

# Annual Return 2010 (Online)



## **BISHOPS CLEEVE VILLAGE HALL**

**Charity number: 301465**

**Submitted on 13 October 2011**

Some of the information you give in this form will become publicly available on the Register of Charities. These fields are marked - **P**

This form shows the information you have entered through the Annual Return 2010 Online.

**The Annual Return was submitted online by MR JOHN ANDREW CAMPBELL BEATTIE on 13 October 2011. You do not need to send us a signed copy.**

## **PART A - Charity information**

### **A1 - Financial year**

This Annual Return should be completed for financial years ending on or after 1<sup>st</sup> January 2010.

Financial year start - <b>P</b> :	01 January 2010
Financial year end - <b>P</b> :	31 December 2010
Next financial year end:	31 December 2011

### **A2 - Income and expenditure**

This shows your charity's income and expenditure for the financial year shown at A1. Please note these figures are rounded to the nearest pound.

Income - <b>P</b> :	£123,386
Expenditure - <b>P</b> :	£28,601

## A3 - Charity contact

The contact details for your charity are printed below.

Your current contact is an: Organisation

Organisation name - **P**:

Address - **P**:

BISHOP'S CLEEVE VILLAGE HALL  
TITHE BARN  
CHELTENHAM ROAD  
BISHOPS CLEEVE  
CHELTENHAM  
GLOUCESTERSHIRE  
GL52 8LU

Post code - **P**:

Telephone - **P**:

Mobile:

07982 681049

## A4 - Email for Charity Commission use

This is an address that will only be used by the Commission for contacting the charity, for example when issuing a password for our online services or for mailing reminders.

Your current private email address:

[admin@cleevetithebarn.org.uk](mailto:admin@cleevetithebarn.org.uk)

## A5 - Email for public display

This is a public address that will be displayed on the Register of Charities.

Your current public email address - **P**:

[admin@cleevetithebarn.org.uk](mailto:admin@cleevetithebarn.org.uk)

## A6 - Charity website

If the charity has its own website and we hold the address, a hyperlink will be available for the public to access the site from the charity's entry on the Register of Charities.

Your current charity website - **P**:

[www.cleevetithebarn.org.uk](http://www.cleevetithebarn.org.uk)

## A7 - CORPORATE TRUSTEE

Your charity has no corporate trustees.

## A8/A9 - Current and new individual trustees

Printed below is the list of current trustees who are individuals that we hold for your charity.

Please note, the addresses given should be the trustees' home address rather than a work or the charity address. Please ensure that we have a complete set of details for each trustee. Trustees without a complete set of details may not be recorded on our Register of Charities.

We only publish trustee names on the Register. Other personal details are not made publicly available.

The Commission may email trustees who have given us a personal email address with important updates about trusteeship from time to time. Your charity has told us that their trustees **do not wish to receive these updates**.

**Trustee 1**

Title:	MR
Personal names:	JOHN ANDREW CAMPBELL
Family name:	BEATTIE
Suffix:	
Display name - <b>P</b> :	MR JOHN BEATTIE
Date of birth:	19 October 1943
Address:	PRIORY COTTAGE 38 STATION ROAD BISHOPS CLEEVE CHELTENHAM GLOUCESTERSHIRE
Post code:	GL52 8HH
Telephone:	01242 672089
Email:	admin@cleevetithebarn.org.uk
Chair of the charity - <b>P</b> :	YES

**Trustee 2**

Title:	MR
Personal names:	PETER
Family name:	RICHMOND
Suffix:	
Display name - <b>P</b> :	MR PETER RICHMOND
Date of birth:	21 February 1948
Address:	CANOWINDRA STOKE ROAD BISHOPS CLEEVE CHELTENHAM GLOUCESTERSHIRE
Post code:	GL52 7RT
Telephone:	01242 678271
Email:	paparomeo@lineone.net
Chair of the charity - <b>P</b> :	NO

**Trustee 3**

Title: MRS  
Personal names: JUDITH ANN  
Family name: GIBBINS  
Suffix:  
Display name - **P**: MS JUDITH GIBBINS  
Date of birth: 27 March 1958  
Address: FOXBERRIES  
PRIORY LANE  
BISHOPS CLEEVE  
CHELTENHAM  
GL52 8JL  
Post code: GL52 8JL  
Telephone: 01242 679143  
Email: treasurer@cleevetithebarn.org.uk  
Chair of the charity - **P**: NO

**Trustee 4**

Title: MRS  
Personal names: SANDRA ANN  
Family name: RAVEN  
Suffix:  
Display name - **P**: MRS SANDRA RAVEN  
Date of birth: 02 May 1945  
Address: 38 SPRINGBANK GROVE  
SPRINGBANK  
CHELTENHAM  
GLOUCESTERSHIRE  
GL51 0PQ  
Post code: GL51 0PQ  
Telephone: 01242 691063  
Email:  
Chair of the charity - **P**: NO

**Trustee 5**

Title: MR  
Personal names: JOHN  
Family name: ANDREWS  
Suffix:  
Display name - **P**: JOHN ANDREWS  
Date of birth: 27 February 1942  
Address: 29 READ WAY  
BISHOPS CLEEVE  
CHELTENHAM  
GL52 8EL  
Post code: GL52 8EL  
Telephone: 01242 674406  
Email:  
Chair of the charity - **P**: NO

**Trustee 6**

Title: MRS  
Personal names: LENORA  
Family name: SMITH  
Suffix:  
Display name - **P**: MRS LENORA SMITH  
Date of birth: 19 July 1956  
Address: 1 GRANGE DRIVE  
BISHOP'S CLEEVE  
GLOS  
Post code: GL52 8HH  
Telephone: 01242 672520  
Email: ronsmith@dsl.pipex.com  
Chair of the charity - **P**: NO

**Trustee 7**

Title: MRS  
Personal names: MARGARET  
Family name: HARBORNE  
Suffix:  
Display name - **P**: MRS MARGARET HARBORNE  
Date of birth: 03 May 1947  
Address: 19 HISNAM'S FIELD  
BISHOP'S CLEEVE  
CHELTENHAM  
Post code: GL52 8LQ  
Telephone: 01242 678278  
Email: hisnamsfield@aol.com  
Chair of the charity - **P**: NO

**Trustee 8**

Title: MR  
Personal names: KELVIN  
Family name: FREER  
Suffix:  
Display name - **P**: MR KELVIN FREER  
Date of birth: 26 July 1936  
Address: FLAT 2 CEEVE SUPPLIES  
TOBYFIELD ROAD  
BISHOP'S CLEEVE  
GLOUCESTERSHIRE  
Post code: GL52 8NN  
Telephone: 01242679237  
Email: kelvinfreer@hotmail.com  
Chair of the charity - **P**: NO

**A10 - Linked charities**

There are no active linked (subsidiary or constituent) charities associated with this charity. If this is incorrect please call us on 0845 3000 197.

**A11 - Area of operation in England and Wales**

Shown below is the area in England and Wales that we currently hold for your charity - **P**.

1 GLOUCESTERSHIRE

## A12 - Area of operation outside England and Wales

Your charity has not specified any countries of operation outside England and Wales.

## A13 - Charity classification

Printed below are the details we currently hold for your charity.

**WHAT** your charity sets out to do - **P**:

	GENERAL CHARITABLE PURPOSES
	EDUCATION/TRAINING
	THE ADVANCEMENT OF HEALTH OR SAVING OF LIVES
	DISABILITY
	THE PREVENTION OR RELIEF OF POVERTY
	OVERSEAS AID/FAMINE RELIEF
	ACCOMMODATION/HOUSING
	RELIGIOUS ACTIVITIES
	ARTS/CULTURE/HERITAGE/SCIENCE
	AMATEUR SPORT
	ANIMALS
✓	ENVIRONMENT/CONSERVATION/HERITAGE
	ECONOMIC/COMMUNITY DEVELOPMENT/EMPLOYMENT
	ARMED FORCES/EMERGENCY SERVICE EFFICIENCY
	HUMAN RIGHTS/RELIGIOUS OR RACIAL HARMONY/EQUALITY OR DIVERSITY
	RECREATION
✓	OTHER CHARITABLE PURPOSES

**WHO** your charity helps - **P**:

	CHILDREN/YOUNG PEOPLE
	ELDERLY/OLD PEOPLE
	PEOPLE WITH DISABILITIES
	PEOPLE OF A PARTICULAR ETHNIC OR RACIAL ORIGIN

	OTHER CHARITIES OR VOLUNTARY BODIES
	OTHER DEFINED GROUPS
✓	THE GENERAL PUBLIC/MANKIND

**HOW** your charity operates - **P**:

	MAKES GRANTS TO INDIVIDUALS
	MAKES GRANTS TO ORGANISATIONS
	PROVIDES OTHER FINANCE
	PROVIDES HUMAN RESOURCES
✓	PROVIDES BUILDINGS/FACILITIES/OPEN SPACE
	PROVIDES SERVICES
	PROVIDES ADVOCACY/ADVICE/INFORMATION
	SPONSORS OR UNDERTAKES RESEARCH
	ACTS AS AN UMBRELLA OR RESOURCE BODY
	OTHER CHARITABLE ACTIVITIES

## A14 - Charity activities

Your charity has given us the following brief description of its current activities - **P**.

Management of Bishop's Cleeve Village Hall - a 15th Century Grade II listed Tithe Barn

## A15 - UK volunteers

Your charity has told us that it had 3 UK volunteers during the financial year.

## A16 - Charity's main bank/building society account

Below are the current details we hold about your main bank or building society account. Account details are not available to the public. For security purposes we have not printed the full account number.

Bank name:	NAT WEST BANK PLC CHELTENHAM 118 HIGH STREET
Sort code:	60-05-16
Account number:	****0484
Account name:	BISHOPS CLEEVE VILLAGE HALL MANAGEMENT COMMITTEE

## REPORTING SERIOUS INCIDENTS

As soon as possible, you should report to the Commission any incidents that cause a significant loss of funds or pose serious risks to a charity's beneficiaries, resources or reputation.

If any serious incident, including any of those listed below, have occurred since your last return, you should notify us immediately if you have not already done so.

Please read the Guidance Notes first to help you decide how to respond. Then either email [rsi@charitycommission.gsi.gov.uk](mailto:rsi@charitycommission.gsi.gov.uk) or call 0845 3000 218 to inform us.

### SERIOUS INCIDENTS

- Fraud, theft or significant loss of funds or other property.
- Significant sums of money or other property donated to the charity from an unknown or unverified source.
- The charity (including any individual staff, trustees or volunteers) has any known or alleged link to a proscribed(banned) organisation or to terrorist or other unlawful activity.
- A person disqualified from acting as a trustee has been or is currently acting as a trustee of the charity.
- The charity does not have a policy for safeguarding its vulnerable beneficiaries (e.g. children and young people, people with disabilities and the elderly/old people).
- The charity has no vetting procedure to ensure that a trustee or member of staff is eligible to act in the position he or she is being appointed to.
- Suspicions, allegations or incidents of abuse or mistreatment of beneficiaries.
- The charity has been subject to a criminal investigation, or an investigation by another regulator or agency; or sanctions have been imposed or concerns raised by another regulator or agency (e.g. the Health and Safety Executive, Ofsted).

When you report a serious incident we will generally ask you for further details. You may not have all of these but please be prepared to provide as much relevant information as possible about the incident. We are concerned about criminal or unlawful activity, or very serious incidents about a charity that may pose a risk to its funds, property, beneficiaries or reputation.

### LEGAL OBLIGATION

As part of the charity's Annual Return, trustees must confirm that there are no serious incidents or other matters which they should have brought to the attention of the Commission and have not done so already. Failure to do so will be regarded as a breach of legal requirements.

### Data protection



Any information you give us will be held securely and in accordance with the rules on data protection. We will treat personal details as private and confidential and safeguard them. We will not disclose them to anyone unconnected with the Charity Commission unless you have consented to its release, or in the circumstances that are set out in the Guidance Notes

## ADVICE FOR THE TRUSTEES AND MANAGERS OF BISHOPS CLEEVE VILLAGE HALL

The following Guidance may be useful for your trustees. To view these publications, please visit our website at [www.charitycommission.gov.uk/publications](http://www.charitycommission.gov.uk/publications).

### Trusteeship

#### [CC30 Finding New Trustees](#)

A 'start to finish' guide to help charities to recruit new trustees effectively and increase the range of skills and experience on their board. **Also includes useful information on vetting trustees and the Criminal Records Bureau which may be useful to existing trustees.**

#### [CC3 The Essential Trustee](#)

This publication replaces the previous CC3, Responsibilities of Trustees, provides guidance to all trustees, and those who are about to become trustees, on what is involved in being a charity trustee.

### Accountancy

#### [CC15 Charity Reporting and Accounting](#)

This guidance should only be used by charities preparing accounts under SORP 2005 and the 2000 Regulations - charities preparing accounts for accounting periods beginning on or after 1 April 2006.

#### [CC17 Accrual Accounts Pack](#)

This pack is to assist non-company charities with a gross annual income and total expenditure below the audit threshold (currently £250,000) in preparing their annual report and accounts.

### Declaration

Your Annual Return was submitted online by MR JOHN ANDREW CAMPBELL BEATTIE on 13 October 2011, telephone number 01242672089.

MR JOHN ANDREW CAMPBELL BEATTIE certified online that:

### Reserves

#### [RS13 Tell It Like It Is](#)

Charities are urged to remove the mystique surrounding their reserves.

### Activities

#### [RS9 Village Halls and Community Centres](#)

Provides an overview of the challenges faced by village hall, community centre and similar charities and looks at what trustees can and cannot do within charity law and regulation in order to adapt their operations to changing circumstances.

### Fundraising

#### [CC20 Fundraising](#)

This booklet explains charity fund-raising law and gives general advice.

### Sound Governance

#### [CC10 Hallmarks of an Effective Charity](#)

This guidance focuses on the achievements, performance and impact of an effective charity as well as the principles which the Commission expects charities and charity trustees to adhere to.

- the information provided was correct
- it had been or would be brought to the attention of all the trustees
- that the trustees were satisfied that there are no serious incidents or other matters which they should have brought to the attention of the Commission and had not done so already.

Those who give answers that they know are untrue or misleading may be committing an offence.

## Contact details

**Address**

The Charity Commission  
PO Box 1329  
Liverpool  
L69 3DY

**Telephone**

0845 3000 218

**Textphone**

0845 3000 219

**Email**

[enquiries@charitycommission.gsi.gov.uk](mailto:enquiries@charitycommission.gsi.gov.uk)

**Web**

[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)