

Charity registration number: 1155267

Claverham Village Hall

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Newsham Hanson Accountants Ltd
Accountants & Business Advisors
Edinburgh House
1-5 Bellevue Road
Clevedon
North Somerset
BS21 7NP

Claverham Village Hall

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Claverham Village Hall
Reference and Administrative Details

Charity name	Claverham Village Hall	
Charity registration number	1155267	
Principal office	Bishops Road Claverham North Somerset BS49 4NF	
Registered office	Bishops Road Claverham North Somerset BS49 4NF	
Trustees	John Williams	
	John Dare	
	Elizabeth Hancock, Treasurer	
	Marcus Ridge, Secretary	
	Mary Smith	(Left 31 August 2023)
	Deborah Pope	
	Andrew Pope, Chairman	
	Steve Gibert	(Appointed 11 April 2024)
	Jenny Trapnel	(Appointed 11 April 2024)
Accountant	Newsham Hanson Accountants Ltd Edinburgh House 1-5 Bellevue Road Clevedon North Somerset BS21 7NP	

Claverham Village Hall

Trustees' Report

Approved by the Trustees on 30 January 2025 and signed on their behalf by:

The Trustees present their annual report together with the financial statements of the charity for the 1 April 2023 to 31 March 2024.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The main objective of the charity is to continue to provide and maintain the Village Hall for the use of the inhabitants of Claverham and the surrounding area.

b. Activities undertaken to achieve objectives

The charity provides several different areas that anyone can hire for classes, meetings or other functions. In addition we organise several events every year that are open to the community to attend.

c. Main activities undertaken to further the charity's purposes for the public benefit

Claverham Village Hall is a community hall situated on the outskirts of Claverham. The purpose of the Hall is the advancement of community spirit primarily but not exclusively to residents of Claverham and the surrounding neighbourhood; and such other charitable purposes as shall, in the opinion of the managing trustees further the function of the Hall.

Achievements and performance

a. Main achievements of the charity

The Village Hall continued to be available for use for permissible activities during the year.

b. Investment policy and performance

The charity has a low risk investment policy and as such any surplus funds are invested in cash or low risk investments. During the year, £3,539 (2023: £1,860) has been generated from cash investments and £4,553 (2023: £1,768) has been generated from unit trusts and OIECS. During the year, the market value of investments increased by 1.8% (2023: (9.1%)).

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

Claverham Village Hall

Trustees' Report

The trustees are in the process of considering an offer from Newsom Homes of a “gift” of land to Claverham Village Hall to hold in trust for the village in perpetuity. This would include the footprint of the building together with the car park and surrounding boundary and the field adjacent to the hall (the “May Day field”). This gift would mean that responsibility and all liabilities would transfer to the Trustees of Claverham Village Hall together with additional costs for maintenance, insurance, etc. The Trustees are in the process of requesting further information and other negotiations in order to facilitate an informed decision of whether to accept this gift and proceed with the legal actions required to complete this “transaction”. At this time it is not known the value of the land surrounding the Village Hall so no specific amount can be disclosed for that.

c. Principal risks and uncertainties

The Village Hall has a good financial position and the Trustees are confident that we can continue through this period.

Structure, governance and management

a. Constitution

Claverham Village Hall is registered with the Charity Commission as a Charitable Incorporated Organisation (CIO). The principal object of the charity is to provide and maintain a village hall for the use of the inhabitants of the village of Claverham in the Unitary Authority of North Somerset and surrounding area without distinction or political, religious or other opinions, including use for meetings, lectures and classes, and other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants. There have been no changes in the objectives since the last annual report.

b. Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. The charity maintains a voting register and it is those who have registered to vote who elect the Trustees.

c. Organisational structure and decision-making policies

The hall is run by the committee of elected Trustees who meet a minimum 4 times a year to make decisions. Decisions are made by way of a vote of the trustees in attendance at meetings with the majority rule. If deemed necessary major decisions would be taken to a Special General Meeting of those registered to vote.

d. Policies adopted for the induction and training of Trustees

New Trustees are referred to the guidance provided by the Charity Commission.

e. Financial risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. In particular, we have a health and safety policy in place to protect the users of the Village Hall and a Fire Safety policy with regular testing of the buildings systems.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

Claverham Village Hall

Trustees' Report

- ☐ ☐ select suitable accounting policies and then apply them consistently;
- ☐ ☐ observe the methods and principles of the Charities SORP (FRS 102);
- ☐ ☐ make judgments and accounting estimates that are reasonable and prudent;
- ☐ ☐ state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity

(Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. 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.

.....

Elizabeth Hancock
Trustee

02 January 2024

Independent Examiner's Report to the Trustees of Claverham Village Hall

I report on the accounts of the Trust for the year ended 31 March 2024, which are set out on pages 6 to 14.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Newsham Hanson Accountants Ltd
Accountants & Business Advisors

30 January 2025

Edinburgh House
1-5 Bellevue Road
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North Somerset
BS21 7NP

Claverham Village Hall

Statement of Financial Activities for the Year Ended 31 March 2024

		Unrestricted Funds	Total Funds 2024	Total Funds 2023
	Note	£	£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	15,676	15,676	5,243
Activities for generating funds	3	41,928	41,928	36,503
Investment income	4	9,141	9,141	3,628
Total incoming resources		<u>66,745</u>	<u>66,745</u>	<u>45,374</u>
Resources expended				
Costs of generating funds				
Fundraising trading: cost of goods sold and other costs	5.1.1	76,517	76,517	71,008
Investment management costs	5.1.1	-	-	125
Total resources expended		<u>76,517</u>	<u>76,517</u>	<u>77,053</u>
Net movements in funds		(9,772)	(9,772)	(31,679)
Reconciliation of funds				
Total funds brought forward		<u>670,442</u>	<u>670,442</u>	<u>702,121</u>
Total funds carried forward		<u><u>660,670</u></u>	<u><u>660,670</u></u>	<u><u>670,442</u></u>

All incoming resources and resources expended derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 8 to 14 form an integral part of these financial statements.

Claverham Village Hall
Balance Sheet as at 31 March 2024

		2024		2023	
	Note	£	£	£	£
Fixed assets					
Tangible assets	8		485,476		495,166
Investments	9		60,240		59,190
			<u>545,716</u>		<u>554,356</u>
Current assets					
Debtors	10	27,574		10,247	
Cash at bank and in hand		<u>93,445</u>		<u>109,958</u>	
		121,019		120,205	
Creditors: Amounts falling due within one year	11	<u>(6,065)</u>		<u>(4,119)</u>	
Net current assets			<u>114,954</u>		<u>116,086</u>
Net assets			<u><u>660,670</u></u>		<u><u>670,442</u></u>
The funds of the charity:					
Unrestricted funds					
General fund			<u>660,670</u>		<u>670,442</u>
Total charity funds			<u><u>660,670</u></u>		<u><u>670,442</u></u>

Approved by the Board on 30 January 2025 and signed on its behalf by:

.....

Elizabeth Hancock
Trustee

The notes on pages 8 to 14 form an integral part of these financial statements.

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, applicable accounting standards and the Charities Act 2011.

Fund accounting policy

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

Further details of each fund are disclosed in note 13.

Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income derived from events is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds comprise the costs of trading for fundraising purposes and investment management fees.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed assets

Individual fixed assets costing £100 or more are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Freehold interest in land and buildings	2% straight line basis
Fixtures, fittings and equipment	15% straight line basis

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

..... continued

Investments

Fixed asset investments are included at market value at the balance sheet date.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

2 Voluntary income

	Unrestricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Donations and legacies			
Donations	<u>15,676</u>	<u>15,676</u>	<u>5,243</u>

3 Activities for generating funds

	Unrestricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Village Hall			
Income from charitable activities - Village Hall	<u>41,928</u>	<u>41,928</u>	<u>36,503</u>

4 Investment income

	Unrestricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Income from other unlisted investments	4,552	4,552	1,768
Interest on cash deposits	3,539	3,539	1,860
	<u>9,141</u>	<u>9,141</u>	<u>3,628</u>

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

..... continued

5.1.1 Total resources expended

	Village Hall	Total
	£	£
Direct costs		
Employment costs	21,768	21,768
Other direct costs	179	179
Establishment costs	24,673	24,673
Repairs and maintenance	10,670	10,670
Depreciation of tangible fixed assets	14,190	14,190
	<u>71,480</u>	<u>71,480</u>
Support costs		
Establishment costs	1,539	1,539
Repairs and maintenance	782	782
Office expenses	741	741
Accountancy fees	1,880	1,880
Legal and professional costs	35	35
Bank charges	60	60
	<u>5,037</u>	<u>5,037</u>
	<u><u>76,517</u></u>	<u><u>76,517</u></u>

6 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

7 Employees' remuneration

The average number of persons employed by the charity (including trustees) during the year was as follows:

	2024 No.	2023 No.
Charitable activities	<u>2</u>	<u>2</u>

The aggregate payroll costs of these persons were as follows:

	2024 £	2023 £
Wages and salaries	<u>21,768</u>	<u>19,738</u>

No employee received emoluments of more than £60,000 during the year (2023 - No. 0).

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

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8 Tangible fixed assets

	Long leasehold and other interests in land and buildings £	Fixtures, fittings and equipment £	Total £
Cost			
As at 1 April 2023	578,873	100,053	678,926
Additions	-	4,500	4,500
As at 31 March 2024	<u>578,873</u>	<u>104,553</u>	<u>683,426</u>
Depreciation			
As at 1 April 2023	90,529	93,231	183,760
Charge for the year	11,577	2,613	14,190
As at 31 March 2024	<u>102,106</u>	<u>95,844</u>	<u>197,950</u>
Net book value			
As at 31 March 2024	<u>476,767</u>	<u>8,709</u>	<u>485,476</u>
As at 31 March 2023	<u>488,344</u>	<u>6,822</u>	<u>495,166</u>

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

..... continued

9 Investments held as fixed assets

	Investments in group and associated undertakings £	Listed investments £	Total £
Market value			
As at 1 April 2023	3	59,187	59,190
Revaluation	-	1,050	1,050
As at 31 March 2024	<u>3</u>	<u>60,237</u>	<u>60,240</u>
Net book value			
As at 31 March 2024	<u>3</u>	<u>60,237</u>	<u>60,240</u>
As at 31 March 2023	<u>3</u>	<u>59,187</u>	<u>59,190</u>

All investment assets were held in the UK.

The charity holds more than 20% of the share capital of the following company:

	Country of incorporation	Principal activity	Class	%
Subsidiary undertakings				
Claverham Village Enterprises Ltd	England and Wales	Village Hall Bar	Ordinary	100
		Capital & reserves £	Profit/(loss) for the period £	
Subsidiary undertakings				
Claverham Village Enterprises Ltd		17,471	(1,017)	

10 Debtors

	2024 £	2023 £
Trade debtors	14,522	4,843
Prepayments and accrued income	<u>13,052</u>	<u>5,404</u>
	<u>27,574</u>	<u>10,247</u>

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

..... *continued*

11 Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	3,577	2,605
Taxation and social security	566	164
Other creditors	-	100
Accruals and deferred income	1,922	1,250
	<u>6,065</u>	<u>4,119</u>

Claverham Village Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

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12 Related parties

Controlling entity

The charity is controlled by the trustees.

Related party transactions

Claverham Village Enterprises Limited (CVE) is the subsidiary company of Claverham Village Hall (CVH).

During the year, CVE donated £15,000 (2023: £5,000), paid costs of £22,501 (2023: £8,895),

13 Analysis of funds

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
General Funds				
Unrestricted fund	670,442	66,745	(76,517)	660,670

14 Net assets by fund

	Unrestricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£
Tangible assets	485,476	485,476	495,166
Investments	60,240	60,240	59,190
Current assets	121,019	121,019	120,205
Creditors: Amounts falling due within one year	(6,065)	(6,065)	(4,119)
Net assets	660,670	660,670	670,442

Claverham Village Hall

Statement of financial activities by fund Year Ended 31 March 2024

	Unresitricte d fund 2024	Unresitricte d fund 2023
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	15,676	5,243
Activities for generating funds	41,928	36,503
Investment income	9,141	3,628
Total incoming resources	<u>66,745</u>	<u>45,374</u>
Resources expended		
Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	76,517	71,008
Investment management costs	-	125
Total resources expended	<u>76,517</u>	<u>77,053</u>
Net movements in funds	(9,772)	(31,679)
Reconciliation of funds		
Total funds brought forward	<u>670,442</u>	<u>702,121</u>
Total funds carried forward	<u><u>660,670</u></u>	<u><u>670,442</u></u>

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