

Wilsden Village Hall

Charity number 1154371

A company limited by guarantee number 08688329

Annual Report and Financial Statements for the year ended 31

March 2024



Annual Report and Financial Statements for the year
ended 31 March 2024

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Prepared by West Yorkshire Community Accountancy Service CIO
Trustees' report for the year ended 31 March 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
David Holmes	Chair	
Richard Freeman	Treasurer	
Paul Hall	Vice Chair	
Susan Scott		
Emma Thomas		
Peter Ketley		Appointed 15 April 2024

Wilsden Village Hall

Management team	Milton Pearson	to January 2024
Paul Westcott		
	Kelley Sutcliffe	from January 2024
Charity number	1154371	Registered in England and Wales
Company number	08688329	Registered in England and Wales
Registered and principal address	Bankers	
Townfield	Barclays Bank plc	
Wilsden	77 North Street	
Bradford	Keighley	
BD15 0HT	BD21 3RZ	

Independent examiner

Alan Dodd FCCA
West Yorkshire Community Accountancy Service CIO
Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee. The company was incorporated on 12 September 2013 and the charity began its charitable activities on 1 January 2014. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Wilsden Village Hall was opened in 1976 after a fundraising campaign led by Wilsden Village Society.

The Village Hall is an independent community centre, led by a voluntary management committee, who engage a manager to oversee the day to day running.

The Village Hall provides facilities for child care, a youth club and a library service, whilst housing many local groups and classes covering all age groups.

Trustees' report (continued) for the year ended 31 March 2024

Wilsden Village Hall

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Induction and training are provided as required depending on the role to be undertaken and the skills of the trustee.

Management committee

The management committee is made up of members of the village, Parish Council and user groups of the Village Hall. We have broadened and strengthened our trustee membership to include representatives from the arts community and local community, together with a new representative from the Parish Council.

Risk management

The management committee conducts regular reviews of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and users, in particular the children.

Objectives and activities

The charity's objects

The charity's objects are for public benefit and are restricted to the following:

To further or benefit the residents of Wilsden and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

The charity's main activities

The Village Hall provides a community space for the residents of Wilsden and the surrounding area, for educational and recreational activities, and for meetings and social occasions without distinction of age, sex or religious persuasion.

We house senior and junior youth clubs.

The more senior members of the village are supported with a range of activities including a weekly NHS sponsored walking group, an indoor bowls club, a Tuesday luncheon club and Thursday afternoon meeting, and access to Bradford libraries service through our community library.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, social and recreational wellbeing.

Achievements and performance

The Village Hall continued to provide well serviced accommodation for a variety of local groups across age groups and social strata. It remains in close cooperation with Wilsden Parish Council and benefits from their financial support. Junior and Senior Youth clubs continued to run from the site together with Wilsden Community Library. Numerous independent local groups/small businesses continue to use the Hall to provide classes for all ages such that the Halls evening sessions are at full capacity. Occasional use by patrons for family gatherings/parties remains buoyant.

Achievements and performance (continued)

Wilsden Village Hall

Trustees' report (continued) for the year ended 31 March 2024

The Hall continued to support the local Warm Spaces initiative with grant funding from Bradford Metropolitan Council who additionally continued to support the Hall through Core Grant funding and funding for the Senior Youth Club. The Halls premises continued to host the local Squash Club.

Financial challenges affecting the sector continue to present difficulties including heavy utility charges however despite this the Hall remains in a healthy capital position with the requisite reserves. Some progress was made to mitigate loss of income from Wilsden Village Nursery School with additional users for the Lower Hall and commercial office lets. Plans are in place to refurbish the Lower Hall to drive increased usage and grant applications are in process.

The Hall successfully ran the annual Christmas Calendar Photography Competition and Christmas Market. The Hall hosted programmes targeting Men's Pain Management and Primary School Children's mental health.

New groups were welcomed to the Hall including a new Toddler group, Table Tennis and Zumba.

Financial review

The net expenditure for the year was £6,386, including net expenditure of £6,025 on unrestricted funds and net expenditure of £361 on restricted funds after transfers.

The management committee is very grateful for the continued financial support from Wilsden Parish Council, which is so important for the ongoing sustainability of the hall.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £39,889.

The charity's policy is that a general free reserve should be maintained equivalent to three months of budgeted operating costs. Currently this would equate to almost £22,000, and the trustees and management committee have also agreed that, when funds are available, these should be invested back into facilities to maintain and improve the village hall.

Wilsden Village Hall

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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;

Trustees' report (continued) for the year ended 31 March 2024

prepare the accounts on a 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 to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 7.12.24

Signed: R. L. Freeman (Trustee)

Name: RICHARD L. FREEMAN

Wilsden Village Hall

Independent examiner's report to the trustees of Wilsden Village Hall

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 7 to 14.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the 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:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Signed: 

Name: Alan Dodd FCCA

11/12/2024

West Yorkshire Community Accountancy Service CIO Stringer House
34 Lupton Street
Leeds
LS10 2QW

Wilsden Village Hall

		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Grants, contracts and donations	(2)	14,843	420	15,263	19,469
Village Hall income		57,676	-	57,676	60,791
Squash Club		5,965	-	5,965	3,588
Fundraising events		4,747	-	4,747	5,584
Bank interest		269	-	269	62
Sundry income		230	-	230	268
Total income		83,730		84,150	89,762
Expenditure on:					
Salaries, NIC and pensions	(3)	28,281	-	28,281	22,476
Staff travel		39	-	39	130
Rates and refuse		4,237	-	4,237	4,017
Utilities		14,969	-	14,969	11,914
Maintenance and security		4,468	-	4,468	9,766
Cleaning and general office costs		3,078	-	3,078	5,316
Subscriptions and licences		1,061	-	1,061	1,466
Photocopier		1,322	-	1,322	1,340
Insurance		2,397	-	2,397	2,266
Telephone		1,385	-	1,385	1,408
Computer expenses		1,797	-	1,797	6,842
Postage and stationery		247	-	247	441
Fundraising events		1,802	781	2,583	5,656
Advertising and publicity		294	-	294	2,098
Project activity costs		349	-	349	842
Bank charges		447	-	447	496
Professional fees		14,101	-	14,101	23,036
Accountancy fees		1,708	-	1,708	1,749
Independent examination		1,122	-	1,122	1,122
Sundries		128	-	128	81

Wilsden Village Hall

Depreciation	6,140	-	6,140	16,028
Bad debts	309	-	309	-
Donations made	74	-	74	38
Total expenditure	89,755	781	90,536	118,528
Net income / (expenditure)	(6,025)	(361)	(6,386)	(28,766)

(including summary income and expenditure account) for the year ended 31

March 2024

Fund balances brought forward	<u>58,454</u>	<u>6,659</u>	<u>65,113</u>	<u>93,879</u>
Fund balances carried forward (4)	<u>52,429</u>	<u>6,298</u>	<u>58,727</u>	<u>65,113</u>

All incoming resources and resources expended derive from continuing activities.

Balance sheet

	<u>12,540</u>	<u>-</u>	<u>12,540</u>	<u>17,677</u>
	<u>12,540</u>	<u>-</u>	<u>12,540</u>	<u>17,677</u>
	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets (5)				
Total fixed assets				
Current assets				
Debtors and prepayments (6)	7,938	-	7,938	8,000
Cash at bank and in hand (7)	<u>40,243</u>	<u>6,298</u>	<u>46,541</u>	<u>44,131</u>
Total current assets	<u>48,181</u>	<u>6,298</u>	<u>54,479</u>	<u>52,131</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals (8)	<u>8,292</u>	<u>-</u>	<u>8,292</u>	<u>4,695</u>
Total current liabilities	<u>8,292</u>	<u>-</u>	<u>8,292</u>	<u>4,695</u>
Net current assets / (liabilities)	<u>39,889</u>	<u>6,298</u>	<u>46,187</u>	<u>47,436</u>
Net assets	<u>52,429</u>	<u>6,298</u>	<u>58,727</u>	<u>65,113</u>
Funds				
Unrestricted funds	52,429	-	52,429	58,454
Restricted funds	-	6,298	6,298	6,659

Wilsden Village Hall

Total funds

	<u>6,298</u>		
<u>52,429</u>	<u>6,298</u>	<u>58,727</u>	<u>65,113</u>

For the year ending 31 March 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 7.12.24

Signed: R. L. Freeman (Trustee)

Name: Richard L. Freeman

Notes to the accounts for the year ended 31
March 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year. No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Wilsden Village Hall

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment: over 3 years

Fixtures and fittings: over 5 years

Property improvements: over 5 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Notes to the accounts for the year ended 31

March 2024

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Wilsden Village Hall

Notes to the accounts continued for the year
ended 31 March 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford MDC	12,922	220	13,142	12,270
Wilsden Parish Council	-	200	200	1,500
Sir George Martin Trust	-	-	-	-
Other donations		-		

3 Staff costs and numbers	2024		2023	
	£		£	
Gross salaries			28,131	22,266
Social security costs			330	681
Employment allowance			(330)	(681)
Pensions			150	210
	<u>1,921</u>		<u>1,921</u>	<u>5,699</u>
	<u>14,843</u>	<u>420</u>	<u>15,263</u>	<u>19,469</u>
			<u>28,281</u>	<u>22,476</u>

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	150	210

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Coronation Event	-	420	420	-	-
Covid Recognition grant	1,192	-	361	-	831
Disability grant	967	-	-	-	967

Wilsden Village Hall

Innovation Fund	4,500	-	-	-	4,500
	6,659			-	6,298

Fund name	Purpose of restriction
Coronation Event	Funding from Bradford MDC and Wilsden Parish Council towards costs of coronation events
Covid Recognition grant	For recognition of the work of volunteers.
Disability grant	To fund the provision of facilities for disabled users.
Innovation Fund	For the Youth Service Random Acts of Kindness project.
The average number of employees during the year was 4.9, being an average of 1.4 full time equivalent (2023: 2.7, 1.2 FTE). There were no employees with emoluments above £60,000.	

	420	781		
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Wilsden Village Hall

Notes to the accounts continued for the year
ended 31 March 2024

5 Tangible assets	Fixtures and Fittings	Computer equipment	Property Improvements	Total
<u>Cost</u>	£	£	£	£
At 1 April 2023	2,826	1,480	77,176	81,482
Additions	1,003	-	-	1,003
At 31 March 2024	3,829			82,485
<u>Depreciation</u>				
At 1 April 2023	1,586	1,150	945	493
Charge for year			61,274	4,497
At 31 March		1,480	77,176	
	1,093	42	11,405	12,540
	1,240	535	15,902	17,677
2024	2,736	1,438	65,771	69,945
<u>Net book value</u>				
At 31 March 2024				

6 Debtors and prepayments	2024	2023
	£	£
Debtors	5,472	5,082
Prepayments	2,466	2,918
	7,938	8,000

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	46,487	44,049
Cash in hand	54	82

At 31 March 2023

Wilsden Village Hall

Notes to the accounts continued for the year
ended 31 March 2024

	<u>46,541</u>	<u>44,131</u>

9 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

8 Creditors and accruals

	2024	2023
	£	£
Creditors	2,181	2,079
Accruals	2,906	2,306
Taxation and social security	224	108
Other creditors	2,981	202
	<u>8,292</u>	<u>4,695</u>

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees, the Centre Manager and the Deputy Manager, including those who are engaged on a self-employed freelance basis. The total benefits of the key management personnel of the charity were £17,472 (previous year: £21,286)

No trustee received any remuneration or benefit in this capacity during this or the previous year.

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2024	2023
	£	£
Within one year	1,219	1,219
In the second to fifth years inclusive	2,134 3,353	3,353
	<u></u>	<u>4,572</u>

Wilsden Village Hall

Statement of Financial Activities including comparatives for all funds

(including summary income and expenditure account) for the year ended 31

March 2024

	2024	2023	2024	2023	2024	2023
	Unrestricted funds	Unrestricted funds	Restricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£	£
Income						
Grants, contracts and donations	14,843	17,104	420	2,365	15,263	19,469
Village Hall income	57,676	60,791	-	-	57,676	60,791
Squash Club	5,965	3,588	-	-	5,965	3,588
Fundraising events	4,747	5,584	-	-	4,747	5,584
Bank interest	269	62	-	-	269	62
Sundry income	230	268	-	-	230	268
Total income	83,730	87,397			84,150	89,762
Expenditure						
Salaries, NIC and pensions	28,281	22,476	-	-	28,281	22,476
Staff travel	39	44	-	86	39	130
Rates and refuse	4,237	4,017	-	-	4,237	4,017
Utilities	14,969	11,914	-	-	14,969	11,914
Maintenance and security	4,468	6,383	-	3,383	4,468	9,766
Cleaning and general office costs	3,078	4,815	-	501	3,078	5,316
Subscriptions and licences	1,061	1,466	-	-	1,061	1,466
Photocopier	1,322	1,340	-	-	1,322	1,340
Insurance	2,397	2,266	-	-	2,397	2,266
Telephone	1,385	1,408	-	-	1,385	1,408
Computer expenses	1,797	1,376	-	5,466	1,797	6,842
Postage and stationery	247	441	-	-	247	441
Fundraising events	1,802	1,918	781	3,738	2,583	5,656
Advertising and publicity	294	175	-	1,923	294	2,098
Project activity costs	349	732	-	110	349	842
Bank charges	447	496	-	-	447	496
Professional fees	14,101	21,193	-	1,843	14,101	23,036
Accountancy fees	1,708	1,749	-	-	1,708	1,749
Independent examination	1,122	1,122	-	-	1,122	1,122
Sundries	128	77	-	4	128	81
Depreciation	6,140	16,028	-	-	6,140	16,028
Bad debts	309	-	-	-	309	-
Donations made	74	38	-	-	74	38
Total expenditure	89,755	101,474	781	17,054	90,536	118,528
Net income / (expenditure)	(6,025)	(14,077)	(361)	(14,689)	(6,386)	(28,766)
			420	2,365		

Fund balances brought forward	<u>58,454</u>	<u>72,531</u>	<u>6,659</u>	<u>65,113</u>	<u>93,879</u>
21,348 Fund balances	<u>52,429</u>	<u>58,454</u>	<u>6,298</u>	<u>58,727</u>	<u>65,113</u>
carried forward 6,659					