

THE SHEPPEY HALL TRUST

CHARITY REGISTRATION NO: 1147390

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 1 APRIL 2022

CONTENTS	PAGE
Trustees' Report	1 - 3
Independent Examiner's Report	4
Receipts and Payments Account	5
Statement of Assets and Liabilities	6

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 2022.

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 M D Hawkins - appointed 1 May 2021
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 impacted by the end of the COVID-19 pandemic and the hall refurbishment. The way in which the refurbishment works were managed enabled the hall to be hired out for community use.

During the financial year, the main contractor substantially completed the works to update the lower floors including windows, toilet facilities, flooring and lighting. The first floor has been converted, and offices and meeting rooms created. Three 40ft container units have been purchased to use as storage. By the year end date over £88,000 had been spent.

Grants were received by way of a Biffa award of £24,000 and Queenborough Fishery Trust generously provided £5,000 to contribute towards the refurbishment. Swale Borough Council's community grant contributed £2,667. The trustees are also grateful to the local council for £8,000 as COVID support.

Further grants were claimed after the year end.

FINANCIAL REVIEW

Review of the Financial Position

During the year the charity received £4,548 from hall hire and £39,667 from grants for the hall refurbishment. Some monies are restricted in use and being put towards refurbishment of the hall, as described above. Payments made totalled £78,911, including £69,541 on the refurbishment.

Funds brought forward for the hall refurbishment plus grants received in this year were insufficient to defray the total costs incurred to date and so at the year end there was a deficit of £14,205. Since the year end this has been recouped by the receipt of further grant monies. Unrestricted funds have a surplus of £3,178 for the year, which has been added to cash funds being carried forward. Total net funds stand at £6,612.

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. As a result of the refurbishment works, it is hoped that the need for repairs to the facilities is minimised for a few years. Accordingly the need for significant reserves is not required.

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 27 February 2023 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 2022, 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

27 February 2023

1 High Street
Sheerness
Kent
ME12 1NY

THE SHEPPEY HALL TRUST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 1 APRIL 2022

	2022			2021
	Restricted	Un-	Total	Un-
	£	restricted	£	restricted
		£		and total
			£	£
RECEIPTS				
Income from use of hall	-	4,548	4,548	600
Grants				
Queenborough Fishery Trust	5,000	-	5,000	5,000
Biffa award	24,000	-	24,000	-
Swale Borough Council				
- building improvements	2,667	-	2,667	40,000
- COVID support	-	8,000	8,000	21,051
TOTAL RECEIPTS	31,667	12,548	44,215	66,651
PAYMENTS				
Charitable activities				
Refurbishment of the hall	69,087	-	69,087	13,003
Purchase of storage containers	-	2,750	2,750	3,740
Biffa award	-	-	-	3,900
Legal and planning fees	454	-	454	688
Repairs and maintenance of the hall	-	105	105	588
Office furniture	-	174	174	-
Heating and power	-	2,204	2,204	3,048
Insurance	-	1,242	1,242	2,305
Telephone	-	435	435	-
Administration fees	-	1,221	1,221	-
Bank charges	-	26	26	-
Paid in error to trustee	-	590	590	-
Other costs	-	23	23	-
Governance				
Accountancy fee	-	600	600	600
TOTAL PAYMENTS	69,541	9,370	78,911	27,872
NET PAYMENTS (2021 : RECEIPTS)	(37,874)	3,178	(34,696)	38,779
Cash funds at the beginning of the year	23,669	17,639	41,308	2,529
CASH FUNDS AT THE END OF THE YEAR	(14,205)	20,817	6,612	41,308

THE SHEPPEY HALL TRUST
STATEMENT OF ASSETS AND LIABILITIES
AT 1 APRIL 2022

	2022	2021
	£	£
CASH FUNDS		
Cash at bank and in hand		
- restricted	(14,205)	23,669
- unrestricted	20,817	17,639
Total	<u>6,612</u>	<u>41,308</u>

ASSETS RETAINED FOR THE CHARITY'S OWN USE

Long lease of Sheppey Hall, Borough Road, Queenborough
 3 x 40 foot containers, used for storage
 Reimbursement due from one trustee

LIABILITIES

Independent examiner'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. A payment was made in error to a trustee which is to be reimbursed.

3 TAXATION

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

Approved by the trustees on 27 February 2023 and signed on their behalf

P J MacDonald