



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1.1.2023 Period start date To 31.12. 2023 Period end date

Charity name: Ripley Village Hall

Charity registration number: 1162816

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Ripley and the neighbourhood thereof, including the area known as Sendmarsh (hereinafter called "the area of benefit"), without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Phase 1 of the project, Victory House was completed in April 2022. Victory House comprises two flats on the first floor and two community rooms on the ground floor. In support of our Constitution the flats are let on an affordable rental basis. One of the two community rooms is occupied by The Parish Council under a discounted basis recognising their contribution to the funding of the building. The second community room was available for hire from April 2022 and has become better utilised as the year proceeded being rented to a wide variety of local organisations. Phase 2 of the project being the building of the main hall started in April 2023 and continued throughout the year. This building will provide a main hall and two additional halls for the hire use of the community and surrounding area.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	All Trustee have had sight of the document issued by the Charity Commission on public benefit as part of their approval of this Trustees Annual Report.

Commission on public benefit		
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Victory House continues to be fully occupied. Following the major funding requirement to build Phase 2 additional funds were required to cover the increased cost of the build between the period of contract being secured and fund approval.</p> <p>Construction started in April 2023 and continued throughout the year.</p> <p>The Trustees have reviewed leases, relevant policies and procedures in order to maintain their relevance. Close working relationships continue with Ripley Parish Council and community groups. Our Trustee Group remains robust and consistent and will provide good expertise for the management of the rebuilding project.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity started the year with £676141 in combined bank balances and finished the year with £1760216
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserve Policy remains unchanged to preserve a working fund in the current account that will be kept under review.
Amount of reserves held	Para 1.22	£1760216
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are selected in accordance with the Constitution as representative of local groups, allowing for at least 3 of these charity trustees and up to 13 as a maximum number of Trustees, in total. There can also be 2 individual co-opted trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Ripley Village Hall CIO
Other name the charity uses	
Registered charity number	1162816
Charity's principal address	Ripley Village Hall High Street Ripley GU23 6AF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gillian Haig-Brown	Chair		Local Optical Committee
2	Suzannah Powell-Cullingford	Secretary		
3	Derek Austin			
4	Julie Brown			Over 60's
5	Alan Cooper			Send and Ripley History Society
6	Sarah Gill			Ripley Horticultural society
7	Christopher Holyoak			
8	Vernon Woods			Bonfire Committee
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gillian Eileen Haig-Brown	
Position (eg Secretary, Chair, etc)	Chair	
Date	10.7.24	



Riply Village hall			Charity No (if any)	1162816	
Annual accounts for the period					
Period start date	01/01/2023	To	Period end date	31/12/2023	

Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	3,515	-	-	3,515	6,907
Charitable activities	S02	33,008	-	-	33,008	28,258
Other trading activities	S03	3,359	-	-	3,359	3,025
Investments	S04	11,351	-	-	11,351	295
Separate material item of income	S05		1,051,709	-	1,051,709	1,345
Other	S06	-	-	-	-	-
Total	S07	51,232	1,051,709	-	1,102,941	39,831
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	18,867	-	-	18,867	61,146
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
Total	S12	18,867	-	-	18,867	61,146
Net income/(expenditure) before investment gains/(losses)						
Net gains/(losses) on investments	S13	32,366	1,051,709	-	1,084,075	- 21,315
Net income/(expenditure)	S14	-	-	-	-	-
Extraordinary items	S15	32,366	1,051,709	-	1,084,075	- 21,315
Transfers between funds	S16	-	-	-	-	-
Other recognised gains/(losses):	S17	- 671,870	671,870	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	- 639,504	1,723,579	-	1,084,075	- 21,315
Reconciliation of funds:						
Total funds brought forward	S21	675,420	722	-	676,141	697,456
Total funds carried forward	S22	35,916	1,724,300	-	1,760,216	676,141

Independent Examination Notes
Ripley Village Hall
Year Ending 31st December 2023

Direction 1: Check whether the charity is eligible to have an independent examination

The examiner must check to see if the charity is permitted to have an independent examination or whether it is required to have an audit by charity or company law or for any other reason. If the trustees have chosen to prepare the accounts on a receipts and payments basis, the examiner must check that the charity is eligible for receipts and payments accounts.

The charity is registered at the charities commission as a CIO under the number 1162816, the objects of the CIO are to establish and run a village hall and to promote for the benefit of the inhabitants of the parish of Ripley and the neighbourhood thereof, including the area known as Sendmarsh ("area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants. It is a CIO – Foundation registered on the 24th July 2015.

It is managed by 8 trustees, with two newly appointed trustees during the year. (2022: 8 trustees)

Key Stats

Gross assets	£1,762,571	(2022: £678,990)	(2021: £699,605)	(2020: £87,415)
Net Assets	£1,760,216	(2022: £676,141)	(2021: £697,456)	(2020: £87,415)
Income	£1,102,941	(2022: £39,831)	(2021: £622,023)	(2020: £57,618)
Expenditure	£18,866	(2022: £61,146)	(2021: £12,006)	(2020: £17,925)

A charity is required to have an audit for financial years ending on or after 31 March 2015 if either its gross income exceeds £1m, or its gross income exceeds £250,000 and the gross assets (not net assets) exceeds £3.26m.

If the gross income for the year is £25,000 or less, an independent examination is not required, but the trustees may decide to have one if they wish.

If the gross income of the charity exceeds £250,000, then only persons who are members of one of the listed bodies can undertake the examination

If the charity is not a charitable company (a charitable company incorporated under company law) then receipts and payments accounts may be prepared provided that the gross income is £250,000 or less and accruals accounts are not required by the charity's governing document, a condition of funding, or for any other reason. If the receipts and payments option is not available or has not been taken then accruals accounts must be prepared following the applicable SORP.

Independent examination eligible by member of a professional body. The Trustees have not requested an audit. Mulberry & Co are registered statutory auditors and members of the ACCA.

The charities commission have granted an audit dispensation for the year ended 31st December 2023 and as such an independent examination as been undertaken in accordance with Regulation 31(f) instead of an audit. The dispensation is dated 5th June 2024.

An audit dispensation is granted for RIPLEY VILLAGE HALL: 1162816 under Regulation 34(3)(b) of the Charities (Accounts and Reports) Regulations 2008.

This dispensation is for the financial year ended 31 December 2023 only, and allows an independent examination in place of an audit for this year.

The dispensation is given based upon the information provided by the trustees that:

- *the exceptional circumstances outlined mean that an audit would be disproportionate;*
- *there are no constitutional or other requirements on the charity which require an audit; and*
- *the charity is not incorporated under company law.*

Conclusion: Independent examination eligible – Accruals basis

Direction 2: Check for any conflict of interest that prevents the examiner from carrying out their independent examination.

The examiner must not be influenced, or perceived to be influenced, by either close personal relationship with the trustees of the charity, being a major donor or having control or significant influence over a major funder to the charity, or through day to day involvement in the administration of the charity being examined. The examiner must ensure that there are no matters and no potential matters that would reasonably give rise to a perception of their independence that would affect their ability to carry out the examination in a wholly objective manner.

There are no known conflicts or related party transactions.

There are no conflicts of interest and no associations that prevent us from undertaking this assignment.

Direction 3: Record your independent examination.

The examiner must keep a record of their examination and the conclusions reached which is sufficient to allow a third party unconnected with their work to conclude that they have followed the Directions (including Directions 1 and 2)

Work undertaken:

- Workings completed to check accounts with accounting records, bank statements.
- Review of underlying Xero data.
- All information required for examination was available within the accounting records. No need to seek additional information.

Working papers are kept in the client folder electronically and backed up to our main cloud server. All access is via password.

Engagement letters issued May 2018.

There were no errors that required adjustment within the accounts.

The accounts did not contain large numbers of adjusting entries

Conclusion:

Our workings and conclusion contained in this report are supported by working papers held on file.

Direction 4: Plan the independent examination.

In order to plan the specific examination procedures, appropriate to the circumstances of the charity, the examiner must review:

- the charity's constitution
- the way the organisation is controlled and managed
- whether action has been taken on any previous recommendations for improvement
- the accounting records and systems
- the charity's structure, its funds and how fund balances changed in the year
- the charity's activities in the year and spending and the financial risks the charity faces

Research carried out to understand the objectives of the charity, reviewed Trustees' Annual Return and information contained on the Charities Commission website. There has been no change in the nature and scope of the charities activities in the year under review.

Ripley Village Hall provides a village hall for hire.

During the year the Charity continued to fundraise for the new village hall and has now started this project.

The records are neat and tidy and easy to follow. Sample testing of randomly selected items will be undertaken.

Conclusion:

My opinion is that inherent risk of error or misstatement is low.

Direction 5: Check that accounting records are kept to the required standard.

The examiner must ensure that accounting records have been kept in compliance with the relevant legislative requirements.

Accounting records are kept on computerised bookkeeping package, Xero.

The accounting records are easy to follow and are up to date, there is evidence of bank reconciliations being carried out.

There is no evidence to suggest the xero files are not in compliance with any legislative requirements. Indeed, the small number of physical transactions lend itself to a simple transparent style of reporting. We would not recommend any change.

Conclusion:

My opinion is that the charity is keeping the correct records for a charity of this size.

Direction 6: Check that the accounts are consistent with the accounting records.

The examiner must compare the accounts of the charity with the charity's accounting records in sufficient detail to reasonably conclude that the accounts are not materially inconsistent with the accounting records.

1. Income resources – £1,102,941 (£2022: £39,831) – The current year includes a significant one off grant of £1m other income comprises mainly rental income. The grant is for the purpose of building the new village hall.
2. Resources Expanded – £18,866 (2022: £61,146) – Costs are reduced due to higher fundraising costs in prior year (£42K). This is to be expected as fundraising for the new village hall is now complete. Capital expenditure £712k
3. Bank & Investment Balances £467,56 (2022: £96,252) – I have verified the year end bank reconciliation.

Conclusion: Balances on the accounts are reconcilable to the underlying records

Direction 7: If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts.

The examiner must check that the trustees have considered if there were any related party transactions in the reporting period and check whether the trustees have made the disclosures required by the applicable Statement of Recommended Practice (SORP) in the notes to the accounts.

No related party transactions in evidence, other than grants from the Parish Council – there is cross over between the trustees and the councillors. However, the council has robust processes in place to ensure all grants are approved by full council. I am under no doubt that the grants have been properly agreed and paid over.

Direction 8

Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts.

The examiner must:

- check whether the separate funds of the charity have been correctly accounted for and reported correctly in the accounts
- check the reasonableness of any significant estimates or judgments that have been made in preparing the accounts
- where accruals accounts are prepared, check that the accounting policies adopted are consistent with the applicable Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) and are appropriate to the activities of the charity

Brought forward balances

- Brought forward balances only consist of the bank and reserves. Brought forward balances on these accounts in the account summary agree to the closing balances in the comparative figures.

Balance Sheet Items & Reconciliations

- Current Account – Agrees to bank statement
- RDV Current – Agrees to bank statement
- Deposit Account – Agrees to bank statement
- Development Account. Agrees to bank statement

Conclusion: the balance sheet items are correct as they appear in the account summary.

Income

- All income accounts agree to the relevant schedules.
- Fundraising development – all the receipts into the development account have been included here, including bank interest.

Expenses

- All expense accounts agree to the relevant schedules
- Expenditure is increased this year due to spending on the village hall project.

Conclusion: I&E account balances are correct as they appear in the account summary.

Direction: 9 Direction 9

The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts.

Where accruals accounts are prepared, the examiner must ensure that the disclosures about going concern required by the applicable Statement of Recommended Practice (SORP) are made and that the trustees' assessment of going concern is reasonable given the available information. In particular the examiner must check if any material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern are disclosed in the notes to the accounts.

Where either receipts and payments or accruals accounts are prepared, the examiner must consider whether the trustees have assessed what invoices, bills and commitments remain outstanding at the end of the reporting period and whether the trustees have identified if they can settle these as and when they fall due.

The charity is a going concern.

Direction 10 Check the form and content of the accounts.

The examiner must carry out such procedures as the examiner considers necessary to provide a reasonable basis on which to conclude whether or not the accounts have been properly prepared. The examiner must:

- **where receipts and payments accounts have been prepared check that the charity can lawfully prepare such accounts, that all the accounting statements are present and that the funds of the charity are correctly identified; or**
- **where accruals accounts are prepared check that they comply with the applicable Statement of Recommended Practice: Accounting and Reporting by Charities (SORP) and the applicable accounting standard; and**
- **if the charity is a company, check that the accounts also comply with the applicable company law requirements.**

Accounts report content and form checked example reports on the charity commission website. No reason to believe the accounts have not been prepared in accordance the required guidelines

Direction 11 Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence.

The examiner must carefully consider if, during the course of their examination, items were found that were material to the accounts which need further explanation or supporting evidence. If the examiner is concerned that the charity's accounts could be materially misstated then the examiner must undertake sufficient additional work to be satisfied that any such item has been explained and correctly included in the accounts. The examiner must be alert to any related party transactions that require separate disclosure in the accounts. Where the examiner is not satisfied on any item then the examiner must refer to it in their independent examiner's report.

Following the analytical review, there are no items that we consider require further explanation or evidence.

Direction 12 Compare the trustees' annual report with the accounts.

The examiner must compare any narrative information or figures in the trustees' annual report with the accounts in order to identify any material inconsistency between the trustees' annual report and the accounts

I remind the trustees to ensure their report contains the following

- your charity's name, registration number, address and trustee names
- its structure and details of how it is managed, including how it recruits trustees
- its activities and objectives in the year
- its achievements and performance, including reporting on its public benefit
- a financial review including any debts and details of your reserves policy (if applicable)
- details of any funds held as a custodian trustee
- You can put more detail into your trustees' annual report if you want to. You only have to send a copy to the commission with your annual return if your income is more than £25,000. But you need to send the commission a copy if it asks for it.

Direction 13 Write and sign the independent examination report.

The examiner must review the conclusions from their independent examination and then prepare and sign their independent examiner's report. The content of their report must cover all the matters required by the 2008 Regulations. If the examiner has identified a matter of concern because one or more of the specific matters listed in the 2008 Regulations or in this Direction are present or remain unresolved then the examiner must bring it to the attention of trustees in their independent examiner's report.

No cause for concern during the examination, nothing has come to my attention. No inconsistencies arose between accounts and the records.

Independent Examiner's Report to the trustees of Ripley Village Hall

I report on the accounts of the Trust for the year ended 31st December 2023.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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 Charities Act 2011
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- to 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 next statement.

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:
 - a. to keep accounting records in accordance with section 130 of the 2011 Act and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act
 - c. have 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



Mark Mulberry BA (Hons) FCCA CTA

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