



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From** 01/09/2020 **Period start date** **To** 31/08/2021  
**Period end date**

**Charity name: The Shackleford Centre**

**Charity registration number: 1130784**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Charity's objects are improving the conditions of life of the inhabitants of the Parish of Shackleford in the County of Surrey and the neighbourhood, without distinction of sex or of political, religious or other opinion, by such means as the Directors shall determine including by the provision and maintenance of Shackleford Village Hall, as defined and described in the Conveyance dated 20th February 1965 between the Reverend Joseph Ellis and the Parish Council of Shackleford, including its use for meetings, lectures, and classes and for other forms of recreation and leisure time occupation.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Trustees have concentrated on maximising the usage of the facilities as (1) a Nursery School serving the local area; (2) Affordable residential accommodation for local persons, wherever possible for key workers; and (3) for general purpose leisure activities for Shackleford and neighbouring villages.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had due regard for the guidance issued by the Charity Commission on public benefit and recognise that the Centre exists to benefit the local community without favouring or disadvantaging any section of that community.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grant making does not form a material part of our charitable activities.  No grants have been made to groups or individuals
Policy on social investment including program related investment	Para 1.38	The facilities are available to a wide variety of groups who each have their own criteria for social investment. The Trustees have due regard for the need to ensure that such groups offer complementary activities, whilst not actually having any control over them.
Contribution made by volunteers	Para 1.38	Other than the Trustees, no volunteers are involved in the organisation and running of the Centre.
Other		None.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>One function room, the Brigstocke Room, is in daily term-time use as a Nursery School for local children. The other function room, the Pilkington Hall, is available to a wide variety of groups for meetings, leisure purposes and activities including table tennis; Pilates; yoga; Parish Council meetings; parties; dog training groups; cyclist's refreshment facilities; harvest festival lunches and Christmas Lunch for the more elderly local villagers and Christmas Parties for local young children. The facilities are available free of charge to local schools, for charitable fund-raising events, and public holiday events such as the Queen's Jubilee.</p> <p>The Shackleford Centre provides a safe and practical venue for the participants and reduces the need to travel to large urban areas.</p> <p>The Trustees responded effectively to the Covid-19 pandemic, following government guidelines at all times, and establishing the Village Hall as</p>

		Covid Secure Venue to maximise availability.
--	--	--

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>The high level of maintenance has continued, including a new roof to the Brigstocke Room</p> <p>The Hall continues to provide a high-quality venue at affordable prices. The main room is in daily use, often with multiple sessions.</p>
Performance of fundraising activities against objectives set	Para 1.41	<b>N/A</b>
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trustees are pleased to have achieved a surplus of funds at the end of the year in the current financial climate, whilst managing to carry out all the maintenance tasks to maintain the property in good and safe condition.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held (1) to protect against the sudden loss of income from any two of the three main income streams for a period of up to 1-year. (2) to provide additional protection against future unforeseen major repairs.
Amount of reserves held	Para 1.22	Current net assets of £36,856 of which half is regarded as Reserves
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Trustees are reasonably confident that the Charity will continue as a going concern.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	As well as the usual operational sources of funds, The Shackleford Centre has benefitted from government grants relating to enforced closure of the venue due to the Covid-19 pandemic.
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal risks facing the charity	Para 1.46	<p>The Trustees are confident that the wide range of activities and variety of funding, plus insurance, protect the charity against normal levels of risk.</p> <p>Major unpredictable events such as the Covid-19 pandemic pose a much greater threat, especially without government support. However, the Trustees are confident that sufficient reserves are available to maintain reduced operations for the medium term, 3-5 years.</p>
Other		

--	--	--

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Memorandum and Articles of Association
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	The Shackleford Centre is a Charitable Company Limited by Guarantee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Trustees (Directors of the Company) are elected by the Members; membership being open to all residents (aged over 18) of the local area, and to others on request and at the discretion of the Trustees. The Parish Council has a right to elect one of its number to serve as a Trustee and has opted to do so.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are chosen by approaching local residents who are known to have a good neighbourly attitude to the life of the village, and because all activities are locally based, training and induction are carried out informally on an as required basis.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Trustees form the Management Committee and regularly meet to discuss the needs of the Centre and arrange for actions to be taken as required.</p> <p>Decisions are based on consensus arrived at through discussion or put before the Members for a vote if necessary.</p> <p>The charity is a member of ACRE / Surrey Community Action, from which it takes advice and guidance on running the Village Hall.</p>
Relationship with any related parties	Para 1.51	<b>N/A</b>
Other		

## Reference and Administrative details

Charity name	The Shackleford Centre
Other name the charity uses	Shackleford Village Hall
Registered charity number	1130784
Charity's principal address	The Shackleford Centre, Shackleford Road Shackleford, Godalming, GU8 6AE

Names of the charity trustees who manage the charity				
	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Thompson			Members of the Charitable Company
2	Richard Hazeu			Members of the Charitable Company
3	Jonathan Scott			Members of the Charitable Company
4	Sally Wyse			Shackleford Parish Council

Corporate trustees - names of the directors at the date the report was approved

Director name		
Richard Thompson		
Richard Hazeu		
Jonathan Scott		
Sally Wyse		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
The Property is held by the Charitable Company		

## **Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## **Declarations**

**The company has taken advantage of the small companies' exemption in preparing the report above.**

**The trustees declare that they have approved the trustees' report (including directors' report) above.**

**Signed on behalf of the charity's trustees/directors**



**Full Name:** Richard Angus Thompso

**Position:** Trustee / Director

**Date:** 22nd May 2022



**Registered Company Number 06893916**

**Registered Charity Number 1130784**

**THE SHACKLEFORD CENTRE**

**Financial statements for**

**Financial Year ending**

**31<sup>st</sup> August 2021**

### **General Notes**

1. The Shackleford Centre is a Charitable Company      Registered Charity: Number 1130784.
2. A trustees Annual Report is submitted to the Charity Commission using the authorised template.
3. The Company has no issued Share Capital.
4. An Independent Examiner's Report is appended to these Financial Statements.
- .

**Income Statement for the year ending 31<sup>st</sup> August 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Room Hire	14,192	5,568
Rental Income	12,000	21,944
Other Income**	19,456	10,314
Interest	3	12
<b>Total Income</b>	<b>45,651</b>	<b>37,838</b>
Donations	-	-
Marketing	(361)	(548)
Heat and Light	(3,636)	(3,585)
Legal and Professional	(883)	(2,654)
Licences, Rates and Insurance	(1,830)	(1,829)
Telephone	(396)	(396)
Repairs and Maintenance*	(32,342)	(25,282)
Booking fees	(0)	(0)
	<b>(39,448)</b>	<b>(34,294)</b>
	<b>6,203</b>	<b>3,544</b>

\*The repairs & maintenance expenditure for the 2020-21 year included roof repairs £17,280.

\*\*Other income includes £19,050 Coronavirus small business grant from Guildford Borough Council.

**Balance Sheet as at 31<sup>st</sup> August 2021**

	2021	2020
Fixed Assets	500,000	500,000
Current Assets	36,856	30,653
Prepayments and accrued income		-
-		
Creditors: amounts falling due within one year		0
0		
Net current assets (liabilities)	<u>36,856</u>	<u>30,653</u>
Total assets less current liabilities		<u>536,856</u> <u>530,653</u>
Creditors: amounts falling due after more than one year		0
0		
Provisions for liabilities		0
0		
Accruals and deferred income		0
0		
<b>Total Net Assets (liabilities)</b>		<b><u>536,856</u></b>
<b><u>530,653</u></b>		
Reserves	536,856	530,653

- For the year ending 31<sup>st</sup> August 2021 the company was entitled to file Micro Entity Accounts and complies with the relevant restrictions  
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.
- The Accounts for the Year to 31<sup>st</sup> August 2021 are for a twelve month period.

Approved by the Board on:

and signed on their behalf by:

Richard Thompson  
Director



## Statements

- a. For the year ending 31<sup>st</sup> August 2021 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006 relating to the small companies regime.
- b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006
- c. The directors acknowledge their responsibility for:
  - i. ensuring the company keeps accounting records which comply with Section 386; and
  - ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.
- d. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on:

And signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Richard Thompson'.

Richard Thompson  
Director

## **Notes to the accounts**

### **1. Accounting Policies**

The accounts have not been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective January 2005

### **2. Turnover**

The Shackleford Centre is not a trading organisation and does not hold stock or make sales.

### **3. Transactions with Directors**

There were no transactions with the Directors within the accounting period.

### **4. Related Party Disclosures**

There were no related party transactions within the accounting period.

### **5. Fixed Assets**

The Shackleford Centre is the successor to a previous charity, now dissolved. The assets, being Shackleford Village Hall, were transferred from the old charity to The Shackleford Centre, which is a charitable company. The Directors of The Shackleford Centre sought and obtained the appropriate authority to transfer the assets to the new company in February 2011.



Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Shackleford Centre

On accounts for the year  
ended

31 August 2021

Charity no  
(if any)

1130784

Set out on pages

1 of 1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2021**.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

\* Please delete the words in the brackets if they do not apply.

Signed:

*Martine Harry*

Date:

25 May 2022

Name:

Martine Harry

Relevant professional  
qualification(s) or body  
(if any):

Address:

10 Silver Birches Way, Elstead, Surrey, GU8 6JA




<b>Section B</b>	<b>Disclosure</b>
------------------	-------------------

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--