



# **Heald Green Village Hall Community Association**

## **Annual Report For the Year to 31 March 2024**

Heald Green Village Hall, Outwood Road, Heald Green,  
Cheadle, Cheshire SK8 3LU

(Charity Number 1057143)

## **Officers of Heald Green Village Hall Community Association**

### Trustees

Mr D Aldridge  
Mrs Anne Swinglehurst  
Mr Alan Swinglehurst  
Mrs Olwyn Howarth

### Management Committee

Chairman	Mrs Anne Swinglehurst
Vice Chairwomen	Mrs Muriel Johnstone
Secretary	Mr Alan Swinglehurst
Treasurer	Mrs Beryl A Connor

### Members

Mr & Mrs D Aldridge  
Mr & Mrs E Aston  
Mrs O Howarth  
Mrs M Johnstone  
Mr and Mrs A Swinglehurst  
Mrs B Bunting  
Mr Peter Metcalfe  
Mrs Susan Fanariotis

### Employees (Part-time)

Treasurer	Mrs Beryl Connor
Booking Secretary	Ms June O'Neill
Weekend cleaner	Mrs Linda Heslop
Caretaker	Mr Jim Heslop

### **Independent Examiner of Accounts**

Mr Alan R Hampson, FACP  
Hampson & Company  
Accountants & Taxation Advisors  
35 Hall Pool Drive  
St Johns Wood  
Offerton  
Stockport SK2 5ED

## **Introduction**

The Heald Green Village Hall Community Association was formed in April 1996 to manage The Heald Green Village Hall as a community asset under a memorandum of understanding between Stockport Metropolitan Borough Council (the owners of the Village Hall premises) and the Association's Trustees. The Council has responsibility for the fabric of the premises whereas in all other respects the Association has the freedom to manage the operation of the Hall.

This report covers the financial year ending 31 March 2024. It lists the Association's Trustees, provides a statement as to the governance of the Association, states the objectives of the Association and outlines the function of a management committee that oversees the day-to-day operation of the Hall on behalf of the Trustees. Also, the report provides a financial review, gives details of achievements in the year and lists projected improvements to the ambience of the Hall.

## **Objective of the Association**

The objective of the Association is to provide a first class venue for the activities of local community groups and for family social functions and General/Local Elections as a Polling Station. Additionally, when not otherwise required for use by the local community the premises are hired out to out-of-area, commercial and non-commercial groups. There is a wide spread of activity in the Hall ranging from group meetings, community activity, training classes and social events.

## **Governance**

Law that is applicable to charities requires that Trustees prepare statements each financial year that give a true and fair view of the Charity's financial activities in the year under report and its financial position at year end. Accordingly, the Trustees:

Select an appropriate accounting policy and monitor its application and provide a statement as to whether or not required accounting standards have been met. The Association uses '*Quickbooks*' software for its accounts and, being a 'small charity', its year-end accounts are independently examined.

Prepare a financial statement on the assumption that the Charity will continue to operate.

Make prudent judgements that ensure solvency within a framework of realising a level of income that generates sufficient capital for

improvements in the ambience of the Hall. Income is derived solely from hire fees, the level of which is set by the Trustees - a tiered system that gives incentive to local community users, with discounted rates for Charity use and with higher rate for commercial groups.

Safeguard the assets of the Association.

Set a 'reserves' policy that at all times maintains minimum unreserved funds to meet 6 months of operations.

The Association does not undertake fundraising activity.

1.

### **Management of the Hall**

A management committee, chaired by one of the Committee members, oversees day-to-day management of the Hall. The committee, comprising 11 volunteers from the local community, meets 11 times a year. The Trustees are indebted to the altruism of this small group of volunteers who undertake weekend 'duty manager' duties.

Additionally, Mr Alan Hampson was appointed to be Examiner of the Association's Accounts in April 2010 and was voted to continue.

The fabric of the Hall is maintained by Stockport MBC (Community Services Division). The Council provide staff for weekday cleaning of the premises and pays the cost of heating and lighting the Hall - 50% of these costs is then invoiced to and paid by the Association. In all other respects the Trustees have responsibility under the Memorandum of Understanding with the Council.

The Association has four part-time, paid employees:

#### **Treasurer.**

On behalf of the Association the Treasurer manages the Accounts on the computer using Quickbooks, maintaining the Bank Accounts and Deposits, ensuring invoices are paid and making payments to suppliers. Producing end of year Accounts, ensuring the Annual Returns of both the Charity Commission and Inland Revenue are accurate and complete and assisting non-profit making regular hirers of the Hall to obtain local Community Grants to assist them financially. During any improvement programme we undertake she becomes heavily involved with the costing and quotation process ensuring that "best value" is achieved on behalf of the Committee and assists with security matters when called upon.

#### **Booking Secretary.**

On behalf of the Management Committee the Booking Secretary manages requests for hire, prepares invoices, issues booking agreement forms and produces the weekly programme of hire.

**Part time Cleaner.**

Covers cleaning of the Hall at weekends.

**Part time Caretaker.**

Covers weekday evening locking of security doors, ensuring property is without problems and checking lighting is off as necessary. The caretaker has also been trained on the Burglar Alarm system.

2.

**Users of the Hall**

Thirty two groups are 'regular users' of the Hall and they cover a wide range of activities. For example:

Flight Club meetings	Line Dancing
Medal Society	Bollywood Dancing
Contact bridge	Probex and Ladies Probex (the Probus
movement)	
Dog Training Club	Art classes
Flower arranging	Tailoring Group
Tango Dance Groups	Heald Green Hub (drop in centre)
Zumba Classes	Keep fit Class/Clinical Pilates
Signpost Carers	Craft Classes/DIY
Sewing Classes	Ballroom Dancing
Saxophone Groups	Bridge Club
Tai Chi	Salsasize Dancing
Karate	U3A Group Meetings
Falls Prevention	Youth Leadership

We are noticing the increase in “well-being” groups becoming more popular the Clinical Pilates and Tai Chi and the new Falls Prevention classes are well subscribed as well as an increase in dance classes ie; Salsasize, Bollywood, Argentine Tango, Ballroom and Line Dancing. As reported last year due to lack of volunteers we have still not had the capacity to reinstate Childrens Parties. We continue to support the NHS

Diabetic meetings, Heald Green Annual Festival, Orchestra practices are frequent users of the main hall and in addition we have recently taken on a Youth Leadership Group for younger children. In conclusion we have a wide range of User Groups from a variety of residents of the area.

### **Friends of Heald Green Village Hall**

During the last year we have been fortunate enough to hold the Christmas Carol Concert which is organised by the Friends of the Heald Community Hall this event has always been popular and local residents have welcomed the return to our annual Concert. A further concert has been organised for the 2024 in December. Proceeds from these events are to be used to fund replacement of Hall equipment and re-decoration. The Friends account is embedded in the Association's accounts.

### **Financial Review**

The Association's 'audited' accounts for the year to 31 March 2024 were approved at the Annual General Meeting on 25th June 2024. A copy of the balance sheet and the statement of the Independent Examiner are appended to this Annual Report; the Accounts are indicative of a financially sound Charity. Gas and Electricity are still proving to be expensive but with strenuous efforts the results of this year closed with a small amount of income of £194 over expenditure which was pleasing compared to last year's results. The Associations Accounts accorded with Charity Commission rules.

The Trustees "Reserves" policy is to hold sufficient funds to meet 6 months operations and to upgrade facilities as identified below under the heading Projected Improvements. At our year end, sufficient funding was in place to match our current projections.

3.

### **Achievements**

We still continue to attract large numbers of local residents to be involved in social activities. - We have been fortunate enough to gain many new groups which are proving very popular and we hope this will continue, the majority of which cover "well-being" which are beneficial to some of our aged residents. We continue to hold the Friday Hub meeting during term time which encourages residents to join for a friendly coffee and cake and gentle activity. We would reaffirm that it is still our aim to further encourage local residents to become active members of the Committee and continue to encourage volunteers to assist in the running of the Hall although this is proving harder each year to gain new volunteers.

Maintenance of the building has always been fully met by the continued loyalty of all Committee members. We recently had new ramps built to

provide easy access to people with challenged mobility, and a new metal front door has been fitted aiding to the building's security.

### **Projected Improvements**

The Management Committee identified the following project work for 2024/25 and beyond :

Current project to upgrade the ladies washroom facilities £3,500

General decorating to ensure standards maintained £1,000

Replace existing Conference Chairs which are 20 years old £6,500

### **Review of Practices and Procedures**

A review of practices and procedures was initiated late in the reporting year, the aim of which is to ensure that the Association meets its legal obligations and that practices and procedures mirror best practice. Areas under review are:

Equal Opportunities  
procedures

Health & Safety

Customer Service

Fire Evacuation practices and

Data Protection

Disciplinary and grievance

A review was completed and revised procedures were put in place by 25<sup>th</sup> June 2024

### **Conclusion**

In accordance with its charter, the Association has continued to provide an excellent community facility that has been well utilised. A committee of eleven, dedicated volunteers effectively managed the Hall on behalf of the Trustees and their unstinting support was seminal to the continued success of the enterprise. The Association's Accounts indicate a financially sound charity, there being sufficient funds to cover projected improvements.

Mrs Anne Swinglehurst  
Chairman of the Hall Committee  
On behalf of the Trustees  
2024

19<sup>th</sup> August

#### *Attachments:*

*Independent Examiner's Report on Accounts for the Year Ending 31 March 2024.*

*Balance Sheet at 31 March 2024.*

*Notes to the Accounts*

4.

*Notes to the Accounts*

**Independent Examiner's Report to the Trustees of  
Heald Green Village Hall association**

I report on the Accounts of the Trust for the year ended 31 March 2024 which are set out in the pages of the attached documentation.

### Respective responsibilities of the Trustees and the Examiner

As the Trustees you are responsible for the preparation of the Accounts; you consider that the Audit requirement of Section 43(2) of the Charities Act 1993 (as amended by later legislation) - *The Act* - does not apply. It is my responsibility to state, on the basis of the procedures specified in General Directions given by the Charity Commissioners under Section 43(7)(b) of *The Act*, whether particular matters have come to my attention.

### Basis of the Independent Examiner's Report

My examinations were carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the account 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 seeking explanations from you as 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 connection with my Examinations 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 41 of  
*The Act*

To prepare accounts which accord with Accounting Records and to comply with  
the Accounting Requirements of *The Act*.

have not been met.

(2) Which, in my opinion, attention should be drawn in order to obtain a proper understanding of the Accounts to be reached.

Original signed by

Mr Alan R Hampson FACPA  
Hampson & Company  
35 Hall Pool Drive  
St Johns Wood  
Offerton  
Stockport SK2 5ED



5.

Notes to Accounts for Year to 31<sup>st</sup> March 2024

1. The Charity is treated for accounting purposes as a “small” charity in accordance with paragraph 3 of SORP.

2. Tangible fixed assets:-

<u>Cost</u>	<u>31 Mar 24</u>	<u>31 Mar 23</u>
	(£)	(£)
At start of year	26,411	26,411
Add acquisitions	0	0
Less disposals	<u>0</u>	<u>0</u>
Value at cost	<u>26,411</u>	<u>26,411</u>
<u>Depreciation</u>		
At start of year	25,860	25,722
Disposal adjustment	-	-
Depreciation in year	<u>111</u>	<u>138</u>
	<u>25,971</u>	<u>25,860</u>
<u>Valuation</u>		
Valuation at start of year	551	689
Additions less disposals	0	0
Depreciation in year	<u>- 111</u>	<u>-138</u>
Current value	<u>440</u>	<u>551</u>

3. Ex-gratia payments. – none

4. Restricted Funds. The Association does not have “restricted” funds

6.

# Balance Sheet as at 31 March 2024

ASSETS	<u>2024</u>	£
Fixed Assets	£	
Furniture & Fixtures	274	
Office Equipment	<u>166</u>	
Total Fixed Assets	440	440
Other Assets		
Prepayments	<u>312</u>	
Total Other Assets	312	312
Accounts Receivable		
Accounts Receivable (debtors)	<u>806</u>	
Total Accounts Receivable	806	
Current savings		
Association Current Account	90,507	
Friends Current Account	<u>9,260</u>	
Total	99,767	
Total Current Asset		<u>100,573</u>
Total Assets		101,325
Less Current Liabilities		
Accruals	5,061	
Hire Deposits	<u>-</u>	
Total Other Current Liabilities	5,061	
Total Current Liabilities		<u>5,061</u>
NET ASSETS		<u>96,264</u>
Equity		
Funds at start of period	96,070	
Excess of income over expenditure	<u>194</u>	
	<u>96,264</u>	