

Whittle-le-Woods Community Hall Trust
Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2020

Whittle-le-Woods Community Hall Trust

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Whittle-le-Woods Community Hall Trust

Reference and Administrative Details for the year ended 31 December 2020

TRUSTEES	PW Higham BA Higham JE Bell GM Harrison MJ Ward W Yates C Newall L Coupar
COMPANY SECRETARY	PW Higham
REGISTERED OFFICE	Hillfoot Cottage Hill Top Lane Whittle-le-Woods Chorley Lancashire PR6 7QR
REGISTERED COMPANY NUMBER	03812865 (England and Wales)
REGISTERED CHARITY NUMBER	1078406
INDEPENDENT EXAMINER	JFD McMillan FCA McMillan & Co LLP Chartered Accountants 28 Eaton Avenue Matrix Office Park Buckshaw Village CHORLEY PR7 7NA

Whittle-le-Woods Community Hall Trust (Registered number: 03812865)

Report of the Trustees for the year ended 31 December 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects are to provide facilities in the interests of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the inhabitants of Whittle-le-Woods and the neighbouring area.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives.

Volunteers

The support of the many volunteers, who assist in a number of fund raising events, is much appreciated by the trustees.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year was dominated by the Covid virus pandemic.

The hall was closed for the enforced lockdown on 20 March 2020. We did manage to re-open for selected permitted events in September but the take up was small as there was heightened fear from participants of potentially catching the virus. The events petered out and by December we were closed again.

We were not able to have the annual Duck Race, Flower Show or the Senior Citizens' Christmas party.

All this had a dramatic effect on our income which was only partially mitigated with a £10,000 Small business Covid-19 grant from the Government.

We were however able to continue with our general maintenance and improvement plans for the building.

After much delay stainless steel units were eventually fitted in the main hall, kitchen and they are a great improvement. However due to the situation they have yet to be used.

The back storeroom had really been damp since its inception. It was decided to install a new floor and render the walls with a special waterproof membrane. This has proved to be a major success.

The large window in the back hall has always tended to leak a little when driving rain came from the west. However, over the years this has become much worse for some unexplained reason. It was decided to fit a cavity tray over the top. This was done but had no effect. The rain still pours in and the problem remains. Work is now ongoing to try and solve.

The double-glazed window units that had 'blown' were replaced. Some of the wooden fascia boards around the building had started to rot so they were replaced with plastic units and new guttering installed.

FINANCIAL REVIEW

Principal funding sources

The principal contribution comes from the Community Fund (National Lottery Charities Board), without whom the project would not have been possible.

Reserves policy

The reserves policy is to accumulate funds so as to have as many years running costs as possible in reserve largely to cover cyclical maintenance, so as to provide long term security to the users of the Community Hall. The amount invested in tangible fixed assets is not available to be used for revenue expenditure.

Whittle-le-Woods Community Hall Trust (Registered number: 03812865)

Report of the Trustees

for the year ended 31 December 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a charitable company limited by guarantee and not having a share capital and, in accordance with Section 30(2) of the Companies Act 1985 is exempt from the requirement to use the word 'limited' as part of its name. It is governed by a Memorandum and Articles of Association.

The charity was entered in the Central Register of Charities with effect from 30 November 1999 and accepted by the HM Revenue & Customs as a Charity for tax purposes.

Recruitment and appointment of new trustees

The trustees meet several times during the year, and applications for trustees are periodically sought by advertisement and they are selected based on the candidates personal skills, knowledge of the local area and the needs of the Community.

Approved by order of the board of trustees on 12 April 2021 and signed on its behalf by:

PW Higham - Secretary

Independent Examiner's Report to the Trustees of Whittle-le-Woods Community Hall Trust

Independent examiner's report to the trustees of Whittle-le-Woods Community Hall Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

JFD McMillan FCA
McMillan & Co LLP
Chartered Accountants

12 April 2021

Whittle-le-Woods Community Hall Trust

Statement of Financial Activities for the year ended 31 December 2020

	Notes	Unrestricted funds £	Restricted fund £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		10,000	-	10,000	180
Charitable activities					
Community Hall		13,343	-	13,343	38,922
Other trading activities	3	6,895	-	6,895	8,382
Investment income	4	20	-	20	48
Total		30,258	-	30,258	47,532
EXPENDITURE ON					
Raising funds		633	-	633	2,193
Charitable activities					
Community Hall		39,835	5,175	45,010	36,678
Other		876	-	876	-
Total		41,344	5,175	46,519	38,871
NET INCOME/(EXPENDITURE)		(11,086)	(5,175)	(16,261)	8,661
RECONCILIATION OF FUNDS					
Total funds brought forward		178,302	321,565	499,867	491,206
TOTAL FUNDS CARRIED FORWARD		167,216	316,390	483,606	499,867

The notes form part of these financial statements

Whittle-le-Woods Community Hall Trust (Registered number: 03812865)

Balance Sheet 31 December 2020

	Notes	Unrestricted funds £	Restricted fund £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	8	132,124	316,390	448,514	451,088
CURRENT ASSETS					
Cash at bank		35,968	-	35,968	49,655
CREDITORS					
Amounts falling due within one year	9	(876)	-	(876)	(876)
NET CURRENT ASSETS		<u>35,092</u>	<u>-</u>	<u>35,092</u>	<u>48,779</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>167,216</u>	<u>316,390</u>	<u>483,606</u>	<u>499,867</u>
NET ASSETS		<u>167,216</u>	<u>316,390</u>	<u>483,606</u>	<u>499,867</u>
FUNDS	10				
Unrestricted funds:					
General fund				124,633	135,719
Fixed asset fund				42,583	42,583
				<u>167,216</u>	<u>178,302</u>
Restricted funds				<u>316,390</u>	<u>321,565</u>
TOTAL FUNDS				<u>483,606</u>	<u>499,867</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Whittle-le-Woods Community Hall Trust (Registered number: 03812865)

Balance Sheet - continued **31 December 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 12 April 2021 and were signed on its behalf by:

GM Harrison - Trustee

Whittle-le-Woods Community Hall Trust

Notes to the Financial Statements for the year ended 31 December 2020

1. GENERAL INFORMATION

The charity is a registered charity in England and Wales and is unincorporated. The address of the principal office is Hillfoot Cottage, Hill Top Lane, Whittle-le-Woods, Chorley, PR6 7QR.

There are no material uncertainties about the charity's ability to continue.

The presentational currency of the financial statements is the Pound Sterling (£).

The amounts in the financial statements have been rounded to the nearest £1.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Government grants

Government grants are accounted for under the accruals model. Where the grant is classed as revenue, it is recognised in income on a systematic basis over the periods in which the company recognises the related costs.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Freehold land	- not provided
Leasehold property	- over period of lease
Fixtures and fittings	- over 10 years

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Whittle-le-Woods Community Hall Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

2. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Financial instruments

Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument. Basic financial assets, which include debtors, prepayments and bank balances, are initially measured at transaction price and are subsequently carried at cost unless the arrangement indicates otherwise and then the asset is measured at the present value of the future receipts discounted at a market rate of interest. Basic financial liabilities, which include creditors, accruals, bank loans and group borrowings, are initially recognised at transaction price and are subsequently carried at cost unless the arrangement indicates otherwise and then the liability is measured at the present value of the future obligations discounted at a market rate of interest.

3. OTHER TRADING ACTIVITIES

	2020 £	2019 £
Fundraising events	-	3,613
Rental income	1,540	1,540
Solar panels income	5,355	3,229
	<u>6,895</u>	<u>8,382</u>

4. INVESTMENT INCOME

	2020 £	2019 £
Bank interest	<u>20</u>	<u>48</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020 £	2019 £
Depreciation - owned assets	<u>10,554</u>	<u>10,515</u>

Whittle-le-Woods Community Hall Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

Trustees were reimbursed expenses of £240 for the year ended 31 December 2020 (2019: £240).

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2020	2019
Staff	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

	2020	2019
	£	£
Wages	<u>5,929</u>	<u>5,669</u>

8. TANGIBLE FIXED ASSETS

	Freehold land £	Long leasehold £	Fixtures and fittings £	Totals £
COST				
At 1 January 2020	42,583	462,781	83,963	589,327
Additions	-	-	7,980	7,980
At 31 December 2020	<u>42,583</u>	<u>462,781</u>	<u>91,943</u>	<u>597,307</u>
DEPRECIATION				
At 1 January 2020	-	67,951	70,288	138,239
Charge for year	-	4,872	5,682	10,554
At 31 December 2020	<u>-</u>	<u>72,823</u>	<u>75,970</u>	<u>148,793</u>
NET BOOK VALUE				
At 31 December 2020	<u>42,583</u>	<u>389,958</u>	<u>15,973</u>	<u>448,514</u>
At 31 December 2019	<u>42,583</u>	<u>394,830</u>	<u>13,675</u>	<u>451,088</u>

Whittle-le-Woods Community Hall Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Accruals and deferred income	<u>876</u>	<u>876</u>

10. MOVEMENT IN FUNDS

	At 1/1/20 £	Net movement in funds £	At 31/12/20 £
Unrestricted funds			
General fund	135,719	(11,086)	124,633
Fixed asset fund	<u>42,583</u>	<u>-</u>	<u>42,583</u>
	178,302	(11,086)	167,216
Restricted funds			
Community Hall	<u>321,565</u>	<u>(5,175)</u>	<u>316,390</u>
TOTAL FUNDS	<u>499,867</u>	<u>(16,261)</u>	<u>483,606</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	30,258	(41,344)	(11,086)
Restricted funds			
Community Hall	-	(5,175)	(5,175)
TOTAL FUNDS	<u>30,258</u>	<u>(46,519)</u>	<u>(16,261)</u>

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	121,563	14,156	135,719
Fixed asset fund	<u>42,583</u>	<u>-</u>	<u>42,583</u>
	164,146	14,156	178,302
Restricted funds			
Community Hall	<u>327,060</u>	<u>(5,495)</u>	<u>321,565</u>
TOTAL FUNDS	<u>491,206</u>	<u>8,661</u>	<u>499,867</u>

Whittle-le-Woods Community Hall Trust

Notes to the Financial Statements - continued for the year ended 31 December 2020

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	47,532	(33,376)	14,156
Restricted funds			
Community Hall	-	(5,495)	(5,495)
TOTAL FUNDS	<u>47,532</u>	<u>(38,871)</u>	<u>8,661</u>

The fixed asset fund represents the cost of freehold land.

The purpose of the restricted funds is for the refurbishment of the Community Hall and largely relates to grants from the Community Fund (National Lottery Charities Board) towards the capital costs. The fund will be reduced by the related depreciation charge over the period of the lease.

11. CONTINGENT LIABILITIES

The grant of £300,000 received from the National Lottery Charities Board is subject to clawback should the Trust breach any of the grant conditions. The National Lottery Charities Board have a charge over the leasehold property to secure this contingent liability.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020 or for the year ended 31 December 2019.