



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1ST	APRIL	2022		31 <sup>ST</sup>	MARCH	2023

## Section A Reference and administration details

Charity name	GRAVENEY & GOODNESTONE VILLAGE HALL		
Other names charity is known by	NONE		
Registered charity number (if any)	1073958		
Charity's principal address	C/O 23 MURTON PLACE		
	GRAVENEY		
	KENT		
	Postcode	ME13 9DX	

### 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	E.COOPER	CHAIR		
2	C.RELF	TREASURER		
3	J.HOWARD	TRUSTEE		
4	J.SMITH	TRUSTEE		
5				
6				
7				
8				

### 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
Financial planning. Planning improvements. Planning and obtaining grant funding.	C.RELF	23 Murton Place Graveney Kent ME13 9DX

### 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)	CONVEYANCE DATED 16TH SEPTEMBER 1947
How the charity is constituted (eg. trust, association, company)	OTHER
Trustee selection methods (eg. appointed by, elected by)	Community members that show an interest in the charity either ask or are encouraged to apply.

## 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.

Policies and documentation from the charity commission are provided along with an explanation of what the charities objectives are and what is involved to any potential trustee.

Contact with other local Village Hall Charities is made from time to time to enquire about best practices from those with more experience.

Due to the nature of inviting people into the venue and grounds regular safety inspections are carried out and recorded where necessary. These include mandatory testing of services provided with in the hall and an annual safety test of play equipment to the latest standards carried out by a ROSPA approved inspector along with an IEE five yearly test & inspection of all electrical circuits.

These are then provided to the Charities insurers where upon an annual safety certificate is provided and displayed with-in the building.

## Section C

## Objectives and activities

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

FOR THE PURPOSES OF PHYSICAL AND MENTAL TRAINING AND RECREATION AND SOCIAL MORAL AND INTELLECTUAL DEVELOPMENT THROUGH THE MEDIUM OF READING AND RECREATION ROOMS LIBRARY LECTURES CLASSES RECREATIONS AND ENTERTAINMENTS OR OTHERWISE AS MAY BE FOUND EXPEDIENT FOR THE BENEFIT OF THE INHABITANTS OF THE PARISHES OF GOODNESTONE AND GRAVENEY IN THE COUNTY OF KENT AND ITS IMMEDIATE VICINITY WITHOUT DISTINCTION OF SEX OR OF POLITICAL RELIGIOUS OR OTHER OPINIONS.

**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 Charity provide a safe, clean, and inviting premises for clubs and individual social events to be held for the benefit of all those attending.

To enable this much improvement has been made (ref 2022 years report) and continues with a new 120 metre inclusive footpath linking the 2021 play area to the Village Hall and car park

These improvements allow the hall to remain a venue that is viable and an asset to both the communities of Goodnestone and Graveney and the immediate areas as laid down in the Charities Governing document.

Though many decades since the original idea for a village hall was conceived the principles of the Governing document are as current today as they were then and for the future.

#### **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.

The charity does not make any grants to individuals or other organisations.

The charity has no arrangements in place to make any financial investments.

The charity has one volunteer whom regularly contributes 20 hours plus of their time each week. This involves both hands on work and IT/Office activities for the benefit of the charity and therefore for all those that use it.

## **Section D**

## **Achievements and performance**

## Section D

## Achievements and performance

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

The charity planned several improvements for the 2022/23 financial year.

These were:

- Installation of a 120-metre inclusive footpath.
- Three-piece adult outdoor gym.
- New hedging.
- On-going building fabric repairs.

All of the above have been completed or are actively being carried out.

These improvements have been achieved through funding provided by Swale Borough Council, and a number of local Trusts.

## Section E

## Financial review

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

The Trustees had planned to budget for the running costs for at least two years inclusive of insurance and energy charges of approximately £6K.

However, with energy prices set to continue increasing local government have been informed their assistance may be required. Increases to the hiring charges alone cannot resolve the problem.

### Details of any funds materially in deficit

NONE

### 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

#### Income source:

The principal income for the 2022/23 financial year was from Trust Grants.

It is only through these grants that the Graveney & Goodnestone Charity has been able to invest in such expensive improvements for the benefit of the local communities and immediate area.

- of the charity;
- investment policy and objectives including any ethical investment policy adopted.

#### Financial Commitments:

The Charity is very aware that funds are limited, and their first objective and responsibility is to comply with their financial commitments.

These are the annual insurance and energy charges. Hall income is primarily identified with these financial commitments before being used for any other purpose.

#### Investment's:

The Charity does not make any financial investments.

## Section F

## Other optional information

The increase in energy cost is the main concern for the charity. This extra cost cannot be passed onto current or new hirers who have the same financial commitments themselves. Therefore, for the hall to be a viable asset for the community then financial assistance from the local council may be required.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	ER Cooper	
Full name(s)	E.R.Cooper	
Position (eg Secretary, Chair, etc)	Chairwomen	
Date	24th April 2023	



## Receipts and payments accounts

For the period  
from

Period start date  
01/04/2022

To

Period end date  
31/03/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
SWALE B C GRANTS	833	-	-	833	13,505
NATIONAL LOTTERY	-	10,000	-	10,000	-
PRIVATE DONATIONS	1,800	-	-	1,800	-
OTHER INCOME	-	-	-	-	-
HALL HIRE	6,078	-	-	6,078	2,799
GRAVENEY TRUST GRANT	-	-	-	-	16,827
KCC GRANT	-	6,750	-	6,750	7,000
OTHER GRANTS	-	8,000	-	8,000	-
CLAIM	187	-	-	187	-
RAFA	-	250	-	250	-
<b>Sub total (Gross income for AR)</b>	<b>8,898</b>	<b>25,000</b>	<b>-</b>	<b>33,898</b>	<b>40,131</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,898</b>	<b>25,000</b>	<b>-</b>	<b>33,898</b>	<b>40,131</b>
<b>A3 Payments</b>					
CASTLE WATER	128	-	-	128	100
HEATING & LIGHT	1,635	-	-	1,635	1,213
FIRE SAFETY	185	-	-	185	495
LEGAL & PROFESSIONAL	100	-	-	100	305
CLEANING & PEST CONTROL	1,070	-	-	1,070	814
MISCELLANEOUS	157	-	-	157	21,269
WC PROJECT	-	5,624	-	5,624	74
ELETRICAL FITTINGS & INSTALLATION	660	-	-	660	3,773
FENCING	5,524	-	-	5,524	1,755
GROUNDWORKS/PATH/ MOWING	1,655	18,700	-	20,355	10,896
REPAIRS & MAINTENACE	6,875	-	-	6,875	9,009
INSURANCE	1,014	-	-	1,014	1,006
EXERCISE EQUIP	-	2,511	-	2,511	-
MOWER PURCHASE	1,250	-	-	1,250	-
DPT REFUNDS	455	-	-	455	-
BENCH / CHAIRS	978	812	-	1,790	-
STORAGE	408	-	-	408	1,010
<b>Sub total</b>	<b>22,094</b>	<b>27,647</b>	<b>-</b>	<b>49,741</b>	<b>51,719</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>22,094</b>	<b>27,647</b>	<b>-</b>	<b>49,741</b>	<b>51,719</b>
<b>Net of receipts/(payments)</b>	<b>- 13,196</b>	<b>- 2,647</b>	<b>-</b>	<b>- 15,843</b>	<b>- 11,588</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>21,967</b>	<b>11,774</b>	<b>-</b>	<b>33,741</b>	<b>45,329</b>
<b>Cash funds this year end</b>	<b>8,771</b>	<b>9,127</b>	<b>-</b>	<b>17,898</b>	<b>33,741</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	8,771	9,127	-
	(agree balances with receipts and payments account(s))	OK	OK	
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	FREEHOLD PROPERTY		-	-
	(Transferred to The Official Trustee of		-	-
	Charity Lands on the 13th April 1948)		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
GRAVENEY AND GOODNESTONE VILLAGE HALL

On accounts for the year  
ended

31<sup>st</sup> MARCH 2022

Charity no  
(if any)

1073958

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2023**

Responsibilities and  
basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed:

*M Regan-Brown*

Date: 20/04/2023

Name:

MELANIE REGAN-BROWN

Relevant professional  
qualification(s) or body  
(if any):

MICB PM.dip  
ICB - Practice Licence 22401

Address:

The Print House, 4-5 Wet Street (Rear) Leslie Smith Drive  
Faversham, Kent, ME13 7JE



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**