

Neville Hall Charitable Trust

Waltham St Lawrence



Registered Charity No 1092551

Annual Report and accounts

For the year ended 31st March 2023

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Neville Hall Charitable Trust

Waltham St Lawrence

Annual Report for the year ended 31st March 2023

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 good year with the Hall coming back to pre-covid levels of income making around £11,000. But after paying for some significant heating changes to help reduce heating bills for the future, ended up with around £6,000 net gain (see pages 5 & 6 for details). We have seen large increases in the costs of oil and electricity, and we also had the local Surgery decide to give up renting the downstairs office. Fortunately, we have now rented it to ANB Groundcare as their second office. The Jubilee celebrations (called “Events” in the finance sheets) also went well bringing around £6,500 which will be distributed to our school, cricket club, and church (see page 7 for details).

We took the opportunity to refurbish the downstairs office (between lettings) which was largely undertaken by David Francis and started just before the end of the financial year.

The Charity had decided to use CCLA Charities Investments to make more of the reserves, and deposited £60,000 in April 2022. Although a difficult year for investments it gained just over £800 by the end of the financial year which was far better than leaving it in the Barclays Savings Account.

We are thankful to Kate Francis who cleans the Hall regularly and thoroughly. She made sure that the hall and toilets (including the office ones) were cleaned nearly every day. We are thankful also to David Francis who continues to perform general 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 2023 which are set out on pages 5, 6, 7 & 8.

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 & Expenditure for the Hall

April 1st 2022 to March 31st 2023

	<u>Apr '22 - Mar 23</u>	<u>Apr '21 - Mar 22</u>
Ordinary Income/Expense		
Income		
Gifts and Donations Income	375.00	218.00
Letting Income		
ANB Groundcare	5,940.00	4,698.00
Art Class	1,755.00	975.00
Band Practise	40.00	160.00
Body in Harmony	1,020.00	1,165.00
Dance Swing UK	60.00	0.00
Graham Ackerman	3,600.00	3,600.00
Health Workshop	341.00	305.00
Meeting	4,425.50	2,557.00
Mums & Toddlers	112.50	0.00
Party	3,799.00	1,862.50
Royal BWM	0.00	250.00
Rug Sale	160.00	0.00
Simon Shaw	3,456.00	4,518.00
Sundry	0.00	635.00
Surgery	2,400.00	2,400.00
Table Top Sale	360.00	240.00
Wake	0.00	302.50
Wine Society	470.00	420.00
WSL Silver Band	807.00	650.50
Yoga	160.00	720.00
Total Letting Income	<u>28,906.00</u>	<u>25,458.50</u>
Total Income	29,281.00	25,676.50
Expense		
Advertising/Marketing	515.54	485.08
Cleaning	5,116.00	3,882.00
Consumables	672.67	614.29
Council Tax	140.80	71.87
Fire Protection	0.00	211.92
Floor	686.88	1,213.48
Gifts and Donations	0.00	37.77
Insurance	1,297.50	1,181.00
Internet	45.00	196.82
Keys	42.50	0.00
Kitchen	519.00	74.99
Maintenance		
Appliances	0.00	441.90
Decoration Exterior	123.00	690.00
Decoration Interior	780.00	3,244.44
Drains	518.20	0.00
Electrical	244.58	1,584.80
Exterior	0.00	141.05
Fire Protection	266.04	0.00

Heating	317.27	295.00
Piano Tuning	0.00	60.00
Roof	0.00	120.00
Maintenance - Other	128.18	0.00
Total Maintenance	2,377.27	6,577.19
Music Licence	320.44	358.22
Professional Fees		
Accounting	175.00	105.00
Legal Fees	0.00	635.00
Total Professional Fees	175.00	740.00
Sundry	0.00	80.00
Telephone	422.73	397.92
Utilities		
Electricity	3,006.70	1,013.40
Oil	2,759.40	1,510.95
Water	66.91	48.38
Total Utilities	5,833.01	2,572.73
Total Expense	18,164.34	18,695.28
Net Ordinary Income	11,116.66	6,981.22
Other Income/Expense		
Other Income		
Donations Unrestricted	0.00	2,450.00
Interest	17.31	6.72
Interest Income	0.00	0.00
Total Other Income	17.31	2,456.72
Other Expense		
Marquees	60.20	6,500.00
Plumbing Offices	5,928.00	0.00
Tables	0.00	989.16
Total Other Expense	5,988.20	7,489.16
Net Other Income	-5,970.89	-5,032.44
Net Income	5,145.77	1,948.78

Income and Expenditure for Events

April 1st 2022 to March 31st 2023

	Total
Income	
Champagne Breakfast	2,890.00
Drinks	1,186.60
Friday Bar	3,183.30
Friday Food	3,146.00
Friday Sales	72.00
Jubilee Fest	4,100.00
Sales	28.00
Sales from 21/22	2,999.00
Sunday Bar	2,278.70
Tea Tent Sales	738.00
The Big Lunch	1,584.00
Total Income	£ 22,205.60
Cost of Sales	
Cost of sales	712.50
Food Costs	2,263.74
Total Cost of Sales	£ 2,976.24
Total	£ 19,229.36
Expenditures	
Bar Stocks	3,315.03
Credit Card Fees Stripe	338.56
Decorating	875.92
Entertainment	1,137.56
Entertainment from 21/22	300.00
Games	329.79
Logistics	2,285.14
Marketing	493.41
Music	887.50
Music from 21/22	903.00
Office/General Administrative Expenses	40.00
Total Expenditures	£ 10,905.91
Net Operating Income	£ 8,323.45
Net Income/(Expenditure)	£ 8,323.45

Note: this excludes some financial activity in 2021/22 preparing for the Jubilee, and includes some activity (small amount) in Feb and March preparing for the Summer 2023 festivities.

Balance Sheet

As at 31st March 2023

	<u>Mar 31, 23</u>	<u>Mar 31, 22</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		
Hall Current	27,889.50	18,281.04
Hall Deposit	7,338.66	67,321.35
*Hall CCLA investment	60,000.00	
Events Account	7,916.85	6,271.26
Total Current/Savings	103,145.01	91,873.65
Debtors (Events)		94.26
Total Current Assets	103,145.01	91,967.91
Current Liabilities		
tickets (Events)	1,226.88	2,999.00
Other Current Liabilities		
Letting Deposit	0.00	500.00
Letting Income in Advance	770.00	790.00
Rent Deposit	2,745.00	2,745.00
Total Other Current Liabilities	4,741.88	7,034.00
Total Current Liabilities	4,741.88	7,034.00
NET CURRENT ASSETS	<u>98,403.13</u>	<u>84,933.91</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	484,793.13	471,323.91
NET ASSETS	484,793.13	471,323.91
Equity		
Opening Bal Equity	471,323.91	471,008.61
Retained Earnings		
Net income (Events)	8,323.45	-1,633.48
Net Income	5,145.77	1,948.78
Total Equity	<u>484,793.13</u>	<u>471,323.91</u>

***Note:** The initial deposit to CCLA (Hall CCLA) was £60,000 in May 2022. The valuation provided by CCLA at the 31st March 2023 for the Accumulated Units Fund was £60,805.97.