

THE SHEPPEY HALL TRUST

CHARITY REGISTRATION NO: 1147390

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 1 APRIL 2021

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THE SHEPPEY HALL TRUST **TRUSTEES' REPORT**

The trustees are pleased to present their annual report together with the receipts and payments account of the charity for the year ended 1 April 2021.

ADMINISTRATIVE DETAILS

Charity registration number	1147390
Principal address	Kendor Lodge Chequers Road Minster on Sea Sheerness Kent, ME12 3QL
Trustees	P J MacDonald C D Foulds N C Mollett L Tansley - died 8 December 2020
Independent Examiner	Richard C Abel, FCA CTA Foreman Waller 1 High Street Sheerness Kent, ME12 1NY
Bankers	HSBC

GOVERNANCE

Governing Document

The charity is an unincorporated association governed by a trust deed dated 25 April 2012.

Appointment of Trustees

The charity is administered by its trustees whose number shall be at least three persons, all of whom are appointed for a term of two years by a resolution of the trustees passed at a special meeting. A special meeting may be called at any time by the chair of the trustees or two other trustees and by giving 21 days notice.

In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the charity.

Organisation and Decisions

The trustees must hold at least two meetings in each year. At the first meeting in each year they shall elect one of their number to chair the meetings until the first such meeting in the following year.

Risk Management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks.

THE SHEPPEY HALL TRUST **TRUSTEES' REPORT**

OBJECTIVES AND ACTIVITIES

Objectives

The objects of the charity are the provision and maintenance of a community centre for the use of the inhabitants of Kent, particularly those of the Borough of Swale. The community centre is for meetings and other forms of recreation with the object of improving the conditions of life for the inhabitants.

Aims and Activities

The charity has a long lease at a peppercorn rent on the property known as The Sheppey Hall in Borough Road, Queenborough, Kent. The charity aims to maintain the property to a suitable standard to comply with safety and disabled access regulations so that it can be used by local groups that meet the objectives of the charity.

Public Benefit

In accordance with section 17(5) of the Charities Act 2011, the trustees have had due regard to the guidance published by the Charity Commission on the requirement that the objectives and work undertaken by the charity are in line with charitable objects and do provide benefit for the public.

The charity offers a hall suitable for local groups who wish to meet and carry on suitable recreational activities.

ACHIEVEMENTS AND PERFORMANCE

The year was disrupted by the COVID-19 pandemic. Due to enforced government restrictions on opening the facilities to the public, the only hall income was £600. However, Swale Borough Council provided supports grants and the unrestricted funds position has remained healthy.

Of greater importance is the fact that Swale Borough Council awarded the Hall a £40,000 community grant to part fund the first floor conversion. This enabled a match-funded application to be made to Biffa Award. Queenborough Fishery Trust was also generous in providing a donation of £5,000.

The whole of the extensive first floor area was filled with decades of rubbish and things which might be useful, making the first floor unused. The area was dividend into small cupboards ad storage.

The plan is to create a number of smaller rooms for the public and individuals to hire, thus improving the long term financial stability of the facility. The smaller self-contained rooms will gain natural light by Velux-type and some Dormer windows.

During the financial year, the main contractor has cleared the whole area including the partition walls, old pipe work and rubbish. Spare furniture has been placed into the 40ft container storage purchased by the Hall. By the year end date some £13,000 has been spent out of a projected total cost of £85,000.

FINANCIAL REVIEW

Review of the Financial Position

During the year the charity received £600 from hall hire and £66,051 from donations and grants. Some monies are restricted in use and being put towards refurbishment of the Hall, as described above. Payments made totalled £27,872, leading to net receipts of £38,779 which when added to funds at the beginning of the year, means that the charity has funds at the year end date of £41,308.

THE SHEPPEY HALL TRUST **TRUSTEES' REPORT**

Reserves Policy

The trustees have examined the need for reserves and require working capital to maintain the building, particularly for unforeseen repairs and should income from the hall reduce. Trustees are looking into the possibility of obtaining further grants for continuing repair work.

Trustees' Responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity, and which enable them to both ascertain the financial position of the charity and ensure that the financial statements comply with applicable law. They 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.

Approved by the trustees on 25 February 2022 and signed on their behalf

P J MacDonald

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
ON THE UNAUDITED ACCOUNTS OF
THE SHEPPEY HALL TRUST**

I report to the trustees on my examination of the accounts of The Sheppey Hall Trust (the Trust) for the year ended 1 April 2021, which are set out on pages 5 and 6.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trustee'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 2011 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:

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records.

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.

Richard C Abel, FCA CTA
Foreman Waller
Chartered Accountants

28 February 2022

1 High Street
Sheerness
Kent
ME12 1NY

THE SHEPPEY HALL TRUST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 1 APRIL 2021

	2021			2020
	Restricted	Un-	Total	Un-
	£	restricted	£	restricted
		£		and total
				£
RECEIPTS				
Income from use of hall	-	600	600	7,055
Grants				
Queenborough Fishery Trust	5,000	-	5,000	-
Swale Borough Council				
- building improvements	40,000	-	40,000	-
- COVID support	-	21,051	21,051	-
TOTAL RECEIPTS	45,000	21,651	66,651	7,055
PAYMENTS				
Charitable activities				
Refurbishment of the hall	13,003		13,003	-
Purchase of 2 storage containers	3,740	-	3,740	-
Biffa award	3,900	-	3,900	-
Legal and planning fees	688	-	688	-
Repairs and maintenance of the hall	-	588	588	1,097
Heating and power	-	3,048	3,048	5,209
Insurance	-	2,305	2,305	1,137
Governance				
Accountancy fee	-	600	600	-
TOTAL PAYMENTS	21,331	6,541	27,872	7,443
NET RECEIPTS (2020 : PAYMENTS)	23,669	15,110	38,779	(388)
Cash funds at the beginning of the year	-	2,529	2,529	2,917
CASH FUNDS AT THE END OF THE YEAR	23,669	17,639	41,308	2,529

THE SHEPPEY HALL TRUST
STATEMENT OF ASSETS AND LIABILITIES
AT 1 APRIL 2021

	2021 £	2020 £
CASH FUNDS		
Cash at bank		
- restricted	23,669	-
- unrestricted	17,639	2,529
Total	<u>41,308</u>	<u>2,529</u>

ASSETS RETAINED FOR THE CHARITY'S OWN USE

Long lease of Sheppey Hall, Borough Road, Queenborough
2 x 40 foot containers, used for storage

LIABILITIES

Independent examiner's / Chartered Accountant's fee

NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

(a) Basis of accounting

The accounts have been prepared on the receipts and payments basis under the historical cost convention and in accordance with the Charities Act 2011.

(b) Funds structure

Restricted funds have been received to renovate the Hall. Other funds are unrestricted in their use.

2 TRUSTEE REMUNERATION

The charity trustees were not paid or reimbursed expenses during the year and no charity trustee received any emolument or payment for professional or other services.

3 TAXATION

The charity is a registered charity and no provision is considered necessary for taxation.

Approved by the trustees on 25 February 2022 and signed on their behalf

P J MacDonald