

Trustees Annual Report

Charity Name - Woodmansterne Village Hall **Charity Number** – 1159855.

Address

Woodmansterne Village Hall
Carshalton Road
Woodmansterne
Surrey SM7 3HR

Correspondence address

c/o Mrs Hazel Cluff
Woodmansterne Village Hall
135 Chipstead Way
Woodmansterne
Surrey SM7 3JL

Trustees

Mrs Hazel Cluff (chairman)
Mrs Catherine Childs
Mrs Debbie Martin

Mr Craig Gillespie (treasurer)
Mrs Gillian Gillespie
Mrs Dominique Vaughan

Governing Document – Constitution dated 11th September 2014 agreed on 6th November 2014. This constitution was an update of the constitution of 15th November 1965 to enable registration as a CIO. The Woodmansterne Village Hall was registered as a CIO with the above charity number on 8th January 2015. It was previously registered as a charity with reference 230625.

Financial Period - 1st January 2023 -31st December 2023

The present hall was opened on 2nd September 1978. The charity's purpose is to run the Village Hall for the benefit of the inhabitants of Woodmansterne and surrounding areas without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious, or other opinions. It provided a meeting place for a pre-school, which closed after the summer term, and provides facilities for a wide variety of local social and sports clubs and classes and was also available for hire for parties. The Committee ran a fundraising Barn Dance which was open to all.

The trustees usually meet as a management committee once a month to make decisions affecting the Hall. Urgent matters arising between meetings are occasionally dealt with by e-mail between all trustees. Bookings are delegated to Mrs Martin, in her capacity as Booking Secretary, who reports regularly to the committee. Maintenance and refurbishment projects are discussed in committee and approved by them with a budget allocation. Minor works are carried out by a handyman who is paid an hourly rate for the work done. We now pay for secretarial services as we were unable to recruit a trustee to do this work.

An AGM is held annually to which Local Residents and Members of Organisations which use the Hall are invited. New Trustees can be proposed by user-groups or local individuals and can be co-opted by the trustees. All Trustees are subject to re-election each year. We have been joined this year by Mrs Dominique Vaughan and are in the process of being joined by another new trustee. This year's AGM was the best attended for many years; this was encouraging as is new potential trustees coming forward.

This Village Hall was opened in 1978. The half-acre of land on which the Hall stands extends from the boundary with the public open space to the outer edge of the concrete strip in front of the Hall. The ownership of this land lies with the Hall. The car park and the grass and trees beyond is leased from Reigate and Banstead Council. The maintenance and running of the Hall and this land is the committee's responsibility on behalf of the local community. The age of the building and the trees will inevitably mean up-keep will cost more as time goes on.

The increase in fees from the middle of the year has put the finances in a much-improved position and combined with some new regular hirers, and the continued support of our existing hirers, the prospects for the coming year are good.

Woodmansterne Village Hall Management Committee

Income and Expenditure account for the year 1/1/2023 to 31/12/2023

	<u>2023</u>		<u>2022</u>	
<u>INCOME:</u>				
Hall Hire	29666		22829	
LESS booking officer's fee	2700		2700	
Total Income for hire of the hall	26966	26966	20129	20129
Interest and dividends received		102		24
Security deposits retained		0		50
Barn Dance Income less Expenses		177		
Total Income		27245		20203
<u>Annual operating expenses:</u>				
Account examiner's fee: bal. of previous year	24		0	
Account examiner's fee: this year: estimated	408		384	
Hall Secretary fee	1200		1251	
Cleaning.....	7031		7007	
Electricity	3328		685	
Gas	1748		2264	
Insurance	2875		3236	
Land, lease of	252		252	
Maintenance: general, usual	1919		4533	
Miscellaneous.....	869		213	
Music licence	103		1380	
Rates: Reigate and Banstead Council	182		343	
Refuse.....	893		1439	
Telephone	544		329	
Water	577		92	
Total annual operating expenses:	21953		23409	
<u>Non annual expenses</u>				
Plumbing	1621		130	
total expenses	23575	23575	23538	23538
Excess of income over operating expenses:		3670		-3335
Excess of operating expenses over income:				
Less Depreciation: see note.		4977		1019
INCREASE OF VALUE OF ASSETS (EXC BUILDINGS)		-1307		-4355
DECREASE OF VALUE OF ASSETS (EXC BUILDINGS)				

WOODMANSTERNE VILLAGE HALL MANAGEMENT COMMITTEE

Balance sheet as at 31/12/23

<u>Fixed assets:</u>					
Buildings, equipment and land owned		983934			<u>961074</u>
<u>Liquid assets:</u>					
Balances at bank + cash in hand	15587			10432	
Plus debtors	3584			4292	
	19171			14724	
Less creditors	2104			1327	
<u>Nett liquid assets</u>	<u>17067</u>	<u>17067</u>		<u>13397</u>	<u>13397</u>
<u>TOTAL ASSETS AS AT 31/12/21</u>		<u>1001001</u>			<u>974471</u>
<u>Represented by:</u>					
Total assets at 31/12/21		974471			<u>865589</u>
PLUS increase in the value of the assets per I + E account		<u>-1307</u>			-4355
Plus increase in the value of the building (note 2)		<u>27837</u>			<u>113237</u>
		<u>1001001</u>			<u>974472</u>

<u>Calculation of items in the balance sheet.</u>					
<u>Fixed assets:</u>					
Buildings and land owned at 31/12/21	927891			814654	
Inflationary increase as advised by insurers	27837			113237	
<u>Buildings and land owned at 31/12/22</u>	<u>955728</u>	<u>955728</u>		927891	927891
Equipment and contents at 31/12/21	33183			6795	
Less depreciation at 15% (note 3)	4977			1019	
	28206			5776	
plus sundry purchases	-			27407	
<u>Equipment and contents at 31/12/23</u>	<u>28206</u>	<u>28206</u>		<u>33183</u>	<u>33183</u>
<u>Fixed assets as at 31/12/23</u>		<u>983934</u>			<u>961074</u>
<u>Debtors:</u>					
Hall hire payments recd in arrears	685			1417	
Insurance premium for 2024	2899			2875	
<u>Total debtors</u>	<u>3584</u>			<u>4292</u>	
<u>Creditors:</u>					
Security deposits refundable after hire	600			200	
Hall hire payments recd in advance	825			743	
Late Invoice (fire safety inspection)	271				
Account examiner's fee (estimated)	408			384	
<u>Total creditors</u>	<u>2104</u>			<u>1327</u>	

Independent examiner's report to the trustees of the Woodmansterne Village Hall.

We report on the accounts of the Woodmansterne Village Hall management committee for the year ending 31st December 2023, which are set out in the attached 2 pages.

Respective responsibilities of the trustees & examiner.

As the charity's trustees you are responsible for the preparation of accounts; you consider that audit requirement of section 43 (2) of the charities act 1993 does not apply. It is our responsibility to state, on the procedures specified in the general directions given by the charity commissioners under section 43(b) of the act whether particular matters have come to our attention.

Basis of the independent examiner's report.

Our examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented by those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you, the trustees, concerning such matters. The procedures undertaken do not provide all of the evidence that would be required by an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- 1) Which gives us reasonable cause to believe that in any material respect the requirements.
 - To keep records in accordance with section 14 of the act; and
 - To prepare accounting records which accord with the accounting record & comply with the accounting records of the act.

Have not been met; or

- 2) To which, in our opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

Signed by Tom Brereton FCA



For and on behalf of

Omer and Company Accountants Ltd
310, Stafford Road
Croydon, CR0 4NH