



The Cross  
Barn Palace Gate Farm,  
Odiham

**Report of the Trustees and**

**Unaudited Financial Statements For The Year Ended 31 March**  
**2021**

**for**

**The Cross Barn**  
**Odiham**



# **The Cross Barn Odiham**

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for the year ended 31 March 2021

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**The Cross Barn Odiham**  
**Report of the Trustees for the Year Ended 31 March 2021**

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The Trustees have adopted the provisions of the Charities Statement of Recommended Practice 2015 (FRS 102).

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05085704 (England and Wales)

**Registered office**

The Cross Barn  
Odiham Palace Gate  
Farm Odiham  
Hook  
Hampshire  
RG29 1JX

**Hon Treasurer**

J F Macdiarmid

**Independent Examiner**

M R Marchant  
2 Farm  
Cottages Palace  
Gate Farm  
Odiham  
Hook, Hampshire RG29 1JX

**Registered Charity number**

1103998

**Trustees**

I Green -  
Chairman R L T  
Jones  
M K Drayton  
P S  
Twineham R  
E Jury  
K W  
Crookes H J  
Swalheim R  
Baker  
J F  
Macdiarmid R  
Coleman  
**Bankers**  
Lloyds Bank  
plc 174 Fleet  
Road Fleet  
Hampshire  
GU51 4DD

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust dated 26th March 2004, and constitutes a company limited by guarantee.

**Objects, aims and activities**

Operating as a charitable company limited by guarantee, the Trustees are responsible for the management of premises owned by Hart District Council known as the Cross Barn Odiham.

The objects of Cross Barn Odiham are “to promote for the benefit of the inhabitants of the Parish of Odiham and the surrounding area, the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, or for the public at large in the interests of social welfare, and with the object of improving the condition of life of the said inhabitants.”

## **Organisational structure**

The Board of Trustees met monthly as The Cross Barn Management Committee. The Events group is a sub-committee of the main Board and meets as required

## **Recruitment, appointment, induction and training of trustees**

In accordance with the Trust Deed one third of the Trustees must retire by rotation at each Annual General Meeting and, being willing, will offer themselves for re-election. M K Drayton, I Green and H J Swalheim will retire at the forthcoming AGM and, being eligible, will offer themselves for re-election. R L T Jones will also seek re-election, having exceeded the maximum term of office of 9 years. R Coleman was appointed as a Trustee at a meeting on 15th October 2020.

All new Trustees are appointed on the basis that they have enough knowledge and experience to understand the nature of the charity, to manage their duties responsibly and to further the charity's objectives and aims. Trustees attend training sessions as appropriate

## **Related parties**

The charity manages the Barn with the agreement of Hart District Council, owners of the property.

## **Risk management**

The Board of Trustees periodically reviews the major risks to which the charity is exposed and has ensured that systems are adequate to mitigate those risks. The charity has both Public and Employer's Liability Insurance and Charity Trustee Insurance cover.

A premises licence has been granted by Hart District Council.

## **Governance**

In March 2018 the Board reflected on the recommendations of the new Charity Governance Code. The Board are satisfied that they operate within best practice guidelines

## **ACHIEVEMENTS AND PERFORMANCE**

In June 2017, the Trustees launched Barn 500, which sets out the projects to be undertaken over the next few years to ensure the Barn can celebrate its 500<sup>th</sup> anniversary in style in 2032. Having completed the upgrade of the washroom facilities in Spring 2018, the Trustees worked with LEADER, Hampshire County Council and Hart District Council to secure grants, which together with the final Barn 500 donations and support from the Friends, enabled the kitchen to be significantly upgraded in the Summer of 2019. A substantial upgrade to the audio-visual equipment to support the programme of cinema and screened events was made in the summer of 2020. We received a grant from LEADER, Hampshire County Council to support this investment.

## **Significant activities**

The Barn, when opened post pandemic, will continue to be the home of U3A Odiham. Other major regular users will include the Hart Male Voice Choir, an art group, dance and exercise classes and the Two Fold Trust. A significant number of bookings from individuals and groups to hire the Barn for their special occasion are continuing to be made in anticipation of lockdown restrictions being lifted.

The Cross Barn management committee maintains its good working relationship with Hart District Council, particularly with regard to improving the fabric of the premises. In April 2015 Hart DC formally granted a 20 year lease of the building to the Cross Barn management committee. This recognises the commitment that each party has to the building and facilities, and protects the community's investment in its infrastructure.

Throughout the year the Barn was maintained as a “Covid Secure Building” which attracted business in closure; Polling Station and NHS/RMS immunisation centre.

The Trustees and the Events Group continued to meet through Zoom

A part time bookkeeper was appointed by the charity on 1<sup>st</sup> April 2020. The manager and cleaners are self-employed. In addition, the Barn relies heavily on the Trustees and other volunteers to conduct its day to day activities and deliver its programme of events.

### **Plans for the Future**

The Barn reopened it's doors in May following the restricted use allowed by the Government guidelines, and continued to welcome it's customers back as soon as lockdown restrictions were eased. We plan to start a full schedule of events, assuming no further restrictions, after the summer break, in September.

With improved audio-visual capabilities, including a high quality roof beam mounted camera, Zoom capabilities and new cinema quality projectors we will be offer the community an enhanced service allowing hirers to the maintain remote links developed during the COVID crisis.

2021/2 will be a year of recovery and consolidation to ensure we are able to bring our finances back in good order, before resuming our Barn500 program of enhancements to the Barn to enhance it's community value and service.

## **FINANCIAL REVIEW**

### **Financial Results**

The Barn apart from a limited number of activities was closed during the year. As a result earnings from activities in the Barn fell from £46829 to £2496 in the current financial year and operational expenditure, excluding depreciation, was £20557 a reduction of £22515.

Cleaning was carried on throughout the year, which was necessary in order to secure the Barn's status as a Covid secure venue.

Despite this operational loss, the Barn benefited from substantial grants from the Government, via Hart District Council, in the form of sustainability and re-start grants for the months that we were forced to be closed. The combination of these funds and our reduced expenditure has resulted in a surplus of £2937 for the year. In addition, the Friends of the Barn have maintained their subscription, which is gratefully acknowledged.

### **Reserves policy**

The contingency fund ensures that a significant amount of money is available to cover unforeseen adverse events and it currently stands at £15,000

Funds raised by the Friends are separately identified and may be used to support the Barn activities as agreed by the Trustees.

Likewise, the Barn 500 reserves are separately identified having completed the major refurbishment of the washrooms and kitchen.

The unrestricted fund represents the operational surpluses of running the Cross Barn and the minor operational capital expenditure.

Transfers between the funds may be authorised by the Trustees as appropriate

## **RESPONSIBILITIES OF THE TRUSTEES**

The Trustees (who are also the Directors of the Company for the purpose of Company Law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (UK GAAP).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources including the income and expenditure of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

- ▯ Select suitable accounting policies and then apply them consistently
- ▯ Observe the methods and principles in the Charities SORP (FRS102)
- ▯ Make judgements and estimates that are reasonable and prudent
- ▯ State whether applicable UK accounting standards have been followed, subject to any material departures and explained in the financial statements
- ▯ Prepare the financial statement on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with

reasonable accuracy at any time the financial position of the Charity and enable them to

ensure that the financial statements comply with the Companies Act 2006. The Trustees

are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- ▯ There is no relevant information of which the independent examiner is unaware, and
- ▯ The Trustees have taken all steps that they ought to have taken to make themselves aware of relevant information and to establish that the independent examiner is aware of that information

## **INDEPENDENT EXAMINER**

M R Marchant has been appointed to act as independent examiner as the Charity does not require an audit.

## **SMALL COMPANY PROVISIONS**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2016.

Registered Office

Cross Barn Odiham, Palace Gate Farm, Odiham, Hook, Hampshire, RG29 1JX

Signed by order of the Trustees



Ian Green,  
Approved by the Trustees, Dated

**The Cross Barn Odiham**  
**Independent Examiner's Report to the Trustees for the Year Ended 31**  
**March 2021**

I report on the accounts for the year ended 31 March 2021 set out on pages eight to eleven.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 396 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice:  
Accounting and Reporting by

Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M R Marchant  
2 Farm  
Cottages Palace  
Gate Farm  
Odiham, Hook

M R Marchant – Independent Examiner

Hampshire, RG29 1JX

Date :

## The Cross Barn Odiham

### Statement of Financial Activities for the Year Ended 31st March 2021

		Unrestricted Restricted Funds Total Funds				Unrestricted Restricted Funds			
		Total Funds		Funds		Friends Barn 500		31.03.21	
	Notes	£	£	£	£	£	£	£	£
<b>INCOMING RESOURCES</b>									
<b>Incoming resources from generated funds</b>									
Voluntary income	2	27,003	0	2,950	29,953	350	0	30,751	31,101
Activities for generating funds	3	2,496	3,391	211	6,098	46,829	7,167	2,113	56,109
Investment income	4	18	0	0	18	21	0	0	21
<b>Total incoming resources</b>		<b>29,517</b>	<b>3,391</b>	<b>3,161</b>	<b>36,069</b>	<b>47,200</b>	<b>7,167</b>	<b>32,864</b>	<b>87,231</b>
<b>RESOURCES EXPENDED</b>									
<b>Cost of generating funds</b>		<b>26,580</b>	<b>1,400</b>	<b>4,020</b>	<b>32,000</b>	<b>46,211</b>	<b>4,225</b>	<b>3,542</b>	<b>53,978</b>
<b>NET INCOMING RESOURCES</b>	5	<b>2,937</b>	<b>1,991</b>	<b>-859</b>	<b>4,069</b>	<b>989</b>	<b>2,942</b>	<b>29,322</b>	<b>33,253</b>
Transfers between Funds		6,000	-			0	(- 2,979)	2,979	0
<b>Total funds brought forward</b>		<b>50,788</b>	<b>13,478</b>	<b>63,379</b>	<b>127,645</b>	<b>49,799</b>	<b>13,515</b>	<b>31,078</b>	<b>94,392</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>59,788</b>	<b>9,469</b>	<b>62,520</b>	<b>131,714</b>	<b>50,788</b>	<b>13,478</b>	<b>63,379</b>	<b>127,645</b>

The notes form part of these financial statements

## The Cross Barn Odiham

### Balance Sheet at 31st March 2021

	Notes	Total Funds 31.03.2021 £	Total Funds 31.03.20 £
<b>FIXED ASSETS</b>			
Tangible assets	8	101,933	91,471
<b>CURRENT ASSETS</b>			
Debtors: amounts falling due within one year	9	535	1,004
Cash at bank and in hand		30,908	38,638
		<b>31,443</b>	<b>39,642</b>

**CREDITORS**

Amounts falling due within one year	10	(1,662)	(3,468)
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**NET CURRENT ASSETS**

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**TOTAL NET ASSETS**

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**FUNDS**

11

Unrestricted funds

44,726

35,788

Restricted funds

86,988

91,857

**TOTAL FUNDS**

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Signed on behalf of the  
Trustees Ian Green,  
Chairman  
Dated

The notes form part of these financial statements

**Notes to the Financial  
Statements for the Year  
Ended 31 March 2021**

## **1. ACCOUNTING POLICIES**

### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Charities SORP (FRS 102) and the Companies Act 2006

### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 10% of cost, Electrical equipment - 20% of cost

Assets associated with the structure of the building (store, doors, patio etc) - 5% of cost

### **Taxation**

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

### **Fund accounting**

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**The Cross Barn Odiham**  
**Notes to the Financial Statements-**  
**continued for the Year Ended 31st**  
**March 2021**

	31.03.21 £	31.03.20 £
<b>2 VOLUNTARY INCOME</b>		
Grants and Donations	<u>29,953</u>	<u>31,101</u>

**3 ACTIVITIES FOR GENERATING FUNDS**

Barn 500	211	2113
Regular Lettings	1,770	17,255
One-Off Lettings	240	7,724
Film, theatre and other events	1,547	21,438
Fundraising	0	5,138
Friends subscriptions	<u>2,330</u>	<u>2,441</u>
	6,098	=
		<u>56,109</u>

**4 INVESTMENT INCOME**

Interest	<u>18</u>	<u>21</u>
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**5 NET INCOMING/ OUTGOING RESOURCES**

Are stated after charging depreciation	<u>4,069</u>	<u>33,253</u>
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**6 TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration, expenses or other benefits for the year ended 31 March 2021 or for the year ended 31 March 2020.

	31.03.21 £	31.03.20 £
<b>7 STAFF COSTS</b>		
Office costs - manager and bookkeeper	6,495	10,029
	<u>6,495</u>	=
		<u>10,029</u>

**8 TANGIBLE FIXED ASSETS**

Cost at 01/ 04/ 2020	161,297
Additions	21,573
Disposals	0
Cost at 31/ 03/ 2021	<u>182,870</u>
Depreciation at 01/ 04/ 2020	69,826
Charge for year	11,111
Disposals	0
Depreciation at 31/ 03/ 2021	<u>80,937</u>
Net Book Value as at 31/ 03/ 2021	101,933
Net Book Value as at 31/ 03/ 2020	<u>91,471</u>

**The Cross Barn Odiham**  
**Notes to the Financial Statements-**  
**continued for the Year Ended 31st**  
**March 2021**

**Tangible fixed assets purchased in the year ended 31st March 2021**

	£
AV Equipment and screen	18,450
PTZ Camera and microphones	2,503
Office Cupboards	434
Handrail	186
	<u>21,573</u>

	31.03.21	31.03.20
	£	£
<b>9 DEBTORS</b>		
Trade debtors	<u>535</u>	<u>1,004</u>

**10 CREDITORS**

Trade Creditors	-6	1,799
Key and Cautionary deposits	596	395
Event deposits	<u>1,076</u>	<u>1,274</u>
	<u>1,666</u>	<u>=</u>
		<u><u>3,468</u></u>

**11**

**T IN FUNDS**

**MOVEMEN**

Restricted  
Funds

Total

Unrestricted

	Funds				Funds
	General	Contingen	Friends	Barn	
	£	cy	£	500	£
		£		£	
Balance b/ f as at 1.4.20	35,788	15,000	13,478	63,379	127,645
Incoming resources	29,517	0	3,391	3,161	36,069
Transfers between funds	6,000		(6,000)		0
Resources expended	(26,580)		(1,400)	(4,020)	32,000
<b>Balance c/ f as at 31.3.21</b>	<u>44,725</u>	<u>15,000</u>	<u>9,469</u>	<u>62,520</u>	<u>131,714</u>

**12**

**REPRESENTED BY**

**FUNDS**

Restricted  
Funds

Total

Unrestricted

	Funds				Funds
	General	Contingen	Friends	Barn	
	£	cy	£	500	£
		£		£	



Fixed assets	33,417	0	6,762	61,754	101,933
Creditors/ debtors	-1,512	0	385	0	-1,127
Cash	12,821	15,000	2,321	766	30,908
	<u>44,726</u>	<u>15,000</u>	<u>9,468</u>	<u>62,520</u>	<u>131,714</u>

**The Cross Barn Odiham**  
**Detailed Statement of Financial**  
**Activities for the Year Ended 31st**  
**March 2021**

Unrestricted	Restricted	31.03.21	Restricted	31.03.20
	Funds		Funds	
		Unrestricted		

	Fund s £	Friend s £	Barn 500 £	Total £	Funds £	Friend s £	Barn 500 £	Total £
<b>INCOMING RESOURCES</b>								
<b>Voluntary income</b>								
Grants	27,003		2,950	29,953	350		30,751	31,101
<b>Activities for generating funds</b>								
Barn 500			211	211			2,113	2,113
Regular Lettings	1,770			1,770	17,255			17,255
One-off Lettings	240			240	7,724			7,724
Film, screened & other event	486	1,061		1,547	21,438			21,438
Fundraising				0	412	4,726		5,138
Friends subscriptions		2,330		2,330		2,441		2,441
	2,496	3,391	211	6,098	46,829	7,167	2,113	56,109
<b>Investment income</b>								
Deposit account interest	18			18	20			20
<b>Total incoming resources</b>	<b>29,517</b>	<b>3,391</b>	<b>3,161</b>	<b>36,068</b>	<b>47,199</b>	<b>7,167</b>	<b>32,864</b>	<b>87,230</b>
<b>RESOURCES EXPENDED</b>								
<b>Costs of generating voluntary income</b>								
Wages & related costs	6,495			6,495	17,259			17,259
Rates and water	78			78	495			495
Insurance	967			967	950			950
Light and heat	2,961			2,961	4,713			4,713
Waste	376			376	1,194			1,194
Telephone	531			531	408			408
Postage, stationery, sundries	1,326			1,326	511			511
Bld. Repairs & maintenance	1,116			1,116	2,999			2,999
Advertising, fees & licences	468			468	1,155			1,155
Cleaning and supplies	6,154			6,154	763			763
Film, screened & other event	85	332		417	11,999			11,999
Friends expenses				0		3,157		3,157
Marketing	0			0	627			627
Loss on sale of fixed assets	0			0	0			0
Depreciation	6,023	1,068	4,020	11,111	3,139	1,068	3,542	7,749
<b>Total resources expended</b>	<b>26,580</b>	<b>1,400</b>	<b>4,020</b>	<b>31,999</b>	<b>46,211</b>	<b>4,225</b>	<b>3,542</b>	<b>53,979</b>
<b>Net income</b>	<b>2,937</b>	<b>1,991</b>	<b>(859)</b>	<b>4,069</b>	<b>989</b>	<b>2,942</b>	<b>29,322</b>	<b>33,251</b>

This page does not form part of the statutory financial statements