

Registered Company No: 07677509

Registered Charity No: 1143624

**Report of the Trustees and
Financial Statements for the Year Ended
31st December 2023
for
Nutfield Village Hall Ltd**

Cheeld Wheeler & Co
Chartered Certified Accountants
Redhill Chambers
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Nutfield Village Hall Ltd
Contents of the Financial Statements
For the year ended 31st December 2023

	Page
Report of the Trustees	2 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9 to 10
Notes to the Financial Statements	11 to 13
Detailed Statement of Financial Activities	14

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07677509 (England and Wales)

Registered Charity number

1143624

Registered office

Nutfield Village Hall
Mid Street
South Nutfield
Redhill
Surrey
RH1 4JJ

Trustees

J Kearney
A Reast Duggan
R Coker
H Cameron

Independent Examiner

David Wheeler FCCA
Cheeld Wheeler & Co
Chartered Certified Accountants
Redhill Chambers
2d High Street
Redhill
Surrey
RH1 1RJ

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

The trustees present their report (which also constitutes the report of the directors) together with the financial statements of the Nutfield Village Hall Limited for the year ended 31st December 2023.

Nutfield Village Hall Limited (NVHL) is responsible for promoting and administering the Hall on behalf of its Custodian Trustee – the Nutfield Parish Council (NPC) – as a viable, not-for-profit, local community centre and facility for use by the residents and parishioners of the village of Nutfield and its environs. NVHL is responsible also for all aspects of the maintenance of the hall.

The trustees have complied with the duty to have regard to the public benefit guidance published by the Charities Commission.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Organisational structure

Nutfield Village Hall Limited (NVHL) is incorporated at Companies House as a company limited by guarantee and is also registered as a charity with the Charity Commission of England and Wales. During the period of this report, its board comprised of four directors;

James Kearney (Chairman)
Adele Reast Duggan (Committee Trustee)
Rachel Coker (Committee Trustee)
Helen Cameron (Committee Trustee)

Financial matters were administered by Nutfield Parish Council who have appointed the Village Hall Coordinator to carry out these duties.

The board of director-trustees is supported by a management committee of six individuals, four of whom have been individually nominated and elected for appointment annually by the respective regular hall-user organisations in accordance with the original founding deed of the trust. The two additional members of the management committee are appointed for individually stated duties to support NVHL. During the period of this report, the members of the management committee have comprised:

Helen Cameron (Nutfield Pre-School)
Bill Damen (Showtimers)
Hilary Martin (Wednesday Guild) (David Watts Art Group)
Rigel Mowatt (Nutfield Parish Council)
Tim Mumby (Nutfield Link)

Carla Scott – Village Hall Coordinator and Treasurer to October 2023
Alison Dadswell – Village Hall Coordinator and Treasurer from October 2023

The NVHL board and its management committee meet together, every two months as required, and are responsible for making decisions on all matters of general concern and importance to the hall.

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

The foregoing report is endorsed and authorised by the board of director-trustees of NVHL to be signed on their behalf by James Kearney, Chairman.

Risk management

The trustees have a duty to identify and review the risks to which NVHL is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have reviewed the potential risks, such as a recurrence of the pandemic which led to the closure of the hall, and the significant reduction of income.

In addition to expense approvals sought, second level approvals have been put in place at the time of payment release for expense payments over £250.

OBJECTIVES AND ACTIVITIES

Objectives and aims

NVHL is committed to enabling as many diverse local organisations, people and their families, as possible to use the hall for both regular and occasional educational, recreational and social activities at an affordable and realistic cost. During the period covered by this report these activities have, for example, included an Ofsted registered pre-school, dance classes providing tuition in a variety of different dance styles, providing a venue for weekly rehearsals and performance for a local amateur dramatics group, a place to practise painting skills with a local art group, a venue for a youth judo club, printing and collation of a monthly village magazine, puppy training classes, Stay & Play sessions for 0-12 year olds with their parents/carers, plus a venue for meetings held by the Parish Council.

In addition to these regular activities, the hall has been the venue of choice for a wide variety of occasional events, ranging from private family birthday parties and family christening celebrations, a Persian Rug sale, Comedy Nights, Boogie Monster dance events and a venue for the first Little Fair which hosted a number of local food and retail outlets.

In supporting all these activities and in the promotion of future additional and expanding activities, NVHL policy adheres strictly to the Charity Commission's issued definition and guidance on what constitutes public benefit.

Achievement and Performance

In accordance with the responsibilities for the proper maintenance and refurbishment of the fabric of the hall, NVHL undertook the following actions during the period covered by this report:

1. Undertook general maintenance and plumbing repairs
2. Commissioned a brief survey by Paul Dyer and Associates regarding cracks around the windows in the rear part of the building in order to assess severity and make a plan of action
3. Undertook boiler repairs and fault-finding during December, provided temporary fan heaters (and replaced the boiler in February 2023)
4. Started popular "Stay & Play" sessions in 2022 for 0 – 12s with their parents/carers in collaboration with Boo's Bakes and Balloons and Helen Cameron/Pre-School. More sessions planned for 2023 to incorporate crafts, outside activities, dance sessions.
5. James Kearney and Carla Scott met with Nutfield Parish Council in March 2023 to present current financial status and 2023 projections in order to secure support and potential grant funding going forwards.

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

Financial Review

NVHL generates the majority of its income through the booking of the hall by village societies and organisations. The total income for the year was £28,095 (2022 - £21,599) and total expenditure amounted to £31,409 (2022 - £21,448) resulting in net (expenditure)/income of £3,314 (2022 - £151 income). The bookings for the year 2023 amounted to £26,013 compared to £20,313 for the previous twelve months period in 2022.

As at the period end the charity held funds of £38,372 (2022 - £41,686).

Going concern

After making appropriate enquiries the trustees are satisfied that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, and for this reason they continue to adopt the going concern basis in preparing the financial statements.

Future Plans

Village Hall Website

The NVKL website www.nutfieldvillagehall.co.uk shows full details of the facilities and rates applicable together with a calendar showing the dates of booked events so that customers making enquiries can see which days are available. There is a gallery with photographs of the facilities and the latest reviews have now been added to the reviews page. In addition, the “What’s On” page shows community events that are happening at the hall.

Reserves policy

The trustees’ policy is to maintain general reserves sufficient to cover at least 12 months anticipated recurrent expenditure.

The trustees are satisfied that the current level of general reserve is sufficient to enable the charitable company to continue to operate.

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

Trustees' responsibilities in relation to the Financial Statements

The charity trustees (who are also directors of Nutfield Village Hall Limited) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice):

Charity law requires the trustees to prepare financial statements for each year 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 the 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by order of the board of trustees on

and signed on its behalf by:

.....
Alison Dadswell

Nutfield Village Hall Ltd
Report of the Trustees
For the year ended 31st December 2023

Independent Examiner's Report to the Trustees of
Nutfield Village Hall Ltd

I report to the trustees on my examination of the accounts of Nutfield Village Hall Ltd for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity trustees of Nutfield Village Hall Ltd 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 accounts of Nutfield Village Hall Ltd as required 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 giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of Nutfield Village Hall Ltd as required by section 130 of the Act; or
2. That accounts do not accord with those records; or
3. That accounts do 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 the 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.

David Wheeler FCCA
Cheeld Wheeler & Co
Chartered Certified Accountants
Redhill Chambers
2d High Street
Redhill
Surrey
RH1 1RJ

Date:

Nutfield Village Hall Ltd
Statement of Financial Activities
Includes Income and Expenditure Account
For the year ended 31st December 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME					
Grants and donations		514	1,380	1,894	1,257
Income from charitable activities		26,201	-	26,201	20,342
Total income	2	<u>26,715</u>	<u>1,380</u>	<u>28,095</u>	<u>21,599</u>
EXPENDITURE					
Costs of raising funds					
Operation of village hall	3	<u>29,120</u>	<u>1,380</u>	<u>30,500</u>	<u>20,363</u>
Governance costs					
Transfer between funds		909	-	909	1,085
		-	-	-	-
Total expenditure		<u>30,029</u>	<u>1,380</u>	<u>31,409</u>	<u>21,448</u>
Net income and net movement in funds during the period	4	<u>(3,314)</u>	<u>-</u>	<u>(3,314)</u>	<u>151</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		41,612	74	41,686	41,535
Total funds carried forward		<u>38,298</u>	<u>74</u>	<u>38,372</u>	<u>41,686</u>

The notes on pages 10 to 12 form part of these financial statements

Nutfield Village Hall Ltd
Company number 07677509
Balance Sheet
At 31st December 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
Current assets					
Debtors	5	47	-	47	7,433
Cash at bank and in hand		39,435	74	39,509	35,692
		<u>39,482</u>	<u>74</u>	<u>39,556</u>	<u>43,125</u>
Creditors					
Amounts falling due within one year	6	(1,184)	-	(1,184)	(1,439)
Net current assets		<u>38,298</u>	<u>-</u>	<u>38,372</u>	<u>41,686</u>
Total assets less current liabilities		38,298	74	38,372	41,686
Net assets		<u>38,298</u>	<u>74</u>	<u>38,372</u>	<u>41,686</u>
Funds of the charity	7				
Unrestricted funds		38,298	-	38,298	41,612
Restricted funds		-	74	74	74
Total funds of the charity		<u>38,298</u>	<u>74</u>	<u>38,372</u>	<u>41,686</u>

The notes on pages 10 to 12 form part of these financial statements

Nutfield Village Hall Ltd
Balance Sheet - continued
At 31st December 2023

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

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

The trustees acknowledge their responsibilities for

- a) Ensuring that the charitable company keeps accounting records that 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 charitable 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 charitable company.

These financial statements have been prepared in accordance with the special provision of part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the board of trustees on

and were signed on its behalf by:

J Kearney – Trustee

H Cameron – Trustee

The notes on pages 10 to 12 form part of these financial statements

Nutfield Village Hall Ltd
Notes to the financial statements
For the year ended 31st December 2023

The charitable company is registered in England and Wales and the registered office is situated at Nutfield Village Hall, Mid Street, South Nutfield, Surrey RH1 4JJ.

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard (FRS102) Statement of Recommended Practice in Accounting and Reporting by Charities preparing accounts in the United Kingdom and Republic of Ireland (FRS102) and Charities Act 2011. Nutfield Village Hall Ltd constitutes a public benefit entity as defined by FRS102.

Income

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. Income from local authority grants is recognised when received.

Expenditure

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.

Depreciation rate – 25% on 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 purpose 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 notes to the financial statements.

Going concern

The trustees are satisfied that there is reasonable expectation that the charitable company has adequate resources to enable it to continue to operate as a going concern for the foreseeable future.

2. Income

	2023	2022
	£	£
Donations	514	726
Grants received	1,380	531
Hall hire and fundraising income	26,201	20,342
	<u>28,095</u>	<u>21,599</u>

Nutfield Village Hall Ltd
Notes to the financial statements - continued
For the year ended 31st December 2023

3. Expenditure

	2023	2022
	£	£
Support costs	24,275	17,862
Repairs and renewals	6,225	2,501
Governance costs	909	1,085
	<u>31,409</u>	<u>21,448</u>

Support costs include fees paid to the clerk of £4,589 (2022 - £4,834).

4. Net income / expenditure

Net income is stated after charging:

	2023	2022
	£	£
Fees to the independent examiner	<u>840</u>	<u>1,020</u>

5. Debtors:

	2023	2022
	£	£
Trade debtors	-	7,386
Prepayments	47	47
	<u>47</u>	<u>7,433</u>

6. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Deposits held	200	200
Deferred income	84	339
Accrued expenses	900	900
	<u>1,184</u>	<u>1,439</u>

Deferred income represents bookings for the hire of the hall which were received during the year but relate to the period after the year end.

7. Movement in funds

	At 1.01.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	41,612	(3,314)	38,298
Restricted fund	74	-	74
Total funds	<u>41,686</u>	<u>(3,314)</u>	<u>38,372</u>

Nutfield Village Hall Ltd
Notes to the financial statements - continued
For the year ended 31st December 2023

Net movement in funds, included in the above are as follows:

	Income	Expenditure	Movement in funds
	£	£	£
Unrestricted funds			
General fund	26,715	30,029	(3,314)
Restricted fund	1,380	1,380	-
Total funds	<u>28,095</u>	<u>31,409</u>	<u>(3,314)</u>

8. Volunteers

The charity would not be able to operate without the valuable contribution of the team of volunteers who help with taking bookings for the hall, and deal with the day to day maintenance of the village hall.

9. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31st December 2023 nor for the period ended 31 December 2022.

10. Related party transactions

There were no related party transactions during the year.

11. The Village Hall

The village hall was built in the 1950's and was acquired by the charitable company on incorporation in 2011. The trustees consider that it is not practical to attribute a value to the property.

Nutfield Village Hall Ltd
Detailed Statement of Financial Activities
For the year ended 31st December 2023

	2023	2022
	£	£
INCOME		
Grants and donations	1,894	1,257
Charitable activities		
Fundraising events	188	29
Hall hire	26,013	20,313
	<u>26,201</u>	<u>20,342</u>
Total income	<u>28,095</u>	<u>21,599</u>
EXPENDITURE		
Support costs		
Management		
Rates and water	495	420
Insurance	2,619	2,053
Light and heat	10,063	4,253
Cleaning	5,216	5,414
Postage and stationery	132	46
Advertising	212	95
Computer cost	774	340
Sundries	-	100
Licence	60	307
Clerk's fees	4,589	4,834
	<u>24,160</u>	<u>17,862</u>
Other resources expended		
Repairs and renewals	6,225	1,714
Hires	115	541
Christmas tree and lights	-	246
	<u>6,340</u>	<u>2,501</u>
Governance costs		
Accountancy	840	1,020
Bank charges	69	65
	<u>909</u>	<u>1,085</u>
Total expenditure	<u>31,409</u>	<u>21,448</u>
Excess expenditure over income	<u>£(3,314)</u>	<u>£151</u>

This page does not form part of the statutory financial statements