

**HANSLOPE VILLAGE HALL CIO
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

CHARITY NUMBER 1165557

**Hanslope Village Hall
Newport Road
Hanslope
Milton Keynes
MK19 7NZ**

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)
CHARITY NUMBER 1165557
INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 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 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

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:

(a) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

- proper accounting records are kept in accordance with section 130 of the Act; and
- Financial Statements are prepared which agree with the accounting records and comply with the accounting requirements of the Act;

or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Financial Statements to be reached.

K Browning ACMA

Date

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)
CHARITY NUMBER 1165557
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023

Governing Document

Hanslope Village Hall was built in the middle of the nineteenth century. Originally a village school it became the Property of St James the Great Church Sunday School Charity and was used as a Parish Hall. The conveyance document being dated 3rd December 1935. The Diocesan Trustees (Oxford) became Custodians of the property on 14th November 1977. The property was held on a forty year lease under a trust deed dated 12 June 1979 (and amended in 1983 and 1996) as a public charitable trust named Hanslope Village Hall Charity Registration Number 281981. The Hanslope Village Hall CIO Charity Registration Number 1165557 took over full responsibility for the lease and all assets, creditors and Debtors of the 1979 Hanslope Village Hall Charity on 1st April 2016. A new 40 year Lease was successfully negotiated between the Diocesan Trustees (Oxford) and the Hanslope Village Hall CIO Charity Registration Number 1165557 and signed on 3rd April 2020.

Objects of the Charity

Hanslope Village Hall shall be held on trust as a Village Hall for the use of the inhabitants of the Parish of Hanslope without distinction of sex or of political, religious or other opinions including use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

Summary of the Main Activities in relation to these Objects

Hanslope Village Hall is available for hire by village organisations and individuals at preferential rates over those offered to non-residents of the Parish and other organisations. Regular activities include a pre-school, various sports group activities, Women's Institute meetings, a drama group who stage shows in the Hall, a theatre dance group, Line Dancing. The Hall is regularly hired for children's parties and adult celebrations of one sort or another. Regular events are held to raise funds for the Village Hall activities.

Trustees

<i>Name of Trustee</i>	<i>Office Held</i>	<i>Date Appointed</i>	<i>Duration of appointment</i>
Dr John Eric Sorrell	Chair	1st April 2016	Renewed April 2019 - 3 years
Mr Andrew Leonard Archer		1st April 2016	Resigned 25th April 2022
Mr Matthew N. Irvine		1st April 2016	Renewed April 2018 - 3 years
Mr Andreas Elia		1st January 2018	Resigned 10th September 2022
Jenni Alliss	Minute sec	20th March 2019	3 years
Gillian Glanville		29th July 2020	3 years
Duncan Carter		29th July 2020	3 years
Carol Parrett		25th November 2021	3 years
Andrea Kingston		27th January 2021	3 years
Win Parry		27th January 2021	3 years
Mac Millington	Deputy Chair	27th January 2021	3 years
Gareth Leakey	Treasurer	21st June 2022	3 years

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CHARITY NUMBER 1165557
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023

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CHARITY NUMBER 1165557
ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2023

Board of Trustee selection

Apart from the first charity trustees, every appointed trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. Each user group may nominate a Representative User and the Representative Users together will appoint one nominated trustee to serve for three years.

Reserves Policy

A reserve of £4,000 is held within the General Fund to cover fluctuations in income receipts and expenses payments and emergency expenses such as urgent repairs.

A reserve is held to satisfy the condition of the lease to return the hall to the Parochial Church Council in "good and substantial repair" at the end of the term.

Chairman's Report

(see next page)

Chair's Report

The Board of Trustees met on six occasions during the year. The executive committee which comprises the chair, vice chair, the secretary and the treasurer met on eight occasions.

2022-2023 was a successful year for Hanslope Village Hall getting back to all of our normal activities after the pandemic. The hall is being well used by both our regular hirers and occasional private hires which take place mostly at the weekends. The fundraising team ably led by Jenni Alliss and Mat Irvine ran a successful series of fundraising events during the year. The team were supported by a number of loyal volunteers whose involvement with the charity is greatly appreciated.

Drew Archer and Andy Elia resigned as Trustees during the year and I wish to record my grateful thanks to both of them for their support of the Village Hall. Andy Elia managed our 100 Club for a number of years and Drew Archer provided enormous support to our maintenance programme and the development of our new building.

Rachel Blakeney, our cleaner, left us during the year and the Trustees are most grateful to her for her years of service. For a short period of time we employed an outside commercial cleaning company but at the end of 2022 Chantel Coxell was contracted in as village hall cleaner.

Alex Adams resigned as Hall Manager at the beginning of the year. I wish to thank Alex on behalf of the Board of Trustees for his years of service. We interviewed several applicants to replace Alex and appointed Gillian Glanville. The Charity Commission gave their approval to Gillian also continuing as a Trustee as it was felt there was no conflict of interest.

Duncan Carter and Gillian Glanville developed a new website for the Village Hall and set up an online booking system using purchased software called Hallmaster. This enables prospective hirers to book their own sessions which saves a considerable amount of administrative time.

Duncan Carter retired as treasurer during the year and we were able to enlist Gareth Leakey as our new treasurer and a Trustee. Gareth transferred our online accounting system from Sage to Xero during the year. A card machine was acquired for use at our fundraising events. We also transferred our refuse collection contract from Serco to Cawleys because of a more flexible option for recycling.

A Grant of £4000 was received from Hanslope Parish Council towards our running costs. The Parish Council also provided a grant to repair the side car park fence. The Feoffee Charity gave us a grant of £3528 towards the cost of a sound system in both halls. This system will be installed during the next financial year. We received a grant of £1000 from Thames Valley Police towards the installation of a security system (CCTV). We are most grateful to all of these agencies for giving us these grants. During the year we also received the donation of an overhead projector and screen from Mr and Mrs R & L Jones.

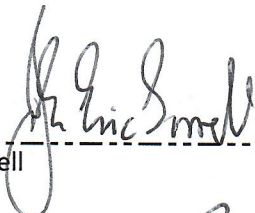
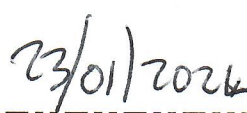
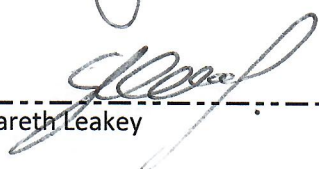


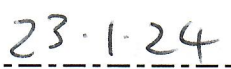
Our large marquee was unfortunately damaged beyond repair because of a wind gust when it was erected at the Castlethorpe Duck Race. The marquee has been replaced by two 8mx4m commercial pop-up gazebos. These have proved much more manageable than the old marquee which could take up to 2 hours to erect.

I wish to record my grateful thanks to all of my fellow Trustees who have worked diligently and very hard during the year to restore our Village Hall to its pre-pandemic condition and beyond.

Dr John Sorrell

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)
CHARITY NUMBER 1165557
DECLARATION
FOR THE YEAR ENDED 31 MARCH 2023

We declare that the Trustees have approved the annual report by an on-line vote on 21st July 2021 and this will be recorded in the minutes of the next Board of Trustee Meeting.

		
John Sorrell	Chair	Date:
		
Gareth Leakey	Treasurer	Date:
		
Jenni Alliss	Minutes Secretary	Date

HANSLOPE VILLAGE HALL TRUST
CHARITY NUMBER 1165557
STATEMENT OF FINANCIAL ACTIVITIES

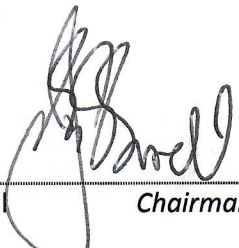
FOR THE YEAR ENDED 31 MARCH	Note	2023	2022
INCOME			
Hall Hiring Income		35,012	23,829
Donations		92	232
Section 106 monies		0	42,363
Parish Precept		4,000	4,000
Other Grants		5,288	0
Investment Income	2	29	1
		<u>44,421</u>	<u>70,425</u>
EXPENDITURE			
Hall Running Costs	3	(31,286)	(31,662)
Governance Costs	3	(10,232)	(2,352)
		(41,519)	(34,014)
		<u>2,902</u>	<u>36,411</u>
Investment Gains / (Losses)		0	0
NET OPERATING INCOME FOR THE YEAR		<u>2,902</u>	<u>36,411</u>
FUNDRAISING ACTIVITY			
Fundraising Income		3,619	5,646
Fundraising Expenses	3	(1,011)	- 2,105
		<u>2,608</u>	<u>3,541</u>
CAPITAL MOVEMENTS			
Capital Grants Received (106 Fund)		0	0
Capital Grants Spent (106 Fund)		0	0
Depreciation	6	(13,149)	
		<u>(13,149)</u>	0
NET MOVEMENT IN FUNDS		(7,639)	39,952

<u>Charity Commission figures</u>	£	£
Income (including grants)	44,421	
Fundraising	<u>3,619</u>	48,040
Expenses	(41,519)	
Fundraising	(1,011)	
Depreciation	<u>(13,149)</u>	(55,679)
Profit		<u><u>(7,639)</u></u>
<u>Summary 2022-2023</u>		
Income less expenditure	2,902	
Section 106 expenditure	0	
Depreciation	(-13,149)	
Fundraising Profit	2,608	
TOTAL	(-7,639)	

HANSLOPE VILLAGE HALL TRUST
CHARITY NUMBER 1165557
BALANCE SHEET
AT 31 MARCH

		2023	2022
		£	£
FIXED ASSETS			
Tangible Assets	6	37,192	655
Investments	7	<u>0</u>	<u>0</u>
		37,192	655
CURRENT ASSETS			
Cash at Bank and in H:	10	22,255	67,906
Debtors and Prepaym	8	<u>5,469</u>	<u>1,472</u>
		27,724	69,378
		<u>64,916</u>	<u>70,033</u>
CURRENT LIABILITIES			
Creditors and Accruals	9	(8,282)	(44,923)
NET ASSETS		<u>56,635</u>	<u>25,110</u>
ACCUMULATED FUNDS			
		£	£
Balance Brought Forward		25,109	25,582
Prior year adjustment			(24)
Net Movement in Funds		31,525	48,051
Less section 106 received			<u>(48,500)</u>
Balance Carried Forward	10	<u>56,635</u>	<u>25,109</u>

We declare that the Trustees have approved these Financial Statements and have authorised us to sign them on their behalf.


 John Sorrell Chairman

23rd Jan 2024
 Date


 Gareth Leakey Treasurer

23-1-24
 Date

1 Accounting Policies

The principle accounting policies of the Trust are set out below:

Basis of Preparation

These Financial Statements have been prepared in accordance with accounting standards, Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), and the Charities Act 2011, under the accruals and going concern basis.

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value).

There has been no change to the accounting policies since last year, and no changes have been made to Financial Statements for previous years.

Incoming Resources

Incoming Resources are included in the Financial Statements when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources, and the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising income) the incoming resources and related expenditure are reported gross in the Financial Statements.

Grants and donations are only included in the Financial Statements when the charity has unconditional entitlement to them. Tax reclaims are included at the same time as the gift to which they relate.

The value of voluntary help received is not included but is described in the annual report.

Investment income is included in the accounts when receivable.

Investment Gains / (Losses) includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Grants and Donations

Building improvements funded directly by grants paid to contractors are included as income and expenditure within the Financial Statements.

Other grants and donations are included within the Financial Statements as income once they have been received and there are no conditions to be met relating to them which remain in the control of the charity.

Fixed Assets and Depreciation

Assets are capitalised if they can be used for more than one year, and cost at least £500.

Investments quoted on a recognised stock exchange are valued at market value at the year end.

Depreciation is provided to write off the cost less estimated residual value (and grants where appropriate) of tangible fixed assets by instalments over their estimated useful economic lives as follows:

Building and Improvements	10% per annum	on original known cost
Plant and Machinery	25% per annum	on original known cost

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**CHARITY NUMBER 1165557****NOTES - 2022-2023****(Forming part of the Financial Statements)****2 Investment Income**

	2023	2022
	£	£
Bank Interest	29	1
COIF Interest - non held	0.00	0
	29	1

3 ExpenditureFees for Examining the Financial Statements

No fees were paid for the independent examination of these Financial Statements.

Analyses of Expenditure

The resources expended have been analysed on the functional basis provided by Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005).

Fundraising Expenses

	2023	2022
	£	£
Event and Administration Expenses	1011	1,448
Advertising	0	16
100 Club Prizes	1094	1009
	2,105	2,472

Hall Running Costs

	2023	2022
	£	£
Rent and Rates	342	287
Heat, Light and Power	2972	2960
Travelling Expenses (manager)	0	0
Printing, Stationery & Software - Includes new printer	1273	732
Equipment Hire, purchase and Maintenance	2148	1726
Maintenance/Cleaning	16814	12906
General Expenses/insurance	5328	2221
Staff expenses	160	0
Hall Management Costs (includes joining fee ACRE)	65	73
Professional Fees	1819	750
Licences	365	587
	31,286	22,242

Governance Costs

	2023	2022
	£	£
Telephone and internet	806	793
Legal Fees	6	1559
	812	2,352

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**CHARITY NUMBER 1165557****NOTES - 2022-2023****(Forming part of the Financial Statements)****4 Employees**

	2023	2022
	£	£
Gross Wages and Salaries	9420	8088
less furlough income from HMRC	0	(1,082)
Employer's National Insurance Contributions	0	0
	9,420	2,048

5 Trustees and Other Related PartiesTrustee Expenses

No payment or reimbursement of out-of-pocket expenses have been made to any trustee or to a third party for any expenses incurred by a trustee during the year.

Related Party Transactions

No related party transactions have been undertaken by the charity during the year.

Tangible Fixed Assets

A unanimous minuted resolution of the Trustees on 12th July 2016 agreed to change the method of depreciation for these accounts to the straight line method:

Building and Improvements	10% per annum	on original known cost
Plant and Machinery	25% per annum	on original known cost

	Building Improvements	Furniture & Fittings	Total
	£	£	£
At 1 April 2022	126263	2220	128483
2) Gazebo		2789	2789
3) Sound system		4132	4132
At 31 March 2023	126263	9141	135404
Depreciation			
At 1 April 2022	82943	2119	85062
Charge for year	12626		12626
2) Gazebo	9 months @ 25%	523	523
	Purchased 31/3/23 No depreciation for 22/223		
3) Sound system			
At 31 March 2023	95569	2642	98211
Net Book Value			
At 1 April 2022	43320	1	43321
At 31 March 2023	30694	6499	37192

7 Investment Assets

	2022	2022
	£	£
NONE	0	0

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**CHARITY NUMBER 1165557****NOTES - 2022-2023****(Forming part of the Financial Statements)****8 Debtors and Prepayments**

Amounts falling due within one year		2022
		£
Hiring Debtors	3255	173
Gift Aid	0	0
Prepayments	2214	1,937
	<u>5,469</u>	<u>2,110</u>

9 Creditors and Accruals

Amounts falling due within one year	2023	2022
	£	£
Creditors	5277	3606
100 Club Prize income in advance - includes advance bookings	2588	1382
Section 106 Income in advance	0	0
Accruals & Deferred Income (PAYE)	417	0
	<u>8,282</u>	<u>4,988</u>

10 Accumulated FundsAnalysis

	General Fund	Fixed Asset Fund	Fundraising Fund	Total
	£	£	£	£
Tangible Assets	0	37,192		37,192
Investments	0	0	0	0
Cash		0	1255	1,255
Savings account	21,000	0		21,000
Debtors and Prepayments	5,469	0	0	5,469
Creditors and Accruals	(8,282)	0	0	(8,282)
	<u>18,187</u>	<u>37,192</u>	<u>1,255</u>	<u>56,634</u>

General Fund

The General Fund is the main fund of the Trust into which all of the income for the use of the Village Hall is placed and from which all the operating expenditure is borne. In addition, donations, bequests and grants which are not restricted in use are included here.

	Total
	£
Fund brought forward from 2022	112,797
Add: Net operating Income for the year	2,902
At 31 March 2023	<u>115,699</u>

HANSLOPE VILLAGE HALL CHARITABLE INCORPORATED ORGANISATION (CIO)**CHARITY NUMBER 1165557****NOTES - 2022-2023****(Forming part of the Financial Statements)**Fixed Asset Fund

This fund is made up of the tangible fixed assets of the Trust. It includes building improvements which are being depreciated and will belong to the Parochial Church Council at the end of the lease. It also includes items such as tables and chairs (described as Plant & Machinery) which belong to the Trust and are being depreciated.

	Other Building Improvements	Plant & Machinery	Furniture & Fixtures	Total
	£	£		£
Fund brought forward	126,263	0	2,220	128,483
plus additions 2022-2023	0	0	6,921	6,921
TOTAL	126,263	0	9,141	135,404
Less: Asset Depreciation	(95,569)	0	(2,642)	(98,211)
At 31 March 2023	<u>30,694</u>	<u>0</u>	<u>6,499</u>	<u>37,192</u>

Fundraising Fund

This fund is made up of income raised from the fundraising activities of the Trust. It is set aside to pay for capital items and major projects and not to be used against general running expenses of the hall, however, it may be used in this way if considered necessary by the Trustees.

	Total
	£
Fund brought forward	36,917
Add: Net Income from Fundraising Activity	<u>2,608</u>
At 31 March 2023	<u>39,525</u>