



# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	01	01	2017	<b>To</b>	31	12	2017

## Section A Reference and administration details

**Charity name** Naphill Village Hall & Playing Fields

**Other names charity is known by**

**Registered charity number (if any)** 300309

**Charity's principal address** Naphill Village Hall

Main Road

Naphill, Buckinghamshire

**Postcode**

**HP14**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Clive Lawrence	Chairman		Elected Village Representative
2	Sarah Bacon	Vice Chairman		Elected Village Representative
3	Paul Riglar	Treasurer		Naphill & Walters Ash School
4	Judy Whitehouse	Secretary		Co-opted
5	Tanya Stevens	Lettings Secretary		Co-opted
6	Cathryn Carter			Elected Village Representative
7	June Lynch			Elected Village Representative
8	Daisy Leek			Elected Village Representative
9	Andrew Wasilewski			Elected Village Representative
10	Pam Smith			Co-opted
11	Dave Evans			Co-opted
12	Peter Williams			Hughenden Parish Council
13	Norma Clarke			Christians in the Community
14	Judy Redrup			Naphill Tennis Club
15	Bob Hathaway			Junior Football Club
16	Clive Rowland			Senior Football Club
17	Ruth Daly			Brownies & Guides
18	Kieren Moore			Men's Club
19	Gloria Leflaive			NAWARA
20	Peggy Ewart			Naphill Neighbours
21	Jenny Price			W.I.
22	Sonia Goby			Naphill Gazette
23	Danielle Bowman			RAF
24	Ron Collins		To December 2017	Friends of Naphill Common
24	Sheila Draper		From January 2018	Friends of Naphill Common
25	Dennis Lynch			Bridge Club

26	Linda Clark		From October 2017	Naphill Festival Committee
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Scheme
How the charity is constituted (eg. trust, association, company)	Registered charity
Trustee selection methods (eg. appointed by, elected by)	Part appointed, part elected

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the charity is, in the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit without distinction of political, religious or other opinions by the provision and maintenance of:

- A village hall for use by the inhabitants, including use for:  
Meetings, lectures and classes, and  
Other forms of recreation and leisure time occupation; and
- A recreation ground for use by the inhabitants.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The village hall has been busy this year with both lettings and fundraising contributing significantly to income received.

Naphill Festival was a great success with the sun shining for most of the time. The event is now three days, starting with Music on the Crick on Friday evening; the fete on Saturday and Classic on the Crick on Sunday. All three events were well supported both by local people and those further afield. We were grateful for the much needed help from RAF personnel who maintained security on fete day and assisted with setting up and taking down. The weekend raised £9,561.50 for village hall funds.

We were also lucky with the weather for the firework display in November. This event now has an excellent reputation and is attended by people from many of the surrounding villages and towns as well as the local community. It raised a fantastic £11,943.02. Once again we were assisted by the RAF and their support is really appreciated.

The Christmas Fayre raised another £1,072 with a wide variety of stalls and mince pies and mulled wine to help the shopping.

This year the Village Hall was one of the beneficiaries of the local Co-op Community Fund which raised £2,236.54. We would like to thank the customers of the Co-op at Walters Ash and at Princes Risborough for their support.

The Christmas tree was lit up over the Christmas period by a hard working team of local volunteers. Our Christmas tree is the pride of the village and this year the collection towards the lighting and insurance costs raised £738.39. For the first time we used a fundraising page on MyDonate and this will now be used more often for our fundraising initiatives.

The hall continues to be let for most of the time now and has a wide variety of groups for all ages meeting there. This year we implemented an online booking system for both halls which enables the community to check availability online and send in their booking requests electronically. This has been working well and also enables us to have better control over invoicing.

Our Treasurer has continued to work hard to produce a very professional set of accounts for us to view monthly in advance of the meeting together

with a comprehensive Treasurer's report.

There were plenty of jobs to do in and around the hall and playing fields. Part of the hardwood floor in the main hall was replaced. The front of the hall was spruced up and electrical work undertaken. After an incident on the crick the barrier at the playground entrance was replaced with 2 drop down posts. Various trees and bushes were trimmed including the large ash tree by Vincents Way that on its own cost £2,000. The war memorial was kept clean and tidy by Trish Bowen who has now retired after doing a great job for many years. There are a number of projects to be undertaken when the roofing jobs have been completed.

A new village hall website has been set up and it is very popular. There has been 41430 page visits, with the page for the fireworks most popular. Most of the visitors to the web site were local but we did have some from, Scotland, Wales, France, Italy, India and the U.S.A. Many thanks to Jim Cosgrove who set the web site up and maintains it for us.

We would like to thank all our Trustees who give freely of their time for their local community, and all the other volunteers who make out village and playing fields the centre of our community.

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## **Section D**

## **Achievements and performance**

**Summary of the main achievements of the charity during the year**

Fundraising activity:

- Naphill Festival
- Firework display
- Christmas Fayre

## Section D

## Achievements and performance

- Christmas Tree lights
- Lettings

Strategic Maintenance:

- Replaced part of hall floor
- Improvements to front of building
- Electrical work

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Our Financial Regulations state that we will always keep £15,000 in reserve

**Details of any funds materially in deficit**

No funds in deficit

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- Investment policy and objectives including any ethical investment policy adopted.

## Section F

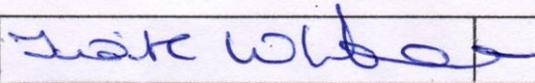
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

**Signature(s)** 

**Full name(s)** Judith Whitehouse

**Position (eg Secretary, Chair, etc)** Secretary

**Date** 5<sup>th</sup> May 2018