

East Boldre Village Hall

CIO Registration No. 1164549

Annual Report and Financial Statements Year Ended 31 March 2023

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East Boldre Village Hall

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Annual Report Year ended 31 March 2023

The East Boldre Village Hall is in the New Forest National Park on Forestry Commission land in Bagshot Moor near Beaulieu, its address being Main Road, East Boldre, Hampshire SO42 7WD.

Trustees

The Charity Trustees (the 'Members') during the year ended 31 March 2023 were:

Michael Husband, Chairman
Stephen Antczak, Secretary
Gina Antczak, Treasurer
Tony Johnson
Jervis Devonshire
Michael Upton
Richard Ashmead

During the year, the Charity also had one part-time employee/caretaker, a partnership with the New Forest & Hampshire Wartime Association (NFHWA) and 12 other volunteers helping with events and distribution of newsletters.

Stephen Antczak resigned as Trustee and Secretary in April 2023, but he continues as a volunteer on his work with heritage, communications and the development project.

Patron: Lord Montagu of Beaulieu

Hall Development Sub-Committee

During the year ended 31 March 2023, the Trustees involved in the Hall Development were:

Stephen Antczak, Secretary
Gina Antczak, Treasurer
Michael Upton
Richard Ashmead

The sub-committee was formed in 2018 for a redevelopment project to enhance hall facilities and provide additional space for a village shop and post office. The shop will now be sited on what was the East Boldre Baptist Chapel and since 2021, the sub-committee have concentrated solely on plans to renovate the hall, restore what remains of the original building, provide a better, more efficient space for hall activities, and attract a wider audience.

Background, Property, Structure, Governance and Risk Management

Structure

The East Boldre Village Hall ("the Charity") is a charitable incorporated organisation (CIO – foundation model) governed by its Constitution adopted on 20 November 2015, its operations beginning on 1 April 2016. Prior to its conversion to a CIO, the Charity was a charitable trust (Registration No. 301804) created on 16 June 1969 governed by its Trust Deed as of that date.

Member Trustees are elected or re-elected at the AGM. Local organisations and hall users can apply for representation on the Management Committee, those members being appointed by resolution at a duly constituted meeting.

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Purposes and Public Benefit

The objects of the Charity are to hold, maintain and manage the Hall for the benefit of the local community, for use by both the inhabitants of and the visitors to East Boldre. This is by providing recreational facilities, promoting the local heritage of East Boldre, and furthering the cultural and social welfare of the community.

In shaping objectives and planning activities, the Trustees have considered the Charity Commission's guidance with due regard to guidance on public benefit and fee charging. The Charity charges minimal or no entry fees to its exhibitions and discounts to hire fees are given where appropriate. On reopening post-COVID, fees were waived or reduced to assist with the recovery process and facilities were initially provided free of charge for a monthly social coffee morning to help tackle isolation among the villagers, a low charge being introduced after six months.

History and Property

The East Boldre Village Hall was built as a concert hall by the YMCA in 1918 for use by the Royal Air Force Training Airfield on Bagshot Moor. Hearsay suggests it was also used as an Officers' Mess and it has come to be known as such. At the end of WW1, when all other military buildings on the Beaulieu Airfield were dismantled, permission was granted by the Department for Environment, Food and Rural Affairs (DEFRA), through Forestry England, for the building to be retained for the community, under a 60-year Licence. The Licence was granted to the then Vicar of East Boldre (the Rev TJ Draper) as a trustee of the parish hall. It is the only such military building remaining on the Beaulieu Airfields.

The building is situated on Crown land so cannot have a freehold nor a leasehold of the property, so although the village of East Boldre owns the charity building (via the hall trustees), access rights relating to the property and the grounds are granted by a 60-year Licence. The current Licence is due to expire on 31 March 2076. The Premises Licence to allow for entertainment activities was updated and renewed in March 2019.

Governance and Risks

The Trustees meet regularly, usually once a month, to review matters relating to the maintenance, finance, security, fundraising and other public events, the upkeep of the Hall and to review risks in this regard. The Trustees have drawn up policies on risks relating to fire, health and safety, safeguarding, environment, data protection, equal opportunities and financial reserves. Policies are reviewed on an annual basis and as required.

The Trustees have identified the pitched hall roof as a risk. Although no material weaknesses have been detected it is about 30 years old so for this reason there is a designated reserve of £5,000 for any necessary emergency repairs pending the renewal of the roof as part of the redevelopment project.

In previous years, there was a financial risk in that hire income had not covered day to day running costs for several years due to a decline in the number of organisations hiring the hall. New hires had begun to reverse this decline pre-Covid and this trend has continued in the post Covid period. Nevertheless, the Trustees have been exploring other ways to ensure the future of the hall and to maintain it as an asset to the community. The improvement of the external appearance and security of the building by pitching roofs, the renovation of facilities for theatre and cinema, and provision of a better internal layout for hall activities is a positive means to this end.

The risks to future income posed by Covid were mitigated by the receipt of government grants from the New Forest District Council in previous financial periods. As the risks from Covid have now passed, the remaining funds from those grants have been included within the funds designated for the hall development project.

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Currently the trustees consider the main risk to be in recruiting new, skilled members onto the board. A new bookings secretary has been appointed after the year end but at the time of the AGM, there was still a vacancy for the secretarial post vacated by the retirement of secretary. Steps have been taken to recruit new blood onto the team to ensure a seamless succession but it has proven difficult and work on recruitment is still ongoing.

Remuneration

None of the Charity's Trustees or volunteers receive remuneration or other benefit from their work with the Charity. The Charity employs one local resident as a caretaker who is paid on a part-time basis.

Activities, Performance and Achievements

The Hall provides a meeting venue and facilities for local residents and community organisations. Since Covid, the number of hires and number of people using the hall has picked up considerably.

Coffee mornings have been popular in bringing villagers together post Covid. The hall is used for five regular classes and occasional workshops for fitness and dance, by art and horticultural groups, outdoor pursuits, meditation and occupational therapy training, music bands, theatre workshops and numerous events, functions and parties. It's also used by the Parish Council and as the centre for the village emergency plan. The hall is now used as centre by the NFHWA who hold talks and events at the hall (see Hall Events and Fundraising below).

Hall Development Project

Planning consent for the revised hall redevelopment was received on 2 March 2023. Three builders have agreed to tender for the works and preliminary estimates have been received for funding purposes.

The community shop team made an offer for East Boldre Baptist Chapel this being dependent on their raising sufficient funding. For that reason the hall trustees made the decision to pause the funding process until they raised their required funding to secure the property. The property purchase was completed in May 2023, but they continue to raise further funds needed for the building works and preparation for the shop opening.

While plans for the development project have been progressed, and funding enquiries have been made, the team are focusing on recruiting new, skilled members to the team before committing further funds on the project.

A village hall community survey to obtain views on the development project and hall activities was conducted late 2022. The results were very positive and one member of the community has come forward to head up the cinema club.

Events and Fundraising

A highly successful exhibition on RAF Beaulieu, held over the 4-day Platinum Jubilee holiday in June 2022, attracted over 400 people each day. The event was organised and materials created by Marc Heighway of the NFHWA with help from the hall team and participation by other community organisations. All profits were given to the hall towards the development project.

The NFHWA began holding talks at the hall, the first being in October 2022. That talk was so successful with all tickets sold out in a matter of days that three further talks were held during the financial period with monthly talks planned for the future. All profits are given to the hall towards the development project.

The annual pub charity quiz was held again in November 2022 after a 2-year pause due to Covid, and airfield books continue to sell well and over 70 books were sold at the June event.

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Communications

Hall communications continue to be provided via newsletters, surveys, updates to the Hall website and via social media. Stephen Antczak, continued to maintain, update and improve the website for the Parish of East Boldre with information on the hall, the plans for its development and also an informative and photographic record of its history and events. After the year end, he continues to do this as a volunteer.

Financial Review

The attached Receipts and Payments Accounts have been prepared for the year ended 31 March 2023 having regard to Charity Commission guidance.

Hire income exceeded day-to-day running costs by £242. This was the first time in many years that a surplus has been achieved in accordance with the policy to raise enough income from hire fees to cover running costs, the deficit in the year ended 31 March 2022 being £1,634. Hire income for the year came to £8,263 compared to the previous years of £5,135, the first half of that year still being affected by Covid restrictions.

Total reserves have increased by £2,740 (£1,628 in the previous year) to £45,747 (£43,007 in the previous year). At 31 March 2023, there was £1,143 on current accounts, £7,344 on deposit accounts and £37,101 on a higher-interest-bearing, notice account. There was £158 in petty cash.

Other receipts arose mostly from fundraising events and the sale of airfield books. Takings from the RAF Beaulieu Exhibition came to £3,939 including £1,654 in donations and sponsorship. Books sold at the event brought in a further £820. After costs, the net amount raised came to £3,487 excluding book sales. The talks raised a further net amount of £1,258 including £112 in donations. Sales of Airfield books produced net receipts (including sales at the RAF Beaulieu exhibition) during the year of £1,176 (£689 in the previous year).

On 31 March 2023, the restricted reserves for the hall development were £3,925 (£2,444 in the previous year). This includes funds raised by the NFHWA event and talks less funds spent on the project development as detailed in Note 5 to the Receipts and Payments Account.

The Charity's Reserves are held to cover refurbishment, unplanned emergency repairs and other expenditure of an exceptional nature. Designated funds of £5,000 have been set aside to cover emergency repairs. Further designated funds of £29,000 have been set aside for the development project. The reserves policy is to maintain sufficient non-designated and unrestricted reserves to cover a year's running costs.

The Trustees are confident that hire income will continue to equal or exceed running costs in the future. The Hall continues to be financially sound and the Trustees aim to ensure its future sustainability as an asset to the community through the development project.

Trustee Approval

The trustees declare that they have approved the trustees' report above for the year ended 31 March 2023.

Signed on behalf of the trustees on 26/6/2023



Gina Antczak, Treasurer



Michael Husband, Chairman

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Independent Examiner's Report to the trustees/members of the East Boldre Village Hall on the accounts for the year ended 31 March 2022

I report to the trustees/members on my examination of the accounts, which are set out on pages 7 and 8, of the above charitable incorporated organisation ('the Charity') for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You have chosen to have an independent examination although an audit is not required for this year under section 144(2) of the Act.

I report in respect of my examination of the Charity's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

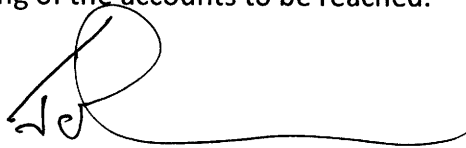
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed by:



Name: John Graves

Relevant professional qualification or body: Fellow of the Institute of Chartered Accountants in England and Wales

Address: Heatherlea House, Main Road, East End, Lymington, SO41 5ST

On Date: 26/6/2023

East Boldre Village Hall

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Receipts and Payments Accounts

Year Ended 31 March 2023

	Notes	Year Ended	
		31 March 2023	31 March 2022
		£	£
RECEIPTS			
Income, fundraising and interest			
Hire Receipts	1	8,263.00	5,135.00
Fundraising Receipts - General	4	2,120.74	725.53
Fundraising Receipts - Refurbishment	5	3,921.91	0.00
Bank Interest		328.02	296.23
		<u>14,633.67</u>	<u>6,156.76</u>
Grants and donations			
Hall Refurbishment Grants & Donations	5	1,785.93	700.00
COVID-19 Grant / Local Council Grant	4	0.00	10,667.00
Other Donations and Gift Aid	4	190.47	123.78
		<u>1,976.40</u>	<u>11,490.78</u>
Total Receipts		<u>16,610.07</u>	<u>17,647.54</u>
PAYMENTS			
Electricity & Water		1,330.27	653.71
IT & Communications		531.01	473.31
Maintenance & Caretaking	2	4,954.16	4,410.54
Administration & Licences		236.00	386.20
Insurance		966.44	844.76
Total Running Costs		<u>8,017.88</u>	<u>6,768.52</u>
Other Capital Items and Exceptional Costs	3	1,056.40	1,142.59
Book Sale Expenses	4	568.79	36.82
Refurbishment Fundraising Costs	5	831.00	0.00
Hall Development Costs	5	3,395.62	1,117.88
Shop Grant Transferred to Community Benefit Society		0.00	6,953.63
Total Payments		<u>13,869.69</u>	<u>16,019.44</u>
Hire Income less Running Costs		245.12	(1,633.52)
Net Capital and Exceptional Items	3	(1,056.40)	(1,142.59)
Net Fundraising, Grants and Donations - General	4	1,742.42	11,479.49
Net Refurbishment Fundraising, Grants & Donations	5	1,481.22	(417.88)
Shop Grant Transferred to Community Benefit Society		0.00	(6,953.63)
Net Finance Receipts		328.02	296.23
NET RECEIPTS		<u>2,740.38</u>	<u>1,628.10</u>

Statement of Funds

Reserves at 31 March 2022		£	Cash funds at		31 March 2023	31 March 2022
Restricted Funds	Note 5	2,444.14	Represented by:			
Designated Reserves	Note 6	18,000.00				
Unrestricted Reserves		22,562.90				
Total reserves at 31 March 2022		43,007.04				
Net Receipts for 2022/23		2,740.38	Current Accounts	1,143.53	539.05	
Reserves at 31 March 2023		<u>45,747.42</u>	Deposit Accounts	7,344.18	10,601.47	
Restricted Reserves	Note 5	3,925.36	Notice Account	37,101.27	31,815.96	
Designated Reserves	Note 6	34,000.00	Petty Cash	158.44	50.56	
Unrestricted Reserves		7,822.06				
Reserves at 31 March 2023		<u>45,747.42</u>		<u>45,747.42</u>		<u>43,007.04</u>

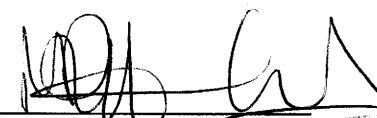
Statement of Assets and Liabilities

	31 March 2023 £	31 March 2022 £
Cash funds	45,747	43,007
Licensed Building (insurance value) (licensed to 31 March 2076)	713,347	634,086
Returnable Deposits Held	100	200
Stock of Books for Sale (at cost) Note 7	1,779	1,654
Other non-monetary assets held for functional use (insurance value)	31,655	28,138

Approved on

22/6/23 
Gina Antczak, Treasurer

and


Michael Husband, Chairman

East Boldre Village Hall

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Notes to the Receipts and Payments Accounts Year Ended 31 March 2023

	Year Ended 31 March 2023	Year Ended 31 March 2022
	£	£
1 Analysis of Letting Income		
Dance, Yoga and fitness classes	2,580.00	1,095.00
Band practice	823.00	810.00
Regular Groups and Coffee Mornings	680.00	530.00
Training / Workshops	3,005.00	1,485.00
Stage hire and drama workshops	140.00	80.00
Events and meetings	550.00	280.00
Parties/Receptions/Functions	310.00	755.00
Other occasional groups	175.00	100.00
	<u>8,263.00</u>	<u>5,135.00</u>
2 Maintenance		
Cleaning and caretaking	3,845.90	3,812.24
Security systems	463.20	480.48
Repairs and replacements	614.36	117.82
Other	30.70	0.00
	<u>4,954.16</u>	<u>4,410.54</u>
3 Capital and Exceptional Items		
Exhibition Panels	(1,346.40)	0.00
Projector Screen	0.00	(99.99)
Car Park resurfacing	0.00	(502.60)
Insurance Claim/Roof/Window/Storm repairs	290.00	(540.00)
	<u>(1,056.40)</u>	<u>(1,142.59)</u>
4 Fundraising, Grants and Donations		
COVID-19 grants	0.00	10,667.00
Net Book sales (receipts - costs)		
From Forest Field to Western Front	1,024.89	542.71
Twelve Airfields by Alan Brown	151.06	146.00
Total receipts £1,744.74 less costs £568.79 (LY £725.53 - £36.82)	1,175.95	688.71
Quiz Night	376.00	0.00
Donations - general	190.47	123.78
	<u>1,742.42</u>	<u>11,479.49</u>
5 Hall Development Project - Restricted Funds		
Balance at 1 April	2,444.14	2,862.02
Donations / Hampshire County Council Grants	131.75	700.00
NFHWAA Exhibition receipts (£2,397) - payments (£451.99)	1,945.01	0.00
NFHWAA Talks receipts - payments	1,145.90	0.00
Donations at NFHWAA Talks & Exhibitions	1,654.18	0.00
Meetings, Communications and Team Building	(137.60)	(271.88)
Architect and Structural Design Fees	(2,928.00)	0.00
Planning costs	(330.02)	(846.00)
Total Net Receipts in period	1,481.22	(417.88)
Balance at 31 March	<u>3,925.36</u>	<u>2,444.14</u>
6 Designated Funds		
Exceptional repairs and maintenance	5,000.00	8,000.00
Hall Development	29,000.00	10,000.00
Balance at 31 March	<u>34,000.00</u>	<u>18,000.00</u>
7 Stock of Books at Cost		
From Forest Field to Western Front (271) (PY 399)	1,317.06	1,647.54
Twelve Airfields by Alan Brown (144) (PY 46)	461.76	106.72
Balance at 31 March	<u>1,778.82</u>	<u>1,754.26</u>