

# KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

England & Wales · Charity number 1057420

## Details

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**Status** Registered

**Legal form** Trust

**Registered** 1996-08-08

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Keinton Mandeville Village Hall  
Chistles Lane  
Keinton Mandeville  
Somerton  
Somerset  
TA11 6ES

**Phone** 07757704221

**Email** [kmvillagehall@gmail.com](mailto:kmvillagehall@gmail.com)

**Website** [www.keintonmandevillevh.co.uk](http://www.keintonmandevillevh.co.uk)

## Activities

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**Objects:** THE PROVISION AND MAINTENANCE OF A VILLAGE HALL AND PLAYING FIELD FACILITIES ANCILLARY THERETO FOR THE USE OF THE INHABITANTS OF THE PARISH OF KEINTON MANDEVILLE AND ITS IMMEDIATE VICINITY 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.

**Activities:** Provision of village hall and playingfield facilities

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- **Area of benefit:** PARISH OF KEINTON MANDEVILLE
- Somerset

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £34,912  | £88,719     | -      | -         |
| 2024-03-31 | £188,467 | £25,891     | -      | -         |
| 2023-03-31 | £24,230  | £53,882     | -      | -         |
| 2022-03-31 | £17,289  | £15,165     | -      | -         |
| 2021-03-31 | £31,666  | £14,436     | -      | -         |

## Trustees

| Name                 | Role | Appointed  |
|----------------------|------|------------|
| Christine Calcutt    |      | 2018-09-18 |
| Gordon Roy Hughes    |      | 2022-11-16 |
| Rachel Kay Willcox   |      | 2013-06-20 |
| Sarah Teresa hughes  |      | 2023-09-20 |
| Simon Baker          |      | 2025-09-15 |
| Susan Claire Harding |      | 2023-06-21 |
| Theo Ballance        |      | 2018-09-19 |

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# Accounts

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# KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

## TRUSTEES' ANNUAL REPORT 31<sup>st</sup> MARCH 2025

The Managing Trustees present their Report for the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 which should be read in conjunction with the Financial Statements for the same period provided on pages 5 and 6.

### Legal Status

The Charity is established by Trust Deed dated 30<sup>th</sup> June 1995 whereby the Keinton Mandeville Village Hall and Playing Field Trust declared the Trusts on which it was to hold the freehold land on which the proposed village hall and associated car park were to be erected together with the proposed playing field adjoining thereto. The Charity Commission number is 1057420.

### Objects, Policies and Organisation

The object of the Charity shall be the provision and maintenance of a village hall and playing field and facilities ancillary thereto for the use of the inhabitants of the Parish of Keinton Mandeville and its immediate vicinity 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.

Committee of Management shall comprise up to eleven persons being five elected and six representative members. Elected members shall be appointed at the annual general meeting. The Committee may appoint if they think fit not more than two co-opted members in addition. The Annual General Meeting is usually held in September.

### Review of the year

Our nail improvements have continued apace, with the planned solar panel and battery storage upgrade complete and working even better than we hoped, with 75% of our electricity being produced on site and a small surplus being sold into the grid.

The rear of the hall has been transformed by the render and patio being repaired and deep cleaned then a glass veranda being installed to provide protection from rain on the patio whilst keeping the spectacular views to the countryside west of the hall. As well as positive feedback from locals, we believe this improvement has been instrumental in 2 wedding reception bookings recently made.

The move to a new booking and access system has been less successful. As reported last year the bespoke solution created by John Light could not be retained going forward, so a commercial off the shelf solution was sought. Unfortunately no single supplier offers a complete solution, so we had to combine a digital lock, online booking system and separate access control system. Unsurprisingly, none of the 3 sub-systems delivered the full capability advertised by the manufacturers, and all blamed the others for the numerous problems encountered. The year has been dominated by addressing numerous failings and installing 3 different locks in an attempt to achieve a working solution. The trustees have



been called upon to provide emergency access control on numerous occasions, and special mention must be made of Andrew Jones, who has eventually created a working system.

Looking ahead, the next big project will be to replace the existing kitchen and appliances (all over 25 years old), and a sub-committee has begun the process by visiting local halls who have recently updated their facilities and meeting with various kitchen design companies. The results so far look very impressive.

As yet another extremely busy 'hall year' comes to an end a number of trustees have announced that they intend to step down at the 2025 AGM. A succession plan is in place, and the committee have stepped up recruitment activity. The next year will see a reinvigorated committee continue the evolution of our hall with a new Chair, Treasurer and webmaster.

Warren Lee  
Chair

### **Financial Report**

Our income for the year was mainly from casual and contract hire income and is roughly the same as last year. We were unfortunately left with a website that we had no access to after the sad loss of John last year, and were therefore unable to increase our hall hourly charge until we had set up a brand-new automated website which allowed us to update the pricelist, allowed hirers to automatically book and pay for the hall and produces invoices for contract hirers – a vast improvement from the manual handling.

Our hall is often booked out for private functions and parties and continues to be well utilized during the day with the following contract groups using the hall during the year:

- Children's Dancing
- Yoga
- Pilates
- Doctors Surgery
- The Keinton Youth Group
- Dancing classes
- Short Mat Bowls Club
- Silvercise
- Ballroom Dancing
- Table Top Games
- Carer's Support Group

Our MUGA is used for free by the local community and was also hired out to the Keinton Netball Club to enable them to use the lighting.

We applied for and received S106 grant money this year from Somerset Council towards redecorating the hall and installing 2 new fire doors leading from the hall out to the patio.

Our hall running costs were approximately the same as last years apart from our hall maintenance costs. Items that we have spent money on include updating the lock on the front door to enable a new pin-code system, updating the outside, foyer and bulkhead lighting in the hall with new energy efficient lighting, significant boiler repairs and replacing the water heater together with the normal repairs and replacements needed to run the hall.



Capital expenditure for the year included the 2 new patio fire doors together with a new door to the basement to increase security. Our biggest expenditure was for the installation of solar panels with batteries which have significantly reduced our power and heating costs and also for the new veranda which we have had erected over the patio and have significantly improved the look of the hall.

We had no employees during the year and no trustees were paid apart from reimbursement of village hall expenses.

We ended the year with £28,688 general bank balance and £139,298 ringfenced monies.

Joanne Wallwork  
July 2025

### **Responsibility for the Financial Statements**

The Trustees are responsible for the preparation of the financial statements, for keeping proper accounting records which disclose the financial position of the Charity. The Trustees have elected to prepare financial statements on the Receipts and Payments Account basis.

### **Managing Committee Membership**

The members of the Committee at the end of the year and their appointing body if appropriate are:-

|                 |                      |                             |
|-----------------|----------------------|-----------------------------|
| Warren Lee      | (Chairman)           | Elected                     |
| Jo Wallwork     | (Treasurer)          | Elected                     |
| Chris Calcutt   | (Secretary)          | Parish Council              |
| Gordon Hughes   | (Bookings Secretary) | Short Mat Bowls             |
| Theo Ballance   |                      | Elected                     |
| Andrew Jones    |                      | Elected                     |
| Rachael Willcox |                      | Parochial Church Council    |
| Sarah           |                      | Elected                     |
| Claire Harding  |                      | Keinton Environmental Group |

The Independent Examiner is Mr David Butcher who has kindly given his services free of charge.

*CM Calcutt, Secretary*

Approved by the Trustees  
Chris Calcutt  
Secretary



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST.**

I report on the accounts of the Charity for the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025 which are set out on pages 5 and 6.

### **Respective Responsibilities of Trustees and Independent Examiner.**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records 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 of the given accounts.

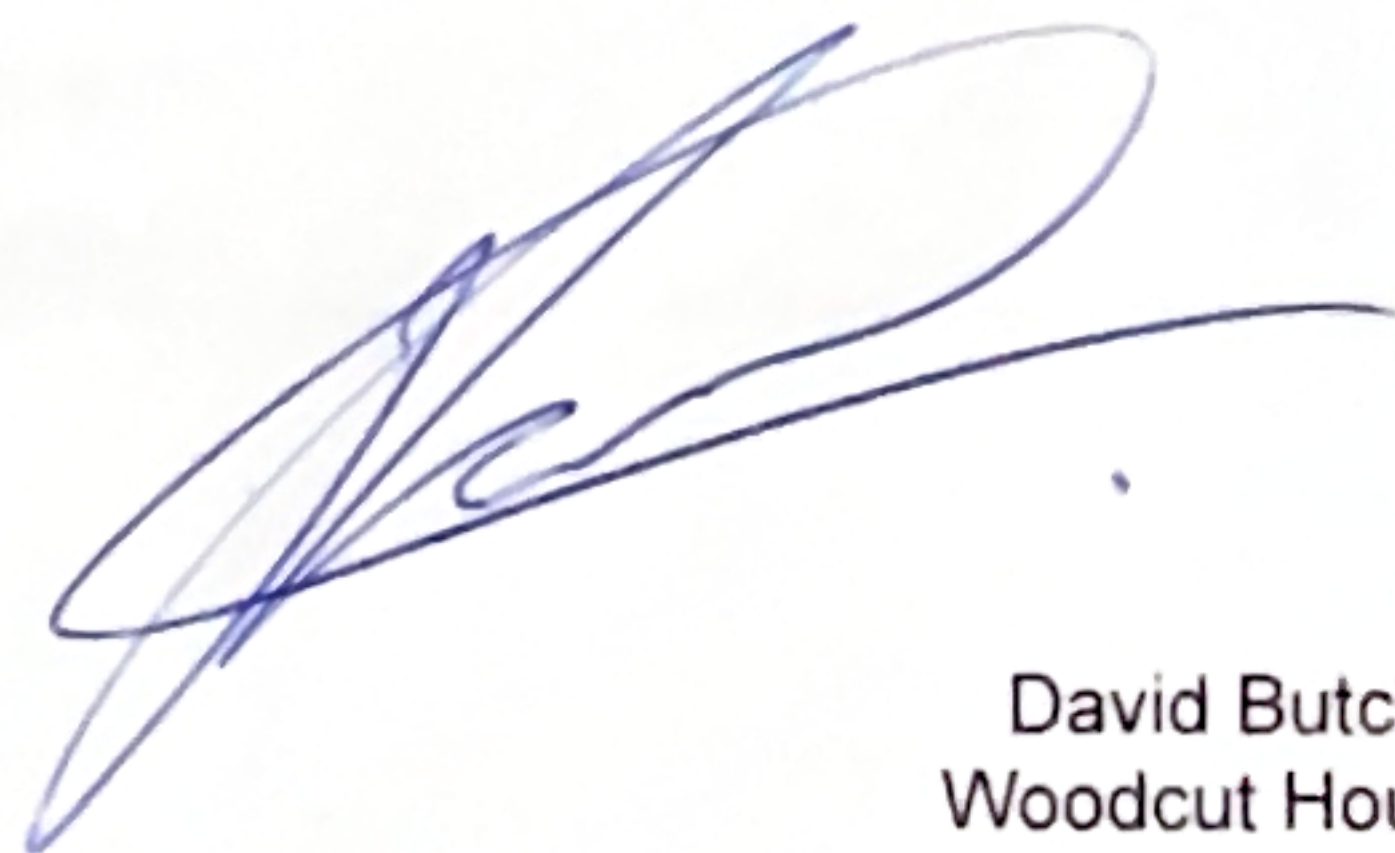
### **Independent Examiner's Statement**

In connection with my examination, 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 130 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



David Butcher  
Woodcut House  
Queen Street  
Keinton Mandeville  
July 2025



# **KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST**

## **RECEIPTS AND PAYMENTS FOR THE PERIOD 1st APRIL 2024 to 31st MARCH 2025**

| VH INCOME                                           | 2024/2025 | 2024/2025        | 2023/2024 | 2023/2024         |
|-----------------------------------------------------|-----------|------------------|-----------|-------------------|
| Hire Income                                         | £         | £                | £         | £                 |
| Contract Hire                                       | 11,514.72 |                  | 12,709    |                   |
| Casual Hire                                         | 5,569.25  |                  | 4,077     |                   |
| MUGA Hire                                           | -         | 17,083.97        | 978       | 17,764            |
| <b>Donations</b>                                    |           |                  |           |                   |
| John Light Legacy Donaction                         | -         |                  | 169,846   |                   |
| Casual Donations                                    | 130.00    | 130.00           | 347       | 170,193           |
| <b>Grants</b>                                       |           |                  |           |                   |
| S106 Grant received                                 | 10,563.48 | 10,563.48        | -         | -                 |
| <b>Other Sources</b>                                |           |                  |           |                   |
| Land rent                                           | 300.00    |                  | 300       |                   |
| Sundry Income                                       | 157.90    |                  |           |                   |
| Fund raising                                        | 2,400.00  |                  |           |                   |
| Interest                                            | 4,276.37  | 7,134.27         | 211       | 511               |
| <b>TOTAL INCOME</b>                                 |           | <b>34,911.72</b> |           | <b>188,467</b>    |
| <b>VH EXPENDITURE</b>                               |           |                  |           |                   |
| <b>Hall Running Costs</b>                           |           |                  |           |                   |
| Cleaning costs inc windowcleaning                   | 5,420.02  |                  | 5,643     |                   |
| Internet                                            | 607.69    |                  | 464       |                   |
| Heat and Powern (incl £1211 refunded by SSE)        | 300.33    |                  | 2,311     |                   |
| water                                               | 1,056.50  |                  | 466       |                   |
| Hall Maintenance                                    | 10,058.03 |                  | 3,585     |                   |
| Gardening and Field Maintenance                     | 1,562.89  |                  | 1,505     |                   |
| Insurance                                           | 1,156.81  |                  | 1,126     |                   |
| Casual Hire Refunds                                 | -         |                  | 49        |                   |
| Licenses / Subscriptions                            | 732.37    |                  | 418       |                   |
| Inspections / Certificates                          | 97.80     |                  | 318       |                   |
| IT Costs                                            | 1,576.89  |                  | 1,433     |                   |
| Bank Charges                                        | 75.99     |                  | 10        |                   |
| Training                                            | -         | 22,645.32        | 42        | 17,369            |
| <b>Income over expenditure (less capital items)</b> |           | <b>12,266.40</b> |           | <b>171,098.46</b> |
| <b>Capital Works</b>                                |           |                  |           |                   |
| Sign for Trim Trail                                 | -         |                  | 1,181     |                   |
| Resanding and Sealing Floor                         | -         |                  | 7,341     |                   |
| 3 new external doors                                | 9,583.00  |                  | -         |                   |
| Redecorate hall                                     | 3,500.00  |                  | -         |                   |
| Solar panels                                        | 33,545.37 |                  | -         |                   |
| New Veranda                                         | 19,444.80 |                  | -         |                   |
|                                                     |           | <b>66,073.17</b> |           | <b>8,523</b>      |
| <b>EXCESS INCOME OVER EXPENDITURE</b>               | <b>-</b>  | <b>53,806.77</b> |           | <b>162,576</b>    |



**BALANCE OF ACCOUNTS****Account**

|                           | Opening           | Closing           |
|---------------------------|-------------------|-------------------|
| Santander Current Account | 2,064.27          | -                 |
| Santander Savings Account | -                 | -                 |
| CAF Bank Current Account  | 2,381.47          | 6,244.76          |
| CAF Bank Savings Account  | 194,904.50        | 139,298.71        |
| <b>TOTAL</b>              | <b>199,350.24</b> | <b>145,543.47</b> |

**STATEMENT OF RESTRICTED FUNDS****Fund**

|                         | Opening           | Closing           |
|-------------------------|-------------------|-------------------|
| General Expenses Monies | 29,504.24         | 28,687.64         |
| John Light Capital Fund | 169,846.00        | 116,855.83        |
| <b>TOTAL</b>            | <b>199,350.24</b> | <b>145,543.47</b> |

**BANK RECONCILIATIONS**

|                     | Santander<br>Current | Santander<br>Savings | CAF<br>Current | CAF<br>Savings | TOTAL          |
|---------------------|----------------------|----------------------|----------------|----------------|----------------|
| Opening Balance     | 2,064.27             | -                    | 2,381.47       | 194,905        | 199,350        |
| Bank Receipts       | 12,616.85            | 178.11               | 110,487.47     | 20,857         | 144,139        |
| Bank Payments       | - 14,681.12          | - 178.11             | - 106,624.18   | - 76,463       | - 197,946      |
| Closing Balance     | -                    | -                    | 6,244.76       | 139,298.71     | <b>145,543</b> |
| From bank statement | -                    | -                    | 6,244.76       | 139,298.71     | 145,543        |

**Total Reconciliation**

|                              |                   |
|------------------------------|-------------------|
| Opening bank Balance         | 199,350.24        |
| income over exps             | - 53,806.77       |
| <b>Closing bank Balances</b> | <b>145,543.47</b> |

must be zero

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**Statement of Assets and Liabilities as at 31<sup>st</sup> March 2025**

|                                               | 2024/2025 | 2024/2025      | 2023/2024 | 2023/2024      |
|-----------------------------------------------|-----------|----------------|-----------|----------------|
| <u>Fixed Assets</u>                           | £         | £              | £         | £              |
| Five and a quarter acre Site (see note 1)     | 21,321    |                | 21,321    |                |
| Total value of hall (see note 2)              | 326,215   |                | 273,225   |                |
| Total value of Hall equipment (see note 3)    | 2,621     |                | 2,621     |                |
| Ride on Mower (see note 4)                    | 483       |                | 683       |                |
| Total value of MUGA (see note 1)              | 115,097   |                | 115,097   |                |
| Total value of Trim Trail (See note 1)        | 31,678    |                | 31,678    |                |
|                                               |           | 497,415        |           | 444,625        |
| <u>Current Assets</u>                         |           |                |           |                |
| Cash and Bank Balances                        | 145,543   |                | 199,350   |                |
| Monies Due from SSE for Business Support Fund | -         |                | 1,000     |                |
| Income due from hall hire                     | 3,040     |                | 3,204     |                |
|                                               |           | 148,583        |           | 203,554        |
| Less Accounts Payable                         |           |                |           |                |
| Cleaning and Window Cleaning                  | 450       |                | 435       |                |
| Hedge Cutting                                 | -         |                | 232       |                |
| Cleaning Supplies                             | -         |                | 167       |                |
| Electric and Gas                              | 131       |                | -         |                |
|                                               |           | 581            |           | 834            |
| <b>Net Assets of the Charity</b>              |           | <b>646,579</b> |           | <b>649,013</b> |

**Accounting Policies**

The accounts are prepared on the cash basis, items being accounted for on receipt or payment. There is no provision for accruals.

**Restricted and Unrestricted Funds**

Restricted funds are those provided for a specific purpose, they are reported upon separately and will only be used for which they were intended. All other monies raised and all expenditure is treated as unrestricted funds

**NOTES:**

1. The value of the site is taken as being the cost including the planning application.
2. The value is based upon a valuation in 2001 increased by the cost of the new lean-to, the patio and the car park resurfacing, fencing, solar panels, veranda and the value of the new store.
3. This covers the value of hall equipment, eg tables and chairs.
4. The ride-on mower is being depreciated at 20% straight line basis



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# Accounts

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## KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

### TRUSTEES' ANNUAL REPORT 31<sup>st</sup> MARCH 2024

The Managing Trustees present their Report for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 which should be read in conjunction with the Financial Statements for the same period provided on pages 5, 6, and 7.

#### Legal Status

The Charity is established by Trust Deed dated 30<sup>th</sup> June 1995 whereby the Keinton Mandeville Village Hall and Playing Field Trust declared the Trusts on which it was to hold the freehold land on which the proposed village hall and associated car park were to be erected together with the proposed playing field adjoining thereto. The Charity Commission number is 1057420.

#### Objects, Policies and Organisation

The object of the Charity shall be the provision and maintenance of a village hall and playing field and facilities ancillary thereto for the use of the inhabitants of the Parish of Keinton Mandeville and its immediate vicinity 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.

Committee of Management shall comprise up to eleven persons being five elected and six representative members. Elected members shall be appointed at the annual general meeting. The Committee may appoint if they think fit not more than two co-opted members in addition. The Annual General Meeting is usually held in September.

#### Review of the year

The year ends with our hall looking brighter, fresher and more appealing after numerous projects matured. The whole hall has been redecorated, the floor repaired and revarnished and the fire escape / patio doors replaced (the previous one were leaking). The combined effect has been transformative and drawn positive response from our users.

Behind the scenes we have completed the concept phase of 2 larger projects, that will undoubtedly dominate our efforts for the coming year. A small sub-committee has investigated the possibility of fitting solar panels combined with electrical storage on site. They have proposed a solution to the main committee, that has been accepted. This will therefore progress to the delivery phase next year.

We have adopted a similar approach to our new website and access control. Despite support from his family we were unable to gain full control of the website and control facilities created by John Light. We were able to ascertain that the current provision will cease late in 2024 (and if it faults before then we will struggle to bring it back on line). A small sub committee has therefore looked at how we might replace the current setup. This will dramatically change how we interact with our customers going forward, and is sure to dominate 2024/5.

On the whole, however, the team remains positive going into the new year. We are very lucky to retain a strong team of volunteer trustees providing an excellent local facility.

Warren Lee  
Chair



## Financial Report

Our income for the period was made up the sizable donation left to us in his will from John Light, our long-term treasurer and supporter for which we are very grateful. This money is ringfenced for capital works on the village hall building and the car park area only.

The rest of our income was mainly from casual and contract hire income and showed a 63% increase on income over the previous year as we are now back to near full capacity after covid. Our hall continues to be well utilized during the day with the following contract groups using the hall during the year:

- Children's Dancing
- Yoga
- Pilates
- Doctors Surgery
- Music and Movement Baby group
- The Keinton Youth Group
- Line Dancing
- Short Mat Bowls Club
- Silvercise
- Ballroom Dancing
- Table Top Games
- Carer's Support Group

Our MUGA is used for free by the local community but was also hired out to:

- Keinton Netball Club
- Sports Coaching sessions

We received no grants this year from Somerset Council or the Parish council.

Our hall running costs showed a 37% increase over the last year mainly from increased heat and power costs, increased hall and field maintenance costs and IT costs. The IT costs were necessary to set up a new website which links to the widely used Hallmaster booking system and a new locking system.

Capital expenditure for the year included a sign for the trim trail, which was flagged up as a necessity in a safety audit. Also we had the hall floor resanded and sealed with a new tougher resin.

During the year we changed our bank from Santander to CAF Bank to implement better online financial controls.

We had no employees during the year and no trustees were paid apart from reimbursement of village hall expenses.

We ended the year with £29,504 general bank balance and £169,846 ringfenced monies.

Joanne Wallwork  
July 2024



### Responsibility for the Financial Statements

The Trustees are responsible for the preparation of the financial statements, for keeping proper accounting records which disclose the financial position of the Charity. The Trustees have elected to prepare financial statements on the Receipts and Payments Account basis.

### Managing Committee Membership

The members of the Committee at the end of the year and their appointing body if appropriate are:-

|                 |                      |                             |
|-----------------|----------------------|-----------------------------|
| Warren Lee      | (Chairman)           | Elected                     |
| Jo Wallwork     | (Treasurer)          | Elected                     |
| Chris Calcutt   | (Secretary)          | Parish Council              |
| Sarah Hughes    | (Bookings Secretary) | Elected                     |
| Theo Ballance   |                      | Elected                     |
| Andrew Jones    |                      | Elected                     |
| Rachael Willcox |                      | Parochial Church Council    |
| Gordon Hughes   |                      | Short Mat Bowls             |
| Claire Harding  |                      | Keinton Environmental Group |

The Independent Examiner is Mr David Butcher who has kindly given his services free of charge.

Approved by the Trustees  
Chris Calcutt  
Secretary

*CM Calcutt*



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST.**

I report on the accounts of the Charity for the period 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024 which are set out on pages 5,6, and 7.

### **Respective Responsibilities of Trustees and Independent Examiner.**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records 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 of the given accounts.

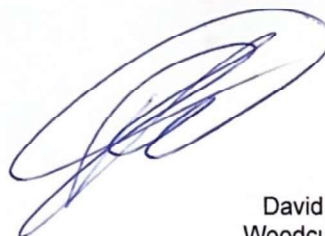
### **Independent Examiner's Statement**

In connection with my examination, 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 130 of the Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

- (2) to which; in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



David Butcher  
Woodcut House  
Queen Street  
Keinton Mandeville  
July 2024



# KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

## RECEIPTS AND PAYMENTS FOR THE PERIOD 1st APRIL 2023 to 31st MARCH 2024

| VH INCOME                         | 2023/2024     | 2023/2024         | 2022/2023     | 2022/2023     |
|-----------------------------------|---------------|-------------------|---------------|---------------|
| Hire Income                       | £             | £                 | £             | £             |
| Contract Hire                     | 12,709.37     |                   | 5,859         |               |
| Casual Hire                       | 4,077.25      |                   | 4,295         |               |
| MUGA Hire                         | <u>977.50</u> | <u>17,764.12</u>  | <u>730</u>    | <u>10,884</u> |
| <b>Donations</b>                  |               |                   |               |               |
| John Light Legacy Donation        | 169,846.00    |                   | -             |               |
| Casual Donations                  | <u>346.50</u> | <u>170,192.50</u> | <u>227</u>    | <u>227</u>    |
| <b>Grants</b>                     |               |                   |               |               |
| Grants received                   | <u>-</u>      | <u>-</u>          | <u>12,500</u> | <u>12,500</u> |
| <b>Other Sources</b>              |               |                   |               |               |
| Land rent                         | 300.00        |                   | 600           |               |
| Interest                          | <u>210.52</u> | <u>510.52</u>     | <u>19</u>     | <u>619</u>    |
| <b>TOTAL INCOME</b>               |               | <u>188,467.14</u> |               | <u>24,230</u> |
| <b>VH EXPENDITURE</b>             |               |                   |               |               |
| <b>Hall Running Costs</b>         |               |                   |               |               |
| Cleaning costs inc windowcleaning | 5,642.90      |                   | 5,441         |               |
| Internet                          | 463.54        |                   | 539           |               |
| Heat and Power                    | 2,310.93      |                   | 1,465         |               |
| Water                             | 466.23        |                   | 357           |               |
| Hall Maintenance                  | 3,584.74      |                   | 2,363         |               |
| Gardening and Field Maintenance   | 1,504.95      |                   | 564           |               |
| Insurance                         | 1,125.92      |                   | 1,122         |               |
| Casual Hire Refunds               | 49.00         |                   | 289           |               |
| Licenses / Subscriptions          | 418.29        |                   | 250           |               |
| Inspections / Certificates        | 317.98        |                   | 279           |               |
| Sundry Expenses                   | -             |                   | 25            |               |
| IT Costs                          | 1,432.50      |                   | -             |               |
| Bank Charges                      | 10.00         |                   | -             |               |
| Training                          | <u>41.70</u>  | <u>17,368.68</u>  | <u>-</u>      | <u>12,692</u> |
| <b>Capital Works</b>              |               |                   |               |               |
| Trim Trail                        | -             |                   | 30,678        |               |
| New Mower                         | -             |                   | 1,000         |               |



|                                       |                   |          |               |
|---------------------------------------|-------------------|----------|---------------|
| Hall Extension (not going ahead)      | -                 | 9,512    |               |
| Sign for Trim Trail                   | 1,181.37          | -        |               |
| Resanding and Sealing Floor           | 7,341.40          | 8,522.77 | 41,190        |
| <b>TOTAL EXPENDITURE</b>              | <b>25,891.45</b>  |          | <b>53,882</b> |
| <b>EXCESS INCOME OVER EXPENDITURE</b> | <b>162,575.69</b> |          | <b>29,652</b> |

#### BALANCE OF ACCOUNTS

| Account                   | Opening          | Closing           |
|---------------------------|------------------|-------------------|
| Santander Current Account | 7,275.80         | 2,064.27          |
| Santander Savings Account | 29,498.75        | -                 |
| CAF Bank Current Account  | -                | 2,381.47          |
| CAF Bank Savings Account  | -                | 194,904.50        |
| <b>TOTAL</b>              | <b>36,774.55</b> | <b>199,350.24</b> |

#### STATEMENT OF RESTRICTED FUNDS

| Fund                    | Opening          | Closing           |
|-------------------------|------------------|-------------------|
| General Expenses Monies | 36,775.44        | 29,504.24         |
| John Light Capital Fund | -                | 169,846.00        |
| <b>TOTAL</b>            | <b>36,775.44</b> | <b>199,350.24</b> |

| BANK RECONCILIATIONS | Santander Current | Santander Savings | CAF Current | CAF Savings | TOTAL   |
|----------------------|-------------------|-------------------|-------------|-------------|---------|
| Opening Balance      | 7,275.80          | 29,498.75         | -           | -           | 36,775  |
| Bank Receipts        | 47,839.22         | 137.35            | 173,068.17  | 194,905     | 415,949 |
| Bank Payments        | 53,050.75         | - 29,636.10       | 170,686.70  | -           | 253,374 |
| Closing Balance      | 2,064.27          | -                 | 2,381.47    | 194,904.50  | 199,350 |
| From bank statement  | 2,064.27          | -                 | 2,381.47    | 194,904.50  | 199,350 |

#### Total Reconciliation

|                       |            |
|-----------------------|------------|
| Opening bank Balance  | 36,774.55  |
| income over exps      | 162,575.69 |
| Closing bank Balances | 199,350.24 |

#### Statement of Assets and Liabilities as at 31<sup>st</sup> March 2024

|                                            | 2023/2024 | 2023/2024 | 2022/2023 | 2022/2023 |
|--------------------------------------------|-----------|-----------|-----------|-----------|
| <u>Fixed Assets</u>                        | £         | £         | £         | £         |
| Five and a quarter acre Site (see note 1)  | 21,321    |           | 21,321    |           |
| Total value of hall (see note 2)           | 273,225   |           | 273,225   |           |
| Total value of Hall equipment (see note 3) | 2,621     |           | 2,621     |           |
| Ride on Mower (see note 4)                 | 683       |           | 883       |           |



|                                        |         |         |
|----------------------------------------|---------|---------|
| Ride on Mower (see note 4)             | 683     | 883     |
| Total value of MUGA (see note 1)       | 115,097 | 115,097 |
| Total value of Trim Trail (See note 1) | 31,678  | 31,678  |
|                                        | <hr/>   | <hr/>   |
|                                        | 444,625 | 444,825 |

#### **Current Assets**

|                                               |         |        |
|-----------------------------------------------|---------|--------|
| Cash and Bank Balances                        | 199,350 | 36,775 |
| Monies Due from SSE for Business Support Fund | 1,000   |        |
| Income due from hall hire                     | 3,204   | 6,179  |
|                                               | <hr/>   | <hr/>  |
|                                               | 203,554 | 42,953 |
| Less Accounts Payable                         |         |        |
| Cleaning and Window Cleaning                  | 435     | 517    |
| Hedge Cutting                                 | 232     |        |
| Cleaning Supplies                             | 167     |        |
| Electricity & Gas                             | -       | 264    |
|                                               | <hr/>   | <hr/>  |
|                                               | 834     | 781    |

#### **Net Assets of the Charity**

|         |         |
|---------|---------|
| <hr/>   | <hr/>   |
| 649,013 | 488,558 |
| <hr/>   | <hr/>   |

#### **Accounting Policies**

The accounts are prepared on the cash basis, items being accounted for on receipt or payment. There is no provision for accruals or prepayments.

#### **Restricted and Unrestricted Funds**

Restricted funds are those provided for a specific purpose, they are reported upon separately and will only be used for which they were intended. All other monies raised, and all expenditure is treated as unrestricted funds.

#### **NOTES:**

1. The value of the site is taken as being the cost including the planning application.
2. The value is based upon a valuation in 2001 increased by the cost of the new lean-to, the patio and the car park resurfacing, fencing, and the value of the new store.
3. This covers the value of hall equipment, eg tables and chairs.
4. The ride-on mower is being depreciated at 20% straight line basis.



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# Accounts

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# **KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST**

## **TRUSTEES' ANNUAL REPORT 31<sup>st</sup> MARCH 2021**

The Managing Trustees present their Report for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 which should be read in conjunction with the Financial Statements for the same period provided on pages 5 and 6.

### **Legal Status**

The Charity is established by Trust Deed dated 30<sup>th</sup> June 1995 whereby the Keinton Mandeville Village Hall and Playing Field Trust declared the Trusts on which it was to hold the freehold land on which the proposed village hall and associated car park were to be erected together with the proposed playing field adjoining thereto. The Charity Commission number is 1057420.

### **Objects, Policies and Organisation**

The object of the Charity shall be the provision and maintenance of a village hall and playing field and facilities ancillary thereto for the use of the inhabitants of the Parish of Keinton Mandeville and its immediate vicinity 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.

Committee of Management shall comprise eleven persons being five elected and six representative members. Elected members shall be appointed at the annual general meeting. The Committee may appoint if they think fit not more than two co-opted members in addition. The Annual General Meeting is usually held in June.

### **Review of the year**

The unique nature of 20/21 has affected KMOVH just as one would assume it had. All social use of the hall was effectively ended for the year. One exception worthy of comment is the highly popular pop up Thai takeaway, which served the village and helped maintain morale during difficult times.

The trustees have not been idle during this period, and many hours were spent behind the scenes ensuring that the hall remained a viable asset for the whole Parish. Special mention must be made of the Treasurer's Stirling efforts to ensure that all available funding was accessed, whilst the Secretary led the efforts to ensure the hall achieved "COVID-19 Secure Premises" status.

Maintenance has continued, particularly pleasing is the boiler work which has been a continuing cause of concern. The trustees also dealt with another cleaner resignation / recruitment event. The lockdown(s) were used to establish a fantastic new baseline, with numerous areas deep cleaned.

As the reporting period ended the indications were mixed across the various contract hirers: some such as Zumba seem to be gravitating away from in person delivery; others such as Children's Dance Classes are more popular than ever. After the resignation of some of the adult volunteers the Scout Association has decided to close the village Scout Group to concentrate efforts towards neighbouring Barton St David, however a new Parish Council Youth Group has sprung up to serve the children of the Parish.



Overall, the outlook is that hall usage is expected to bounce back to the previous high utilisation as 21/22 gets underway. If this proves to be true, the trustees' strategic priority may revert back to an extension of the current facilities.

## **Financial Report**

As the 20/21 year started the hall had just closed with little idea of what was ahead, however the year has proved to be one of our most profitable.

Following the ACRE (Action in Communities in Rural England) guidelines on how to re-open the hall, on 12<sup>th</sup> August the hall was re-opened as a "COVID-19 Secure Premises", and regular users started returning.

On 5<sup>th</sup> November the hall was closed again to all but Pim's take-aways as Lockdown#2 started. Although this ended on 2<sup>nd</sup> December no regular user wished to return before Christmas and Lockdown#3 then commenced and has continued until the end of this reporting period.

|                  | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 |       |
|------------------|---------|---------|---------|---------|---------|---------|-------|
| Hall Use (hours) | 2,301   | 2,234   | 2,138   | 2,235   | 2,311   | 505     | ↓ 78% |
| Income from Hire | £12,692 | £13,018 | £12,723 | £13,036 | £15,130 | £5,234  | ↓ 65% |
| Running Costs    | £9,193  | £10,267 | £9,925  | £9,531  | £9,291  | £7,312  | ↓ 21% |

Casual bookings that had made a payment and now had to be cancelled were offered a full refund, or a credit note. £253 was refunded and £1,133.50 is held on credit and shown under liabilities.

Invoices were sent to regular users for the period 1<sup>st</sup> January 20 to 23<sup>rd</sup> March 20, and they were told that their regular 'time slots' would be kept for them when the hall was able to re-open.

As the hall is classified as a business it was eligible under the HMG Business Support Scheme and over the period a total of £20,674 was received during the lockdown periods.

During Lockdown#1 the troublesome boiler was replaced, and during Lockdown#3 the foyer and disabled WC were repainted. Our thanks go to the Parish Council for their support with both of these projects.

John Light  
June 2021'



### **Responsibility for the Financial Statements**

The Trustees are responsible for the preparation of the financial statements, for keeping proper accounting records which disclose the financial position of the Charity. The Trustees have elected to prepare financial statements on the Receipts and Payments Account basis.

### **Managing Committee Membership**

The members of the Committee during the year and their appointing body if appropriate are:-

|                 |             |                          |
|-----------------|-------------|--------------------------|
| Warren Lee      | (Chairman)  | Sea Scouts               |
| Jo Wallwork     | (Secretary) | Elected                  |
| John Light      | (Treasurer) | Elected                  |
| Sue Boulter     |             | Elected                  |
| Rachael Willcox |             | Parochial Church Council |
| Hilda Esain     |             | Short Mat Bowls          |
| Kate Craigie    |             | Elected                  |
| Helen Beaton    |             | MUGA Users               |
| Chris Calcutt   |             | Parish Council           |
| Theo Ballance   |             | Co-opted                 |

The Independent Examiner is Mr David Butcher who has kindly given his services free of charge.



Approved by the Trustees  
Jo Wallwork  
Secretary



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST.**

I report on the accounts of the Charity for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 which are set out on pages 5 and 6.

### **Respective Responsibilities of Trustees and Independent Examiner.**

As the Charity's 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 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the 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 Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records 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 of the given accounts.

### **Independent Examiner's Statement**

In connection with my examination, 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; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

- (2) to which; in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



David Butcher  
Woodcut House  
Queen Street  
Keinton Mandeville  
July 2021



# KEINTON MANDEVILLE VILLAGE HALL AND PLAYING FIELD TRUST

## RECEIPTS AND PAYMENTS FOR THE PERIOD 1st APRIL 2020 to 31st MARCH 2021

| VH INCOME                    | £         | £                | (19/20)       | VH EXPENDITURE                 | £        | £                | (19/20)       |
|------------------------------|-----------|------------------|---------------|--------------------------------|----------|------------------|---------------|
| <b>Income from Hall Hire</b> |           |                  |               | <b>Hall Running Costs</b>      |          |                  |               |
| Contract Hire                | 4,463.70  |                  |               | Caretaking & Cleaning Mats     | 2,882.13 |                  |               |
| Casual Hire                  | 771.75    |                  |               | BT Telephone                   | 567.50   |                  |               |
| BT Telephone                 | 538.71    |                  |               | Water Charges                  | 401.14   |                  |               |
| MUGA Hire                    | 695.00    |                  |               | Gas Charges                    | 282.97   |                  |               |
| <b>Total</b>                 |           | <b>6,469.16</b>  | <b>16,857</b> | Electricity Charges            | 861.26   |                  |               |
|                              |           |                  |               | Hall Maintenance               | 434.70   |                  |               |
| <b>Donations</b>             |           |                  |               | Landscaping/Gardening          | 919.99   |                  |               |
| Casual Donations             | 450.00    |                  |               | Window Cleaning                | 80.00    |                  |               |
| <b>Total</b>                 |           | <b>450.00</b>    | <b>1,336</b>  | Insurance                      | 882.84   |                  |               |
|                              |           |                  |               | <b>Total</b>                   |          | <b>7,312.53</b>  | <b>9,881</b>  |
| <b>Fund Raising Events</b>   |           |                  |               | <b>Fund Raising Events</b>     |          |                  |               |
| <b>Total</b>                 |           | <b>0</b>         | <b>4,366</b>  | <b>Total</b>                   |          | <b>0</b>         | <b>880</b>    |
| <b>Grants</b>                |           |                  |               | <b>Capital Works</b>           |          |                  |               |
| Grant from Parish Council    | 1,500.00  |                  |               | Hall Extension                 | 1,325.64 |                  |               |
| <b>Total</b>                 |           | <b>1,500.00</b>  | <b>1,000</b>  | Boiler Replacement             | 2,230.37 |                  |               |
| <b>Other Sources</b>         |           |                  |               | Replacement Hoover             | 114.99   |                  |               |
| Interest                     | 184.83    |                  |               | Painting Foyer & Disabled WC   | 720.00   |                  |               |
| Rent on Land                 | 300.00    |                  |               | <b>Total</b>                   |          | <b>4,391.00</b>  | <b>3,816</b>  |
| COVID Business Support       | 20,674.00 |                  |               | <b>Other Expenditure</b>       |          |                  |               |
| HMRC Gift Aid                | 87.66     |                  |               | Casual Hire(refunds)           | 253.04   |                  |               |
| Hall Extension (Loan)        | 2,000.00  |                  |               | Subscriptions                  | 100.00   |                  |               |
| <b>Total</b>                 |           | <b>23,246.49</b> | <b>482</b>    | Licenses                       | 180.00   |                  |               |
|                              |           |                  |               | Inspections/Certificates       | 71.28    |                  |               |
|                              |           |                  |               | Health & Safety                | 48.00    |                  |               |
|                              |           |                  |               | Hall Extension (Loan repay)    | 2,000.00 |                  |               |
|                              |           |                  |               | COVID Extra Costs              | 78.84    |                  |               |
|                              |           |                  |               | <b>Total</b>                   |          | <b>2,731.16</b>  | <b>1,517</b>  |
|                              |           |                  |               | Excess income over expenditure |          | <b>17,230.96</b> | <b>7,947</b>  |
| <b>Total Income</b>          |           | <b>31,665.65</b> | <b>24,041</b> | <b>Total Expenditure</b>       |          | <b>31,665.65</b> | <b>24,041</b> |

### BALANCE OF ACCOUNTS

| Account      | Opening          | Closing          |
|--------------|------------------|------------------|
| VH Cash      | 24.20            | 24.50            |
| VH Current   | 16,756.58        | 8,802.41         |
| VH Savings   | 30,290.50        | 55,475.33        |
| <b>TOTAL</b> | <b>47,071.28</b> | <b>64,302.24</b> |

### STATEMENT OF RESTRICTED FUNDS

| Fund             | Opening          | Closing          |
|------------------|------------------|------------------|
| MUGA Development | 14,363.41        | 15,058.41        |
| Hall Extension   | 3,139.74         | 1,901.76         |
| <b>TOTAL</b>     | <b>17,503.15</b> | <b>16,960.17</b> |



## **Statement of Assets and Liabilities as at 31<sup>st</sup> March 2020**

|                                                 |            |                     |
|-------------------------------------------------|------------|---------------------|
| Five and a quarter acre Site (see note 1)       | 21,321.25  |                     |
| Total value of hall (see note 2)                | 273,224.91 |                     |
| Total value of Hall equipment (see note 3)      | 153.32     |                     |
| Total value of MUGA                             | 115,096.56 |                     |
|                                                 |            | <b>£ 409,796.04</b> |
| Monies Receivable                               |            |                     |
| Cash and Bank Balances                          | 64,302.24  |                     |
|                                                 |            | <b>£ 64,302.24</b>  |
| Less Accounts Payable                           |            |                     |
| Village Loans (Cricket Club)                    | 448.56     |                     |
| Community Voluntary Health (Credit note issued) | 40.00      |                     |
| Credit Notes Issued for cancelled bookings      | 1,133.50   |                     |
|                                                 |            | <b>(£1,622.06)</b>  |
| <b>Net Assets of the Charity</b>                |            | <b>£ 472,476.22</b> |

### **Accounting Policies**

The accounts are prepared on the cash basis, items being accounted for on receipt or payment. There is no provision for accruals.

### **Restricted and Unrestricted Funds**

Restricted funds are those provided for a specific purpose, they are reported upon separately and will only be used for the purposes for which they were intended.

All other monies raised and all expenditure is treated as unrestricted funds.

### **NOTES:**

1. The value of the site is taken as being the cost including the planning application.
2. The value is based upon a valuation in 2001 increased by the cost of the new lean-to the patio and the car park resurfacing, fencing, and the value of the new store. (The hall insurance policy is index linked and is currently insured for £623,929)
3. This covers the value of hall equipment, eg tables and chairs. Linear depreciation is applied to all items of equipment, depreciation being typically over a 5 year period.