

# DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST

England & Wales · Charity number 1099705

## Details

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**Other names** DEBENHAM LEISURE CENTRE

**Status** Registered

**Legal form** Charitable company

**Company number** [04672490](#)

**Registered** 2003-09-26

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

## Contact

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**Address** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk  
IP14 6BL

**Phone** 01728 861101

**Email** [info@debenhamsportsandleisure.co.uk](mailto:info@debenhamsportsandleisure.co.uk)

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

## Activities

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**Objects:** THE PROVISION AND MAINTENANCE OF A VILLAGE HALL RECREATION GROUND AND OTHER RECREATIONAL FACILITIES FOR THE USE OF THE INHABITANTS OF THE PARISH OF DEBENHAM AND THE NEIGHBOURHOOD THEREOF. (HEREINAFTER CALLED "THE AREA OF BENEFIT") 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:** Providing sporting and other leisure activities to the community and the surrounding area.

## Classification

- **How:** Provides Buildings/facilities/open Space, Acts As An Umbrella Or Resource Body
- **What:** Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- **Area of benefit:** DEBENHAM AND THE NEIGHBOURHOOD THEREOF
- Suffolk

## Finances

| Period end | Income   | Expenditure | Assets     | Employees |
|------------|----------|-------------|------------|-----------|
| 2025-02-28 | £672,978 | £603,024    | £956,930   | 20        |
| 2024-02-29 | £577,089 | £645,558    | £974,347   | 20        |
| 2023-02-28 | £732,827 | £634,599    | £1,042,817 | 19        |
| 2022-02-28 | £343,689 | £52,533     | -          | -         |
| 2021-02-28 | £379,532 | £290,229    | -          | -         |

## Trustees

| Name                    | Role  | Appointed  |
|-------------------------|-------|------------|
| <b>Stephen Spurling</b> | Chair | 2023-03-23 |
| Anne Beverley Finnissy  |       | 2024-11-19 |
| GEORGE JAMES DURIE      |       |            |
| Gina Helm               |       | 2025-09-01 |
| Howard Simpson          |       | 2022-07-29 |
| MARTIN DURIE            |       |            |
| Michelle Dix            |       | 2021-11-19 |
| Peter Morrison Wilson   |       | 2025-12-03 |
| Philip Jaynes           |       | 2017-11-14 |
| Phillip Jones           |       | 2020-02-01 |
| Rob Morris              |       | 2022-07-29 |
| Stephen Robbins         |       | 2021-09-02 |
| Susan Dawn Thurlow      |       | 2024-06-01 |

**DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST**

England & Wales - Charity number 1099705

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04672490**  
**CHARITY REGISTRATION NUMBER: 1099705**

**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**28 February 2025**

# **Debenham Village Hall and Playing Field Trust**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 28 February 2025**

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

## Trustees Annual Report (Incorporating the Trustee's Report)

### Year ended 28 February 2025

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The Trustees, who are also the directors for the purposes of company law, presents their report and the unaudited financial statements of the Charity for the year ended 28 February 2025.

#### Reference and administrative details

**Registered charity name** Debenham Village Hall and Playing Field Trust

The Debenham Village Hall and Playing Field Trust is also referred to locally as Debenham Sports & Leisure (DS&L), either term may be used to express the company within the financial statements.

**Charity registration number** 1099705

**Company registration number** 04672490

**Principal office and registered** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk IP14 6BL

#### The Trustees

The Trustees who served during the year and at the date of approval were as follows:

|                     |                         |
|---------------------|-------------------------|
| Mr Stephen Spurling | Chairman                |
| Mr Martin Durie     | Deputy Chair            |
| Mr George Durie     |                         |
| Mr Phil Jaynes      | Treasurer               |
| Mr Phillip Jones    |                         |
| Mr Steve Robbins    |                         |
| Mrs Michelle Dix    |                         |
| Mr Howard Simpson   | Company Secretary       |
| Mr Rob Morris       |                         |
| Sue Thurlow         | Appointed July 2024     |
| Anne Finnissy       | Appointed November 2024 |

**General Manager** Trevor Coulson Appointed October 2023

**Finance manager** Sue Thurlow Retired May 2024  
Rachel Keeble Appointed April 2024

#### Independent Examiner

Mrs R Marsh FMAAT, Marsh Accountancy, 67 Gardeners Road, Debenham, Stowmarket, Suffolk IP14 6RX

#### Bankers

National Westminster Bank plc, 2 Tavern Street, Ipswich, Suffolk IP1 3BD

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

**Year ended 28 February 2025**

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#### **Structure, Governance and Management Governing Document**

Debenham Village Hall and Playing Field Trust ("Company/Trust") is a charitable company limited by guarantee and was incorporated on 20 February 2003. It is governed by a Memorandum and Articles of Association. The Company was established, following a review of the legal structure, to take over the activities of the unincorporated charity, Debenham Village Hall Playing Field Trust (registered charity number 304742) established under a scheme approved by the Charity Commissioners under seal dated 4 July 1988. The charity owns and runs the Debenham Leisure and Community Centre for the benefit of the inhabitants of the Parish of Debenham, Suffolk and its neighbourhood.

#### **Appointment, induction and training of trustees**

The overall governance and financial responsibility are vested in the Trustees, as set out on page 1. The Trustees are also Directors of the charity for the purposes of Company law. In accordance with the memorandum and articles of association, the Trustees retiring by rotation at the 2025 Annual General Meeting are Phil Jones and Rob Morris who, being eligible, offer themselves for re-election.

The Trustees bring with them a wide and ranging set of skills and experience which is of great benefit to the Trust. We welcome any member of the Community to join our Trust Board. If you are interested then please contact our chairman, who will be pleased to share with you details of the Charity and the context within which it operates, including:

- The obligations of the Trustees.
- The operational framework of the Charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position including the latest published and management accounts.
- Future plans and objectives.

#### **Risk Management**

The Trust Board continually review the major risks which the Charity faces to ensure that the systems established to manage such risks are adequate. This process includes a review of reserve levels and of the Charity's key financial systems.

#### **Reserves Policy (summary)**

Trustees aim to demonstrate prudence and good financial planning to cover the unexpected and unplanned to protect delivery of Debenham Village Hall and Playing Field Trust's ("Trust") key strategic objectives and under unforeseen circumstances. Trustees may also set aside reserves for investment in future years (e.g. to improve or expand facilities).

The key financial risks which may prevent the Trust from achieving its strategic objectives are considered to be:

- Unforeseen emergency or other unexpected need for funds, e.g. an unexpected large repair bill or finding 'Start up costs' for an urgent project.
  - Covering unforeseen day-to-day operational costs, e.g. employing temporary staff to cover a long term sick absence.
  - A source of income, e.g. a grant, not being renewed. Funds might be needed to give the trustees time to act if income falls below expectations.
  - Planned commitments, or designations, that cannot be met by future income alone, e.g. plans for a major asset purchase or to a significant project that requires the charity to provide 'Matched Funding'.
  - The need to fund short-term deficits in a cash budget, e.g. money may need to be spent before a funding grant is received.
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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2025

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The Trustees consider it prudent to maintain unrestricted funds for a minimum of three months of the Trust's operating costs which equate to approx. £89,000. At this level the Board of Trustees consider that the Trust could continue in the event of a reduction in income or unforeseen expenditure. The minimum value of the contingency reserve will be reviewed on an annual basis.

#### **Organisational Structure**

The Trust Board comprises of a minimum of three members who meet bi-monthly and are responsible for the strategic direction and policy of the Charity. At present the Trust Board has eleven (April 2025) members from a variety of business backgrounds relevant to the work of the Charity. The Trustees delegate the responsibility for the day-to-day operational management of Debenham Sports & Leisure Centre to the General and Finance Managers, including the provision of specified services and facilities and supervision of the staff team. We also have a representative from the Parish Council attending our Trust Board meetings. This provides the Trust with the opportunity to share our business with the Parish Council in an open and transparent way.

#### **Related Party**

The Charity has a wholly owned trading subsidiary, Debenham Community Centre Limited, which operates the bars and associated facilities for the benefit of the Trust.

#### **Objectives and activities**

The Charity's objective is the provision and maintenance of a village hall, recreation ground and other recreational facilities for the use of the inhabitants of the Parish of Debenham and its neighbourhood 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.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2025

#### Operational and Financial Overview

##### Chair

Debenham Sports & Leisure (DS&L) - the trading name of the Trust – Continued to explore innovative ideas to ensure that we remain a sustainable business for many years to come. Throughout our report you will see progress made in all areas of DS&L, contributing to a year end positive outcome, both financially and increased usage of all our facilities. Our General Manager and Sports Lead provide more detail on some of these positive outcomes below.

This financial year once again proved challenging, particularly with an increase above inflation to the National Living Wage (NLW) and a change to the age when the higher rate applied. Some of these additional costs have been offset by the increased activity on the Sport and Leisure side, enabling us to finish the year with a small surplus, £15,740 (Taken from Profit & Loss) before depreciation. As always, this surplus will be used to further improve and develop our facilities with projects such as redecorating the Community Centre, installation of battery storage, replacement of ageing sports equipment (e.g. Spin bikes) and improved provision for football.

Our reserves remain healthy and intact. Further financial information is provided throughout the report along with graphs and of course, the full accounts.

It was pleasing to note that the installation of 160 Solar Panels in April 2024 contributed to our Carbon Footprint reduction and lower electricity bills. A big thank you to all grant providers who ensured we were able to undertake this project. As of this date we have reduced our carbon footprint. by 27 tons since installation in April 2024. We hope to install battery storage within the next 2 years so our energy consumption during the darker hours can be covered.

Our staff/trustees and volunteers are our most valuable assets. They, along with our customers and grant providers, continue to ensure we provide a well-maintained facility that is safe and modern, catering for everyone's needs whatever their chosen activity.

Through our report we acknowledge the continued, excellent relationships we have with Debenham High School, The Forge Community Church and Zeera, the Indian take away. A big thank you to them all. We are also grateful to those Grant providers who have invested in our facilities over the 2024/25 financial year. Their support is crucial to the success of our Centre.

| Grants Received 2024/25              |         |                   |
|--------------------------------------|---------|-------------------|
| MSDC                                 | £25,000 | Revenue grant     |
| MSDC                                 | £14,955 | Solar project     |
| MSDC                                 | £15,971 | GP referral       |
| MSDC                                 | £1,513  | OTAGO             |
| Suffolk County Council               | £500    |                   |
| Parish Council 2 <sup>nd</sup> Grant | £5,000  | Solar project     |
| Parish Council                       | £500    | Fireworks         |
| Alan Boswell Insurance               | £5,000  | Gym refurbishment |

2025/26 will bring with it new challenges. The NLW has increased by 6.7% adding another £15,580 to our wage bill. The 1.2% increase in National Insurance Contributions for employers adds a further £6,080.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2025

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#### General Manager, Trevor Coulson

This past year we have had some great highlights to reflect on as a team.

We welcomed our new Finance Manager Rachel, and Events Co-ordinator Lauren, embracing the role, straight in with a weeklong co-ordinating our Country Music Festival.

We have enjoyed serving our community with lots of great events through the year, from Summer BBQ's, community cinema and music nights, to our annual fireworks display which we had an overwhelming community response to, thank you for your continued support.

We are now at a full team, and through this, we have worked hard to continue providing a wonderful social space for our customers and users of Debenham Leisure Centre, and I'm sure you agree with me in saying that the recent refurbishment of the Deben Lounge and its new Dine @ the Deben, has turned out better than we expected, creating a wonderful cosy and welcoming space, for people to eat and share good times together. It was so important for us to get this right, and this is why the staff team, and trustees have given their time and dedication in enhancing our community facility. We hope soon, to undertake more exiting projects like this within the centre, watch this space.

As the weather warms up, we want to open our doors more to the local community, to be more accessible for everyone and enjoy exercising, keeping fit in our classes and enjoying all our social spaces, inside and out, adding to our happy centre.

#### Sports Lead, Claire Needham

Our centre continues to provide opportunities for further training of staff. I am pleased to say that Milly completed her Fitness Instructor level 3 apprenticeship and is now delivering many sessions here at the centre and we wish her well for the future. Many congratulations to Milly on this excellent achievement. Continuing with our apprenticeship program we will be looking for a recruit during 2025/26.

In February 2025 I worked with Mid Suffolk District Council to provide a new class called OTAGO. After my training the new class started, which is aimed at over 65's improving strength and balance and is well attended.

Our gym remains very popular and busy, meeting our objective to improve the health and wellbeing of the population we serve. One of the disadvantages of having a busy gym is that equipment deteriorates very quickly and needs repairing/replacing at regular intervals. Our aim for this year is to continue our maintenance programme and secure grants to enable us to replace equipment coming to the end of its life. Following some positive feedback and ideas we will be looking to upgrade the lighting and redecorating to offer an even better experience for our customers.

Class numbers remain high especially group cycling which is consistently full of waiting lists. Lauren Calver has been a great asset having completed her group cycling qualification and running a very popular class every Wednesday plus class cover.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

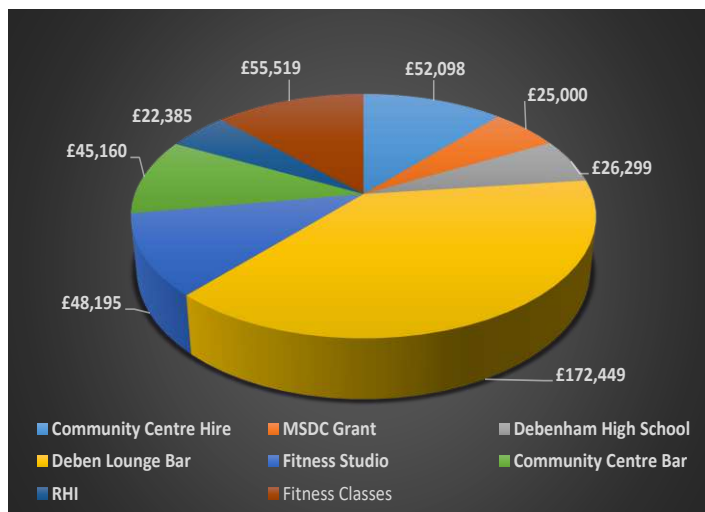
### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2025

#### Financial overview

Below you will see Pie charts setting out our main income streams, along with our main expenditure. The Bar charts show a continued return of activities throughout the financial year compared with the 2023/24 financial year.

#### Major Income 2024/25



Our income streams for the financial year mainly rose through increases in membership +10%, fitness classes + 18%, Deben lounge bar + 3% and of note were the increases in the Community Centre hiring +7% and Community Centre Bar takings +19%. This has been a priority of ours to ensure that we offer a wide range of events and activities making good use of this wonderful venue. Price increases were also a factor as these were in line with the inflation rate stated for the financial year. The only income stream showing a fall – 6% is the Renewable Heat Initiative (RHI). This is paid by OFCOM and relates to the Biomass Boiler usage. A warmer winter always reduces use and therefore a reduction in income is expected.



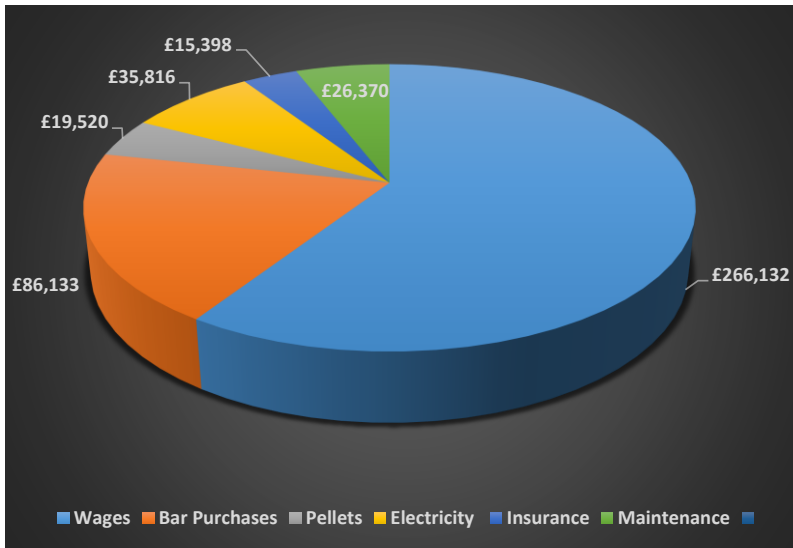
# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

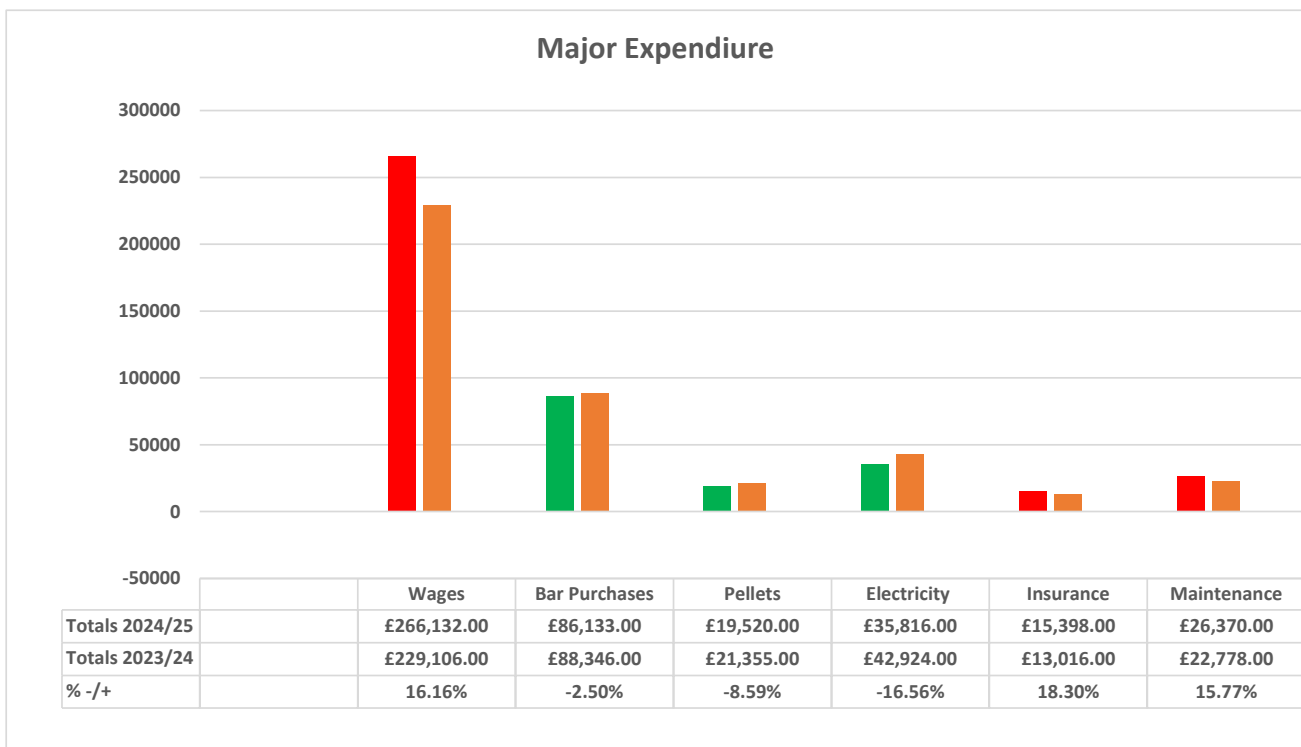
Year ended 28 February 2025

#### Major Expenditure 2024/25



The biggest expenditure of any organisation is its wage bill. The financial year saw an 16.16% increase in salary cost. This along with a 18.3% increase in Insurance and a 15.77% increase in our maintenance costs provides us with challenges to meet our plans for the 2025/26 financial year. On a further positive note there were reductions in electricity costs, down by 16.56% and a further decrease in the cost of wood chip pellets for our Biomass boiler, down by 8.9%. It is also worth noting that there was a period in 2023/24 when there were no General Manager wages, reducing expenditure for that year. Full expenditure for this post were incurred in 2024/25 with

further expenditure incurred during a period of handover from our retiring Finance Manager to our new one.



# **Debenham Village Hall and Playing Field Trust**

## **Company Limited by Guarantee**

### **Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)***

#### **Year ended 28 February 2025**

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Once again, I would like to thank all our staff, trustees, volunteers and of course our customers and grant providers. Without you we would not be able to provide this wonderful facility to the local and surrounding populations, filling a big gap between the nearest comparable centres at Stradbroke and Stowmarket. So, a huge thanks to all for everything you do.

Steve Spurling  
Chair Debenham Village Hall & Playing Field Trust.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

**Year ended 28 February 2025**

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#### **Independent examiner appointment**

A resolution to appoint Mrs R Marsh of Marsh Accountancy as independent examiner will be proposed at the next meeting.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

22/05/2025

The Trustee's annual report was approved on ..... and signed on behalf of the board of trustees by:

S Spurling

*Stephen Spurling*

Mr S Spurling (Chairman)  
Trustee

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Independent Examiner's Report to the Members of Debenham Village Hall and Playing Field Trust *(continued)*

**Year ended 28 February 2025**

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I report to the Charity Trustees on my examination of the financial statements of the company for the year ended 28 February 2025 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians. I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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, nor have I come across any 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.

Mrs R Marsh FMAAT  
Independent Examiner

Marsh Accountancy  
67 Gardeners Road  
Debenham  
Suffolk IP14 6RX

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated Statement of Financial Activities (including income and expenditure account)

Year ended 28 February 2025

|                                             |      | 2025               | 2024             |
|---------------------------------------------|------|--------------------|------------------|
|                                             |      | Unrestricted funds | Restricted funds |
|                                             |      | Total funds        | Total funds      |
|                                             | Note | £                  | £                |
| <b>Income</b>                               |      |                    |                  |
| Grants                                      | 5    | 26,100             | 42,441           |
| <b>Income from charitable activities</b>    |      |                    |                  |
| Community Centre income                     |      | 110,660            | -                |
| Sports and Leisure Centre income            |      | 200,043            | -                |
| <b>Trading activities</b>                   |      |                    |                  |
| Bar and associated income                   | 6    | 229,082            | -                |
| Fundraising events and activities           |      | 34,041             | -                |
| <b>Other income</b>                         |      |                    |                  |
| Renewable heating incentive                 |      | 22,386             | -                |
| Miscellaneous income                        |      | 3,994              | -                |
| Insurance claim                             |      | -                  | -                |
| Investment income – bank interest           |      | 4,231              | -                |
| <b>Total Income</b>                         |      | <b>630,537</b>     | <b>42,441</b>    |
| <b>Expenditure</b>                          |      |                    |                  |
| <b>Expenditure on raising funds</b>         |      |                    |                  |
| Bar operating costs                         |      | 237,259            | -                |
| Fundraising expenses                        | 7    | 15,539             | -                |
|                                             |      | -                  | -                |
| <b>Expenditure on charitable activities</b> |      |                    |                  |
| Centre operating and activity costs         |      | 342,240            | 7,986            |
| <b>Total expenditure</b>                    |      | <b>595,038</b>     | <b>7,986</b>     |
| <b>Net income/(expenditure)</b>             |      | <b>35,499</b>      | <b>34,455</b>    |
| Depreciation                                |      | 28,519             | 58,852           |
| <b>Net movement in funds</b>                |      | <b>6,980</b>       | <b>(24,397)</b>  |
| <b>Reconciliation of funds</b>              |      |                    |                  |
| Fund balances at 1 March 2024               |      | 312,208            | 662,140          |
| Fund balances at 28 February 2025           |      | 319,188            | 637,743          |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. An analysis by fund of the comparative figures for 2024 is shown in note 4.

The notes on pages 14 to 22 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated and Charity Balance Sheets *(continued)*

Year ended 28 February 2025

|                                                                | Note | Group          |                | Charity          |                  |
|----------------------------------------------------------------|------|----------------|----------------|------------------|------------------|
|                                                                |      | 2025<br>£      | 2024<br>£      | 2025<br>£        | 2024<br>£        |
| <b>Fixed assets</b>                                            |      |                |                |                  |                  |
| Tangible assets                                                | 11   | 841,572        | 861,783        | 817,173          | 845,370          |
| Investments                                                    | 12   | -              | -              | 100              | 100              |
|                                                                |      | <u>841,572</u> | <u>861,783</u> | <u>817,273</u>   | <u>845,470</u>   |
| <b>Current assets</b>                                          |      |                |                |                  |                  |
| Stock                                                          | 13   | 7,046          | 5,322          | 1,093            | 693              |
| Debtors                                                        | 14   | 57,591         | 43,474         | 128,454          | 102,183          |
| Cash at bank and in hand                                       |      | <u>136,647</u> | <u>162,999</u> | <u>132,525</u>   | <u>158,748</u>   |
|                                                                |      | <u>201,284</u> | <u>211,794</u> | <u>262,072</u>   | <u>261,625</u>   |
| <b>Creditors: amounts falling due within one year</b>          | 15   | <u>74,860</u>  | <u>75,401</u>  | <u>48,035</u>    | <u>77,224</u>    |
| <b>Net current assets / (liabilities)</b>                      |      | <u>126,424</u> | <u>136,394</u> | <u>214,037</u>   | <u>184,401</u>   |
| <b>Creditors: amounts falling due after more than one year</b> | 16   | <u>11,066</u>  | <u>23,828</u>  | <u>12,558</u>    | <u>12,055</u>    |
| <b>Net assets</b>                                              |      | <u>956,930</u> | <u>974,348</u> | <u>1,018,753</u> | <u>1,017,816</u> |
| <b>Funds</b>                                                   |      |                |                |                  |                  |
| Unrestricted                                                   | 17   | 294,789        | 312,208        | 345,913          | 320,376          |
| Restricted                                                     |      | <u>662,141</u> | <u>662,140</u> | <u>672,840</u>   | <u>697,440</u>   |
| <b>Total Funds</b>                                             |      | <u>956,930</u> | <u>974,347</u> | <u>1,018,753</u> | <u>1,017,816</u> |

The Trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this balance sheet.

The notes on pages 14 to 22 form part of these financial statements.

**Debenham Village Hall and Playing Field Trust****Company Limited by Guarantee****Consolidated and Charity Balance Sheets *(continued)*****28 February 2025**

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For the year ending 28 February 2025 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the board of trustees and authorised for issue on 22/05/2025\_\_\_\_\_, and are signed on behalf of the board by:

S Spurling

*Stephen Spurling*

Mr S Spurling (Chairman)  
Trustee

Company registration number: 04672490

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The notes on page 14 to 22 do not form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2025

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#### 1. General information

The Charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Debenham Leisure Centre, Gracechurch Street, Debenham, Stowmarket, Suffolk, IP14 6BL.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Group financial statements

These financial statements consolidate the results of the Charity and its subsidiary, Debenham Community Centre Limited, on a line by line basis. A separate statement of financial activities is not presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

##### Going concern

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Trust to be able to continue as a going concern.

##### Income

Income is recognised in the period in which the Charity is entitled to receipt, any performance conditions have been met and the amount can be measured reliably and with sufficient certainty. Income is only deferred when the Charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

##### Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a Charity in the delivery of its activities and services. All costs, including governance costs, are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of resources.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2025

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##### **Tangible fixed assets**

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition. Freehold land is not depreciated. The cost of other tangible fixed assets is written off by equal annual instalments over their expected useful economic lives as follows:

|                                  |               |
|----------------------------------|---------------|
| Freehold buildings               | 10 – 50 years |
| Fixtures, fittings and equipment | 5 – 10 years  |

##### **Fixed asset investment**

The investment in the subsidiary company is shown at cost less provision for any permanent diminution in value.

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items.

##### **Fund accounting**

Unrestricted funds are available to spend on activities that further the purposes of Charity. Designated funds are unrestricted funds of the Charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds represent income which the donor or grantor has specified are to be solely use for particular purposes within the objects of the Charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

##### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **Limited by guarantee**

The Charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year ended 28 February 2025

#### 4. Consolidated statement of Financial Activities for year ended 28 February 2024

|                                             | Unrestricted<br>funds<br>2024<br>£ | Restricted<br>funds<br>2024<br>£ | Total<br>Funds<br>2024<br>£ |
|---------------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>Income</b>                               |                                    |                                  |                             |
| Grants                                      | 25,000                             | 21,123                           | 46,123                      |
| <b>Income from charitable activities</b>    |                                    |                                  |                             |
| Community Centre income                     | 81,527                             | -                                | 81,527                      |
| Sports and Leisure Centre income            | 179,106                            | -                                | 179,106                     |
| <b>Trading activities</b>                   |                                    |                                  |                             |
| Bar and associated income                   | 216,548                            | -                                | 216,548                     |
| Fundraising events and activities           | 24,373                             | -                                | 24,373                      |
| <b>Other income</b>                         |                                    |                                  |                             |
| Renewable heating incentive                 | 23,769                             | -                                | 23,769                      |
| Miscellaneous income                        | 2,867                              | -                                | 2,867                       |
| Insurance claim                             | -                                  | -                                | -                           |
| Investment income                           | 2,777                              | -                                | 2,777                       |
| <b>Total income</b>                         | <b>555,966</b>                     | <b>21,123</b>                    | <b>577,089</b>              |
| <b>Expenditure</b>                          |                                    |                                  |                             |
| <b>Expenditure on raising funds</b>         |                                    |                                  |                             |
| Bar operating costs                         | 220,166                            | -                                | 220,166                     |
| Fundraising expenses                        | 12,416                             | -                                | 12,416                      |
| <b>Expenditure on charitable activities</b> |                                    |                                  |                             |
| Centre operating and activity costs         | 337,327                            | 2,877                            | 340,204                     |
| <b>Total expenditure</b>                    | <b>569,909</b>                     | <b>2,877</b>                     | <b>572,786</b>              |
| <b>Net income/(expenditure)</b>             | <b>(13,943)</b>                    | <b>18,246</b>                    | <b>4,303</b>                |
| Depreciation                                | 17,021                             | 55,751                           | 72,772                      |
| <b>Net movement in funds</b>                | <b>(30,964)</b>                    | <b>(37,505)</b>                  | <b>(68,469)</b>             |
| <b>Reconciliation of funds</b>              |                                    |                                  |                             |
| Fund balances at 1 March 2023               | 343,172                            | 699,645                          | 1,042,816                   |
| <b>Fund balances at 28 February 2024</b>    | <b>312,208</b>                     | <b>662,140</b>                   | <b>974,347</b>              |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2025

#### 5. Grants receivable

|                              | Unrestricted<br>2025<br>£ | Restricted<br>2025<br>£ | Total<br>2025<br>£ | Total<br>2024<br>£ |
|------------------------------|---------------------------|-------------------------|--------------------|--------------------|
| <b>Revenue grants</b>        |                           |                         |                    |                    |
| MSDC                         | 25,000                    | -                       | 25,000             | 25,000             |
| MSDC Solar Project           | -                         | 14,956                  | 14,956             | -                  |
| MSDC GP Referrals            | -                         | 15,972                  | 15,972             | -                  |
| MSDC OTAGO                   | -                         | 1,513                   | 1,513              | 11,000             |
| Debenham Parish Council      | 500                       | 5,000                   | 5,500              | 5,000              |
| Energy Resilience Fund       | -                         | -                       | -                  | 5,600              |
| Suffolk Community Foundation | -                         | -                       | -                  | (477)              |
| Suffolk County Council       | 600                       | -                       | 600                | -                  |
| Alan Boswell Insurance       | -                         | 5,000                   | 5,000              | -                  |
|                              | <b>26,100</b>             | <b>42,441</b>           | <b>68,541</b>      | <b>46,123</b>      |

#### 6. Subsidiary company results

|                     | 2025<br>£       | 2024<br>£       |
|---------------------|-----------------|-----------------|
| Sales               | 231,082         | 216,548         |
| Cost of sales       | (237,259)       | (220,166)       |
| Gross profit        | (6,177)         | (3,618)         |
| Operating costs     | (3,641)         | (1,192)         |
| Operating profit    | (9,818)         | (4,809)         |
| Depreciation        | (8,537)         | (7,259)         |
| Loan interest       | -               | -               |
| Net profit / (loss) | <b>(18,355)</b> | <b>(12,068)</b> |

Operating costs of comprise the direct costs of operating the bars and a share of the Centre's overheads

The assets and liabilities of the subsidiary were:

|                                                | 2025<br>£ | 2024<br>£ |
|------------------------------------------------|-----------|-----------|
| Fixed assets                                   | 24,398    | 16,413    |
| Current assets                                 | 14,184    | 8,879     |
| Creditors: amounts falling due within one year | (100,306) | (69,897)  |
| Net current assets                             | (61,723)  | (44,605)  |
| Creditors: amounts falling due after more than | -         | -         |
| Net liabilities                                | (61,723)  | (44,605)  |
| Capital and reserves                           | (61,723)  | (44,605)  |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2025

#### 7. Charitable activities

|                                                 | 2025<br>£      | 2024<br>£      |
|-------------------------------------------------|----------------|----------------|
| <b>Centre operating and activity costs</b>      |                |                |
| Staff costs                                     | 220,458        | 189,720        |
| Maintenance, utilities and other overhead costs | 110,595        | 112,567        |
| Activity costs                                  | 10,762         | 17,088         |
| Depreciation                                    | 75,444         | 73,623         |
| Interest and bank charges                       | 2,144          | 10,603         |
| Independent examiner's fees                     | 1,235          | 1,175          |
|                                                 | <u>420,638</u> | <u>404,776</u> |

The costs above include restricted fund expenditure comprising depreciation of £57,548 (2024: £55,751).

#### 8. Independent examination fees

|                                                      | 2025<br>£ | 2024<br>£ |
|------------------------------------------------------|-----------|-----------|
| Fees payable to the independent examiner for:        |           |           |
| Independent examination for the financial statements | 1,235     | 1,175     |

#### 9. Staff costs

|                                  | 2025<br>£      | 2024<br>£      |
|----------------------------------|----------------|----------------|
| The cost of employing staff was: |                |                |
| Wages and salaries               | 206,156        | 180,068        |
| National insurance               | 10,393         | 6,600          |
| Pension contributions            | 3,909          | 3,053          |
|                                  | <u>220,458</u> | <u>189,720</u> |

The average head count of employees during the year was 26 (2024: 20).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

#### 10. Trustee remuneration and expenses

The Trustees did not receive any remuneration or reimbursed expenses from the Trust or its trading subsidiary during this or the preceding year.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2025

#### 11. Tangible fixed assets

| Group                      | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total            |
|----------------------------|-----------------------|---------------------------------------|------------------|
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2024            | 1,481,744             | 327,159                               | 1,808,903        |
| Additions                  | 41,975                | 21,795                                | 63,770           |
| Disposals                  | -                     | -                                     | -                |
| <b>At 28 February 2025</b> | <b>1,523,719</b>      | <b>348,954</b>                        | <b>1,872,673</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2024            | 701,564               | 245,525                               | 947,089          |
| Charge for the year        | 55,200                | 28,781                                | 83,981           |
| Disposals                  | -                     | -                                     | -                |
| <b>At 28 February 2025</b> | <b>756,765</b>        | <b>274,306</b>                        | <b>1,031,071</b> |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2025</b> | <b>766,954</b>        | <b>74,648</b>                         | <b>841,603</b>   |
| At 29 February 2024        | 780,180               | 81,634                                | 861,814          |
| <b>Charity</b>             |                       |                                       |                  |
|                            | Land and              | Furniture,                            | Total            |
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2024            | 1,473,433             | 182,993                               | 1,656,426        |
| Additions                  | 40,454                | 6,793                                 | 47,247           |
| Disposals                  | -                     | -                                     | -                |
| <b>At 28 February 2025</b> | <b>1,513,887</b>      | <b>189,786</b>                        | <b>1,703,673</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2024            | 697,452               | 113,604                               | 811,056          |
| Charge for the year        | 53,855                | 21,588                                | 75,444           |
| Disposals                  | -                     | -                                     | -                |
| <b>At 28 February 2025</b> | <b>751,307</b>        | <b>135,192</b>                        | <b>886,499</b>   |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2025</b> | <b>762,580</b>        | <b>54,593</b>                         | <b>817,173</b>   |
| At 29 February 2024        | 775,981               | 69,389                                | 845,370          |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2025

#### 12. Fixed assets - Investments

|                                 | 2025<br>£  | 2024<br>£  |
|---------------------------------|------------|------------|
| <b>Investment in subsidiary</b> |            |            |
| Shares at cost                  | <u>100</u> | <u>100</u> |

At 28 February 2025 the Charity owned all of the ordinary share capital, consisting of 100 shares, of Debenham Community Centre Limited, which operates the bars at the community and leisure centre. The trading results are set out in the notes.

#### 13. Stocks

|                  | <b>Group</b><br><b>2025</b><br>£ | Group<br>2024<br>£ | <b>Charity</b><br><b>2025</b><br>£ | Charity<br>2024<br>£ |
|------------------|----------------------------------|--------------------|------------------------------------|----------------------|
| Stock for resale | <b>7,046</b>                     | 5,322              | <b>1,093</b>                       | 693                  |

#### 14. Debtors

|                            | <b>Group</b><br><b>2025</b><br>£ | Group<br>2024<br>£ | <b>Charity</b><br><b>2025</b><br>£ | Charity<br>2024<br>£ |
|----------------------------|----------------------------------|--------------------|------------------------------------|----------------------|
| Amount due from subsidiary | -                                | -                  | <b>74,973</b>                      | 59,946               |
| Trade debtors              | <b>20,105</b>                    | 9,388              | <b>17,301</b>                      | -                    |
| Other debtors              | <b>22,620</b>                    | 22,620             | <b>22,620</b>                      | 22,620               |
| Prepayments                | <b>14,865</b>                    | 11,466             | <b>13,561</b>                      | 10,228               |
|                            | <u><b>57,591</b></u>             | <u>43,474</u>      | <u><b>128,455</b></u>              | <u>92,795</u>        |

#### 15. Creditors: amounts falling due within one year

|                                       | <b>Group</b><br><b>2025</b><br>£ | Group<br>2024<br>£ | <b>Charity</b><br><b>2025</b><br>£ | Charity<br>2024<br>£ |
|---------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------|
| Bank loans and overdrafts (unsecured) | <b>12,558</b>                    | 12,055             | <b>12,558</b>                      | 12,055               |
| Trade creditors                       | <b>20,080</b>                    | 31,432             | <b>5,626</b>                       | 26,630               |
| Other taxes and social security costs | <b>10,530</b>                    | 11,298             | <b>8,450</b>                       | 6,912                |
| Other creditors                       | <b>21,658</b>                    | 18,679             | <b>21,658</b>                      | 18,679               |
| Accruals and deferred income          | <b>10,034</b>                    | 1,937              | <b>1,234</b>                       | 1,175                |
|                                       | <u><b>74,860</b></u>             | <u>75,401</u>      | <u><b>49,527</b></u>               | <u>65,451</u>        |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 28 February 2025

#### 16. Creditors: amounts falling due after more than one year

|                         | Group<br>2025<br>£ | Group<br>2024<br>£ | Charity<br>2025<br>£ | Charity<br>2024<br>£ |
|-------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans (unsecured)  | 11,066             | 17,654             | 11,066               | 17,654               |
| Other loans (unsecured) | 3,948              | 6,174              | 3,948                | 6,174                |
|                         | <b>15,014</b>      | <b>23,828</b>      | <b>15,014</b>        | <b>23,828</b>        |

#### 17. Analysis of charitable funds

|                                  | At 1<br>March<br>2024<br>£ | Income<br>£    | Expend-<br>iture<br>£ | Transfer<br>£ | At 28<br>February<br>2025<br>£ |
|----------------------------------|----------------------------|----------------|-----------------------|---------------|--------------------------------|
| <b>Unrestricted funds:</b>       |                            |                |                       |               |                                |
| General funds                    | 187,534                    | 630,537        | (623,557)             | (9,600)       | 184,914                        |
| Designated property sinking fund | 90,439                     | -              | -                     | 9,600         | 100,039                        |
| Designated for maintenance       | 10,234                     | -              | -                     | -             | 10,234                         |
| Designated for boiler fund       | 24,000                     | -              | -                     | -             | 24,000                         |
| <b>Restricted funds:</b>         |                            |                |                       |               |                                |
| Capital projects                 | 662,140                    | 26,469         | (58,852)              | -             | 629,757                        |
| Restricted for GP Referrals      | -                          | 15,972         | (7,986)               | -             | 7,986                          |
|                                  | <b>974,347</b>             | <b>672,978</b> | <b>(690,395)</b>      | <b>-</b>      | <b>956,930</b>                 |

#### 18. Analysis of net assets by fund

|                                  | Fixed<br>assets<br>£ | Net current<br>assets/<br>(liabilities)<br>£ | Long-term<br>Liabilities<br>£ | Total funds<br>£ |
|----------------------------------|----------------------|----------------------------------------------|-------------------------------|------------------|
| <b>Unrestricted funds:</b>       |                      |                                              |                               |                  |
| General funds                    | 210,512              | (15,835)                                     | (11,066)                      | 183,611          |
| Designated property sinking fund | -                    | 100,039                                      | -                             | 100,039          |
| Designated for maintenance       | -                    | 10,234                                       | -                             | 10,234           |
| Designated for boiler fund       | -                    | 24,000                                       | -                             | 24,000           |
| <b>Restricted funds:</b>         |                      |                                              |                               |                  |
| Capital projects                 | 631,060              | -                                            | -                             | 631,060          |
| Restricted for GP Referrals      | -                    | 7,986                                        | -                             | 7,986            |
|                                  | <b>841,572</b>       | <b>126,424</b>                               | <b>(11,066)</b>               | <b>956,930</b>   |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 28 February 2025

Unrestricted funds represent those funds which the management committee are free to use in accordance with the charitable objects. The Charity continues to transfer a sum of £800 per month to a designated property sinking fund to meet repair and refurbishment costs. The Board has designated the net income from certain fundraising events for the purposes of the Maintenance Project Fund.

The restricted funds represent the major capital projects undertaken including refurbishment of the Centre, the resurfacing of the car parking facility, the football stadium development, the solar panels, new lighting for the Centre and Sports Hall and other improvements for which specific funding was received. All of this restricted income has been expended and the fund balance represents the net book value of the fixed assets acquired.

#### 19. Financial instruments

The carrying amount of financial instruments at 28 February 2025 were:

|                                                  | 2025<br>£      | 2024<br>£      |
|--------------------------------------------------|----------------|----------------|
| Financial assets measured at amortised cost      |                |                |
| Trade debtors                                    | 20,105         | 9,388          |
| Other debtor transactions                        | 37,485         | 34,086         |
| Cash                                             | 136,647        | 162,999        |
|                                                  | <b>194,238</b> | <b>206,472</b> |
| Financial liabilities measured at amortised cost |                |                |
| Trade creditors                                  | 20,080         | 31,432         |
| Bank and other loans                             | 23,624         | 35,883         |
| Other creditor transactions                      | 42,222         | 31,914         |
|                                                  | <b>85,926</b>  | <b>99,229</b>  |

#### 20. Related parties

Debenham Community Centre Limited is a wholly owned subsidiary of Debenham Village Hall and Playing Field Trust, a registered Charity. The company operates the bars and associated facilities for the benefit of the Trust. The company's potentially taxable profits are donated to the Trust under Gift Aid.



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| Status                | <b>SIGNED</b> at Thu, 22 May 2025 12:04:40 BST(+0100) |
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**DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST**

England & Wales - Charity number 1099705

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# Accounts

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COMPANY REGISTRATION NUMBER: 04672490  
CHARITY REGISTRATION NUMBER: 1099705

**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**29 February 2024**

# **Debenham Village Hall and Playing Field Trust**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 29 February 2024**

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| Independent examiner's report to the Trustees                 | <b>10</b>   |
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| Consolidated and Charity Balance sheets                       | <b>12</b>   |
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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustees Annual Report (Incorporating the Trustee's Report)

#### Year ended 29 February 2024

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The Trustees, who are also the directors for the purposes of company law, presents their report and the unaudited financial statements of the Charity for the year ended 29 February 2024.

#### Reference and administrative details

**Registered charity name** Debenham Village Hall and Playing Field Trust

The Debenham Village Hall and Playing Field Trust is also referred to locally as Debenham Sports & Leisure (DS&L), either term may be used to express the company within the financial statements.

**Charity registration number** 1099705

**Company registration number** 04672490

**Principal office and registered** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk IP14 6BL

#### The Trustees

The Trustees who served during the year and at the date of approval were as follows:

Mr Stephen Spurling (Chairman)  
Mr Martin Durie (Deputy Chair)  
  
Mr George Durie  
Mr Phil Jaynes (Treasurer)  
Mr Phillip Jones  
Mr Steve Robbins  
Mrs Michelle Dix  
Mr Howard Simpson (Company Secretary)  
Mr Rob Morris

**General Manager** Trevor Coulson Appointed October 2023  
Lauren Squirrel Acting General Manager to October 2023

**Finance manager** Sue Thurlow

#### Independent Examiner

Mrs R Marsh FMAAT, Marsh Accountancy, 67 Gardeners Road, Debenham, Stowmarket, Suffolk IP14 6RX

#### Bankers

National Westminster Bank plc, 2 Tavern Street, Ipswich, Suffolk IP1 3BD

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 29 February 2024

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#### Structure, Governance and Management Governing Document

Debenham Village Hall and Playing Field Trust ("Company/Trust") is a charitable company limited by guarantee and was incorporated on 20 February 2003. It is governed by a Memorandum and Articles of Association. The Company was established, following a review of the legal structure, to take over the activities of the unincorporated charity, Debenham Village Hall Playing Field Trust (registered charity number 304742) established under a scheme approved by the Charity Commissioners under seal dated 4 July 1988. The charity owns and runs the Debenham Leisure and Community Centre for the benefit of the inhabitants of the Parish of Debenham, Suffolk and its neighbourhood.

#### Appointment, induction and training of trustees

The overall governance and financial responsibility are vested in the Trustees, as set out on page 1. The Trustees are also Directors of the charity for the purposes of Company law. In accordance with the memorandum and articles of association, the Trustees retiring by rotation at the 2024 Annual General Meeting are Phil Jaynes and George Durie who, being eligible, offer themselves for re-election.

The Trustees bring with them a wide and ranging set of skills and experience which is of great benefit to the Trust. We welcome any member of the Community to join our Trust Board. If you are interested then please contact our chairman, who will be pleased to share with you details of the Charity and the context within which it operates, including:

- The obligations of the Trustees.
- The operational framework of the Charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position including the latest published and management accounts.
- Future plans and objectives.

#### Risk Management

The Trust Board continually review the major risks which the Charity faces to ensure that the systems established to manage such risks are adequate. This process includes a review of reserve levels and of the Charity's key financial systems.

#### Organisational Structure

The Trust Board comprises of a minimum of three members who meet bi-monthly and are responsible for the strategic direction and policy of the Charity. At present the Trust Board has nine (April 2024) members from a variety of business backgrounds relevant to the work of the Charity. The Trustees delegate the responsibility for the day-to-day operational management of Debenham Sports & Leisure Centre to the General and Finance Managers, including the provision of specified services and facilities and supervision of the staff team. We also have a representative from the Parish Council attending our Trust Board meetings. This provides the Trust with the opportunity to share our business with the Parish Council in an open and transparent way.

#### Related Party

The Charity has a wholly owned trading subsidiary, Debenham Community Centre Limited, which operates the bars and associated facilities for the benefit of the Trust.

#### Objectives and activities

The Charity's objective is the provision and maintenance of a village hall, recreation ground and other recreational facilities for the use of the inhabitants of the Parish of Debenham and its neighbourhood 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.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 29 February 2024

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#### Operational and Financial Overview

##### Chair

Debenham Sports & Leisure (DS&L) - the trading name of the Trust – worked hard throughout the financial year and is pleased to report that in many areas of the Trust there were increased activities across the board. These are set out in more detail below in the sections provided by our General Manager and Sports Lead.

The year provided us with some major challenges, particularly related to National Living Wage (NLW) increases (£20k+), additional electricity costs (£10k) and reduction in bar income (£33k). Some of these additional costs have been offset by the increased activity on the Sport and Leisure side, enabling us to finish the year with a small profit of £4,303 before depreciation. Our reserves remain healthy and intact. Further financial information is provided throughout the report along with graphs and of course, the full accounts.

Our staff/trustees and volunteers are our most valuable assets. They, along with our customers and grant providers, continue to ensure we provide a well-maintained facility that is safe and modern, catering for everyone's needs whatever their chosen activity.

Through our report we acknowledge the continued, excellent relationships we have with Debenham High School, The Forge Community Church and also Zeera, the Indian take away. A big thank you to them all. We are also grateful to those Grant providers who have invested in our facilities over the 2023/24 financial year. Their support is crucial to the success of our Centre with so many pubs and leisure facilities closing or scaling down operations due to the current economic climate. Some grants that arrived after February 29<sup>th</sup> 2024 are not included in this annual report, but will be acknowledged in our 2024/25 accounts.

| Grants 2023/24         |         |               |
|------------------------|---------|---------------|
|                        |         |               |
| MSDC                   | £25,000 | Revenue Grant |
| Parish Council         | £5,000  | Solar Project |
| SCC M Hicks            | £1,000  | Solar Project |
| Suffolk Climate Change | £10,000 | Solar Project |
| Energy Resilience Fund | £5,600  | Solar Project |

Our drive to become carbon neutral has been extended to include our recently commissioned Solar Panel installation. Whilst reducing our carbon footprint it also makes an impact on our energy costs. The system is forecast to save us around £1200 per month for the next 20 years. This green project adds to our already installed LED lighting throughout the facility, Biomass boiler and the recently refurbished Community Centre inclusive of improved insulation in the walls and roof, a new zinc roof, new windows, key light roof windows, providing natural light and new heating appliances.

2024/25 will bring with it new challenges. The NLW has increased by 8.9% adding another £20k to our ever-increasing wage bill.

# **Debenham Village Hall and Playing Field Trust**

## **Company Limited by Guarantee**

### **Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)***

#### **Year ended 29 February 2024**

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##### **General Manager (Trevor Coulson)**

Although I have only worked within Debenham Sports and Leisure Centre for a short period of time, I have quickly come to know that our staff team and trustees, strive to give their very best to serve their community in any way they can.

This came to light especially when we as a whole community faced the floods from Storm Babet last October. How this impacted the community was devastating, however, we as a Leisure Centre were very grateful that we were able to help and serve our community through opening our doors as an Emergency Rest Centre. This was a rewarding and valuable learning experience. I have recently attended an Emergency Response Centre training course hosted by Suffolk County Council, so we can be even more prepared in any eventuality that may occur.

We as a team have worked hard to invest more in our centre, improving our facilities, through front of house services and operational procedures to give our customers the best experience they can while they are here with us.

One of the ways of addressing this was to improve our current membership system. We have now invested in an app-based system called ClubRight, allowing our valued members to have easier accessibility to our facilities through self-check ins and easier accessibility to book classes and attend activities without always needing a member of staff. We continue to fine tune our system through customer feedback, giving us the best opportunity to make the experience a much better one.

We have had the pleasure of hosting various community events over this period, including music nights and one that stands out to me was our fireworks event 2023. This was the first one I have attended and managed. I was so overwhelmed with the turn out and the atmosphere on the night, the joy and the buzz of it all, may it long continue.

Our next steps are to continue to engage and invest more with our community through offering local discounts on Community Centre bookings and building on our volunteer support through the friends of Debenham Sports and Leisure.

##### **Sports Lead (Claire Needham)**

This year has been successful in growing our facilities and equipment.

Staff training is also progressing positively. Milly completed her level 2 fitness instruction with a view to completing level 3 this coming financial year. Milly and Lauren Calver are due to attend a group cycling instructors' course in May. Additionally, I participated in a national competition which we won. The prize comprised instructor training, equipment and a year's license to run Clubbercise classes. Milly is booked to complete the training and will be leading the new class from the end of May.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 29 February 2024

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Membership numbers have grown through the year and figures are as follows: -

Between 30<sup>th</sup> January and 30<sup>th</sup> March 2024

|                                       |      |
|---------------------------------------|------|
| Number of attendances                 | 4225 |
| Active memberships                    | 709  |
| Customer purchases without membership | 102  |

Classes are consistently full and the gym facilities are seeing excellent usage. We implemented a new computer system in early 2024 (Feb) that is not only more cost effective than the older system but also provides enhanced functionality to both members and staff. The ease of booking through the app has been the catalyst for increasing class numbers.

We have also invested in new display screen equipment for the office, giving customers a professional impression of the reception and drastically increasing productivity.

Looking to the year ahead I am seeking additional funding from Mid Suffolk Council to fully fund a Feel-Good Suffolk scheme and a Strength & Balance program. Both are targeted at those over 65, providing a variety of health benefits.

Also looking at potential fund raising for additional spin bikes and studio equipment.

Milly to complete her level 3 personal training qualification hopefully by the end of 2024.

Looking at funding for adding new additional classes to the timetable to create variety for our members.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

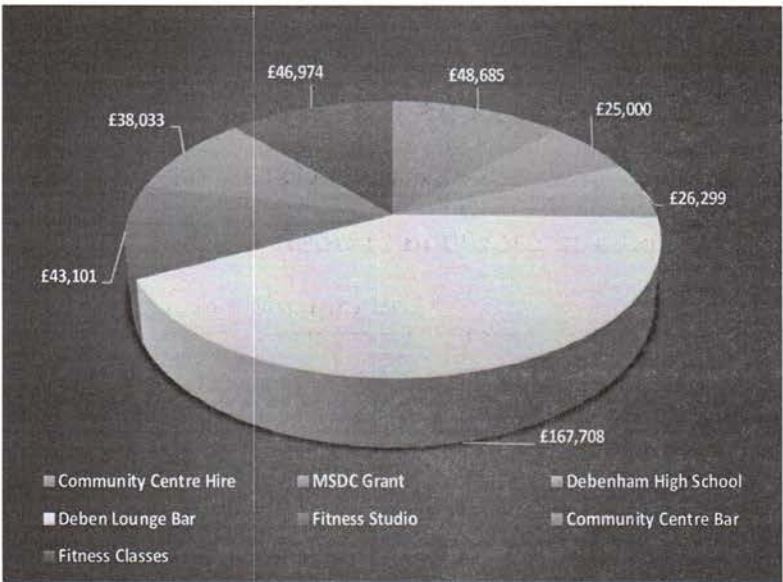
### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 29 February 2024

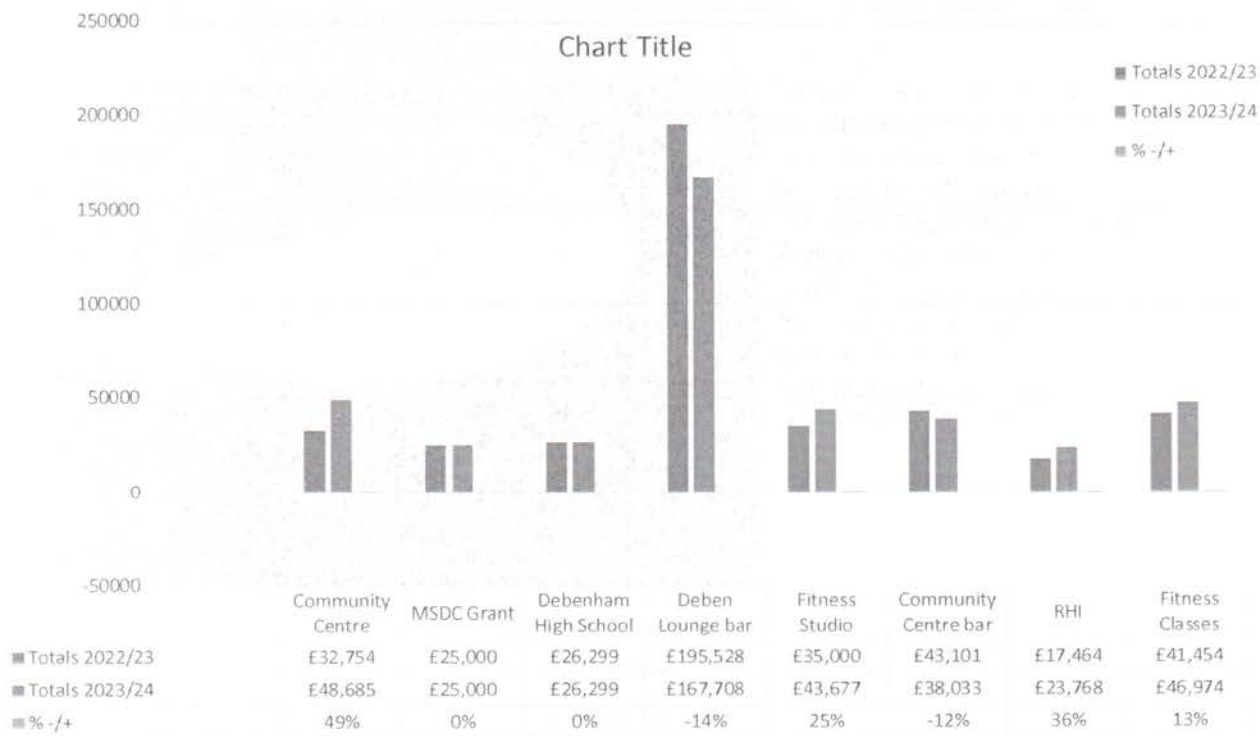
#### Financial overview

Below you will see graphs setting out our main income streams, along with our main expenditure. The graphs show a continued return of activities throughout the financial year and comparisons with the 2022/23 financial year.

#### Major Income 2023/24



The Pie Chart clearly shows where our biggest incomes are made. The Deben Lounge and Community Centre bars contributed just over £200k to our overall income. Once wages and purchases are factored in, any surplus is donated to the Charity. Other areas to mention are the Fitness Classes that increased their revenue, also the Fitness Studio membership up substantially. Of particular note is the increase of revenue related to Community Centre hire. This was up by just over £15k for the year.



# Debenham Village Hall and Playing Field Trust

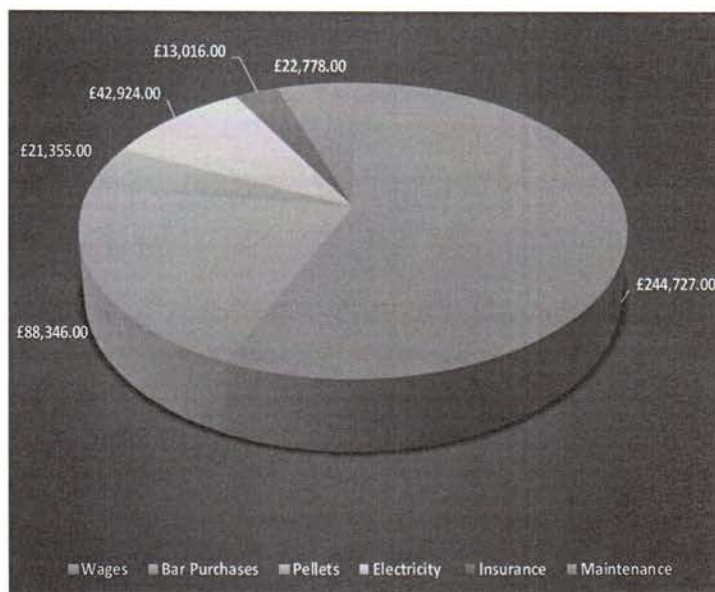
## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) (continued)

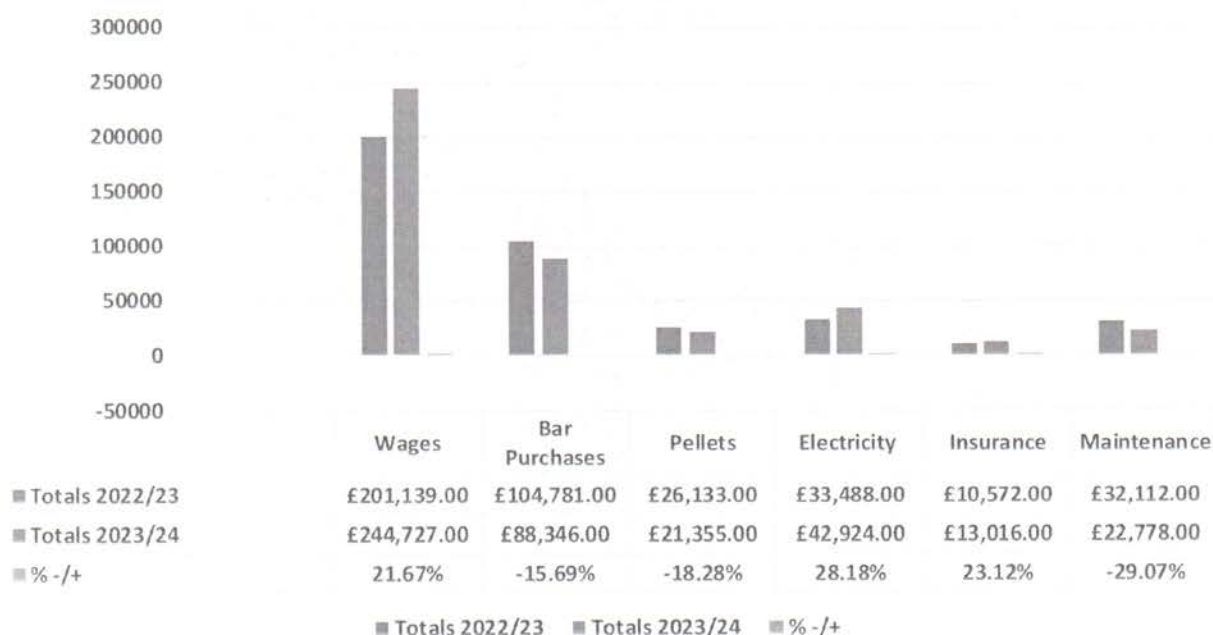
Year ended 29 February 2024

#### Major Expenditure 2023/24

The biggest expenditure of any organisation is its wage bill. The financial year saw a 21.7% increase in salary cost. This along with a 28.1% increase in electricity and a 23.1% in Insurance presents challenges for the 2024/25 financial year. Bar purchases are in line with the reduced income for our bars. There was a saving on our maintenance costs, down by 29.07% and wood chip pellets for our Biomass boiler, down by 18.2%.



#### Major Expenditure



# **Debenham Village Hall and Playing Field Trust**

**Company Limited by Guarantee**

**Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)***

**Year ended 29 February 2024**

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I am always appreciative of our staff, customers, volunteers and supporting grant providers who continue to contribute to the success of the Trust. The service we provide covers a wide area, filling a big gap between the nearest comparable centres at Stradbroke and Stowmarket. So, a huge thanks to all for everything you do.

Steve Spurling  
Chair Debenham Village Hall & Playing Field Trust

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 29 February 2024

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#### Independent examiner appointment

A resolution to appoint Mrs R Marsh of Marsh Accountancy as independent examiner will be proposed at the next meeting.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Trustee's annual report was approved on 17<sup>th</sup> May 2024 and signed on behalf of the board of trustees by:



Mr S Spurling (Chairman)  
Trustee

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Independent Examiner's Report to the Members of Debenham Village Hall and Playing Field Trust *(continued)*

**Year ended 29 February 2024**

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I report to the Charity Trustees on my examination of the financial statements of the company for the year ended 29 February 2024 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians. I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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, nor have I come across any 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.



Mrs R Marsh FMAAT  
Independent Examiner

Marsh Accountancy  
67 Gardeners Road  
Debenham  
Suffolk IP14 6RX

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Consolidated Statement of Financial Activities (including income and expenditure account)

Year ended 29 February 2024

|                                                           |      | Unrestricted funds | 2024<br>Restricted funds | Total funds     | 2023<br>Total funds |
|-----------------------------------------------------------|------|--------------------|--------------------------|-----------------|---------------------|
|                                                           | Note | £                  | £                        | £               | £                   |
| <b>Income</b>                                             |      |                    |                          |                 |                     |
| Grants                                                    | 5    | 25,000             | 21,123                   | 46,123          | 211,308             |
| <b>Income from charitable activities</b>                  |      |                    |                          |                 |                     |
| Community Centre income                                   |      | 81,527             | -                        | 81,527          | 66,323              |
| Sports and Leisure Centre income                          |      | 179,106            | -                        | 179,106         | 158,665             |
| <b>Trading activities</b>                                 |      |                    |                          |                 |                     |
| Bar and associated income                                 | 6    | 216,548            | -                        | 216,548         | 247,761             |
| Fundraising events and activities                         |      | 24,373             | -                        | 24,373          | 25,260              |
| <b>Other income</b>                                       |      |                    |                          |                 |                     |
| Renewable heating incentive                               |      | 23,769             | -                        | 23,769          | 17,465              |
| Miscellaneous income                                      |      | 2,867              | -                        | 2,867           | 3,551               |
| Insurance claim                                           |      | -                  | -                        | -               | 2,254               |
| Investment income – bank interest                         |      | 2,777              | -                        | 2,777           | 238                 |
| <b>Total Income</b>                                       |      | <b>555,966</b>     | <b>21,123</b>            | <b>577,089</b>  | <b>732,827</b>      |
| <b>Expenditure</b>                                        |      |                    |                          |                 |                     |
| <b>Expenditure on raising funds</b>                       |      |                    |                          |                 |                     |
| Bar operating costs                                       |      | 220,166            | -                        | 220,166         | 222,768             |
| Fundraising expenses                                      | 7    | 12,416             | -                        | 12,416          | 11,299              |
|                                                           |      | -                  | -                        | -               | -                   |
| <b>Expenditure on charitable activities</b>               |      |                    |                          |                 |                     |
| Centre operating and activity costs                       |      | 337,327            | 2,877                    | 340,204         | 352,144             |
| Depreciation                                              |      | 17,021             | 55,751                   | 72,772          | 48,388              |
| <b>Total expenditure</b>                                  |      | <b>586,930</b>     | <b>58,628</b>            | <b>645,558</b>  | <b>634,599</b>      |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <b>(30,964)</b>    | <b>(37,505)</b>          | <b>(68,469)</b> | <b>98,228</b>       |
| <b>Reconciliation of funds</b>                            |      |                    |                          |                 |                     |
| Fund balances at 1 March 2023                             |      | 343,172            | 699,645                  | 1,042,816       | 944,588             |
| Fund balances at 29 February 2024                         |      | 312,208            | 662,140                  | 974,347         | 1,042,816           |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. An analysis by fund of the comparative figures for 2022 is shown in note 4.

The notes on pages 12 to 20 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Consolidated and Charity Balance Sheets *(continued)*

Year ended 29 February 2024

|                                                                | Note | Group          |                  | Charity          |                  |
|----------------------------------------------------------------|------|----------------|------------------|------------------|------------------|
|                                                                |      | 2024<br>£      | 2023<br>£        | 2024<br>£        | 2023<br>£        |
| <b>Fixed assets</b>                                            |      |                |                  |                  |                  |
| Tangible assets                                                | 11   | 861,783        | 915,057          | 845,370          | 892,152          |
| Investments                                                    | 12   | -              | -                | 100              | 100              |
|                                                                |      | <u>861,783</u> | <u>915,057</u>   | <u>915,057</u>   | <u>892,252</u>   |
| <b>Current assets</b>                                          |      |                |                  |                  |                  |
| Stock                                                          | 13   | 5,322          | 6,305            | 693              | 1,137            |
| Debtors                                                        | 14   | 43,474         | 42,589           | 102,183          | 91,541           |
| Cash at bank and in hand                                       |      | <u>162,999</u> | <u>170,850</u>   | <u>158,748</u>   | <u>164,413</u>   |
|                                                                |      | <u>211,794</u> | <u>219,744</u>   | <u>261,625</u>   | <u>257,091</u>   |
| <b>Creditors: amounts falling due within one year</b>          | 15   | <u>75,401</u>  | <u>64,542</u>    | <u>77,224</u>    | <u>47,683</u>    |
| <b>Net current assets / (liabilities)</b>                      |      | <u>136,394</u> | <u>155,202</u>   | <u>184,401</u>   | <u>209,407</u>   |
| <b>Creditors: amounts falling due after more than one year</b> | 16   | <u>27,442</u>  | <u>27,442</u>    | <u>12,055</u>    | <u>27,442</u>    |
| <b>Net assets</b>                                              |      | <u>970,734</u> | <u>1,042,816</u> | <u>1,087,403</u> | <u>1,074,217</u> |
| <b>Funds</b>                                                   |      |                |                  |                  |                  |
| Unrestricted                                                   | 17   | 312,208        | 343,171          | 320,376          | 339,749          |
| Restricted                                                     |      | <u>662,140</u> | <u>699,646</u>   | <u>697,440</u>   | <u>734,468</u>   |
| <b>Total Funds</b>                                             |      | <u>974,347</u> | <u>1,042,816</u> | <u>1,017,816</u> | <u>1,074,217</u> |

The Trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this balance sheet.

The notes on pages 12 to 20 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated and Charity Balance Sheets *(continued)*

29 February 2024

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For the year ending 29 February 2024 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the board of trustees and authorised for issue on 17<sup>th</sup> May 2024, and are signed on behalf of the board by:



Mr S Spurling (Chairman)  
Trustee

Company registration number: 04672490

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The notes on pages 14 to Error! Bookmark not defined. form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

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#### 1. General information

The Charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Debenham Leisure Centre, Gracechurch Street, Debenham, Stowmarket, Suffolk, IP14 6BL.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Group financial statements

These financial statements consolidate the results of the Charity and its subsidiary, Debenham Community Centre Limited, on a line by line basis. A separate statement of financial activities is not presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

##### Going concern

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Trust to be able to continue as a going concern.

##### Income

Income is recognised in the period in which the Charity is entitled to receipt, any performance conditions have been met and the amount can be measured reliably and with sufficient certainty. Income is only deferred when the Charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

##### Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a Charity in the delivery of its activities and services. All costs, including governance costs, are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of resources.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

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#### **Tangible fixed assets**

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition. Freehold land is not depreciated. The cost of other tangible fixed assets is written off by equal annual instalments over their expected useful economic lives as follows:

|                                  |               |
|----------------------------------|---------------|
| Freehold buildings               | 10 – 50 years |
| Fixtures, fittings and equipment | 5 – 10 years  |

#### **Fixed asset investment**

The investment in the subsidiary company is shown at cost less provision for any permanent diminution in value.

#### **Stocks**

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further the purposes of Charity. Designated funds are unrestricted funds of the Charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds represent income which the donor or grantor has specified are to be solely use for particular purposes within the objects of the Charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

#### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **Limited by guarantee**

The Charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Notes to the Financial Statements

Year ended 29 February 2024

### 4. Consolidated statement of Financial Activities for year ended 28 February 2023

|                                             | Unrestricted<br>funds<br>2023<br>£ | Restricted<br>funds<br>2023<br>£ | Total<br>Funds<br>2023<br>£ |
|---------------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>Income</b>                               |                                    |                                  |                             |
| Grants                                      | 39,924                             | 171,384                          | 211,308                     |
| <b>Income from charitable activities</b>    |                                    |                                  |                             |
| Community Centre income                     | 66,323                             | -                                | 66,323                      |
| Sports and Leisure Centre income            | 158,665                            | -                                | 158,665                     |
| <b>Trading activities</b>                   |                                    |                                  |                             |
| Bar and associated income                   | 247,761                            | -                                | 247,761                     |
| Fundraising events and activities           | 25,260                             | -                                | 25,260                      |
| <b>Other income</b>                         |                                    |                                  |                             |
| Renewable heating incentive                 | 17,465                             | -                                | 17,465                      |
| Miscellaneous income                        | 3,551                              | -                                | 3,551                       |
| Insurance claim                             | 2,254                              | -                                | 2,254                       |
| Investment income                           | 238                                | -                                | 238                         |
| <b>Total income</b>                         | <b>561,443</b>                     | <b>171,384</b>                   | <b>732,827</b>              |
| <b>Expenditure</b>                          |                                    |                                  |                             |
| <b>Expenditure on raising funds</b>         |                                    |                                  |                             |
| Bar operating costs                         | 222,768                            | -                                | 222,768                     |
| Fundraising expenses                        | 11,299                             | -                                | 11,299                      |
| <b>Expenditure on charitable activities</b> |                                    |                                  |                             |
| Centre operating and activity costs         | 335,582                            | 64,949                           | 400,531                     |
| <b>Total expenditure</b>                    | <b>569,649</b>                     | <b>64,949</b>                    | <b>634,598</b>              |
| <b>Net income and net movement in funds</b> | <b>(8,206)</b>                     | <b>106,435</b>                   | <b>98,228</b>               |
| <b>Reconciliation of funds</b>              |                                    |                                  |                             |
| Fund balances at 1 March 2022               | 351,378                            | 593,210                          | 944,588                     |
| <b>Fund balances at 28 February 2023</b>    | <b>343,172</b>                     | <b>699,645</b>                   | <b>1,042,816</b>            |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

#### 5. Grants receivable

|                                      | Unrestricted<br>2024<br>£ | Restricted<br>2024<br>£ | Total<br>2024<br>£ | Total<br>2023<br>£ |
|--------------------------------------|---------------------------|-------------------------|--------------------|--------------------|
| <b>Revenue grants</b>                |                           |                         |                    |                    |
| Mid Suffolk District Council         | 25,000                    | -                       | 25,000             | 143,208            |
| Debenham Parish Council              | -                         | 5,000                   | 5,000              | 20,000             |
| Power to Change                      | -                         | -                       | -                  | 15,000             |
| Suffolk County Council               | -                         | 11,000                  | 11,000             | -                  |
| Energy Resilience Fund               | -                         | 5,600                   | 5,600              | 3,000              |
| Valencia Communities Fund            | -                         | -                       | -                  | 17,500             |
| The National Lottery Community Fund  | -                         | -                       | -                  | 10,000             |
| Suffolk Community Foundation         | -                         | (477)                   | (477)              | 1,100              |
| Asda Foundation Cost of Living Grant | -                         | -                       | -                  | 1,500              |
|                                      | <u>25,000</u>             | <u>21,123</u>           | <u>46,123</u>      | <u>211,308</u>     |

#### 6. Subsidiary company results

|                     | 2024<br>£       | 2023<br>£      |
|---------------------|-----------------|----------------|
| Sales               | 216,548         | 247,761        |
| Cost of sales       | (220,166)       | (222,768)      |
| Gross profit        | <u>(3,618)</u>  | <u>24,994</u>  |
| Operating costs     | <u>(1,192)</u>  | <u>(1,051)</u> |
| Operating profit    | <u>(4,809)</u>  | <u>23,943</u>  |
| Depreciation        | <u>(7,259)</u>  | <u>(7,929)</u> |
| Loan interest       | <u>-</u>        | <u>-</u>       |
| Net profit / (loss) | <u>(12,068)</u> | <u>16,014</u>  |

Operating costs of comprise the direct costs of operating the bars and a share of the Centre's overheads

The assets and liabilities of the subsidiary were:

|                                                | 2024<br>£       | 2023<br>£       |
|------------------------------------------------|-----------------|-----------------|
| Fixed assets                                   | 16,413          | 22,905          |
| Current assets                                 | 8,879           | 12,726          |
| Creditors: amounts falling due within one year | 69,897          | (66,931)        |
| Net current assets                             | <u>95,189</u>   | <u>(31,300)</u> |
| Creditors: amounts falling due after more than | -               | -               |
| Net liabilities                                | <u>95,189</u>   | <u>(31,300)</u> |
| Capital and reserves                           | <u>(44,605)</u> | <u>(31,300)</u> |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

#### 7. Charitable activities

|                                                 | 2024<br>£      | 2023<br>£      |
|-------------------------------------------------|----------------|----------------|
| <b>Centre operating and activity costs</b>      |                |                |
| Staff costs                                     | 189,720        | 154,846        |
| Maintenance, utilities and other overhead costs | 112,567        | 120,982        |
| Activity costs                                  | 17,088         | 21,621         |
| Depreciation                                    | 73,623         | 71,911         |
| Interest and bank charges                       | 10,603         | 10,600         |
| Independent examiner's fees                     | 1,175          | 1,107          |
|                                                 | <u>404,776</u> | <u>381,067</u> |

The costs above include restricted fund expenditure comprising depreciation of £55,751 (2023: £48,388).

#### 8. Independent examination fees

|                                                      | 2024<br>£ | 2023<br>£ |
|------------------------------------------------------|-----------|-----------|
| Fees payable to the independent examiner for:        |           |           |
| Independent examination for the financial statements | 1,175     | 1,107     |

#### 9. Staff costs

|                                  | 2024<br>£      | 2023<br>£      |
|----------------------------------|----------------|----------------|
| The cost of employing staff was: |                |                |
| Wages and salaries               | 180,068        | 147,429        |
| National insurance               | 6,600          | 4,872          |
| Pension contributions            | 3,053          | 2,546          |
|                                  | <u>189,720</u> | <u>154,846</u> |

The average head count of employees during the year was 20 (2023: 19).

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

#### 10. Trustee remuneration and expenses

The Trustees did not receive any remuneration or reimbursed expenses from the Trust or its trading subsidiary during this or the preceding year.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 29 February 2024

## 11. Tangible fixed assets

| Group                      | Land and         | Furniture,     | Total            |
|----------------------------|------------------|----------------|------------------|
|                            | £                | £              | £                |
| <b>Cost</b>                |                  |                |                  |
| At 1 March 2023            | 1,460,458        | 320,837        | 1,781,295        |
| Additions                  | 21,286           | 6,322          | 27,608           |
| Disposals                  | -                | -              | -                |
| <b>At 29 February 2024</b> | <b>1,481,744</b> | <b>327,159</b> | <b>1,808,903</b> |
| <b>Depreciation</b>        |                  |                |                  |
| At 1 March 2023            | 648,152          | 218,087        | 866,238          |
| Charge for the year        | 53,413           | 27,438         | 80,851           |
| Disposals                  | -                | -              | -                |
| <b>At 29 February 2024</b> | <b>701,564</b>   | <b>245,525</b> | <b>947,089</b>   |
| <b>Net book value</b>      |                  |                |                  |
| <b>At 29 February 2024</b> | <b>780,180</b>   | <b>81,634</b>  | <b>861,814</b>   |
| At 28 February 2023        | 812,307          | 102,750        | 915,057          |
| <b>Charity</b>             |                  |                |                  |
|                            | £                | £              | £                |
| <b>Cost</b>                |                  |                |                  |
| At 1 March 2023            | 1,452,147        | 178,004        | 1,630,151        |
| Additions                  | 21,286           | 5,556          | 26,842           |
| Disposals                  | -                | -              | -                |
| <b>At 29 February 2024</b> | <b>1,473,433</b> | <b>183,560</b> | <b>1,656,993</b> |
| <b>Depreciation</b>        |                  |                |                  |
| At 1 March 2023            | 645,214          | 92,785         | 737,999          |
| Charge for the year        | 52,237           | 21,386         | 73,623           |
| Disposals                  | -                | -              | -                |
| <b>At 29 February 2024</b> | <b>697,452</b>   | <b>114,171</b> | <b>811,622</b>   |
| <b>Net book value</b>      |                  |                |                  |
| <b>At 29 February 2024</b> | <b>775,981</b>   | <b>69,389</b>  | <b>845,370</b>   |
| At 28 February 2023        | 806,933          | 85,220         | 892,152          |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 29 February 2024

#### 12. Fixed assets - Investments

|                                 | 2024<br>£  | 2023<br>£  |
|---------------------------------|------------|------------|
| <b>Investment in subsidiary</b> |            |            |
| Shares at cost                  | <u>100</u> | <u>100</u> |

At 29 February 2024 the Charity owned all of the ordinary share capital, consisting of 100 shares, of Debenham Community Centre Limited, which operates the bars at the community and leisure centre. The trading results are set out in the notes.

#### 13. Stocks

|                  | Group<br>2024<br>£ | Group<br>2023<br>£ | Charity<br>2024<br>£ | Charity<br>2023<br>£ |
|------------------|--------------------|--------------------|----------------------|----------------------|
| Stock for resale | 5,322              | 6,305              | 4,629                | -                    |

#### 14. Debtors

|                            | Group<br>2024<br>£ | Group<br>2023<br>£ | Charity<br>2024<br>£ | Charity<br>2023<br>£ |
|----------------------------|--------------------|--------------------|----------------------|----------------------|
| Amount due from subsidiary | -                  | -                  | 59,946               | 50,072               |
| Trade debtors              | 9,388              | 8,301              | -                    | 7,181                |
| Other debtors              | 22,620             | 22,620             | 22,620               | 22,620               |
| Prepayments                | 11,466             | 11,668             | 10,228               | 11,668               |
|                            | <u>43,474</u>      | <u>42,589</u>      | <u>92,795</u>        | <u>91,541</u>        |

#### 15. Creditors: amounts falling due within one year

|                                       | Group<br>2024<br>£ | Group<br>2023<br>£ | Charity<br>2024<br>£ | Charity<br>2023<br>£ |
|---------------------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans and overdrafts (unsecured) | 12,055             | 9,829              | 12,055               | 9,829                |
| Trade creditors                       | 31,432             | 28,732             | 26,630               | 16,591               |
| Other taxes and social security costs | 11,298             | 9,514              | 6,912                | 5,522                |
| Other creditors                       | 18,679             | 15,186             | 18,679               | 17,104               |
| Accruals and deferred income          | 1,937              | 1,282              | 1,175                | 556                  |
|                                       | <u>75,401</u>      | <u>64,542</u>      | <u>65,451</u>        | <u>64,542</u>        |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 29 February 2024

#### 16. Creditors: amounts falling due after more than one year

|                         | Group<br>2024<br>£ | Group<br>2023<br>£ | Charity<br>2024<br>£ | Charity<br>2023<br>£ |
|-------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans (unsecured)  | 17,654             | 27,442             | 17,654               | 27,442               |
| Other loans (unsecured) | 6,174              | -                  | 6,174                | -                    |
|                         | <b>23,828</b>      | <b>27,442</b>      | <b>23,828</b>        | <b>27,442</b>        |

#### 17. Analysis of charitable funds

|                                  | At 1<br>March<br>2023<br>£ | Income<br>£    | Expend-<br>iture<br>£ | Transfer<br>£ | At 29<br>February<br>2024<br>£ |
|----------------------------------|----------------------------|----------------|-----------------------|---------------|--------------------------------|
| <b>Unrestricted funds:</b>       |                            |                |                       |               |                                |
| General funds                    | 228,098                    | 555,966        | (586,930)             | (9,600)       | 187,534                        |
| Designated property sinking fund | 80,839                     | -              | -                     | 9,600         | 90,439                         |
| Designated for maintenance       | 10,234                     | -              | -                     | -             | 10,234                         |
| Designated for boiler fund       | 24,000                     | -              | -                     | -             | 24,000                         |
| <b>Restricted funds:</b>         |                            |                |                       |               |                                |
| Capital projects                 | 698,187                    | 21,123         | (57,170)              | -             | 662,140                        |
| Restricted for GP Referrals      | 1,458                      | -              | (1,458)               | -             | -                              |
|                                  | <b>1,042,816</b>           | <b>577,089</b> | <b>(645,558)</b>      | <b>-</b>      | <b>974,347</b>                 |

#### 18. Analysis of net assets by fund

|                                  | Fixed<br>assets<br>£ | Net current<br>assets/<br>(liabilities)<br>£ | Long-term<br>Liabilities<br>£ | Total funds<br>£ |
|----------------------------------|----------------------|----------------------------------------------|-------------------------------|------------------|
| <b>Unrestricted funds:</b>       |                      |                                              |                               |                  |
| General funds                    | 204,397              | 6,964                                        | (23,828)                      | 187,533          |
| Designated property sinking fund | -                    | 90,439                                       | -                             | 90,439           |
| Designated for maintenance       | -                    | 10,234                                       | -                             | 10,234           |
| Designated for boiler fund       | -                    | 24,000                                       | -                             | 24,000           |
| <b>Restricted funds:</b>         |                      |                                              |                               |                  |
| Capital projects                 | 657,504              | 4,637                                        | -                             | 662,141          |
| Restricted for GP Referrals      | -                    | -                                            | -                             | -                |
|                                  | <b>861,901</b>       | <b>136,274</b>                               | <b>(23,828)</b>               | <b>974,347</b>   |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 29 February 2024

Unrestricted funds represent those funds which the management committee are free to use in accordance with the charitable objects. The Charity continues to transfer a sum of £800 per month to a designated property sinking fund to meet repair and refurbishment costs. The Board has designated the net income from certain fundraising events for the purposes of the Maintenance Project Fund.

The restricted funds represent the major capital projects undertaken including refurbishment of the Centre, the resurfacing of the car parking facility, the football stadium development, the solar panels, new lighting for the Centre and Sports Hall and other improvements for which specific funding was received. All of this restricted income has been expended and the fund balance represents the net book value of the fixed assets acquired.

#### 19. Financial instruments

The carrying amount of financial instruments at 29 February 2024 were:

|                                                  | 2024<br>£      | 2023<br>£      |
|--------------------------------------------------|----------------|----------------|
| Financial assets measured at amortised cost      |                |                |
| Trade debtors                                    | 9,388          | 8,301          |
| Other debtor transactions                        | 34,086         | 34,288         |
| Cash                                             | 162,999        | 170,850        |
|                                                  | <u>206,473</u> | <u>213,439</u> |
| Financial liabilities measured at amortised cost |                |                |
| Trade creditors                                  | 31,432         | 28,732         |
| Bank and other loans                             | 35,883         | 37,271         |
| Other creditor transactions                      | 31,914         | 25,982         |
|                                                  | <u>99,229</u>  | <u>91,984</u>  |

#### 20. Related parties

Debenham Community Centre Limited is a wholly owned subsidiary of Debenham Village Hall and Playing Field Trust, a registered Charity. The company operates the bars and associated facilities for the benefit of the Trust. The company's potentially taxable profits are donated to the Trust under Gift Aid.

**DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST**

England & Wales - Charity number 1099705

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# Accounts

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**COMPANY REGISTRATION NUMBER: 04672490**  
**CHARITY REGISTRATION NUMBER: 1099705**

**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**28 February 2023**

**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year ended 28 February 2023**

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| Independent examiner’s report to the Trustees                 | <b>8</b>    |
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| Consolidated and Charity Balance sheets                       | <b>10</b>   |
| Notes to the financial statements                             | <b>12</b>   |

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustees Annual Report (Incorporating the Trustee's Report)

#### Year ended 28 February 2023

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The Trustees, who are also the directors for the purposes of company law, presents their report and the unaudited financial statements of the Charity for the year ended 28 February 2023.

#### Reference and administrative details

**Registered charity name** Debenham Village Hall and Playing Field Trust

The Debenham Village Hall and Playing Field Trust is also referred to locally as Debenham Sports & Leisure (DS&L), either term may be used to express the company within the financial statements.

**Charity registration number** 1099705

**Company registration number** 04672490

**Principal office and registered** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk IP14 6BL

#### The Trustees

The Trustees who served during the year and at the date of approval were as follows:

|                        |                                   |                                                |
|------------------------|-----------------------------------|------------------------------------------------|
|                        | Mr Stephen Spurling (Chairman)    | Resigned July 2022<br>Re-appointed March 2023  |
|                        | Ms Caroline Driver (Chairman)     | Appointed November 2022<br>Resigned March 2023 |
|                        | Mr Phil Jaynes (Treasurer)        |                                                |
|                        | Mr Douglas McMyn (Secretary)      | Resigned January 2023                          |
|                        | Mr Howard Simpson (Secretary)     | Appointed February 2023                        |
|                        | Mr George Durie                   |                                                |
|                        | Mr Martin Durie                   |                                                |
|                        | Mr Phillip Jones                  |                                                |
|                        | Mr Steve Robbins                  |                                                |
|                        | Mrs Michelle Dix                  |                                                |
|                        | Mr Rob Morris                     | Appointed July 2022                            |
| <b>General Manager</b> | Rachel Keeble<br>Lauren Squirrell | Resigned May 2022<br>Acting General Manager    |
| <b>Finance manager</b> | Sue Thurlow                       |                                                |

#### Independent Examiner

Mrs R Marsh FMAAT, Marsh Accountancy, 67 Gardeners Road, Debenham, Stowmarket, Suffolk IP14 6RX

#### Bankers

National Westminster Bank plc, 2 The Sandlings, Ransomes Europark, Ipswich, Suffolk IP3 9SL

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

**Year ended 28 February 2023**

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#### **Structure, Governance and Management Governing Document**

Debenham Village Hall and Playing Field Trust ("Company/Trust") is a charitable company limited by guarantee and was incorporated on 20 February 2003. It is governed by a Memorandum and Articles of Association. The Company was established, following a review of the legal structure, to take over the activities of the unincorporated charity, Debenham Village Hall Playing Field Trust (registered charity number 304742) established under a scheme approved by the Charity Commissioners under seal dated 4 July 1988. The charity owns and runs the Debenham Leisure and Community Centre for the benefit of the inhabitants of the Parish of Debenham, Suffolk and its neighbourhood.

#### **Appointment, induction and training of trustees**

The overall governance and financial responsibility is vested in the Trustees, as set out on page 1. The Trustees are also Directors of the charity for the purposes of Company law. In accordance with the memorandum and articles of association, the Trustees retiring by rotation at the 2023 Annual General Meeting are Phil Jones and Martin Durie who, being eligible, offer themselves for re-election.

The majority of the current Trustees have all been involved with the organisation for a number of years and are familiar with the practical work of the charity. Three new Trustees joined the Trust during the reported period bringing with them a wide and ranging set of skills and experience which will be of great benefit to the Trust. We welcome any member of the Community to join our Trust Board. If you are interested then please contact our chairman, who will be pleased to share with you details of the Charity and the context within which it operates, including:

- The obligations of the Trustees
- The operational framework of the Charity including the Memorandum and Articles of Association
- Resourcing and the current financial position including the latest published and management accounts
- Future plans and objectives

#### **Risk Management**

The Trust Board continually review the major risks which the Charity faces to ensure that the systems established to manage such risks are adequate. This process includes a review of reserve levels and of the Charity's key financial systems.

#### **Organisational Structure**

The Trust Board comprises of a minimum of three members who meet quarterly and are responsible for the strategic direction and policy of the Charity. At present the Trust Board has eight (May 2023) members from a variety of business backgrounds relevant to the work of the Charity. The Trustees delegate the responsibility for the day-to-day operational management of Debenham Sports & Leisure Centre to the General and Finance Managers, including the provision of specified services and facilities and supervision of the staff team. We also have two members of the Parish Council attending our Trust Board meetings. This provides the Trust with the opportunity to share our business with the Parish Council in an open and transparent way.

#### **Related Party**

The Charity has a wholly owned trading subsidiary, Debenham Community Centre Limited, which operates the bars and associated facilities for the benefit of the Trust.

#### **Objectives and activities**

The Charity's objective is the provision and maintenance of a village hall, recreation ground and other recreational facilities for the use of the inhabitants of the Parish of Debenham and its neighbourhood 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.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2023

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#### Operational and Financial Overview

Debenham Sports & Leisure (DS&L) - the trading name of the Trust - was pleased to see some normality return in all areas of the business, following 2 years of uncertainty due to the Covid Pandemic. With that behind us we have seen levels of service in our fitness and activity delivery, reach pre-pandemic levels and beyond. As reported in our 2021/22 annual report the Community Centre refurbishment continued into our 2022/23 financial year and only became operational with limited access in October 2022. Steady progress was made, and it became fully functional soon after. We were also pleased to include the refurbishment of the toilet facilities within the Community Centre as a separate project with grants being made available from several sources mentioned later in this report.

Our GP referral programme has now been well established, and we are receiving a good number of patients who need rehabilitation for several conditions or following operations. Late in this financial year this service was widened to Cardiac rehabilitation as our Fitness Instructor qualified to deliver this. All these programmes provide a local service for our community and save on travel to Stowmarket where the next nearest facility is available. One of the testimonials from a very happy customer.

I was referred to Debenham Leisure Centre gym by my GP as I had been advised I was pre-diabetic.  
At the age of 76, I have never been to a gym & was a little apprehensive. However, I need not have worried as the PT Claire & her assistant Millie made me feel very welcome, with lots of encouragement & clear instructions on how to use all of the equipment & I soon started to feel the benefits.  
I started in November 2022 and by January 2023 was told I was no longer pre-diabetic, which was very good news.  
I enjoyed my experience at the gym so much, I have decided to become a member.  
It's a very friendly environment & I feel so much better when I have attended.

One of the biggest rewards of working at DS&L is to observe the dedication of the Staff, volunteers and fellow Trustees who work tirelessly to make our business a success. This combined with our regular customer base and grant providers continues to ensure we remain a viable necessary business serving the area of Debenham, its surrounding villages and beyond. A big thank you to all of you.

We would like to formally acknowledge through our annual report the fantastic support we have received from the grant providers below. Their continued support makes DS&L what it is, a first-class facility available to all throughout the community we serve. Thank you, all of you.

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2023

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|                                                           |          |
|-----------------------------------------------------------|----------|
| <u>Community Centre Refurbishment</u>                     | £        |
| MSDC CIL Grant                                            | 84537.89 |
| MSDC Capital Grant                                        | 7501.54  |
| Power to Change                                           | 5000.00  |
| Debenham Parish Council                                   | 10000.00 |
|                                                           |          |
| <u>Community Centre Toilets</u>                           |          |
| MSDC K Guthrie                                            | 1000.00  |
| Debenham Parish Council                                   | 5000.00  |
| The Lord Belstead Charitable Trust                        | 3000.00  |
| Valencia Communities Fund                                 | 25000.00 |
| The National Lottery Community Fund                       | 10000.00 |
|                                                           |          |
| <u>Gym Equipment</u>                                      |          |
| MSDC                                                      | 19744.30 |
| Suffolk Community Foundation                              | 2000.00  |
|                                                           |          |
| <u>Cutlery/Crockery</u>                                   |          |
| SCC Matthew Hicks                                         | 496.38   |
|                                                           |          |
| <u>Energy Bills</u>                                       |          |
| Asda Foundation Cost of Living Grant                      | 1500.00  |
| Power to Change                                           | 10000.00 |
|                                                           |          |
| <u>Golden Games Club</u>                                  |          |
| Suffolk Community Foundation (Co-op Community Cares Fund) | 1100.00  |
|                                                           |          |
| MSDC Revenue Grant                                        | 25000.00 |
| MSDC Community Grant                                      | 2500.00  |

Below you will see pie charts setting out our main income streams along with our main expenditure. The graphs show a continued return of activities throughout the financial year. Our biggest concern for 2022/23 was the increase in utility costs. Electricity increased threefold and pellets for our Biomass boiler saw similar increases. We appreciated the Government help meeting some of these costs and Power for Change both providing grants over the period. However, for 2023/24 these costs will need to be met from our own resources which will be challenging as we go forward.

Financial information is covered in more detail later in the audited accounts.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) (continued)

Year ended 28 February 2023

Table 1

| Income               | Totals 21/22 | Totals 22/23 | % -/+ |
|----------------------|--------------|--------------|-------|
| Community Centre     | £38,106      | £32,754      | -14%  |
| MSDC Grant           | £25,000      | £25,000      | 0%    |
| Debenham High School | £26,299      | £26,299      | 0%    |
| Deben Lounge bar     | £110,803     | £195,528     | 76%   |
| Fitness Studio       | £16,937      | £35,090      | 107%  |
| Community Centre bar | £38,103      | £43,101      | 13%   |
|                      | £255,248     | £357,772     | 40%   |

Major Income 2022/23

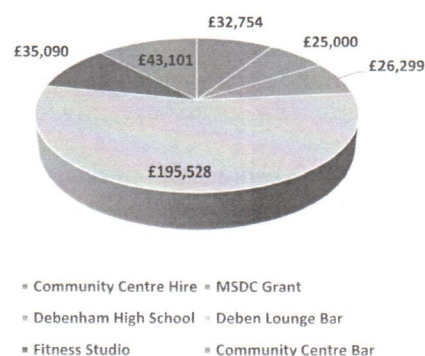


Table 1 shows a positive return when compared with 2021/22. The Deben Lounge and Fitness Studio have been very successful over 2022/23, with the Community Centre bar also increasing its income. Community Centre hire remains a concern, although the drop in income is related to additional income we received as a vaccine centre in 2021, March – June.

Table 2

| Expenditure       | Totals 21/22 | Totals 22/23 | % -/+   |
|-------------------|--------------|--------------|---------|
| Wages             | £147,224     | £201,141     | 36.62%  |
| Bar Purchases     | £50,216      | £104,781     | 108.66% |
| Pellets           | £14,420      | £26,133      | 81.23%  |
| Fundraising       | £5,062       | £11,299      | 123.21% |
| Electricity       | £13,272      | £33,488      | 152.32% |
| Vending Purchases | £2,863       | £5,868       | 104.96% |
|                   | £233,057     | £382,710     | 64.21%  |

Major Expenditure 22/23

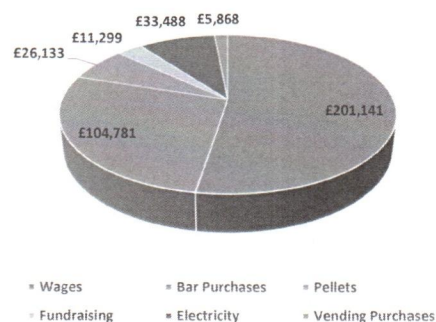


Table 2 Shows the challenges we face for 2023/24. The increases in expenditure are as a direct result of energy cost, electricity (+152%), Wood Pellets (+81.23%) and Wages (+36.62%). Bar purchases are in line with the income increases as set out in table 1. Wage increases were related to the National Living Wage (NLW) and National Minimum Wage (NMW) in addition to employing additional staff, particularly to offer our new food offer.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

**Year ended 28 February 2023**

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#### **Projects 2022/23**

We completed the refurbishment of the Community Centre and made successful bids to undertake further refurbishment to include the toilets in the Community Centre. Our Fire and Intruder alarm system was replaced, and CCTV was installed to cover the whole complex. We are carrying forward outstanding projects to 2023/24 to include refurbishment of toilets and changing facilities in the Sports Centre and a separate project to provide Disabled access to our upstairs facilities, including the Fitness Suite. We have also started a funding bid for the installation of solar panels across the Sports hall roof and hope to complete this by end of the current financial year, building on our objective to reduce our Carbon footprint.

2022/23 has been another challenging year and thanks to the dedication of the Trustees, Staff, Volunteers and loyal customers we have ended the financial year on a positive note.

So, a big thank you to all those people and businesses mentioned throughout this report, we would not be able to do it without your support.

Steve Spurling  
Chair Debenham Village Hall & Playing Field Trust

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2023

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## Independent examiner appointment

A resolution to appoint Mrs R Marsh of Marsh Accountancy as independent examiner will be proposed at the next meeting.

## Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Trustee's annual report was approved on 17-05-2023 and signed on behalf of the board of trustees by:



Mr S Spurling (Chairman)  
Trustee

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Independent Examiner's Report to the Members of Debenham Village Hall and Playing Field Trust *(continued)*

#### Year ended 28 February 2023

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I report to the Charity Trustees on my examination of the financial statements of the company for the year ended 28 February 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### 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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians. I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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, nor have I come across any 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.

Mrs R Marsh FMAAT  
Independent Examiner

Marsh Accountancy  
67 Gardeners Road  
Debenham  
Suffolk IP14 6RX

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated Statement of Financial Activities (including income and expenditure account)

Year ended 28 February 2023

|                                                           |      | Unrestricted funds | 2023<br>Restricted funds | Total funds    | 2022<br>Total funds |
|-----------------------------------------------------------|------|--------------------|--------------------------|----------------|---------------------|
|                                                           | Note | £                  | £                        | £              | £                   |
| <b>Income</b>                                             |      |                    |                          |                |                     |
| Grants                                                    | 5    | 39,924             | 171,384                  | 211,308        | 369,534             |
| <b>Income from charitable activities</b>                  |      | -                  | -                        |                |                     |
| Community Centre income                                   |      | 66,323             | -                        | 66,323         | 46,903              |
| Sports and Leisure Centre income                          |      | 158,665            | -                        | 158,665        | 122,389             |
| <b>Trading activities</b>                                 |      |                    |                          |                |                     |
| Bar and associated income                                 | 6    | 247,761            | -                        | 247,761        | 127,330             |
| Fundraising events and activities                         |      | 25,260             | -                        | 25,260         | 11,065              |
| <b>Other income</b>                                       |      |                    |                          |                |                     |
| Renewable heating incentive                               |      | 17,465             | -                        | 17,465         | 21,589              |
| Miscellaneous income                                      |      | 3,551              | -                        | 3,551          | 50,343              |
| Insurance claim                                           |      | 2,254              | -                        | 2,254          | -                   |
| COVID-19 Grants                                           |      | -                  | -                        | -              | 38,633              |
| Investment income – bank interest                         |      | 238                | -                        | 238            | 14                  |
| <b>Total Income</b>                                       |      | <b>561,443</b>     | <b>171,384</b>           | <b>732,827</b> | <b>787,801</b>      |
| <b>Expenditure</b>                                        |      |                    |                          |                |                     |
| <b>Expenditure on raising funds</b>                       |      |                    |                          |                |                     |
| Bar operating costs                                       |      | 222,768            | -                        | 222,768        | 109,076             |
| Fundraising expenses                                      | 7    | 11,299             | -                        | 11,299         | 5,063               |
| <b>Expenditure on charitable activities</b>               |      |                    |                          |                |                     |
| Centre operating and activity costs                       |      | 335,582            | 64,949                   | 400,532        | 308,685             |
| <b>Total expenditure</b>                                  |      | <b>569,649</b>     | <b>64,949</b>            | <b>634,599</b> | <b>422,823</b>      |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <b>(8,206)</b>     | <b>106,435</b>           | <b>98,228</b>  | <b>364,978</b>      |
| <b>Reconciliation of funds</b>                            |      |                    |                          |                |                     |
| Fund balances at 1 March 2022                             |      | 351,378            | 593,210                  | 944,588        | 579,610             |
| Fund balances at 28 February 2023                         |      | 343,172            | 699,645                  | 1,042,816      | 944,588             |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. An analysis by fund of the comparative figures for 2022 is shown in note 4.

The notes on pages 12 to 20 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated and Charity Balance Sheets (continued)

Year ended 28 February 2023

|                                                                | Note | Group            |                | Charity          |                |
|----------------------------------------------------------------|------|------------------|----------------|------------------|----------------|
|                                                                |      | 2023<br>£        | 2022<br>£      | 2023<br>£        | 2022<br>£      |
| <b>Fixed assets</b>                                            |      |                  |                |                  |                |
| Tangible assets                                                | 11   | 915,057          | 732,343        | 892,152          | 713,121        |
| Investments                                                    | 12   | -                | -              | 100              | 100            |
|                                                                |      | <u>915,057</u>   | <u>732,343</u> | <u>892,252</u>   | <u>713,221</u> |
| <b>Current assets</b>                                          |      |                  |                |                  |                |
| Stock                                                          | 13   | 6,305            | 6,501          | 1,137            | -              |
| Debtors                                                        | 14   | 42,589           | 38,073         | 91,541           | 102,026        |
| Cash at bank and in hand                                       |      | <u>170,850</u>   | <u>250,346</u> | <u>164,413</u>   | <u>248,221</u> |
|                                                                |      | <u>219,744</u>   | <u>294,920</u> | <u>257,091</u>   | <u>350,247</u> |
| <b>Creditors: amounts falling due within one year</b>          | 15   | <u>64,542</u>    | <u>45,404</u>  | <u>47,683</u>    | <u>34,196</u>  |
| <b>Net current assets / (liabilities)</b>                      |      | <u>155,202</u>   | <u>249,516</u> | <u>209,407</u>   | <u>316,051</u> |
| <b>Creditors: amounts falling due after more than one year</b> | 16   | <u>27,442</u>    | <u>37,271</u>  | <u>27,442</u>    | <u>37,271</u>  |
| <b>Net assets</b>                                              |      | <u>1,042,816</u> | <u>944,588</u> | <u>1,074,217</u> | <u>992,001</u> |
| <b>Funds</b>                                                   |      |                  |                |                  |                |
| Unrestricted                                                   | 17   | 343,171          | 471,545        | 339,749          | 661,984        |
| Restricted                                                     |      | <u>699,646</u>   | <u>473,043</u> | <u>734,468</u>   | <u>330,017</u> |
| <b>Total Funds</b>                                             |      | <u>1,042,816</u> | <u>944,588</u> | <u>1,074,217</u> | <u>992,001</u> |

The Trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this balance sheet.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Consolidated and Charity Balance Sheets (*continued*)

28 February 2023

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For the year ending 28 February 2023 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the board of trustees and authorised for issue on 17-05-2023, and are signed on behalf of the board by:



Mr S Spurling (Chairman)  
Trustee

Company registration number: 04672490

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The notes on pages 12 to Error! Bookmark not defined. form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

**Year ended 28 February 2023**

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#### **1. General information**

The Charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Debenham Leisure Centre, Gracechurch Street, Debenham, Stowmarket, Suffolk, IP14 6BL.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Group financial statements**

These financial statements consolidate the results of the Charity and its subsidiary, Debenham Community Centre Limited, on a line by line basis. A separate statement of financial activities is not presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

##### **Going concern**

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Trust to be able to continue as a going concern.

##### **Income**

Income is recognised in the period in which the Charity is entitled to receipt, any performance conditions have been met and the amount can be measured reliably and with sufficient certainty. Income is only deferred when the Charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

##### **Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a Charity in the delivery of its activities and services. All costs, including governance costs, are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of resources.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2023

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##### **Tangible fixed assets**

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition. Freehold land is not depreciated. The cost of other tangible fixed assets is written off by equal annual instalments over their expected useful economic lives as follows:

|                                  |               |
|----------------------------------|---------------|
| Freehold buildings               | 10 – 50 years |
| Fixtures, fittings and equipment | 5 – 10 years  |

##### **Fixed asset investment**

The investment in the subsidiary company is shown at cost less provision for any permanent diminution in value.

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items.

##### **Fund accounting**

Unrestricted funds are available to spend on activities that further the purposes of Charity. Designated funds are unrestricted funds of the Charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds represent income which the donor or grantor has specified are to be solely use for particular purposes within the objects of the Charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

##### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **Limited by guarantee**

The Charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year ended 28 February 2023

#### 4. Consolidated statement of Financial Activities for year ended 28 February 2022

|                                             | Unrestricted<br>funds<br>2022<br>£ | Restricted<br>funds<br>2022<br>£ | Total<br>Funds<br>2022<br>£ |
|---------------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>Income</b>                               |                                    |                                  |                             |
| Grants                                      | 25,845                             | 343,689                          | 369,534                     |
| <b>Income from charitable activities</b>    |                                    |                                  |                             |
| Community Centre income                     | 46,903                             | -                                | 46,903                      |
| Sports and Leisure Centre income            | 122,389                            | -                                | 122,389                     |
| <b>Trading activities</b>                   |                                    |                                  |                             |
| Bar and associated income                   | 127,330                            | -                                | 127,330                     |
| Fundraising events and activities           | 11,065                             | -                                | 11,065                      |
| <b>Other income</b>                         |                                    |                                  |                             |
| Renewable heating incentive                 | 21,589                             | -                                | 21,589                      |
| Miscellaneous income                        | 50,343                             | -                                | 50,343                      |
| COVID-19 Grants                             | 38,633                             | -                                | 38,633                      |
| Investment income                           | 14                                 | -                                | 14                          |
| <b>Total income</b>                         | <b>444,112</b>                     | <b>343,689</b>                   | <b>787,801</b>              |
| <b>Expenditure</b>                          |                                    |                                  |                             |
| <b>Expenditure on raising funds</b>         |                                    |                                  |                             |
| Bar operating costs                         | 109,076                            | -                                | 109,076                     |
| Fundraising expenses                        | 5,063                              | -                                | 5,063                       |
| <b>Expenditure on charitable activities</b> |                                    |                                  |                             |
| Centre operating and activity costs         | 256,152                            | 52,533                           | 308,685                     |
| <b>Total expenditure</b>                    | <b>370,290</b>                     | <b>52,533</b>                    | <b>422,823</b>              |
| <b>Net income and net movement in funds</b> | <b>73,821</b>                      | <b>291,156</b>                   | <b>364,977</b>              |
| <b>Reconciliation of funds</b>              |                                    |                                  |                             |
| Fund balances at 1 March 2021               | 277,556                            | 302,054                          | 579,610                     |
| <b>Fund balances at 28 February 2022</b>    | <b>224,047</b>                     | <b>593,210</b>                   | <b>944,588</b>              |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 28 February 2023

#### 5. Grants receivable

|                                      | Unrestricted<br>2023<br>£ | Restricted<br>2023<br>£ | Total<br>2023<br>£ | Total<br>2022<br>£ |
|--------------------------------------|---------------------------|-------------------------|--------------------|--------------------|
| <b>Revenue grants</b>                |                           |                         |                    |                    |
| Mid Suffolk District Council         | 28,424                    | 114,784                 | 143,208            | 117,105            |
| GP Referrals                         | -                         | -                       | -                  | 6,510              |
| Debenham Parish Council              | -                         | 20,000                  | 20,000             | -                  |
| Power to Change                      | 10,000                    | 5,000                   | 15,000             | 171,000            |
| Suffolk County Council               | -                         | -                       | -                  | 1,000              |
| The Lord Belstead Charitable Trust   | -                         | 3,000                   | 3,000              | -                  |
| Valencia Communities Fund            | -                         | 17,500                  | 17,500             | 73,919             |
| The National Lottery Community Fund  | -                         | 10,000                  | 10,000             | -                  |
| Suffolk Community Foundation         | -                         | 1,100                   | 1,100              | -                  |
| Asda Foundation Cost of Living Grant | 1,500                     | -                       | 1,500              | -                  |
| Government COVID-19 grants           | -                         | -                       | -                  | 37,810             |
|                                      | <u>39,924</u>             | <u>171,384</u>          | <u>211,308</u>     | <u>407,344</u>     |

#### 6. Subsidiary company results

|                            | 2023<br>£      | 2022<br>£     |
|----------------------------|----------------|---------------|
| Sales                      | 247,761        | 127,330       |
| Government COVID-19 grants | -              | 824           |
| Other income               | -              | -             |
| Cost of sales              | (222,768)      | (109,076)     |
| Gross profit               | <u>24,994</u>  | <u>19,078</u> |
| Operating costs            | <u>(1,051)</u> | <u>(924)</u>  |
| Operating profit           | <u>23,943</u>  | <u>18,154</u> |
| Depreciation               | (7,929)        | (6,540)       |
| Loan interest              | -              | -             |
| Net profit / (loss)        | <u>16,014</u>  | <u>11,614</u> |

Operating costs of comprise the direct costs of operating the bars and a share of the Centre's overheads

The assets and liabilities of the subsidiary were:

|                                                | 2023<br>£       | 2022<br>£       |
|------------------------------------------------|-----------------|-----------------|
| Fixed assets                                   | 22,905          | 19,222          |
| Current assets                                 | 12,726          | 9,789           |
| Creditors: amounts falling due within one year | (66,931)        | (76,324)        |
| Net current assets                             | <u>(31,300)</u> | <u>(47,314)</u> |
| Creditors: amounts falling due after more than | -               | -               |
| Net liabilities                                | <u>(31,300)</u> | <u>(47,314)</u> |
| Capital and reserves                           | <u>(31,300)</u> | <u>(47,314)</u> |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2023

##### 7. Charitable activities

|                                                 | 2023<br>£      | 2022<br>£      |
|-------------------------------------------------|----------------|----------------|
| <b>Centre operating and activity costs</b>      |                |                |
| Staff costs                                     | 154,846        | 127,099        |
| Maintenance, utilities and other overhead costs | 120,982        | 81,656         |
| Activity costs                                  | 21,621         | 16,834         |
| Depreciation                                    | 71,911         | 66,345         |
| Interest and bank charges                       | 10,600         | 6,133          |
| Independent examiner's fees                     | 2,115          | 1,059          |
|                                                 | <u>382,075</u> | <u>299,125</u> |

The costs above include restricted fund expenditure comprising depreciation of £48,388.

##### 8. Independent examination fees

|                                                      | 2023<br>£ | 2022<br>£ |
|------------------------------------------------------|-----------|-----------|
| Fees payable to the independent examiner for:        |           |           |
| Independent examination for the financial statements | 1,107     | 1,059     |

##### 9. Staff costs

|                                  | 2023<br>£      | 2022<br>£      |
|----------------------------------|----------------|----------------|
| The cost of employing staff was: |                |                |
| Wages and salaries               | 147,429        | 147,096        |
| National insurance               | 4,872          | 4,499          |
| Pension contributions            | 2,546          | 2,457          |
|                                  | <u>154,846</u> | <u>154,053</u> |

The average head count of employees during the year was 19 (2022: 16).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

##### 10. Trustee remuneration and expenses

The Trustees did not receive any remuneration or reimbursed expenses from the Trust or its trading subsidiary during this or the preceding year.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 28 February 2023

### 11. Tangible fixed assets

| Group                      | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total            |
|----------------------------|-----------------------|---------------------------------------|------------------|
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2022            | 1,229,958             | 291,238                               | 1,521,196        |
| Additions                  | 230,500               | 43,605                                | 274,105          |
| Disposals                  | -                     | (14,007)                              | (14,007)         |
| <b>At 28 February 2023</b> | <b>1,460,458</b>      | <b>320,837</b>                        | <b>1,781,295</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2022            | 591,990               | 196,864                               | 788,853          |
| Charge for the year        | 56,162                | 28,433                                | 84,595           |
| Disposals                  | -                     | (7,210)                               | (7,210)          |
| <b>At 28 February 2023</b> | <b>648,152</b>        | <b>218,087</b>                        | <b>866,238</b>   |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2023</b> | <b>812,307</b>        | <b>102,750</b>                        | <b>915,057</b>   |
| At 28 February 2022        | 637,968               | 94,375                                | 732,343          |
| <b>Charity</b>             |                       |                                       |                  |
|                            | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total            |
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2022            | 1,224,162             | 157,503                               | 1,381,664        |
| Additions                  | 227,985               | 34,508                                | 262,494          |
| Disposals                  | -                     | (14,007)                              | (14,007)         |
| <b>At 28 February 2023</b> | <b>1,452,147</b>      | <b>178,004</b>                        | <b>1,630,151</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2022            | 590,396               | 78,147                                | 668,543          |
| Charge for the year        | 54,818                | 21,847                                | 76,666           |
| Disposals                  | -                     | (7,210)                               | (7,210)          |
| <b>At 28 February 2023</b> | <b>645,214</b>        | <b>92,785</b>                         | <b>737,999</b>   |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2023</b> | <b>806,933</b>        | <b>85,220</b>                         | <b>892,152</b>   |
| At 28 February 2022        | 633,766               | 79,355                                | 713,121          |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2023

#### 12. Fixed assets - Investments

|                                 | 2023<br>£  | 2022<br>£  |
|---------------------------------|------------|------------|
| <b>Investment in subsidiary</b> |            |            |
| Shares at cost                  | <u>100</u> | <u>100</u> |

At 28 February 2023 the Charity owned all of the ordinary share capital, consisting of 100 shares, of Debenham Community Centre Limited, which operates the bars at the community and leisure centre. The trading results are set out in the notes.

#### 13. Stocks

|                  | Group<br>2023<br>£ | Group<br>2022<br>£ | Charity<br>2023<br>£ | Charity<br>2022<br>£ |
|------------------|--------------------|--------------------|----------------------|----------------------|
| Stock for resale | 6,305              | 6,501              | -                    | -                    |

#### 14. Debtors

|                            | Group<br>2023<br>£ | Group<br>2022<br>£ | Charity<br>2023<br>£ | Charity<br>2022<br>£ |
|----------------------------|--------------------|--------------------|----------------------|----------------------|
| Amount due from subsidiary | -                  | -                  | 50,072               | 65,116               |
| Trade debtors              | 8,301              | 8,069              | 7,181                | 6,907                |
| Other debtors              | 22,620             | 22,620             | 22,620               | 22,620               |
| Prepayments                | 11,668             | 7,383              | 11,668               | 7,383                |
|                            | <u>42,589</u>      | <u>38,073</u>      | <u>91,541</u>        | <u>102,026</u>       |

#### 15. Creditors: amounts falling due within one year

|                                       | Group<br>2023<br>£ | Group<br>2022<br>£ | Charity<br>2023<br>£ | Charity<br>2022<br>£ |
|---------------------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans and overdrafts (unsecured) | 9,829              | 9,586              | 9,829                | 9,586                |
| Trade creditors                       | 28,732             | 12,845             | 16,591               | 4,916                |
| Other taxes and social security costs | 9,514              | 8,839              | 5,522                | 6,253                |
| Other creditors                       | 15,186             | 12,276             | 17,104               | 12,276               |
| Accruals and deferred income          | 1,282              | 1,858              | 556                  | 1,165                |
|                                       | <u>64,542</u>      | <u>45,404</u>      | <u>49,601</u>        | <u>34,196</u>        |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 28 February 2023

#### 16. Creditors: amounts falling due after more than one year

|                        | Group<br>2023<br>£ | Group<br>2022<br>£ | Charity<br>2023<br>£ | Charity<br>2022<br>£ |
|------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans (unsecured) | 27,442             | 37,271             | 27,442               | 37,271               |
|                        | <u>27,442</u>      | <u>37,271</u>      | <u>27,442</u>        | <u>37,271</u>        |

#### 17. Analysis of charitable funds

|                                  | At 1<br>March<br>2022<br>£ | Income<br>£    | Expend-<br>iture<br>£ | Transfer<br>£ | At 28<br>February<br>2023<br>£ |
|----------------------------------|----------------------------|----------------|-----------------------|---------------|--------------------------------|
| <b>Unrestricted funds:</b>       |                            |                |                       |               |                                |
| General funds                    | 245,905                    | 561,443        | (569,649)             | (9,600)       | 228,098                        |
| Designated property sinking fund | 71,239                     | -              | -                     | 9,600         | 80,839                         |
| Designated for maintenance       | 10,234                     | -              | -                     | -             | 10,234                         |
| Designated for boiler fund       | 24,000                     | -              | -                     | -             | 24,000                         |
| <b>Restricted funds:</b>         |                            |                |                       |               |                                |
| Capital projects                 | 586,870                    | 171,384        | (60,067)              | -             | 698,187                        |
| Restricted for GP Referrals      | 6,340                      | -              | (4,883)               | -             | 1,458                          |
|                                  | <u>944,588</u>             | <u>732,827</u> | <u>(634,599)</u>      | <u>-</u>      | <u>1,042,816</u>               |

#### 18. Analysis of net assets by fund

|                                  | Fixed<br>assets<br>£ | Net current<br>assets/<br>(liabilities)<br>£ | Long-term<br>Liabilities<br>£ | Total funds<br>£ |
|----------------------------------|----------------------|----------------------------------------------|-------------------------------|------------------|
| <b>Unrestricted funds:</b>       |                      |                                              |                               |                  |
| General funds                    | 222,237              | 33,305                                       | (27,442)                      | 228,099          |
| Designated property sinking fund | -                    | 80,839                                       | -                             | 80,839           |
| Designated for maintenance       | -                    | 10,234                                       | -                             | 10,234           |
| Designated for boiler fund       | -                    | 24,000                                       | -                             | 24,000           |
| <b>Restricted funds:</b>         |                      |                                              |                               |                  |
| Capital projects                 | 692,820              | 5,367                                        | -                             | 698,187          |
| Restricted for GP Referrals      | -                    | 1,458                                        | -                             | 1,458            |
|                                  | <u>915,057</u>       | <u>155,202</u>                               | <u>(27,442)</u>               | <u>1,042,816</u> |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 28 February 2023

Unrestricted funds represent those funds which the management committee are free to use in accordance with the charitable objects. The Charity continues to transfer a sum of £800 per month to a designated property sinking fund to meet repair and refurbishment costs. The Board has designated the net income from certain fundraising events for the purposes of the Maintenance Project Fund.

The restricted funds represent the major capital projects undertaken including refurbishment of the Centre, the resurfacing of the car parking facility, the football stadium development, the solar panels, new lighting for the Centre and Sports Hall and other improvements for which specific funding was received. All of this restricted income has been expended and the fund balance represents the net book value of the fixed assets acquired.

#### 19. Financial instruments

The carrying amount of financial instruments at 28 February 2023 were:

|                                                  | 2023<br>£      | 2022<br>£      |
|--------------------------------------------------|----------------|----------------|
| Financial assets measured at amortised cost      |                |                |
| Trade debtors                                    | 8,301          | 30,689         |
| Other debtor transactions                        | 34,288         | 7,383          |
| Cash                                             | 170,850        | 250,346        |
|                                                  | <b>213,439</b> | <b>288,419</b> |
| Financial liabilities measured at amortised cost |                |                |
| Trade creditors                                  | 28,732         | 12,845         |
| Bank and other loans                             | 37,271         | 46,857         |
| Other creditor transactions                      | 25,982         | 14,133         |
|                                                  | <b>91,984</b>  | <b>73,836</b>  |

#### 20. Related parties

Debenham Community Centre Limited is a wholly owned subsidiary of Debenham Village Hall and Playing Field Trust, a registered Charity. The company operates the bars and associated facilities for the benefit of the Trust. The company's potentially taxable profits are donated to the Trust under Gift Aid.

**DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST**

England & Wales - Charity number 1099705

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# Accounts

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**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**28 February 2022**

# **Debenham Village Hall and Playing Field Trust**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 28 February 2022**

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|                                                               | <b>Page</b> |
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| Trustees' annual report (incorporating the director's report) | <b>1</b>    |
| Independent examiner's report to the Trustees                 | <b>8</b>    |
| Consolidated Statement of financial activities                | <b>9</b>    |
| Consolidated and Charity Balance sheets                       | <b>10</b>   |
| Notes to the financial statements                             | <b>12</b>   |

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

## Trustees Annual Report (Incorporating the Trustee's Report)

Year ended 28 February 2022

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The Trustees, who are also the directors for the purposes of company law, presents their report and the unaudited financial statements of the Charity for the year ended 28 February 2022.

### Reference and administrative details

**Registered charity name** Debenham Village Hall and Playing Field Trust

The Debenham Village Hall and Playing Field Trust is also referred to locally as Debenham Sports & Leisure (DS&L), either term may be used to express the company within the financial statements.

**Charity registration number** 1099705

**Company registration number** 04672490

**Principal office and registered** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk IP14 6BL

### The Trustees

The Trustees who served during the year and at the date of approval were as follows:

Mr Stephen Spurling (Chairman)  
Mr George Durie  
Mr Martin Durie  
Mr Phil Jaynes  
Mr Douglas McMyn  
Mr Paul Roofe (Resigned February 2022)  
Mr Phillip Jones  
Mr Steve Robbins (Appointed September 2021)  
Mrs Michelle Dix (Appointed November 2021)  
Mrs Caroline Driver (Appointed November 2021)

**General Manager** Rachel Keeble (Joined September 21)  
Jodie Burrows (Resigned August 21)

**Finance manager** Sue Thurlow

### Independent Examiner

Mrs R Marsh FMAAT, Marsh Accountancy, 67 Gardeners Road, Debenham, Stowmarket, Suffolk IP14 6RX

### Bankers

National Westminster Bank plc, 2 The Sandlings, Ransomes Europark, Ipswich, Suffolk IP3 9SL

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2022

---

#### Structure, Governance and Management Governing Document

Debenham Village Hall and Playing Field Trust ("Company/Trust") is a charitable company limited by guarantee and was incorporated on 20 February 2003. It is governed by a Memorandum and Articles of Association. The Company was established, following a review of the legal structure, to take over the activities of the unincorporated charity, Debenham Village Hall Playing Field Trust (registered charity number 304742) established under a scheme approved by the Charity Commissioners under seal dated 4 July 1988. The charity owns and runs the Debenham Leisure and Community Centre for the benefit of the inhabitants of the Parish of Debenham, Suffolk and its neighbourhood.

#### Appointment, induction and training of trustees

The overall governance and financial responsibility is vested in the Trustees, as set out on page 1. The Trustees are also Directors of the charity for the purposes of Company law. In accordance with the memorandum and articles of association, the Trustees retiring by rotation at the 2022 Annual General Meeting are Stephen Spurling and Martin Durie who, being eligible, offer themselves for re-election.

We were sad to see Paul Rooft step down as Trustee after many years of supporting the Trust. We wish Paul best wishes for the future. The majority of the current Trustees have all been involved with the organisation for a number of years and are familiar with the practical work of the charity. Three new Trustees joined the Trust during the reported period bringing with them a wide and ranging set of skills and experience which will be of great benefit to the Trust. We welcome any member of the Community to join our Trust Board. If you are interested then please contact our chairman, who will be pleased to share with you details of the Charity and the context within which it operates, including:

- The obligations of the Trustees
- The operational framework of the Charity including the Memorandum and Articles of Association
- Resourcing and the current financial position including the latest published and management accounts
- Future plans and objectives

#### Risk Management

The Trust Board continually review the major risks which the Charity faces to ensure that the systems established to manage such risks are adequate. This process includes a review of reserve levels and of the Charity's key financial systems.

#### Organisational Structure

The Trust Board comprises of a minimum of three members who meet quarterly and are responsible for the strategic direction and policy of the Charity. At present the Trust Board has eight (May 2022) members from a variety of business backgrounds relevant to the work of the Charity. The Trustees delegate the responsibility for the day-to-day operational management of Debenham Sports & Leisure Centre to the General and Finance Managers, including the provision of specified services and facilities and supervision of the staff team. We also have two members of the Parish Council attending our Trust Board meetings. This provides the Trust with the opportunity to share our business with the Parish Council in an open and transparent way.

#### Related Party

The Charity has a wholly owned trading subsidiary, Debenham Community Centre Limited, which operates the bars and associated facilities for the benefit of the Trust.

#### Objectives and activities

The Charity's objective is the provision and maintenance of a village hall, recreation ground and other recreational facilities for the use of the inhabitants of the Parish of Debenham and its neighbourhood 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.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2022

---

##### Operational and Financial Overview

Debenham Sports & Leisure (DS&L) – the trading name of the Trust like many businesses, continued to be limited in the delivery of operational activity covering the period of March 2021 through to July 14<sup>th</sup>, 2021, due to Government restrictions related to the Covid-19 Pandemic. From July 2021 we made steady progress and have nearly reached normal operational activity related to the Sport and Leisure offer. The Community Centre remained out of operation due to the refurbishment programme which continued into our 2022/23 financial year.

We reported last year that we were able to set up a vaccination site in the Community Centre, which continued to operate through to the end of June 2021. This provided welcome income and enabled Suffolk GP Federation to vaccinate around 10,000 Parishioners with two doses of vaccine. From the feedback regarding this project, we can all be very proud of the positive outcomes and particular thanks goes to those unpaid volunteers who welcomed Parishioners on the start of this journey.

Other income streams that did continue came from Debenham High School and when allowed, from Zeera, Indian Takeaway.

Below you will see pie charts setting out our main income streams along with our main expenditure. The graphs show a reassuring return of activities from July 2021 onwards with income and expenditure rising to near normal levels.

Once again, we acknowledge the help and financial support provided by Mid Suffolk District Council throughout the year and the Government for their continued furlough payments to July 2021, which have assisted us in posting an excess for the year of £364,978 of which £291,156 are restricted funds.

There are a number of grant providers who have supported us achieving our projects in this financial year. The projects supported were:

##### Community Centre Refurbishment

|                              |           |                                          |
|------------------------------|-----------|------------------------------------------|
| Power to Change              | £ 176,000 | includes £8,000 for Business Development |
| Viridor Credits              | £ 66,526  |                                          |
| Mid Suffolk District Council | £ 8,545   | (Further substantive grants in 2022/23)  |
| Suffolk County Councillor    | £ 1,000   |                                          |
| District Councillors         | £ 1,500   |                                          |
| Parish Council               | £ 10,000  |                                          |

##### Mid Suffolk District Council

|                      |          |
|----------------------|----------|
| New Rear Car Park    | £ 89,760 |
| Annual Revenue Grant | £ 25,000 |
| Covid Restart Grant  | £ 23,559 |

##### HMRC

|                            |          |
|----------------------------|----------|
| Covid Job Retention Scheme | £ 15,096 |
|----------------------------|----------|

We thank all of the above for their continued support and all others that contributed towards our success throughout the last two turbulent years.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2022

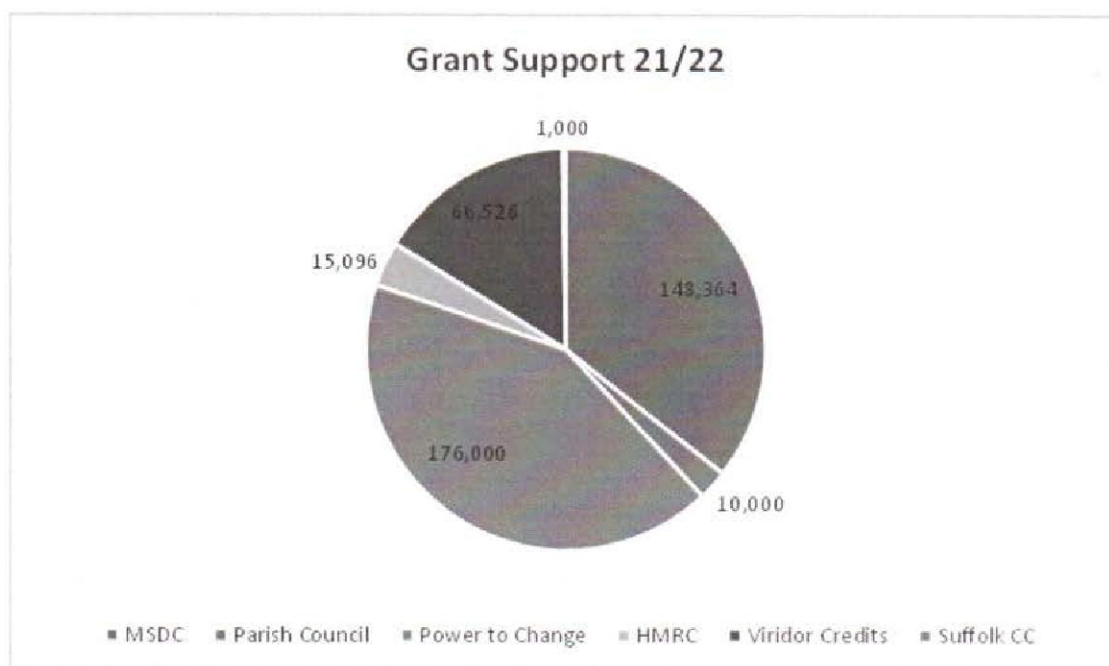


**Table 1**

| Income               | Totals 20/21 | Totals 21/22 | % -/+ |
|----------------------|--------------|--------------|-------|
| Community Centre     | £19,254      | £38,106      | 98%   |
| MSDC Grant           | £25,000      | £25,000      | 0%    |
| Debenham High School | £26,299      | £26,299      | 0%    |
| Deben Lounge bar     | £31,748      | £110,803     | 249%  |
| Fitness Studio       | £6,372       | £16,937      | 166%  |
| Community Centre bar | £0           | £38,103      |       |

Table 1 shows the Community Centre hire (vaccine site) and the bar income moving in the right direction. With the Deben Lounge bar income rising by 249%, these figures are very pleasing.



# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

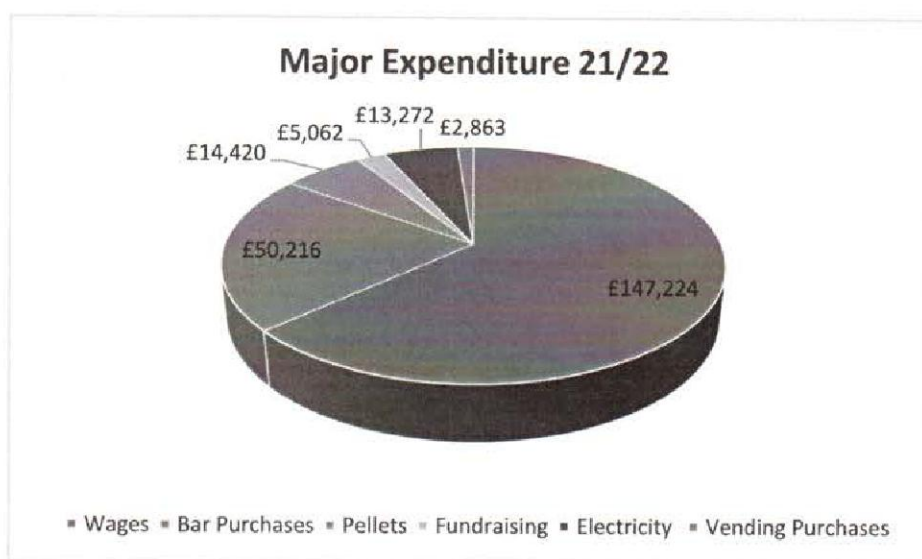
### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2022

Table 2

| Expenditure       | Totals 20/21 | Totals 21/22 | % -/+    |
|-------------------|--------------|--------------|----------|
| Wages             | £141,508     | £147,224     | 4.04%    |
| Bar Purchases     | £16,622      | £50,216      | 202.11%  |
| Pellets           | £12,847      | £14,420      | 12.24%   |
| Fundraising       | £401         | £5,062       | 1162.34% |
| Electricity       | £10,463      | £13,272      | 26.85%   |
| Vending Purchases | £1,134       | £2,863       | 152.47%  |

Table 2 highlights the expected increases in expenditure in relation to the increased income levels. Our main concern for our current financial year is the increase in electricity charges; doubling our current spend. This along with the increases in the National Living Wage and National Minimum Wage will be challenging in 2022/23



### Insurance Claim

Following a long Court battle, Insurance companies were ordered to settle payments with Businesses that had "Business Interruption" as part of their policy. We were pleased that our insurance company followed the Court decision and settled in full.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2022

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##### Projects 2021/22

As detailed above we continued our drive to seek funding for the refurbishment of the Community Centre. That project commenced in September 2021 and is nearing completion as we write this report. We hope to have a formal reopening occasion late in May or early June 2022 to acknowledge our thanks to all grant providers.

The refurbishment included, a new zinc roof, upgrading of heating, new windows and installation of Velox roof lights, complete replacement of outside boarding and insulation. The new boarding will be of a cement-based product lasting many years into the future.

The new car park to rear of the leisure centre become fully operational in September 2021. The car park is mainly used by Debenham High School, which has freed up 40 car park spaces to the front of the Community Centre for use by our valued customers.

In addition to providing a new car park, we also refurbished both of our front car parks

##### Projects 2022/23

|                                                       |                                        |
|-------------------------------------------------------|----------------------------------------|
| Refurbishment of Community Centre bar                 | (complete)                             |
| Refurbishment of Shower and changing facilities       | (Subject to FA funding)                |
| Replacement of the Fire and Intruder Alarms           | (underway, completion end of May)      |
| Community Centre toilets                              | (Bids have been submitted for funding) |
| Disabled access to the fitness suite and dance studio |                                        |

##### Business Development Support

As part of our bid "Power to Change", we were awarded £8k to develop our business. We engaged a local Consultancy team to undertake this project throughout 2021/22. They undertook a very detailed analysis of the Trust which involved all areas and included many meetings with Trustees and Staff. Community engagement was also key to their review. At the end of the project, we were pleased to learn that we were operating well in many areas. The review also highlighted areas where improvements to current processes could be made. The final report allowed us to concentrate on the work that needed to be undertaken and we are pleased with the results so far.

The Consultancy will continue to oversee the progress we make and have offered to support us until all work is complete.

2021/22 was a challenging year and thanks to the dedication of the Trustees, Staff, Volunteers and loyal customers we managed to remain positive in delivering services where we could.

So, a big thanks to all those people and businesses mentioned through this report, we would not be able to do it without your support.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2022

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## Independent examiner appointment

A resolution to appoint Mrs R Marsh of Marsh Accountancy as independent examiner will be proposed at the next meeting.

## Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Trustee's annual report was approved on 19<sup>th</sup> May 2022 and signed on behalf of the board of trustees by:



Mr S Spurling (Chairman)  
Trustee

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Independent Examiner's Report to the Members of Debenham Village Hall and Playing Field Trust *(continued)*

**Year ended 28 February 2022**

---

I report to the Charity Trustees on my examination of the financial statements of the company for the year ended 28 February 2022 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

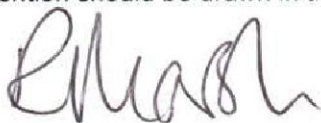
Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's financial statements as carried out under section 145 of the Charities 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians. I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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 nor have I come across any 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.



Mrs R Marsh FMAAT  
Independent Examiner

Marsh Accountancy  
67 Gardeners Road  
Debenham  
Suffolk IP14 6RX

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Consolidated Statement of Financial Activities (including income and expenditure account)

Year ended 28 February 2022

|                                                           |      | Unrestricted<br>funds | 2022<br>Restricted<br>funds | Total funds    | 2021<br>Total funds |
|-----------------------------------------------------------|------|-----------------------|-----------------------------|----------------|---------------------|
|                                                           | Note | £                     | £                           | £              | £                   |
| <b>Income</b>                                             |      |                       |                             |                |                     |
| Grants                                                    | 5    | 25,845                | 343,689                     | 369,534        | 117,130             |
| <b>Income from charitable activities</b>                  |      |                       |                             |                |                     |
| Community Centre income                                   |      | 174,234               | -                           | 174,234        | 68,656              |
| Sports and Leisure Centre income                          |      | 122,389               | -                           | 122,389        | 62,385              |
| <b>Trading activities</b>                                 |      |                       |                             |                |                     |
| Bar and associated income                                 | 6    | -                     | -                           | -              | -                   |
| Fundraising events and activities                         |      | 11,065                | -                           | 11,065         | 837                 |
| <b>Other income</b>                                       |      |                       |                             |                |                     |
| Renewable heating incentive                               |      | 21,589                | -                           | 21,589         | 18,891              |
| Miscellaneous income                                      |      | 50,343                | -                           | 50,343         | 1,838               |
| COVID-19 Grants                                           |      | 38,633                | -                           | 38,633         | 109,767             |
| Investment income – bank interest                         |      | 14                    | -                           | 14             | 30                  |
| <b>Total Income</b>                                       |      | <b>444,112</b>        | <b>343,689</b>              | <b>787,801</b> | <b>379,532</b>      |
| <b>Expenditure</b>                                        |      |                       |                             |                |                     |
| <b>Expenditure on raising funds</b>                       |      |                       |                             |                |                     |
| Bar operating costs                                       |      | 109,076               | -                           | 109,076        | 66,258              |
| Fundraising expenses                                      | 7    | 5,063                 | -                           | 5,063          | 26                  |
| <b>Expenditure on charitable activities</b>               |      |                       |                             |                |                     |
| Centre operating and activity costs                       |      | 256,152               | 52,533                      | 308,685        | 223,944             |
| <b>Total expenditure</b>                                  |      | <b>370,290</b>        | <b>52,533</b>               | <b>422,823</b> | <b>290,229</b>      |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <b>73,822</b>         | <b>291,156</b>              | <b>364,978</b> | <b>89,304</b>       |
| <b>Reconciliation of funds</b>                            |      |                       |                             |                |                     |
| Fund balances at 1 March 2021                             |      | 277,556               | 302,054                     | 579,610        | 490,305             |
| Fund balances at 28 February 2022                         |      | 351,378               | 593,210                     | 944,588        | 579,610             |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. An analysis by fund of the comparative figures for 2021 is shown in note 4.

The notes on pages 10 to 18 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Consolidated and Charity Balance Sheets *(continued)*

Year ended 28 February 2022

|                                                                | Note | Group          |                | Charity        |                |
|----------------------------------------------------------------|------|----------------|----------------|----------------|----------------|
|                                                                |      | 2022<br>£      | 2021<br>£      | 2022<br>£      | 2021<br>£      |
| <b>Fixed assets</b>                                            |      |                |                |                |                |
| Tangible assets                                                | 11   | 732,343        | 503,739        | 713,121        | 488,725        |
| Investments                                                    | 12   | -              | -              | 100            | 100            |
|                                                                |      | <u>732,343</u> | <u>503,739</u> | <u>713,221</u> | <u>488,825</u> |
| <b>Current assets</b>                                          |      |                |                |                |                |
| Stock                                                          | 13   | 6,501          | 3,504          | -              | -              |
| Debtors                                                        | 14   | 38,073         | 34,673         | 102,026        | 109,377        |
| Cash at bank and in hand                                       |      | <u>250,346</u> | <u>127,435</u> | <u>248,221</u> | <u>126,604</u> |
|                                                                |      | <u>294,920</u> | <u>165,611</u> | <u>350,247</u> | <u>235,981</u> |
| <b>Creditors: amounts falling due within one year</b>          | 15   | <u>45,404</u>  | <u>43,074</u>  | <u>34,196</u>  | <u>39,502</u>  |
| <b>Net current assets / (liabilities)</b>                      |      | <u>249,516</u> | <u>122,537</u> | <u>316,051</u> | <u>196,479</u> |
| <b>Creditors: amounts falling due after more than one year</b> | 16   | <u>37,271</u>  | <u>46,667</u>  | <u>37,271</u>  | <u>46,667</u>  |
| <b>Net assets</b>                                              |      | <u>944,588</u> | <u>579,610</u> | <u>992,001</u> | <u>638,638</u> |
| <b>Funds</b>                                                   |      |                |                |                |                |
| Unrestricted                                                   | 17   | 471,545        | 277,556        | 661,984        | 336,585        |
| Restricted                                                     |      | <u>473,043</u> | <u>302,054</u> | <u>330,017</u> | <u>302,053</u> |
| <b>Total Funds</b>                                             |      | <u>944,588</u> | <u>579,610</u> | <u>992,001</u> | <u>638,638</u> |

The Trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this balance sheet.

The notes on pages 10 to 18 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Consolidated and Charity Balance Sheets (*continued*)

28 February 2022

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For the year ending 28 February 2022 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the board of trustees and authorised for issue on 20th May 2022, and are signed on behalf of the board by:



Mr S Spurling (Chairman)  
Trustee

Company registration number: 04672490

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The notes on pages 12 to Error! Bookmark not defined. form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2022

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#### 1. General information

The Charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Debenham Leisure Centre, Gracechurch Street, Debenham, Stowmarket, Suffolk, IP14 6BL.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Group financial statements

These financial statements consolidate the results of the Charity and its subsidiary, Debenham Community Centre Limited, on a line by line basis. A separate statement of financial activities is not presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

##### Going concern

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Trust to be able to continue as a going concern.

##### Income

Income is recognised in the period in which the Charity is entitled to receipt, any performance conditions have been met and the amount can be measured reliably and with sufficient certainty. Income is only deferred when the Charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

##### Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a Charity in the delivery of its activities and services. All costs, including governance costs, are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of resources.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2022

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#### **Tangible fixed assets**

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition. Freehold land is not depreciated. The cost of other tangible fixed assets is written off by equal annual instalments over their expected useful economic lives as follows:

|                                  |               |
|----------------------------------|---------------|
| Freehold buildings               | 10 – 50 years |
| Fixtures, fittings and equipment | 5 – 10 years  |

#### **Fixed asset investment**

The investment in the subsidiary company is shown at cost less provision for any permanent diminution in value.

#### **Stocks**

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items.

#### **Fund accounting**

Unrestricted funds are available to spend on activities that further the purposes of Charity. Designated funds are unrestricted funds of the Charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds represent income which the donor or grantor has specified are to be solely use for particular purposes within the objects of the Charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

#### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **Limited by guarantee**

The Charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Notes to the Financial Statements

Year ended 28 February 2022

### 4. Consolidated statement of Financial Activities for year ended 28 February 2021

|                                             | Unrestricted<br>funds<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>Funds<br>2021<br>£ |
|---------------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>Income</b>                               |                                    |                                  |                             |
| Grants                                      | 25,000                             | 92,130                           | 117,130                     |
| <b>Income from charitable activities</b>    |                                    |                                  |                             |
| Community Centre income                     | 68,656                             | -                                | 68,656                      |
| Sports and Leisure Centre income            | 62,385                             | -                                | 62,385                      |
| <b>Trading activities</b>                   |                                    |                                  |                             |
| Bar and associated income                   | -                                  | -                                | -                           |
| Fundraising events and activities           | 837                                | -                                | 837                         |
| <b>Other income</b>                         |                                    |                                  |                             |
| Renewable heating incentive                 | 18,891                             | -                                | 18,891                      |
| Miscellaneous income                        | 1,838                              | -                                | 1,838                       |
| COVID-19 Grants                             | 109,767                            | -                                | 109,767                     |
| Investment income                           | 30                                 | -                                | 30                          |
| <b>Total income</b>                         | <b>287,403</b>                     | <b>92,130</b>                    | <b>379,532</b>              |
| <b>Expenditure</b>                          |                                    |                                  |                             |
| <b>Expenditure on raising funds</b>         |                                    |                                  |                             |
| Bar operating costs                         | 66,258                             | -                                | 66,258                      |
| Fundraising expenses                        | 26                                 | -                                | 26                          |
| <b>Expenditure on charitable activities</b> |                                    |                                  |                             |
| Centre operating and activity costs         | 95,431                             | 128,514                          | 223,944                     |
| <b>Total expenditure</b>                    | <b>161,715</b>                     | <b>128,514</b>                   | <b>290,229</b>              |
| <b>Net income and net movement in funds</b> | <b>125,688</b>                     | <b>(36,384)</b>                  | <b>89,304</b>               |
| <b>Reconciliation of funds</b>              |                                    |                                  |                             |
| Fund balances at 1 March 2020               | 151,868                            | 338,437                          | 490,305                     |
| <b>Fund balances at 28 February 2021</b>    | <b>277,556</b>                     | <b>302,054</b>                   | <b>579,610</b>              |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2022

#### 5. Grants receivable

|                              | Unrestricted<br>2022<br>£ | Restricted<br>2022<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|------------------------------|---------------------------|-------------------------|--------------------|--------------------|
| <b>Revenue grants</b>        |                           |                         |                    |                    |
| Mid Suffolk District Council | 25,845                    | 91,260                  | 117,105            | 107,130            |
| GP Referrals                 | -                         | 6,510                   | 6,510              | -                  |
| Debenham Parish Council      | -                         | -                       | -                  | 10,000             |
| Power to Change              | -                         | 171,000                 | 171,000            | -                  |
| Suffolk County Council       | -                         | 1,000                   | 1,000              | -                  |
| UMI                          | -                         | -                       | -                  | -                  |
| Virdor                       | -                         | 73,919                  | 73,919             | -                  |
| Government COVID-19 grants   | 37,810                    | -                       | 37,810             | 109,767            |
|                              | <u>63,655</u>             | <u>343,689</u>          | <u>407,344</u>     | <u>226,897</u>     |

#### 6. Subsidiary company results

|                            | 2022<br>£     | 2021<br>£       |
|----------------------------|---------------|-----------------|
| Sales                      | 127,330       | 48,132          |
| Government COVID-19 grants | 824           | 10,927          |
| Other income               | -             | 413             |
| Cost of sales              | (109,076)     | (66,258)        |
| Gross profit               | <u>19,078</u> | <u>(6,787)</u>  |
| Operating costs            | <u>(924)</u>  | <u>(1,027)</u>  |
| Operating profit           | <u>18,154</u> | <u>(7,814)</u>  |
| Depreciation               | (6,540)       | (4,455)         |
| Loan interest              | -             | (4)             |
| Net profit / (loss)        | <u>11,614</u> | <u>(12,272)</u> |

Operating costs of comprise the direct costs of operating the bars and a share of the Centre's overheads

The assets and liabilities of the subsidiary were:

|                                                | 2022<br>£       | 2021<br>£       |
|------------------------------------------------|-----------------|-----------------|
| Fixed assets                                   | 19,222          | 14,914          |
| Current assets                                 | 9,789           | 3,504           |
| Creditors: amounts falling due within one year | (76,324)        | (79,978)        |
| Net current assets                             | <u>(47,314)</u> | <u>(61,561)</u> |
| Creditors: amounts falling due after more than | -               | -               |
| Net liabilities                                | <u>(47,314)</u> | <u>(61,561)</u> |
| Capital and reserves                           | <u>47,314</u>   | <u>59,028</u>   |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2022

#### 7. Charitable activities

|                                                 | 2022<br>£      | 2021<br>£      |
|-------------------------------------------------|----------------|----------------|
| <b>Centre operating and activity costs</b>      |                |                |
| Staff costs                                     | 127,099        | 123,348        |
| Maintenance, utilities and other overhead costs | 81,656         | 37,701         |
| Activity costs                                  | 16,834         | 3,909          |
| Depreciation                                    | 66,345         | 50,200         |
| Interest and bank charges                       | 6,133          | 3,168          |
| Independent examiner's fees                     | 1,059          | 1,008          |
|                                                 | <u>299,125</u> | <u>219,334</u> |

The costs above include restricted fund expenditure comprising depreciation of £48,388.

#### 8. Independent examination fees

|                                                      | 2022<br>£ | 2021<br>£ |
|------------------------------------------------------|-----------|-----------|
| Fees payable to the independent examiner for:        |           |           |
| Independent examination for the financial statements | 1,059     | 1,008     |

#### 9. Staff costs

|                                  | 2022<br>£      | 2021<br>£      |
|----------------------------------|----------------|----------------|
| The cost of employing staff was: |                |                |
| Wages and salaries               | 147,096        | 140,946        |
| National insurance               | 4,499          | 7,596          |
| Pension contributions            | 2,457          | 2,206          |
|                                  | <u>154,053</u> | <u>150,748</u> |

The average head count of employees during the year was 16 (2021: 19).

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

#### 10. Trustee remuneration and expenses

The Trustees did not receive any remuneration or reimbursed expenses from the Trust or its trading subsidiary during this or the preceding year.

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

## Notes to the Financial Statements *(continued)*

Year ended 28 February 2022

### 11. Tangible fixed assets

| Group                      | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total            |
|----------------------------|-----------------------|---------------------------------------|------------------|
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2021            | 953,848               | 266,679                               | 1,220,527        |
| Additions                  | 276,110               | 28,494                                | 304,604          |
| Disposals                  | -                     | (3,935)                               | (3,935)          |
| <b>At 28 February 2022</b> | <b>1,229,958</b>      | <b>291,238</b>                        | <b>1,521,196</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2021            | 545,524               | 171,265                               | 716,788          |
| Charge for the year        | 46,466                | 26,419                                | 72,885           |
| Disposals                  | -                     | (820)                                 | (820)            |
| <b>At 28 February 2022</b> | <b>591,990</b>        | <b>196,864</b>                        | <b>788,853</b>   |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2022</b> | <b>637,968</b>        | <b>94,375</b>                         | <b>732,343</b>   |
| At 28 February 2021        | 408,325               | 95,415                                | 503,739          |
| <b>Charity</b>             |                       |                                       |                  |
|                            | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total            |
|                            | £                     | £                                     | £                |
| <b>Cost</b>                |                       |                                       |                  |
| At 1 March 2021            | 951,133               | 140,044                               | 1,091,177        |
| Additions                  | 273,028               | 20,827                                | 293,856          |
| Disposals                  | -                     | (3,935)                               | (3,935)          |
| <b>At 28 February 2022</b> | <b>1,224,162</b>      | <b>156,936</b>                        | <b>1,381,097</b> |
| <b>Depreciation</b>        |                       |                                       |                  |
| At 1 March 2021            | 544,981               | 57,471                                | 602,452          |
| Charge for the year        | 45,415                | 20,929                                | 66,345           |
| Disposals                  | -                     | (820)                                 | (820)            |
| <b>At 28 February 2022</b> | <b>590,396</b>        | <b>77,580</b>                         | <b>667,976</b>   |
| <b>Net book value</b>      |                       |                                       |                  |
| <b>At 28 February 2022</b> | <b>633,766</b>        | <b>79,355</b>                         | <b>713,121</b>   |
| At 28 February 2021        | 406,153               | 82,573                                | 488,725          |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2022

#### 12. Fixed assets - Investments

|                          | 2022<br>£  | 2021<br>£  |
|--------------------------|------------|------------|
| Investment in subsidiary |            |            |
| Shares at cost           | <u>100</u> | <u>100</u> |

At 28 February 2022 the Charity owned all of the ordinary share capital, consisting of 100 shares, of Debenham Community Centre Limited, which operates the bars at the community and leisure centre. The trading results are set out in the notes.

#### 13. Stocks

|                  | Group<br>2022<br>£ | Group<br>2021<br>£ | Charity<br>2022<br>£ | Charity<br>2021<br>£ |
|------------------|--------------------|--------------------|----------------------|----------------------|
| Stock for resale | 6,501              | 3,504              | -                    | -                    |

#### 14. Debtors

|                            | Group<br>2022<br>£ | Group<br>2021<br>£ | Charity<br>2022<br>£ | Charity<br>2021<br>£ |
|----------------------------|--------------------|--------------------|----------------------|----------------------|
| Amount due from subsidiary | -                  | -                  | 65,116               | 77,300               |
| Trade debtors              | 8,069              | 11,991             | 6,907                | 2,534                |
| Other debtors              | 22,620             | 22,620             | 22,620               | 22,620               |
| Prepayments                | <u>7,383</u>       | <u>63</u>          | <u>7,383</u>         | <u>63</u>            |
|                            | <u>38,073</u>      | <u>34,673</u>      | <u>102,026</u>       | <u>102,516</u>       |

#### 15. Creditors: amounts falling due within one year

|                                       | Group<br>2022<br>£ | Group<br>2021<br>£ | Charity<br>2022<br>£ | Charity<br>2021<br>£ |
|---------------------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans and overdrafts (secured)   | -                  | -                  | -                    | 2,405                |
| Bank loans and overdrafts (unsecured) | 9,586              | 5,739              | 9,586                | 3,333                |
| Trade creditors                       | 12,845             | 30,066             | 4,916                | 26,682               |
| Supplier loan (secured)               | -                  | -                  | -                    | -                    |
| Other taxes and social security costs | 8,839              | 2,359              | 6,253                | 2,831                |
| Other creditors                       | 12,276             | 10,469             | 12,276               | 10,469               |
| Accruals and deferred income          | <u>1,858</u>       | <u>(5,558)</u>     | <u>1,165</u>         | <u>(6,218)</u>       |
|                                       | <u>45,404</u>      | <u>43,074</u>      | <u>34,196</u>        | <u>39,502</u>        |

# Debenham Village Hall and Playing Field Trust

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 28 February 2022

## 16. Creditors: amounts falling due after more than one year

|                        | Group<br>2022<br>£ | Group<br>2021<br>£ | Charity<br>2022<br>£ | Charity<br>2021<br>£ |
|------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans (secured)   | -                  | -                  | -                    | -                    |
| Bank loans (unsecured) | 37,271             | 46,667             | 37,271               | 46,667               |
|                        | <u>37,271</u>      | <u>46,667</u>      | <u>37,271</u>        | <u>46,667</u>        |

## 17. Analysis of charitable funds

|                                  | At 1<br>March<br>2021<br>£ | Income<br>£    | Expend-<br>iture<br>£ | Transfer<br>£ | At 28<br>February<br>2022<br>£ |
|----------------------------------|----------------------------|----------------|-----------------------|---------------|--------------------------------|
| <b>Unrestricted funds:</b>       |                            |                |                       |               |                                |
| General funds                    | 205,683                    | 444,112        | (370,290)             | (33,600)      | 245,905                        |
| Designated property sinking fund | 61,639                     | -              | -                     | 9,600         | 71,239                         |
| Designated for maintenance       | 10,234                     | -              | -                     | -             | 10,234                         |
| Designated for boiler fund       | -                          | -              | -                     | 24,000        | 24,000                         |
| <b>Restricted funds:</b>         |                            |                |                       |               |                                |
| Capital projects                 | 298,079                    | 337,179        | (48,388)              | -             | 586,870                        |
| Restricted for GP Referrals      | 3,975                      | 6,510          | (4,145)               | -             | 6,340                          |
|                                  | <u>579,610</u>             | <u>787,801</u> | <u>(422,823)</u>      | <u>-</u>      | <u>944,588</u>                 |

## 18. Analysis of net assets by fund

|                                  | Fixed<br>assets<br>£ | Net current<br>assets/<br>(liabilities)<br>£ | Long-term<br>Liabilities<br>£ | Total<br>funds<br>£ |
|----------------------------------|----------------------|----------------------------------------------|-------------------------------|---------------------|
| <b>Unrestricted funds:</b>       |                      |                                              |                               |                     |
| General funds                    | 213,375              | 69,800                                       | (37,271)                      | 245,904             |
| Designated property sinking fund | -                    | 71,239                                       | -                             | 71,239              |
| Designated for maintenance       | -                    | 10,234                                       | -                             | 10,234              |
| Designated for boiler fund       | -                    | 24,000                                       | -                             | 24,000              |
| <b>Restricted funds:</b>         |                      |                                              |                               |                     |
| Capital projects                 | 518,968              | 67,902                                       | -                             | 586,870             |
| Restricted for GP Referrals      | -                    | 6,340                                        | -                             | 6,340               |
|                                  | <u>732,343</u>       | <u>249,516</u>                               | <u>(37,271)</u>               | <u>944,588</u>      |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 28 February 2022

Unrestricted funds represent those funds which the management committee are free to use in accordance with the charitable objects. The Charity continues to transfer a sum of £800 per month to a designated property sinking fund to meet repair and refurbishment costs. The Board has designated the net income from certain fundraising events for the purposes of the Maintenance Project Fund.

The restricted funds represent the major capital projects undertaken including refurbishment of the Centre, the resurfacing of the car parking facility, the football stadium development, the solar panels, new lighting for the Centre and Sports Hall and other improvements for which specific funding was received. All of this restricted income has been expended and the fund balance represents the net book value of the fixed assets acquired.

#### 19. Financial instruments

The carrying amount of financial instruments at 28 February 2022 were:

|                                                  | 2022<br>£      | 2021<br>£      |
|--------------------------------------------------|----------------|----------------|
| Financial assets measured at amortised cost      |                |                |
| Trade debtors                                    | 30,689         | 34,611         |
| Other debtor transactions                        | 7,383          | 63             |
| Cash                                             | 250,346        | 127,435        |
|                                                  | <u>288,419</u> | <u>162,108</u> |
| Financial liabilities measured at amortised cost |                |                |
| Trade creditors                                  | 12,845         | 30,066         |
| Bank and other loans                             | 46,857         | 52,405         |
| Other creditor transactions                      | 14,133         | 4,910          |
|                                                  | <u>73,836</u>  | <u>87,382</u>  |

#### 20. Related parties

Debenham Community Centre Limited is a wholly owned subsidiary of Debenham Village Hall and Playing Field Trust, a registered Charity. The company operates the bars and associated facilities for the benefit of the Trust. The company's potentially taxable profits are donated to the Trust under Gift Aid.

**DEBENHAM VILLAGE HALL AND PLAYING FIELD TRUST**

England & Wales - Charity number 1099705

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# Accounts

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**Debenham Village Hall and Playing Field Trust**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**28 February 2021**

# **Debenham Village Hall and Playing Field Trust**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 28 February 2021**

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| Consolidated and Charity Balance sheets                       | <b>9</b>    |
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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustees Annual Report (Incorporating the Trustee's Report)

#### Year ended 28 February 2021

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The Trustees, who are also the directors for the purposes of company law, presents their report and the unaudited financial statements of the Charity for the year ended 28 February 2021.

#### Reference and administrative details

**Registered charity name** Debenham Village Hall and Playing Field Trust

The Debenham Village Hall and Playing Field Trust is also referred to locally as Debenham Sports & Leisure (DS&L), either term may be used to express the company within the financial statements.

**Charity registration number** 1099705

**Company registration number** 04672490

**Principal office and registered** Debenham Leisure Centre  
Gracechurch Street  
Debenham  
Stowmarket  
Suffolk IP14 6BL

#### The Trustees

The Trustees who served during the year and at the date of approval were as follows:

Mr Stephen Spurling (Chairman)  
Mr George Durie  
Mr Martin Durie  
Mr Phil Jaynes  
Mr Douglas McMyn  
Mr Paul Roofe  
Mr Phillip Jones

**General Manager** Mrs Jodie Burrows

**Facilities manager** Mrs Sue Thurlow

#### Independent Examiner

Mrs R Marsh FMAAT, Marsh Accountancy, 67 Gardeners Road, Debenham, Stowmarket, Suffolk IP14 6RX

#### Bankers

National Westminster Bank plc, 2 The Sandlings, Ransomes Europark, Ipswich, Suffolk IP3 9SL

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2021

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#### Structure, Governance and Management Governing Document

The organisation is a charitable company limited by guarantee and was incorporated on 20 February 2003. It is governed by a memorandum and articles of association. The company was established, following a review of legal structure, to take over the activities of the unincorporated charity, Debenham Village Hall Playing Field Trust (registered charity number 304742) established under a scheme approved by the Charity Commissioners under seal dated 4 July 1988. The charity owns and runs the Debenham Leisure and Community Centre for the benefit of the inhabitants of the Parish of Debenham, Suffolk and neighbourhood.

#### Appointment, induction and training of trustees

The overall governance and financial responsibility is vested in the trustees, as set out on page 1. The trustees are also directors of the charity for the purposes of Company law. In accordance with the memorandum and articles of association, the trustees retiring by rotation at the 2021 Annual General Meeting are Doug McMyn and Paul Roofe who, being eligible, offer themselves for re-election.

The majority of the current trustees have all been involved with the organisation for a number of years and are familiar with the practical work of the charity. New trustees are invited to a meeting with the Chairman, at which details of the charity and the context within which it operates are provided, including:

- The obligations of the trustees.
- The operational framework of the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position including the latest published and management accounts.
- Future plans and objectives.

#### Risk Management

The Committee continually review the major risks which the charity faces to ensure that the systems established to manage such risks are adequate. This process includes a review of reserve levels and of the charity's key financial systems.

#### Organisational Structure

The trustee board comprises of a minimum of 3 members who meet quarterly and are responsible for the strategic direction and policy of the charity. At present the board has 7 (May 2021) members from a variety of business backgrounds relevant to the work of the charity. The trustees delegate the responsibility for the day-to-day operational management of the Centre to the General and Facilities Managers, including the provision of specified services and facilities and supervision of the staff team. We also have 2 members of the Parish Council attending our Trustee meetings. This provides the Trust with the opportunity to share our business with the Parish Council in an open and transparent way.

#### Related Party

The charity has a wholly owned trading subsidiary, Debenham Community Centre Limited, which operates the bars and associated facilities for the benefit of the Trust.

#### Objectives and activities

The charity's objective is the provision and maintenance of a village hall, recreation ground and other recreational facilities for the use of the inhabitants of the Parish of Debenham and its neighbourhood 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.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

Year ended 28 February 2021

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#### Operational and Financial Overview

Debenham Sports & Leisure (DS&L) like many Businesses had a limited opportunity to carry out operational activity over most of the reporting period 1<sup>st</sup> March 2020 – 28<sup>th</sup> February 2021. This was due to Government restrictions related to the Covid-19 Pandemic.

Closing our Centre on March 23<sup>rd</sup>, 2020, and offering little in the way of activities, reduced our income substantially. That said there were income streams that did continue. These were Debenham High School and when allowed the Indian Takeaway. Below you will see some pie charts setting out our main income streams along with our main expenditure. Clearly the graphs show a disappointing trading year. The disappointing results, all Covid related, were buoyed by Covid Support grants, Furlough payments and a Bounce Back loan. Taking account of our trading figures and support payments, including the loan we are posting an excess for the year of £89,304.

Our main objective for this financial year was to remain viable, retain and support our staff and where funding was available undertake essential maintenance work and committed projects.

The Trustees and our Business Manager have been key in identifying and securing the funding support available from the start of the pandemic. Engaging with Local Government, National Lottery and other Organisations has enabled us to stay viable into the future. Over the period MSDC provided £113,881 in grants including £60,000 for our Fitness Centre refurbishment.

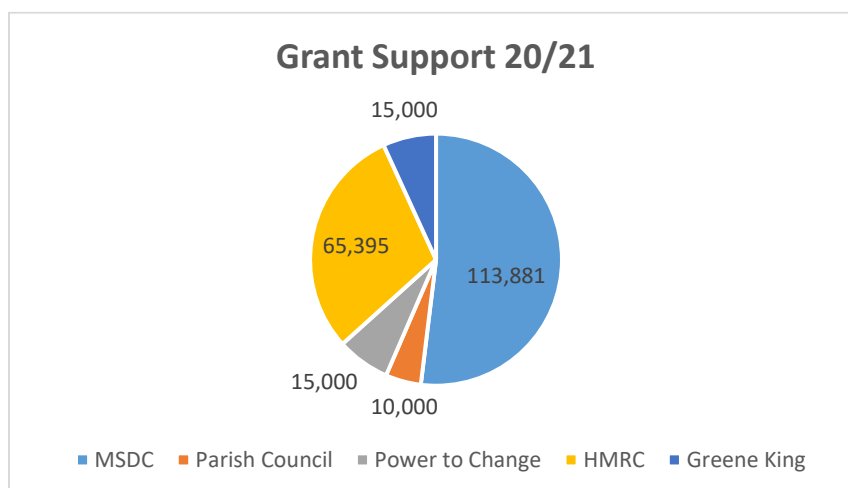
We thank the following for their support throughout the year and look forward to working with them into the new financial year.: -

#### Covid related support

|                                 |         |
|---------------------------------|---------|
| The Government Furlough Scheme. | £65,395 |
| Covid Support Grants            |         |
| Government/ MSDC                | £29,371 |
| Power to Change                 | £15,000 |

#### Other Financial Support

|                              |                           |
|------------------------------|---------------------------|
| Greene King                  | £15,000                   |
| Mid Suffolk District Council | £25,000                   |
| Fitness Centre Refurbishment | £59,510 (MSDC S106 Grant) |



# Debenham Village Hall and Playing Field Trust

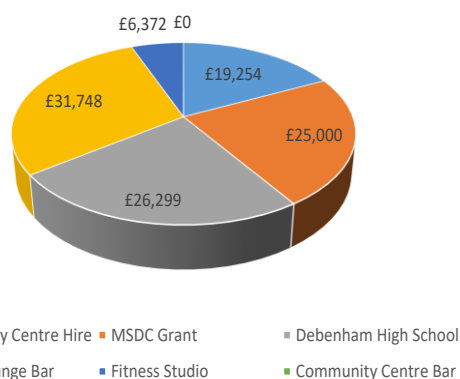
## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) (continued)

#### Year ended 28 February 2021

We were also pleased to top up our Staffs' wages by an additional 20% throughout all Furlough periods. This has proved very positive as all staff have been retained and will return to full working when allowed to do so.

Major Income 2020/21



Major Expenditure 20/21

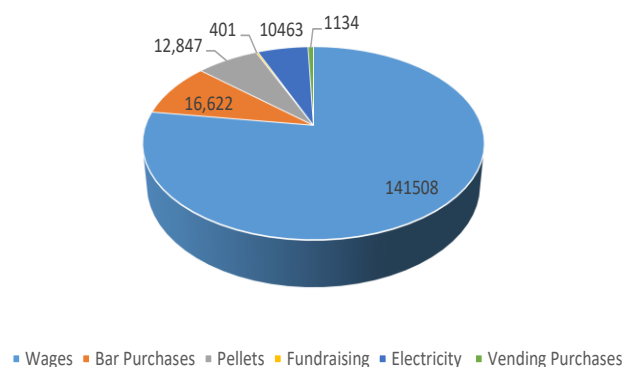


Table 1

| Income               | Totals 19/20 | Totals 20/21 | % -/+ |
|----------------------|--------------|--------------|-------|
| Community Centre     | £ 38,040     | £19,254      | -49%  |
| MSDC Grant           | £ 25,000     | £25,000      | 0%    |
| Debenham High School | £ 26,299     | £26,299      | 0%    |
| Deben Lounge bar     | £ 90,805     | £31,748      | -65%  |
| Fitness Studio       | £ 29,815     | £6,372       | -79%  |
| Community Centre bar | £ 32,911     | £0           | -100% |

Table 1 shows big reductions in income during the reporting period, with 100% loss related to the Community Centre bar. These losses are reflected across the Trust income and whilst a reduction in expenditure has mitigated some of the losses, see Table 2, the best the Trust would have achieved for the reporting period would be a very small profit.

Table 2

Table 2 provides an overview of some of the reduction in expenditure over the reporting period.

| Expenditure       | Totals 19/20 | Totals 20/21 | % -/+   |
|-------------------|--------------|--------------|---------|
| Wages             | 165882       | 141508       | -14.69% |
| Bar Purchases     | 54347        | 16622        | -69.42% |
| Pellets           | 12688        | 12847        | 1.25%   |
| Fundraising       | 14992        | 401          | -97.33% |
| Electricity       | 13672        | 10463        | -23.47% |
| Vending Purchases | 6465         | 1134         | -82.46% |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)*

#### Year ended 28 February 2021

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##### **Insurance Claim**

As I write this report, we are still in discussions with our insurer, nearly a year later, to agree a level of pay out related to the Pandemic. We were fortunate to include Business Interruption Insurance as part of our policy. There has been a long court case that ruled against insurers who are now looking to loss adjusters to work with our Business on losses that occurred due to closure periods.

##### **Projects**

Our committed projects included the refurbishment of the Fitness Suite and to continue our fundraising for major work on the Community Centre. The Fitness Suite funding was provided by Mid Suffolk District Council using Section 106 funds. This totalled £60,000.

One of our Trustees continued bidding for funds throughout the year and by early 2021 we were pleased to hear that we had been awarded £176,000 from the Community Business Fund and £74,000 from Viridor Credits. The funding bids extend beyond February 2021 but have been very fruitful. These include the Parish Council, District and County Councillors and Mid Suffolk District Council. We expect the project to refurbish our Community Centre will proceed in July 2021. The refurbishment includes, a new roof, upgrading of heating, new windows, complete replacement of outside boarding and insulation. The new boarding will be of a cement-based product lasting many years into the future.

In January 2021 we were able to work with Suffolk GP Federation to set up a Vaccine Centre in the Community Centre which has generated welcome income. This project is due to complete in June vaccinating up to 30,000 people with both doses of vaccine.

Our new car park proceeded to a temporary one to provide parking for Debenham High School (DHS) staff, freeing up our main car parks to accommodate a Vaccine Centre from January 2021. This project will complete in June/July 21 making the car park permanent. Once complete it will continue to provide car parking for DHS staff, keeping the area to the front available for our valued customers.

##### **Projects carried over**

- Refurbishment of Shower and changing facilities
- Upgrade of the Fire and Intruder Alarms

I would like to take this opportunity to thank my fellow Trustees for their support over the reporting period and in particular our Finance Manager and Maintenance employee, both of whom have worked throughout the Pandemic to ensure the security and financial obligations we have to meet and maintain.

# **Debenham Village Hall and Playing Field Trust**

## **Company Limited by Guarantee**

### **Trustee's Annual Report (Incorporating the Trustee's Report) *(continued)***

**Year ended 28 February 2021**

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#### **Independent examiner appointment**

A resolution to appoint Mrs R Marsh of Marsh Accountancy as independent examiner will be proposed at the next meeting.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Trustee's annual report was approved on ..... and signed on behalf of the board of trustees by:

Mr S Spurling (Chairman)  
Trustee

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Independent Examiner's Report to the Members of Debenham Village Hall and Playing Field Trust *(continued)*

**Year ended 28 February 2021**

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I report to the Charity Trustees on my examination of the financial statements of the company for the year ended 28 February 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

#### **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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technicians. I have completed my examination and I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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 nor have I come across any 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.

Mrs R Marsh FMAAT  
Independent Examiner

Marsh Accountancy  
67 Gardeners Road  
Debenham  
Suffolk IP14 6RX

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated Statement of Financial Activities (including income and expenditure account)

Year ended 28 February 2021

|                                                           |      | Unrestricted<br>funds | 2021<br>Restricted<br>funds | Total funds    | 2020<br>Total funds |
|-----------------------------------------------------------|------|-----------------------|-----------------------------|----------------|---------------------|
|                                                           | Note | £                     | £                           | £              | £                   |
| <b>Income</b>                                             |      |                       |                             |                |                     |
| Grants                                                    | 5    | 25,000                | 92,130                      | 117,130        | 34,110              |
| <b>Income from charitable activities</b>                  |      |                       |                             |                |                     |
| Community Centre income                                   |      | 68,656                | -                           | 68,656         | 55,568              |
| Sports and Leisure Centre income                          |      | 62,385                | -                           | 62,385         | 146,886             |
| <b>Trading activities</b>                                 |      |                       |                             |                |                     |
| Bar and associated income                                 | 6    | -                     | -                           | -              | 135,011             |
| Fundraising events and activities                         |      | 837                   | -                           | 837            | 31,749              |
| <b>Other income</b>                                       |      |                       |                             |                |                     |
| Renewable heating incentive                               |      | 18,891                | -                           | 18,891         | 19,339              |
| Miscellaneous income                                      |      | 1,838                 | -                           | 1,838          | 1,584               |
| COVID-19 Grants                                           |      | 109,767               | -                           | 109,767        | 74                  |
| Investment income – bank interest                         |      | 30                    | -                           | 30             |                     |
| <b>Total Income</b>                                       |      | <b>287,403</b>        | <b>92,130</b>               | <b>379,532</b> | <b>424,321</b>      |
| <b>Expenditure</b>                                        |      |                       |                             |                |                     |
| <b>Expenditure on raising funds</b>                       |      |                       |                             |                |                     |
| Bar operating costs                                       |      | 66,258                | -                           | 66,258         | 132,938             |
| Fundraising expenses                                      | 7    | 26                    | -                           | 26             | 15,853              |
| <b>Expenditure on charitable activities</b>               |      |                       |                             |                |                     |
| Centre operating and activity costs                       |      | 95,431                | 128,514                     | 223,944        | 267,384             |
| <b>Total expenditure</b>                                  |      | <b>161,715</b>        | <b>128,514</b>              | <b>290,229</b> | <b>416,175</b>      |
| <b>Net income/(expenditure) and net movement in funds</b> |      | <b>125,688</b>        | <b>(36,384)</b>             | <b>89,304</b>  | <b>8,146</b>        |
| <b>Reconciliation of funds</b>                            |      |                       |                             |                |                     |
| Fund balances at 1 March 2020                             |      | 151,868               | 338,437                     | 490,305        | 482,159             |
| Fund balances at 28 February 2021                         |      | 277,556               | 302,054                     | 579,610        | 490,305             |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. An analysis by fund of the comparative figures for 2020 is shown in note 4.

The notes on pages 10 to 18 form part of these financial statements.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated and Charity Balance Sheets *(continued)*

Year ended 28 February 2021

|                                                                | Note | Group          |                | Charity        |                |
|----------------------------------------------------------------|------|----------------|----------------|----------------|----------------|
|                                                                |      | 2021<br>£      | 2020<br>£      | 2021<br>£      | 2020<br>£      |
| <b>Fixed assets</b>                                            |      |                |                |                |                |
| Tangible assets                                                | 11   | 503,739        | 458,696        | 488,725        | 443,971        |
| Investments                                                    | 12   | -              | -              | 100            | 100            |
|                                                                |      | <u>503,739</u> | <u>458,696</u> | <u>488,825</u> | <u>444,071</u> |
| <b>Current assets</b>                                          |      |                |                |                |                |
| Stock                                                          | 13   | 3,504          | 5,163          | -              | -              |
| Debtors                                                        | 14   | 34,673         | 7,240          | 109,377        | 66,940         |
| Cash at bank and in hand                                       |      | <u>127,435</u> | <u>65,981</u>  | <u>126,604</u> | <u>64,168</u>  |
|                                                                |      | <u>165,611</u> | <u>78,385</u>  | <u>235,981</u> | <u>131,108</u> |
| <b>Creditors: amounts falling due within one year</b>          | 15   | <u>43,074</u>  | <u>44,138</u>  | <u>39,502</u>  | <u>35,480</u>  |
| <b>Net current assets / (liabilities)</b>                      |      | <u>122,537</u> | <u>34,247</u>  | <u>196,479</u> | <u>95,628</u>  |
| <b>Creditors: amounts falling due after more than one year</b> | 16   | <u>46,667</u>  | <u>2,637</u>   | <u>46,667</u>  | <u>2,637</u>   |
| <b>Net assets</b>                                              |      | <u>579,610</u> | <u>490,305</u> | <u>638,638</u> | <u>537,062</u> |
| <b>Funds</b>                                                   |      |                |                |                |                |
| Unrestricted                                                   | 17   | 277,556        | 151,868        | 336,585        | 198,625        |
| Restricted                                                     |      | <u>302,054</u> | <u>338,437</u> | <u>302,053</u> | <u>338,437</u> |
| <b>Total Funds</b>                                             |      | <u>579,610</u> | <u>490,305</u> | <u>638,638</u> | <u>537,062</u> |

The Trustees' statements required by Section 475(2) and (3) are shown on the following page which forms part of this balance sheet.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Consolidated and Charity Balance Sheets *(continued)*

**28 February 2021**

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For the year ending 28 February 2021 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the board of trustees and authorised for issue on \_\_\_\_\_, and are signed on behalf of the board by:

Mr S Spurling (Chairman)  
Trustee

Company registration number: 04672490

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**The notes on pages 11 to Error! Bookmark not defined. form part of these financial statements.**

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# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 28 February 2021

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#### 1. General information

The Charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Debenham Leisure Centre, Gracechurch Street, Debenham, Stowmarket, Suffolk, IP14 6BL.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Group financial statements

These financial statements consolidate the results of the Charity and its subsidiary, Debenham Community Centre Limited, on a line by line basis. A separate statement of financial activities is not presented because the Charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

##### Going concern

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the Trust to be able to continue as a going concern.

##### Income

Income is recognised in the period in which the Charity is entitled to receipt, any performance conditions have been met and the amount can be measured reliably and with sufficient certainty. Income is only deferred when the Charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

##### Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a Charity in the delivery of its activities and services. All costs, including governance costs, are allocated between the expenditure categories of the Statement of Financial Activities on a basis to reflect the use of resources.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2021

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##### **Tangible fixed assets**

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition. Freehold land is not depreciated. The cost of other tangible fixed assets is written off by equal annual instalments over their expected useful economic lives as follows:

|                                  |               |
|----------------------------------|---------------|
| Freehold buildings               | 10 – 50 years |
| Fixtures, fittings and equipment | 5 – 10 years  |

##### **Fixed asset investment**

The investment in the subsidiary company is shown at cost less provision for any permanent diminution in value.

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items.

##### **Fund accounting**

Unrestricted funds are available to spend on activities that further the purposes of Charity. Designated funds are unrestricted funds of the Charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds represent income which the donor or grantor has specified are to be solely use for particular purposes within the objects of the Charity. Restrictions apply when specified by the donor or when funds are raised for particular restricted purposes.

##### **Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **Limited by guarantee**

The Charity is a company limited by guarantee. None of the Trustees have a beneficial interest in the company. All the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year ended 28 February 2021

#### 4. Consolidated statement of Financial Activities for year ended 28 February 2021

|                                             | Unrestricted<br>funds<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>Funds<br>2021<br>£ |
|---------------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| <b>Income</b>                               |                                    |                                  |                             |
| Grants                                      | 25,000                             | 92,130                           | 117,130                     |
| <b>Income from charitable activities</b>    |                                    |                                  |                             |
| Community Centre income                     | 68,656                             | -                                | 68,656                      |
| Sports and Leisure Centre income            | 62,385                             | -                                | 62,385                      |
| <b>Trading activities</b>                   |                                    |                                  |                             |
| Bar and associated income                   | -                                  | -                                | -                           |
| Fundraising events and activities           | 837                                | -                                | 837                         |
| <b>Other income</b>                         |                                    |                                  |                             |
| Renewable heating incentive                 | 18,891                             | -                                | 18,891                      |
| Miscellaneous income                        | 1,838                              | -                                | 1,838                       |
| COVID-19 Grants                             | 109,767                            | -                                | 109,767                     |
| Investment income                           | 30                                 | -                                | 30                          |
| <b>Total income</b>                         | <b>287,403</b>                     | <b>92,130</b>                    | <b>379,532</b>              |
| <b>Expenditure</b>                          |                                    |                                  |                             |
| <b>Expenditure on raising funds</b>         |                                    |                                  |                             |
| Bar operating costs                         | 66,258                             | -                                | 66,258                      |
| Fundraising expenses                        | 26                                 | -                                | 26                          |
| <b>Expenditure on charitable activities</b> |                                    |                                  |                             |
| Centre operating and activity costs         | 95,431                             | 128,514                          | 223,944                     |
| <b>Total expenditure</b>                    | <b>161,715</b>                     | <b>128,514</b>                   | <b>290,229</b>              |
| <b>Net income and net movement in funds</b> | <b>125,688</b>                     | <b>(36,384)</b>                  | <b>89,304</b>               |
| <b>Reconciliation of funds</b>              |                                    |                                  |                             |
| Fund balances at 1 March 2020               | 151,868                            | 338,437                          | 490,305                     |
| <b>Fund balances at 28 February 2021</b>    | <b>277,556</b>                     | <b>302,054</b>                   | <b>579,610</b>              |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2021

#### 5. Grants receivable

|                              | Unrestricted<br>funds<br>2021<br>£ | Restricted<br>funds<br>2021<br>£ | Total<br>Funds<br>2021<br>£ | Total<br>Funds<br>2020<br>£ |
|------------------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| <b>Revenue grants</b>        |                                    |                                  |                             |                             |
| Mid Suffolk District Council | 25,000                             | 82,130                           | 107,130                     | 25,200                      |
| UMI                          |                                    |                                  | -                           | 2,400                       |
| GP Referrals                 |                                    |                                  | -                           | 6,510                       |
| Debenham Parish Council      |                                    | 10,000                           | 10,000                      | -                           |
| Government COVID-19 grants   | (109,767)                          |                                  | (109,767)                   | -                           |
|                              | <u>25,000</u>                      | <u>92,130</u>                    | <u>7,363</u>                | <u>34,110</u>               |

#### 6. Subsidiary company results

|                            | 2021<br>£       | 2020<br>£      |
|----------------------------|-----------------|----------------|
| Sales                      | 48,132          | 135,011        |
| Government COVID-19 grants | 10,927          | -              |
| Other income               | 413             |                |
| Cost of sales              | (66,258)        | (54,334)       |
| Gross profit               | (6,787)         | 80,677         |
| Operating costs            | (1,027)         | (78,516)       |
| Operating profit           | (7,814)         | 2,161          |
| Depreciation               | (4,455)         | (3,593)        |
| Loan interest              | (4)             | (88)           |
| Net profit / (loss)        | <u>(12,272)</u> | <u>(1,520)</u> |

Operating costs of comprise the direct costs of operating the bars and a share of the Centre's overheads

The assets and liabilities of the subsidiary were:

|                                                | 2021<br>£       | 2020<br>£       |
|------------------------------------------------|-----------------|-----------------|
| Fixed assets                                   | 14,914          | 14,725          |
| Current assets                                 | 3,504           | 7,820           |
| Creditors: amounts falling due within one year | (79,978)        | (69,201)        |
| Net current assets                             | (61,561)        | (46,655)        |
| Creditors: amounts falling due after more than | -               |                 |
| Net liabilities                                | <u>(61,561)</u> | <u>(46,655)</u> |
| Capital and reserves                           | <u>59,028</u>   | <u>(46,655)</u> |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2021

#### 7. Charitable activities

|                                                 | 2021<br>£      | 2020<br>£      |
|-------------------------------------------------|----------------|----------------|
| <b>Centre operating and activity costs</b>      |                |                |
| Staff costs                                     | 123,348        | 129,064        |
| Maintenance, utilities and other overhead costs | 37,701         | 63,254         |
| Activity costs                                  | 3,909          | 24,253         |
| Depreciation                                    | 50,200         | 43,321         |
| Interest and bank charges                       | 3,168          | 5,790          |
| Independent examiner's fees                     | 1,008          | 1,703          |
|                                                 | <b>219,334</b> | <b>267,384</b> |

The costs above include restricted fund expenditure comprising depreciation of £36,541.

#### 8. Independent examination fees

|                                                      | 2021<br>£ | 2020<br>£ |
|------------------------------------------------------|-----------|-----------|
| Fees payable to the independent examiner for:        |           |           |
| Independent examination for the financial statements | 1,008     | 1,703     |

#### 9. Staff costs

|                                  | 2021<br>£      | 2020<br>£      |
|----------------------------------|----------------|----------------|
| The cost of employing staff was: |                |                |
| Wages and salaries               | 140,946        | 166,499        |
| National insurance               | 7,596          | 4,947          |
| Pension contributions            | 2,206          | 2,627          |
|                                  | <b>150,748</b> | <b>174,072</b> |

The average head count of employees during the year was 19 (2020: 22).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 10. Trustee remuneration and expenses

The Trustees did not receive any remuneration or reimbursed expenses from the Trust or its trading subsidiary during this or the preceding year.

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2021

#### 11. Tangible fixed assets

| Group                      | Land and<br>buildings | Furniture,<br>fittings &<br>equipment | Total              |
|----------------------------|-----------------------|---------------------------------------|--------------------|
|                            | £                     | £                                     | £                  |
| <b>Cost</b>                |                       |                                       |                    |
| At 1 March 2020            | 916,675               | 214,272                               | 1,130,947          |
| Additions                  | 37,173                | 62,525                                | 99,698             |
| Disposals                  | -                     | (20,236)                              | (20,236)           |
| <b>At 28 February 2021</b> | <b>953,848</b>        | <b>256,561</b>                        | <b>1,210,409</b>   |
| <b>Depreciation</b>        |                       |                                       |                    |
| At 1 March 2020            | 512,888               | 159,363                               | 672,251            |
| Charge for the year        | 32,636                | 22,019                                | 54,655             |
| Disposals                  | -                     | (10,118)                              | (10,118)           |
| <b>At 28 February 2021</b> | <b>545,524</b>        | <b>171,265</b>                        | <b>716,788</b>     |
| <b>Net book value</b>      |                       |                                       |                    |
| <b>At 28 February 2021</b> | <b>408,325</b>        | <b>85,296</b>                         | <b>493,621</b>     |
| At 28 February 2020        | 403,788               | 54,908                                | 458,696            |
| <b>Charity</b>             |                       |                                       |                    |
|                            | £                     | £                                     | £                  |
| <b>Cost</b>                |                       |                                       |                    |
| At 1 March 2020            | 916,675               | 90,232                                | 1,006,907          |
| Additions                  | 34,458                | 364,335                               | 398,793            |
| Disposals                  | -                     | (20,236)                              | (20,236)           |
| <b>At 28 February 2021</b> | <b>951,133</b>        | <b>434,330</b>                        | <b>1,385,464</b>   |
| <b>Depreciation</b>        |                       |                                       |                    |
| At 1 March 2020            | 512,888               | 2,176,117                             | 2,689,005          |
| Charge for the year        | 32,093                | 18,107                                | 50,200             |
| Disposals                  | -                     | (10,118)                              | (10,118)           |
| <b>At 28 February 2021</b> | <b>544,981</b>        | <b>2,184,106</b>                      | <b>2,729,087</b>   |
| <b>Net book value</b>      |                       |                                       |                    |
| <b>At 28 February 2021</b> | <b>406,153</b>        | <b>(1,749,776)</b>                    | <b>(1,343,624)</b> |
| At 28 February 2020        | 403,788               | (2,085,885)                           | (1,682,098)        |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 28 February 2021

#### 12. Fixed assets - Investments

|                                 | 2021<br>£  | 2020<br>£  |
|---------------------------------|------------|------------|
| <b>Investment in subsidiary</b> |            |            |
| Shares at cost                  | <u>100</u> | <u>100</u> |

At 28 February 2021 the Charity owned all of the ordinary share capital, consisting of 100 shares, of Debenham Community Centre Limited, which operates the bars at the community and leisure centre. The trading results are set out in the notes.

#### 13. Stocks

|                  | Group<br>2021<br>£ | Group<br>2020<br>£ | Charity<br>2021<br>£ | Charity<br>2020<br>£ |
|------------------|--------------------|--------------------|----------------------|----------------------|
| Stock for resale | -                  | 5,163              | -                    | -                    |

#### 14. Debtors

|                            | Group<br>2021<br>£ | Group<br>2020<br>£ | Charity<br>2021<br>£ | Charity<br>2020<br>£ |
|----------------------------|--------------------|--------------------|----------------------|----------------------|
| Amount due from subsidiary | -                  | -                  | 77,300               | 60,543               |
| Trade debtors              | 11,991             | 6,397              | 2,534                | 6,397                |
| Other debtors              | 22,620             | -                  | -                    | -                    |
| Prepayments                | 63                 | 843                | 63                   | -                    |
|                            | <u>34,673</u>      | <u>7,240</u>       | <u>79,896</u>        | <u>66,940</u>        |

#### 15. Creditors: amounts falling due within one year

|                                       | Group<br>2021<br>£ | Group<br>2020<br>£ | Charity<br>2021<br>£ | Charity<br>2020<br>£ |
|---------------------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans and overdrafts (secured)   | -                  | 15,321             | 2,405                | 15,321               |
| Bank loans and overdrafts (unsecured) | 33,643             | -                  | 3,333                | -                    |
| Trade creditors                       | 30,066             | 8,828              | 26,682               | 4,354                |
| Supplier loan (secured)               | -                  | 857                | -                    | -                    |
| Other taxes and social security costs | 2,359              | 4,399              | 2,831                | 1,753                |
| Other creditors                       | 10,469             | 11,768             | 10,469               | 11,768               |
| Accruals and deferred income          | (5,558)            | 2,965              | (6,218)              | 2,285                |
|                                       | <u>70,979</u>      | <u>44,138</u>      | <u>39,502</u>        | <u>35,480</u>        |

Deferred income relates to fundraising income received in advance of £nil (2020: £nil).

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 28 February 2021

##### 16. Creditors: amounts falling due after more than one year

|                        | Group         | Group        | Charity         | Charity      |
|------------------------|---------------|--------------|-----------------|--------------|
|                        | 2021          | 2020         | 2021            | 2020         |
|                        | £             | £            | £               | £            |
| Bank loans (secured)   | -             | 2,637        | -               | 2,637        |
| Bank loans (unsecured) | <b>49,072</b> | -            | <b>(49,072)</b> | -            |
|                        | <b>49,072</b> | <b>2,637</b> | <b>(49,072)</b> | <b>2,637</b> |

The bank loan is secured under charges on the Charity's freehold property and other fixed assets.

##### 17. Analysis of charitable funds

|                                  | At 1<br>March<br>2020 | Income         | Expend-<br>iture | Transfer       | At 28<br>February<br>2021 |
|----------------------------------|-----------------------|----------------|------------------|----------------|---------------------------|
|                                  | £                     | £              | £                | £              | £                         |
| <b>Unrestricted funds:</b>       |                       |                |                  |                |                           |
| General funds                    | 89,595                | <b>287,403</b> | <b>(161,715)</b> | <b>(9,600)</b> | <b>205,683</b>            |
| Designated property sinking fund | 52,039                | -              | -                | <b>9,600</b>   | <b>61,639</b>             |
| Designated for maintenance       | 10,234                | -              | -                | -              | <b>10,234</b>             |
| <b>Restricted funds:</b>         |                       |                |                  |                |                           |
| Capital projects                 | 333,812               | <b>92,130</b>  | <b>(127,863)</b> | -              | <b>298,079</b>            |
| Restricted for GP Referrals      | 4,626                 | -              | <b>(651)</b>     | -              | <b>3,975</b>              |
|                                  | <b>490,306</b>        | <b>379,532</b> | <b>(290,229)</b> | -              | <b>579,610</b>            |

##### 18. Analysis of net assets by fund

|                                  | Fixed<br>assets | Net current<br>assets/<br>(liabilities) | Long-term<br>Liabilities | Total<br>funds |
|----------------------------------|-----------------|-----------------------------------------|--------------------------|----------------|
|                                  | £               | £                                       | £                        | £              |
| <b>Unrestricted funds:</b>       |                 |                                         |                          |                |
| General funds                    | 119,346         | 133,003                                 | (46,667)                 | 205,683        |
| Designated property sinking fund |                 | 61,639                                  |                          | 61,639         |
| Designated for maintenance       |                 | 10,234                                  |                          | 10,234         |
| <b>Restricted funds:</b>         |                 |                                         |                          |                |
| Capital projects                 | 384,393         | (85,547)                                | -                        | 298,846        |
| Restricted for GP Referrals      | -               | 3,208                                   | -                        | 3,208          |
|                                  | <b>503,739</b>  | <b>122,537</b>                          | <b>(46,667)</b>          | <b>579,610</b> |

# Debenham Village Hall and Playing Field Trust

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 28 February 2021

Unrestricted funds represent those funds which the management committee are free to use in accordance with the charitable objects. The Charity continues to transfer a sum of £800 per month to a designated property sinking fund to meet repair and refurbishment costs. The Board has designated the net income from certain fundraising events for the purposes of the Maintenance Project Fund.

The restricted funds represent the major capital projects undertaken including refurbishment of the Centre, the resurfacing of the car parking facility, the football stadium development, the solar panels, new lighting for the Centre and Sports Hall and other improvements for which specific funding was received. All of this restricted income has been expended and the fund balance represents the net book value of the fixed assets acquired.

#### 19. Financial instruments

The carrying amount of financial instruments at 28 February 2021 were:

|                                                  | 2021<br>£      | 2020<br>£     |
|--------------------------------------------------|----------------|---------------|
| Financial assets measured at amortised cost      |                |               |
| Trade debtors                                    | 34,611         | 6,397         |
| Other debtor transactions                        | 63             | 843           |
| Cash                                             | <u>127,435</u> | <u>65,981</u> |
|                                                  | <u>162,108</u> | <u>73,221</u> |
| Financial liabilities measured at amortised cost |                |               |
| Trade creditors                                  | 30,066         | 8,828         |
| Bank and other loans                             | 52,405         | 18,815        |
| Other creditor transactions                      | <u>4,910</u>   | <u>19,132</u> |
|                                                  | <u>87,382</u>  | <u>46,775</u> |

#### 20. Related parties

Debenham Community Centre Limited is a wholly owned subsidiary of Debenham Village Hall and Playing Field Trust, a registered Charity. The company operates the bars and associated facilities for the benefit of the Trust. The company's potentially taxable profits are donated to the Trust under Gift Aid.