



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/01/22** Period start date To **31/12/22** Period end date

Charity name: **Farnham Common Village Hall**

Charity registration number: **1163417**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The object of the Charity shall be the provision &amp; maintenance of a village hall for the use of the inhabitants of the Parish of Farnham Royal &amp; the immediate vicinity without distinction of political, religious or their opinions including use for meetings, lectures &amp; classes &amp; for other forms of recreation &amp; leisure-time occupation, with the object of improving the conditions of life for the said inhabitants</b>
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	<b>Badminton, Karate, Yoga, Exercise classes, Dance, Radio Club, Short Mat Bowls, Village Hub, Taekwondo, Village Cinema, Dementia Group</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees confirm they have had regard to the guidance issued by the Charity Commission</b>

### 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	<b>It has been great to see the community using the Village Hall again after the long period of closure due to the Covid virus. It has made a significant difference to the children being able to have children's parties again and the elderly being able to get together after such a long period of isolation. This is a great contribution to the mental well being of the community.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>This financial year we have just been grateful to be able to open the Village Hall for the community to get together for a variety of activities after the period of closure due to Covid. The Trustees feel that this is a significant achievement.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>We have not raised significant amounts this FY due to everyone being very nervous about freely mixing due to the closure due to Covid.</b>

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	<b>The charity has a good financial position at the end of the period with a £36,777</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	<b>We have are working hard to achieve an increasingly better financial position the balance at bank is the best the Village Hall has ever been in as the hall survives from the hires of the hall. We are currently working on upgrading the hall to encourage more hires to enable us to work towards getting to a position of holding reserves.</b>
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>No uncertainty of the charity continuing this charity is very much needed within the community it serves</b>

### 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	<b>Hire Charges and occasional grants for specific projects. Fund raising is something the Charity is currently working towards with the start of the Village Cinema</b>
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:		<b>Ownership of a Village Hall which is for the use of the community and managed by Trustees of the Charity</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO Constitution</b>
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	<b>The Trustees are generally found by introduction and then agreement of the Trustees and Management Committee to the role</b>

### 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	<b>We are currently working on our policy documents to ensure we have the relevant policies in place for the this purpose.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Trustees and Management Committee who manages the day to day bookings, accounts and requirement of the Village Hall with a casual worker who manages the cleaning and maintenance of the building.</b>
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Farnham Common Village Hall
Other name the charity uses	
Registered charity number	
Charity's principal address	Victoria Road, Farnham Common SL2 3NL

## 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	Marilyn Rolfe	Chairman & Finance		
2	Alex Glonek	IT Projects Manager		
3	Peter Lomax	Parish Council Project Manager		
4	Jean Walker	Events Assistant		
5	Judy Tipping	Events Assistant		
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## Corporate trustees – names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Farnham Common Village Hall and surrounding land, tables, chairs etc
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	The assets and objects are held on behalf of the charity Farnham Common Village Hall for the benefit of the community of the Parish of Farnham Royal and surrounding area. This is the major part of the objects of the charities constituion
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	We are currently working with a solicitor towards registering the land at land registry

### 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

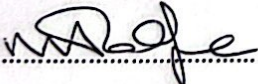
<b>Signature(s)</b>	Marilyn Rolfe	
<b>Full name(s)</b>	Marilyn Ann Rolfe	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	25/10/23	

**INCOME & EXPENDITURE ACCOUNTS FOR YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>INCOME</b>		
<b>GENERAL FUND</b>		
Hall Hire	20,650	11,797
Less 5% to Exceptional	0	0
Maintenance Fund	-1,032.49	-589.61
Grants – Donation	2,667	17,765
Interest	0	0
Cinema Income.	595	204
Exceptional Maintenance Fund	<u>0</u>	<u>0</u>
Total Income	<u><u>22,879</u></u>	<u><u>29,172</u></u>
<b>EXPENDITURE (HALL)</b>		
Cleaning and Caretaking Contract	7,335	5,676
Rates	0	0
Water Services	846	387
Gas	2,531	1,588
Electricity	500	447
Fire Extinguisher Maintenance	204	192
Maintenance & Repairs	1,172	1,181
Cinema	995	498
Window Cleaning	270	180
Cleaning Materials	550	312
Insurance	1,445	1,362
Refurbishments	0	5,169
Performing Rights Licence	989	989
Assets	375	0
Sundry	<u>1,543</u>	<u>364</u>
	18,755	18,344
<b>EXPENDITURE (OTHER)</b>		
Independent Examiners Gratuities	-420	- 60
Management and Expenses	<u>-100</u>	<u>- 100</u>
	<u><u>-520</u></u>	<u><u>-160</u></u>
<b>TOTAL EXPENDITURE.</b>	<u><u>18,235</u></u>	<u><u>18,184</u></u>
<b>Surplus (Deficit) for year</b>	<b>4,644</b>	<b>10,922</b>

**FARNHAM COMMON VILLAGE HALL (Registered Charity No 1163417)**  
**BALANCE SHEET at 31<sup>st</sup> December 2022**

<b>ASSETS</b>	<b>NOTES (A)</b>	<b>2022</b>	<b>2021</b>
<b>Bank Balances et</b>			
Debtors		1,315	988
Petty Cash		445	245
NatWest Bank		36,777	30,267
Less Not Presented		<u>-955</u>	<u>-1,803</u>
		<b><u>37,583</u></b>	<b><u>29,697</u></b>
 <b>LIABILITIES</b>			
Key Deposits (20 Door @ £10			
20 @ £15) (B)		500	500
Accrual		420	0
Other Creditors		780	0
Creditors		<u>2,543</u>	<u>1,533</u>
<b><u>Net Assets</u></b>		<b><u>33,340</u></b>	<b><u>27,664</u></b>
 <b><u>Financed by</u></b>			
Reserve		12,695	12,105
Add 5% of Lettings.		1,032	590
Transfer to General Reserve		<u>0</u>	<u>0</u>
		13,727	12,695
General Reserve			
Surplus brought forward		14,969	4,242
Transfer from Building Reserve		0	0
Deficit for year.		<u>4,644</u>	<u>10,727</u>
		19,613	14,969
 \		<b><u>33,340</u></b>	<b><u>27,664</u></b>

..........Chairman – Marilyn Rolfe

or and on behalf of the Trustees (Trustees & Management Committee)

ited.....27/7/23.....

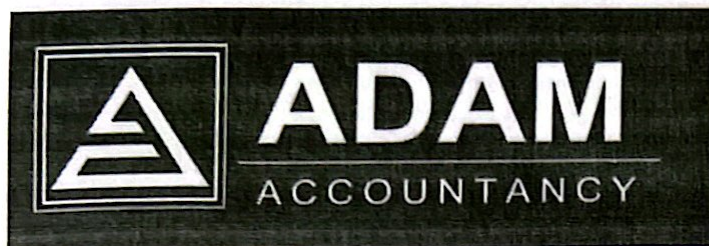




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## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FARNHAM COMMON VILLAGE HALL**

I have examined the financial statements of the Farnham Common Village Hall for the year ended 31<sup>st</sup> December 2022, which comprise the statement of Financial Activities, the Balance sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable with the law and United Kingdom Generally Accepted Accounting Practice.

This report is made solely to the charity's trustees, as a body, I do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for my examination work, for this report, or for the opinions I have formed.

### **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. I am qualified to undertake such examination by being a qualified certified member of the Association of International Accountants. It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act.
- To follow the procedures laid down in the general Directions given by the 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:

- To keep accounting records in accordance with section 130 of the 2011 Act and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act, have not been met.
- The accounts have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.

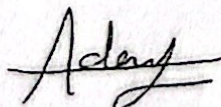
#### **Matters on which I am required to report by exception.**

I have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you, if in our opinion:

- The information given in the trustees' report is inconsistent in any material respect with the financial statements, or
- Sufficient accounting records have not been kept; or
- The financial statements are not in agreement with the accounting records and returns, or
- I have not received all the information and explanations I require for my examination.

Date: 20-06-2023

Adam Alsharif  
BA (ACC & FIN), CAT, AAIA  
AFA ATA AIPA, ACPA & MAAT



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**Company Registered in England No: 10273676 | VAT NO: 399182640**