bookings Secretary and any replacement Elected Trustees.

Objectives and Activities

The Association maintains, improves, uses and administers Hepworth Village Hall, a former day-school owned by the Anglican church. The HCA holds the Hall by licence from the church. HCA lets space, at low rates, to local groups (sports, fitness, craft, playgroup, charities, drama etc) and to individuals for social events and parties. HCA also runs events, eg Film Night, HepworthLIVE (a folk-music night), concerts, plays, etc., as community occasions and as fund-raisers. In addition, the HCA also administers the production and distribution of "Focus", a quarterly community magazine with a print-run of about 750 copies, free to householders in the area.

Achievements and Performance

(As a consequence of Covid-19, the AGM for the year 2019-20 was held not in March 2021 but in September 2021. The Report below was given at the AGM by the Chair of Monthly Meeting, Mr Steven Pollitt.)

"After 34 years involvement in the village hall it falls upon me to give my final report about the last year, or more correctly the last 18 months. However, given that we were active for only a very short period before being closed due to lockdown, there is very little to say other than that the Community Association members have met regularly in and about the highways and byways of the village, and the community seems as strong as it has always been! Zoom has enabled the Hepworth Players to continue to enhance their skills and the next show will be the best ever particularly, the budding new boy playing the King.

I'm hopeful that under a changed management structure, ie a new chairman, that the growth of the village hall and the community will continue at a pace.

The message that I have repeated many times during the course of my tenure as either chairman or secretary is that the community association is for everyone living in Hepworth and its environs, so it's important that as many people as possible involve themselves with what goes on at the village hall as it can only lead to better communication within the village. It also gives opportunity to all the new people who have moved to the village in the last year (and who can become members of the Hepworth Community Association by completing a membership form from the secretary) to meet up, to make friends and become involved in what I have regarded as being one of the most useful resources in the village.

I am delighted that pre-school has been able to use the downstairs hall whilst the upper hall has been closed due to the pandemic, and that all those activities that used to happen in the village can restart soon, including the pantomime.

I must of course remind everyone that we should remain aware of Covid and any rules must still be followed.

I hope that we all have a great year and that this village and the Hepworth Community Association continues to thrive."

Financial Review and Reserves Policy

Owing to Covid, the Village Hall was open for fewer than 4 months during our 2019-20 financial year. As a consequence, costs for power and cleaning were lower than usual but income from letting, special events and the bar was also down. Insurance premiums remained high at around £2K. Nonetheless, the HCA managed to achieve a surplus of over £11K, in large part due to a Community Grant of £10K from Kirklees. Overall, the HCA remains in a very healthy financial position with net cash assets of about £30K.

The HCA operates a Reserves Policy. The assets in the Bar Fund (£0.7K) and the HepworthLIVE Fund (£0.7K) are funds designated for running the Bar and HepworthLIVE, respectively. The Trustees decided that £6,000 of the money in the Association's General Fund (currently £28K) should be held as Operational Reserves for conducting day-to-day business of the Association, and to fund unexpected expenditure, and that the remainder (£22K) should be classified as designated funds, set aside for projects to be decided by Monthly Meeting. As at September 2021, it appears that some of these funds will be needed for structural repairs to the Hall.

At the end of our financial year, in November 2020, our Independent Examiner was able to write an unqualified Report on the Association's annual accounts.

Public Benefit

The Trustees are aware of the guidance of the Charity Commission (in particular PB1, PB2 and PB3) on this matter and believe that the charity is run having regard to it. As evidence, we note that the report on Achievements and Performance, above, illustrates that the Association is serving the local community in many ways, and is playing the role for which it was set up and approved by the Commission.