

Neville Hall Charitable Trust

Waltham St Lawrence



Registered Charity No 1092551

Annual Report and accounts

For the year ended 31st March 2022

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Neville Hall Charitable Trust

Waltham St Lawrence

Annual Report for the year ended 31st March 2022

The Charity is ordered by a scheme of administration from the Charity Commission dated 30th December 1938 and registered as a Charity number 1092551 on 29th June 2002 with a correspondence address c/o Coltmans Cottage, The Street, Waltham St Lawrence, Berkshire, RG10 0JJ. The Charity Commission confirmed a change of name from “The Parish Hall” to “Neville Hall Charitable Trust, Waltham St Lawrence” on 2nd February 2010.

The Trustees during the year were the Parish Council, Waltham St Lawrence, namely:

Mark Hipgrave	Chair
Mike Kay (Chair Parish Council)	Vice Chair
Clive Scott-Hopkins	
Graham Pobjoy	
Herman Bleekendaal	
Rupe Patel	
Paul Mason	

The only asset is the Neville Hall itself. The object of the Charity is to use the land and buildings for the purpose of physical and mental recreation, and social, moral and intellectual development through the medium of reading, recreation rooms, library, lectures, classes, recreations, and entertainments, or otherwise as may be found expedient, for the benefit of the inhabitants of the Parish of Waltham St Lawrence.

The clear yearly income of the Charity can be applied by the Trustees for the purposes of the Charity in such a manner as the Trustees think fit.

We are pleased to report that the trust has had a reasonable year considering hall hiring ceased for some of the year, and the financial position returned to making a gain. Even though the Trust had reduced bookings, there was a reasonable amount during the year, and with the income from office rent it meant we were able to purchase Marquees (with some support from The Village Charity), refurbish two offices, and still make a gain of nearly £2,000 (detailed figures on Pages 5&6).

We also agreed to “house” the Jubilee Festivity’s finances setting up an extra account within the existing Barclays accounts. This was agreed by the Trustees after discussion and taking into account the “Scheme”:

1. Administration of Charity.—The above-mentioned Charity and the endowments thereof, consisting of the land and buildings specified in the Schedule hereto, shall be administered and managed, under the title of the Parish Hall, subject to and in conformity with the provisions of this Scheme, by the Parish Council of Waltham St. Lawrence, who shall be the Trustees of the Charity.

2. Vesting.—The said land and buildings are hereby vested in the said Council for all the estate and interest therein belonging to or held in trust for the Charity. 3. Use of Land and Buildings.—The Trustees shall appropriate and use the said land and buildings for the purposes of physical and mental 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 Parish of Waltham St. Lawrence.

4. Charges for Use of Buildings.—The Trustees shall be at liberty (if they think fit) to make such charge for the use of the said buildings on any occasion or occasions as to them shall seem meet, and either by way of a specific sum or entrance money, or by a percentage of any receipts to be received by any person or persons having the use of the buildings, or by a collection, or by any other means.

5. Clear Income.—The clear yearly income of the Charity shall be applied by the Trustees for the Charity in such manner as the Trustees think fit.

6. Questions under Scheme.—Any question as to the construction of this Scheme, or as to the regularity or the validity of any acts done or about to be done under this Scheme, shall be determined conclusively by the Charity Commissioners, upon such application made to them for the purpose as they think sufficient.

Seeing that section 5 included “what the Trustees see fit”, they agreed that helping run the village event was a fitting activity for the “benefit of the inhabitants of the Parish” (section 2). The Jubilee event made a loss of £1633 prior to March 31st 2022 (did not include £2,999 ticket sales as these were “income in advance”), and was planned to break even overall.

The Charity also decided to use CCLA Charities Investments to make more of the reserves, which although set up during this financial year, the first deposit would not be till after 31/3/22.

We are thankful to Kate Francis who cleans the Hall regularly and thoroughly. She made sure that the office, hall and toilet were “covid” cleaned nearly every day, and was diligent about cleaning all “touch” surfaces when there were occasional hirers. We are thankful also to David Francis who has taken on maintenance tasks.

Finally, my thanks go to the Management Team (David Crawley-Boevey, Mark Hipgrave, Sheila Kiss, Rick Marshal, John Kiss) for their constant and diligent work to maintain bookings, keep the Hall in good repair, promote it, improve it, and manage the finances. They manage the Hall on a day-to-day basis on behalf of the Parish Council who is the sole Trustee of the Neville Hall Charitable Trust.

Mark Hipgrave
Chair of Trustees

Date:

Mike Kay
Vice Chair Trustees &
Chair of Parish Council

Date:

Independent Examiner's Report to **The Trustees of the Neville Hall Charitable Trust (No 1092551)**

I report on the accounts of the Neville Hall Charitable Trust for the year ended 31st March 2022 which are set out on pages 5, 6, 7.

Respective responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- to state 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 Commission. 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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:
 - a. To keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. To prepare accounts which accord with the accounting records and comply with the accounting requirement of the 2011 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 accounts to be reached.

The Scheme/Objectives/Terms of Reference of NHCT refers to the management of Neville Hall (land and buildings) with amendments referred to the Charity Commissioners. It is recommended a submission be made to the Commissioners to now include, for clarity, the organising of Parish/Community based events, as an addition.

B T Dancer (Independent Examiner)
Tudor Lodge
Maidenhead
Berks SL6 8JW

Date:

Income and Expenditure (NHCT)

1st April 2021 to 31st March 2022

	<u>HALL</u>		<u>JUBILEE</u>	TOTAL
	<u>Apr '21 - Mar 22</u>	<u>Apr '20 - Mar 21</u>	<u>Apr '21 - Mar'22</u>	
Ordinary Income/Expense				
Income				
Gifts and Donations Income	218.00	5,045.00	0.91	218.91
Office Rental				
ANB Groundcare	4,698.00	3,456.00		4,698.00
Graham Ackerman	3,600.00	3,456.00		3,600.00
Simon Shaw	4,518.00	5,580.00		4,518.00
Surgery	2,400.00	2,400.00		2,400.00
Total Office Income	<u>15,216.00</u>	<u>14,892.00</u>		<u>15,216.00</u>
Letting Income				0.00
Art Class	975.00	150.00		975.00
Band Practise	160.00	100.00		160.00
Body in Harmony	1,165.00	0.00		1,165.00
Health Workshop	305.00	175.00		305.00
Meeting	2,557.00	950.00		2,557.00
Party	1,862.50	90.00		1,862.50
Royal BWM	250.00	0.00		250.00
Sundry	635.00	0.00		635.00
Table Top Sale	240.00	120.00		240.00
Wake	302.50	0.00		302.50
Wine Society	420.00	0.00		420.00
WSL Silver Band	650.50	183.50		650.50
Yoga	720.00	245.00		720.00
Total Letting Income	<u>10,242.50</u>	<u>2,013.50</u>		<u>10,242.50</u>
Festival Ticket Sales			0.00	0.00
Big Lunch Ticket Sales			0.00	0.00
Total Income	<u>25,676.50</u>	<u>21,950.50</u>	0.91	<u>25,677.41</u>
Expense				0.00
Advertising/Marketing	485.08	183.75		485.08
Capital Items				0.00
Decoration Ext	0.00	558.00		0.00
Table	<u>0.00</u>	<u>79.20</u>		<u>0.00</u>
Total Capital Items	0.00	637.20		<u>0.00</u>
Cleaning	3,882.00	3,948.00		3,882.00
Consumables	614.29	302.61		614.29
Council Tax	71.87	0.00		71.87
Fire Protection	211.92	0.00		211.92
Floor	1,213.48	0.00		1,213.48
Gifts and Donations	37.77	12.00		37.77
Insurance	1,181.00	1,158.92		1,181.00
Internet	196.82	522.02		196.82
Kitchen	74.99	0.00		74.99
Maintenance				0.00

Appliances	441.90	30.00		441.90
Decoration Exterior	690.00	4,286.00		690.00
Decoration Interior	3,244.44	950.00		3,244.44
Electrical	1,584.80	0.00		1,584.80
Exterior	141.05	0.00		141.05
Fire Protection	0.00	327.00		0.00
Heating	295.00	277.67		295.00
Piano Tuning	60.00	0.00		60.00
Plumbing	0.00	4,794.00		0.00
Roof	120.00	0.00		120.00
Maintenance - Other	<u>0.00</u>	<u>328.91</u>		<u>0.00</u>
Total Maintenance	6,577.19	10,993.58		<u>6,577.19</u>
Music Licence	358.22	0.00		358.22
Professional Fees				0.00
Accounting	105.00	105.00		105.00
Legal Fees	<u>635.00</u>	<u>0.00</u>		<u>635.00</u>
Total Professional Fees	740.00	105.00		<u>740.00</u>
Repairs				0.00
Building Repairs	<u>0.00</u>	<u>1,044.00</u>		<u>0.00</u>
Total Repairs	0.00	1,044.00		<u>0.00</u>
Sundry	80.00	0.00		80.00
Telephone	397.92	373.74		397.92
Utilities				0.00
Electricity	1,013.40	1,281.84		1,013.40
Oil	1,510.95	593.25		1,510.95
Water	<u>48.38</u>	<u>107.35</u>		<u>48.38</u>
Total Utilities	2,572.73	1,982.44		<u>2,572.73</u>
Jubilee Stripe Card fees			62.19	
Jubilee Decorations			1,308.20	
Jubilee Entertainmant			50.00	
Jubilee Music (Bands)			214.00	
Total Expense	<u>18,695.28</u>	<u>21,263.26</u>	<u>1,634.39</u>	<u>20,329.67</u>
Net Ordinary Income	6,981.22	687.24	-1633.48	5,347.74
Other Income/Expense				0.00
Other Income				0.00
Donations Unrestricted	2,450.00	0.00		2,450.00
Interest	<u>6.72</u>	<u>30.74</u>		<u>6.72</u>
Total Other Income	2,456.72	30.74		2,456.72
Other Expense				0.00
Marquees	6,500.00	0.00		6,500.00
Tables	<u>989.16</u>	<u>0.00</u>		<u>989.16</u>
Total Other Expense	<u>7,489.16</u>	<u>0.00</u>		<u>7,489.16</u>
Net Other Income	<u>-5,032.44</u>	<u>30.74</u>		<u>-5,032.44</u>
Net Income	<u><u>1,948.78</u></u>	<u><u>717.98</u></u>	<u><u>-1633.48</u></u>	<u><u>315.30</u></u>

Balance Sheet (NHCT)

As at 31st March 2022

	<u>Mar 31, 22</u>	<u>Mar 31, 21</u>
ASSETS		
Fixed Assets		
Village Hall	386,390.00	386,390.00
Total Fixed Assets	386,390.00	386,390.00
Current Assets		
Current/Savings		
Current Hall	18,281.04	20,678.98
Current (Jubilee)	6,271.26	
Deposit	67,321.35	67,314.63
Total Current/Savings	91,873.65	87,993.61
Debtors (Jubilee)	94.26	
Total Current Assets	<u>91,967.91</u>	<u>87,993.61</u>
Liabilities (Jubilee tickets)	2,999.00	
Current Liabilities		
Other Current Liabilities		
Letting Deposit	500.00	400.00
Letting Income in Advance	790.00	230.00
Rent Deposit	2,745.00	2,745.00
Total Other Current Liabilities	<u>7,034.00</u>	<u>3,375.00</u>
Total Current Liabilities	<u>7,034.00</u>	<u>3,375.00</u>
NET CURRENT ASSETS	<u>84,933.91</u>	<u>84,618.61</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	471,323.91	471,008.61
NET ASSETS	471,323.91	471,008.61
Equity		
Opening Bal Equity	471,008.61	470,290.63
Net Income (Hall)	1,948.78	717.98
Net income (Jubilee)	-1,633.48	
Total Equity	<u>471,323.91</u>	<u>471,008.61</u>