

REGISTERED NUMBER: 07313464 (England and Wales)

CHARITY REGISTRATION NUMBER: 1139761

St John's VMHA

Report of the Trustees

Unaudited Financial Statements for the Year Ended 31 December 2023

St John's VMHA

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for the Year Ended 31 December 2023

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St John's VMHA

(A company limited by guarantee)

Legal and administrative information as at 31 December 2023

| | |
|------------------------------------|--|
| Charity number | 1139761 |
| Company registration number | 07313464 |
| Business address | St John's Memorial Hall St John's Lye Woking GU21 7SQ |
| Registered office | c/o PG Fry & Company Hatherley House Bisley Green Bisley Woking GU24 9EW |
| Trustees | P Kirby J Jarrett M Ness M Charman F Nadin P Doyle |
| Secretary | P Kirby |
| Accountants | PG Fry & Company Hatherley House Bisley Green Bisley Woking GU24 9EW |
| Bankers | CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ Clydesdale Bank 30 Vincent Place Glasgow G1 2HL |

St John's VMHA (formerly St John's VHMA)
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report) for the period ended 31 December 2023

The trustees present their report and the financial statements for the period ended 31 December 2023. The trustees, who are also directors of St John's VMHA (formerly St John's VHMA) for the purposes of company law and who served during the period and up to the date of this report are set out on page 1.

Structure, governance and management

CONSTITUTION

St John's VMHA is a company limited by guarantee, company number 07313464, which is governed by its Memorandum and Articles of Association. It is a registered charity, charity number 1139761.

BOARD OF MANAGEMENT

The Board of Management named on page 1 has served throughout the year or from date of appointment or up to date of resignation. The Board of Management is authorised to appoint new members to fill vacancies arising through resignation or death of an existing member.

LINKED CHARITY

St John's VMHA took over the activities of St John's Village Memorial Hall Association Charitable Trust which is a linked charity for administrative purposes. This means the terms of the Trust Deed remain as potent to the new charitable organisation as it did to the old, thus preserving the heritage.

ADMINISTRATION

The Board of Management delegates the day-to-day responsibility for hiring and maintenance of the Hall to our part-time hall manager, Denise Jarrett.

INVESTMENT POWERS

The Memorandum & Articles of Association authorise the Board of Management to make and hold investments using the general funds of the Charity, but no such investments are presently held.

Objectives and activities

OBJECTIVE

The main objective of the charity is to provide the facility of a hall for the community of St. John's, Woking.

Achievements and performance

ACHIEVEMENTS

Woking Borough Council signed an agreement to pay for and manage the structural redevelopment of St Johns Memorial Hall in its entirety. The old wooden hall was demolished in late spring 2012 and the new hall was formally opened on 31 May 2014 and has been heavily used by the local community since then. This has enabled St Johns VMHA to retain the Development Fund, initially raised for redevelopment (but never sufficient for complete redevelopment), and use part of the funds to furnish the new hall and part to set up a long-term maintenance fund.

Users of the new hall have welcomed the facilities in the new hall and occupancy levels have been in excess of budgeted. The hall has been particularly popular with private parties at the weekend and fitness classes during the week. The nursery runs morning and afternoon sessions throughout the year.

The charity would not be able to pursue its plans for running the hall without the continued support of a large number of willing helpers who give their services voluntarily.

Financial review

FINANCIAL REVIEW AND FUTURE DEVELOPMENTS

St John's VMHA is continuing to pursue the aims of the Charitable Trust. The funds formerly held by the Association are now held by the limited company, and the current financial position is sound.

During 2023, the major item of expenditure was the fitting of solar panels and battery storage to the hall. This has had a noticeable impact on energy costs in the second half of the year. Hall hire charges were increased in September.

St John's VMHA (formerly St John's VHMA)
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report) for the period ended 31 December 2023

St John's VMHA holds reserves in order to be able to meet its obligations to Woking Borough Council. The rebuilding agreement with WBC requires St Johns VMHA to maintain the new building for a period of 125 years from 2014.

The directors and trustees work entirely voluntarily and do not draw any salary from the company.

RISK MANAGEMENT

The Trustees believe that the principal risks for the Association are:

(i) Direct Financial Risks. The Company holds a substantial Development Fund. The risks to this fund are minimised by keeping it in CAF Bank and Clydesdale Bank interest-bearing accounts. The Company has insurance for the building, contents and third party liabilities.

(ii) Occupancy Levels. The running costs of the new hall (particularly energy costs) are significantly higher than for the old hall and require a continuation of high occupancy rates to meet costs and keep hire charges at a competitive level.

The Trustees are regularly reviewing revenues and efficiency opportunities for the new hall. We have regular meetings to discuss all aspects of the hall running; hire options, interested groups, lettings policies, cleaning, insurance, facilities management, finance and security ...etc

RESERVES POLICY

The Trustees have placed all monies, which are surplus to the daily running funds needed, with CAF Bank on an a medium term access arrangement, and Clydesdale Bank for longer term funds to ensure the best interest rates. The Trustees have agreed to maintain short/medium term deposits for fitting out funds and longer term deposits for long-term maintenance funds.

Statement of trustees' responsibilities

The trustees (who are also directors of St John's VMHA (formerly St John's VHMA) for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements 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 charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the board

Director

..... 2024

St John's VMHA (formerly St John's VHMA)
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report) for the period ended 31 December 2023

St John's VMHA (Registered number: 07313464)

Balance Sheet
At 31st December 2023

| | Notes | 31.12.23 £ | £ | 31.12.22 £ | £ |
|--|-------|----------------|----------------|----------------|----------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 4 | | 30,919 | | 10,733 |
| CURRENT ASSETS | | | | | |
| Debtors | 5 | 1,683 | | 1,559 | |
| Cash at bank and in hand | | <u>376,880</u> | | <u>391,757</u> | |
| | | 378,563 | | 393,316 | |
| CREDITORS | | | | | |
| Amounts falling due within one year | 6 | <u>927</u> | | <u>198</u> | |
| NET CURRENT ASSETS | | | <u>377,636</u> | | <u>393,118</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u>408,555</u> | | <u>403,851</u> |
| RESERVES | | | | | |
| Endowment funds | 7 | | 251,538 | | 251,538 |
| Income and expenditure account | 7 | | <u>157,017</u> | | <u>152,313</u> |
| | | | <u>408,555</u> | | <u>403,851</u> |

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Trustee

St John's VMHA

Notes to the Financial Statements
for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard 105.

Turnover

Turnover represents net invoiced sales of goods, excluding value added tax.

Tangible fixed assets

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

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

2. OPERATING SURPLUS

The operating surplus is stated after charging:

| | 31.12.23 | 31.12.22 |
|--|--------------|--------------|
| | £ | £ |
| Depreciation - owned assets | <u>4,413</u> | <u>1,192</u> |
| Trustees remuneration and other benefits etc | <u>-</u> | <u>-</u> |

3. TAXATION

Analysis of the tax charge

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2023 or for the year ended 31 December 2022.

4. TANGIBLE FIXED ASSETS

| | |
|-----------------------|------------------------------------|
| | Plant and machinery etc £ |
| COST | |
| At 1 January 2023 | 43,426 |
| Additions | <u>24,599</u> |
| At 31 December 2023 | <u>68,025</u> |
| DEPRECIATION | |
| At 1 January 2023 | 32,693 |
| Charge for year | <u>4,413</u> |
| At 31 December 2023 | <u>38,713</u> |
| NET BOOK VALUE | |
| At 31 December 2023 | <u>30,919</u> |
| At 31 December 2022 | <u>10,733</u> |

St John' s VMHA

Notes to the Financial Statements - continued
for the Year Ended 31 December 2023

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.23 | 31.12.22 |
|---------------|---------------------|---------------------|
| | £ | £ |
| Trade Debtors | 1,683 | 1,519 |
| Other Debtors | <u>-</u> | <u>40</u> |
| | <u><u>1,683</u></u> | <u><u>1,559</u></u> |

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.23 | 31.12.22 |
|------------------------------|-------------------|-------------------|
| | £ | £ |
| Trade creditors | (687) | (1,297) |
| Taxation and social security | 619 | 560 |
| Other creditors | <u>995</u> | <u>935</u> |
| | <u><u>927</u></u> | <u><u>198</u></u> |

7. RESERVES

| | Income and expenditure account £ | Endowment funds £ | Totals £ |
|----------------------|--|-------------------------|-----------------------|
| At 1 January 2023 | 152,313 | 251,538 | 403,851 |
| Surplus for the year | <u>4,704</u> | <u> </u> | <u>4,704</u> |
| At 31 December 2023 | <u><u>157,017</u></u> | <u><u>251,538</u></u> | <u><u>408,555</u></u> |

St John's VMHA

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

| | |
|--|---|
| Report to the members of | St. Johns VMHA |
| Registered charity number | 1139761 |
| On accounts for the period ended | 31st December 2023 |
| Respective responsibilities of trustees and examiner | As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention. |
| Basis of independent examiner's statement | My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 I do not express an audit opinion on the view given by the accounts. |
| Independent examiner's statement | <p>In connection with my examination, no matter has come to my attention:</p> <p>(1) which gives me reasonable cause to believe that in any material respect the requirements</p> <ul style="list-style-type: none">· to keep accounting records in accordance with section 41 of the Act; and· to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act. <p>have not been met; or</p> <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached</p> |

.....

P.G.Fry

Date

St John's VMHA

Detailed Income and Expenditure Account
for the Year Ended 31 December 2023

| | 31.12.23 | | 31.12.22 | |
|------------------------------------|---------------|---------------|---------------|---------------|
| | £ | £ | £ | £ |
| Turnover | | | | |
| Lettings Income | 40,671 | | 36,815 | |
| Donations Received | - | | 50 | |
| "Seedlings" Nursery | <u>18,471</u> | | <u>17,239</u> | |
| | | 59,142 | | 54,104 |
| Cost of sales | | | | |
| Purchases | 2,007 | | 2,579 | |
| Hall Costs | 95 | | 88 | |
| Cleaning | 6,875 | | 5,399 | |
| Donations | <u>34</u> | | <u>34</u> | |
| | | <u>9,011</u> | | <u>8,100</u> |
| GROSS SURPLUS | | 50,131 | | 46,004 |
| Establishment costs | | | | |
| Rates and water | 594 | | 991 | |
| Garden Maintenance | 115 | | 79 | |
| Light and heat | <u>9,826</u> | | <u>8,475</u> | |
| | | <u>10,535</u> | | <u>9,545</u> |
| | | 39,596 | | 36,459 |
| Administrative expenses | | | | |
| Salaries | 13,459 | | 13,300 | |
| Telephone | 927 | | 886 | |
| Insurance | 3,315 | | 3,305 | |
| Repairs and renewals | 15,755 | | 5,573 | |
| Sundry expenses | - | | 21 | |
| Accountancy | <u>1,368</u> | | <u>1,259</u> | |
| | | <u>34,824</u> | | <u>24,344</u> |
| | | 4,772 | | 12,115 |
| Bad Debts | | | | |
| Bad debts | | <u>39</u> | | <u>-</u> |
| | | 4,733 | | 12,115 |
| Finance costs | | | | |
| Bank charges | | <u>61</u> | | <u>81</u> |
| | | 4,672 | | 12,034 |
| Depreciation | | | | |
| Improvements to property | 3,564 | | 284 | |
| Fixtures and fittings | <u>849</u> | | <u>909</u> | |
| | | <u>4,413</u> | | <u>1,193</u> |
| Carried forward | | 259 | | 10,841 |

St John's VMHA

Detailed Income and Expenditure Account
for the Year Ended 31 December 2023

| | 31.12.23 | | 31.12.22 | |
|-------------------------------|----------|---------------------|----------|----------------------|
| | £ | £ | £ | £ |
| Brought forward | | 259 | | 10,841 |
| Other operating income | | | | |
| Grants received | | <u>-</u> | | <u>3,213</u> |
| | | 259 | | 14,054 |
| Finance income | | | | |
| Deposit account interest | | <u>4,445</u> | | <u>976</u> |
| NET SURPLUS | | <u><u>4,704</u></u> | | <u><u>15,030</u></u> |