

FINANCIAL STATEMENTS & ANNUAL REPORT FOR YEAR ENDED 5TH APRIL 2023

FOR



GREAT DENHAM COMMUNITY HALL

Registered Charity No 1166224



GREAT DENHAM COMMUNITY HALL

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FOR YEAR ENDED 5TH APRIL 2023

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GREAT DENHAM COMMUNITY HALL

GENERAL INFORMATION

FOR THE YEAR ENDED 5TH APRIL 2023

Trustees:

Ubaldo Cortese – Chair
Rob Tansey – Treasurer
Gemma Dilley – Secretary
Rachel Smith
Donna Parsons
Zoe Stoner
Katie Meredith
Laura Yearsley
Samantha Swann
Nneka Ukono
Eloise Leppkes
Russel Khan
Sophie Field

Treasurer: Mr Rob Tansey

Address: 86-88 Saxon Way
Great Denham
Bedford
MK40 4GP

Charity Number: 1166224

Accountants:

Collett Hulance
40 Kimbolton Road
Bedford
MK40 2NR
Telephone: (01234) 340034
Fax: (01234) 212640
Email: post@collethulance.co.uk >

GREAT DENHAM COMMUNITY HALL
STATEMENT OF TRUSTEES RESPONSIBILITIES
FOR THE YEAR ENDED 5TH APRIL 2023

The Trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the surplus or deficit for each year.

In preparing those financial statements, the Trustees are required to.

- a) Select suitable accounting policies and then apply them consistently.
- b) Make judgments and estimates that are reasonable and prudent.
- c) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for.

- a) Keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity.
- b) Safeguarding the assets of the charity and ensure reasonable steps are taken for the prevention and detection of fraud and other irregularities.

GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT

FOR YEAR ENDED 5TH APRIL 2023

Structure, Governance and Management

Description of the Charity

Type of Charity:	Charitable Incorporated Organisation (CIO)
Type of Governing Document:	Constitution adopted 31 st March 2016
How the Charity is Constituted:	Open to all interested in supporting the objectives
Trustee selection method:	Trustees are appointed or reappointed annually at the AGM held each November/December

Governance & Management

- The trustees of the charity pay due regard to the Charity Commissions public benefit guidance and ensure that this is central to any of its work and projects.
- The charity has set up smaller subgroups which oversee in more detail aspects of the charity's work and objectives.
- The Management Committee meet bi-monthly to review activities and oversee that the financial health of the charity is robust, clear and transparent.

Objectives of the Charity

"The objects of the charity are to establish and run a village hall and to promote for the benefit and use of the inhabitants of the Parish of Great Denham. This provision should be without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious, or other opinions or by reasons of financial hardship or social and economic circumstances. To include the use of the hall for meetings, lectures and classes or other forms of recreation and leisure time occupation in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants".

Summary of the Main Achievements of the Charity during the Year

The management committee held meetings every two months starting in April 2022. We are delighted to see that the Community Hall has very quickly returned to our full annual events schedule after the COVID disruptions of the previous few years.

In the spring, our craft sessions, Easter egg hunt and children's parties were as popular as ever, and attended by lots of children from our Great Denham Community. The income from these events covered expenditure and made a small profit, which the Board of Trustees used towards other events expenditure.

In July we held our annual Summer Festival attended by much of the community, creating a lovely summer atmosphere. The festivities included fairground rides, fete games and refreshments. The income from pitch fees, game profits and wristband sales (a cheaper price was offered to Great Denham residents), broadly covered the costs of hosting the event.

Our Community cinema has continued on the last Friday of every month with excellent attendance from local children and their families.

In October, we held our annual Halloween 'Spooktacular' - a trio of events offered for £5 per child, including two craft sessions, two discos, and entry to the Halloween themed cinema. The events were well attended, with all 150 craft tickets and 240 disco tickets sold out.

December saw the return of our Winter Wonderland, and a return of the Ice Rink to the Community Hall. The Community enjoyed craft and gift stalls, festive refreshments and Santa's grotto. The event was well attended by most of our community.

January saw the return of our popular well-being event, which provides a positive health and well-being focussed activity, and also increases awareness and promotion of the resident groups and fitness classes that take place at the Hall on a regular basis.

We continued preparation for the launch of our Pop Up Pub in late spring of 2023. The intention is to create a real pub feel with comfortable furniture and lighting.

With the weather extremes over the period, and the cost of living crisis, we opened our Hall to community members who need a cool place in the summer months and warmth in the Autumn/Winter months. We provided free refreshments and board games for those who attended, and linked attendees with our resident Tea and Talk group encouraging people potentially at risk of isolation, to come along and meet new people.

In partnership with the Parish Council, we are funding the provision of a Youth Club for year 7's and above every Thursday evening. The contract is managed by Bedford Borough Council Children Services and is well attended.

During the year we increased the staffing team to include a permanent Administrator and Party Bookings Supervisor.

GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT (Cont'd)

FOR THE YEAR ENDED 5TH APRIL 2023

Financial Review

The charity has a current account for day-to-day operations. The charity uses QuickBooks accounting system which our accountants have access to at all times. Our main source of funding is derived from hire charges for the rooms and halls in the building. This year sees a reduction in our net income due to a threefold increase in electricity costs. The installation of Solar Panels will help to reduce these costs going forward. It was good to see our Sales Turnover was in line with prior year. The charity's finances are in a good position and as the community growth slows down and stabilises, we continue to look at what more funding for community-based projects can be provided and how we can become more supportive to the community providing the likes of youth facilities and clubs, older people offerings and support for disadvantaged groups.

Moving Forward/Future Plans

Again, a huge thank you to all our trustees and volunteers for the hard work in keeping the charity on course and supporting it as it develops. Without their support and dedication, the Community Hall would not be able to function.

Events will continue in a similar vein each year, with the team planning to deliver annual Easter, Summer, Halloween and Christmas events, together with the monthly smaller scale cinema and pop up pub sessions.

I can confirm that the Solar Panels and Battery storage project was successfully implemented in the summer, and we look forward to reducing our carbon footprint as well as keeping our energy costs low.

Our Pop Up Pub was successfully launched in late spring/early summer, opening its doors to members of the community on Friday evenings.

GREAT DENHAM COMMUNITY HALL

TRUSTEES ANNUAL REPORT (Cont'd)

FOR THE YEAR ENDED 5TH APRIL 2023

DECLARATION:

The trustees declare that they have approved the trustee's report above,

Signed on behalf of the Charity Trustees:

Signature 

Full name Ubaldo Cortese

Position chair

Dated: 08/11/23

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF

GREAT DENHAM COMMUNITY HALL

FOR THE YEAR ENDED 5TH APRIL 2023

Respective responsibilities of Trustees and Examiner

The trustees are responsible for the preparation of the accounts. The 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 our 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 Charity Commission under section 145(5)(b) of the 2011 Act: and
- to state whether particular matters have come to our attention

Basis of independent examiner's report

Our 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 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 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; or

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

Collett Hulme

Collett Hulme Accountants Limited
40 Kimbolton Road
Bedford
MK40 2NR

Date:.....*18 September 2023*

Great Denham Community Hall
Financial Activities by Class
6 April, 2022 - 5 April, 2023

	Restricted Funds	Not Specified	TOTAL
Income			
Commission from Bar		233.42	233.42
Corkage Income		3,922.00	3,922.00
Grant Income	2,500.00		2,500.00
Income from events		10,028.63	10,028.63
Services		88,311.82	88,311.82
Unapplied Cash Payment Income		-117.50	-117.50
Total Income	£ 2,500.00	£ 102,378.37	£ 104,878.37
Cost of Sales			
Bar Tab / Staffing costs		110.00	110.00
Charity Event costs	110.18	15,803.47	15,913.65
Corkage charges		3,574.12	3,574.12
Grant Income COS	389.82		389.82
Total Cost of Sales	£ 500.00	£ 19,487.59	£ 19,987.59
Total	£ 2,000.00	£ 82,890.78	£ 84,890.78
Expenditures			
Accountancy		1,440.00	1,440.00
Book keeping		4,864.50	4,864.50
Total Accountancy	£ 0.00	£ 6,304.50	£ 6,304.50
Bad debts		300.00	300.00
Bank charges		93.49	93.49
Cleaning Expenditure		3,175.47	3,175.47
Computer Costs		1,317.31	1,317.31
Dues and Subscriptions		1,198.45	1,198.45
Event Licence		566.69	566.69
TV Licence		164.00	164.00
Total Dues and Subscriptions	£ 0.00	£ 1,929.14	£ 1,929.14
Entertainment - Staff cost		789.30	789.30
Fitting Out		380.20	380.20
Insurances			0.00
Building Contents Insurance		405.41	405.41
Total Insurances	£ 0.00	£ 405.41	£ 405.41
Kitchen Supplies		9.38	9.38
Kitchen/Bar Supplies		19.80	19.80
Office/General Administrative Expenses		455.44	455.44
Pension 2022/23 cost		79.86	79.86
Printing, Postage and Stationery		161.03	161.03
Purchases	1,064.95	241.34	1,306.29
Rent or Lease of Buildings			0.00
Non Domestic Rates		1,753.60	1,753.60
Total Rent or Lease of Buildings	£ 0.00	£ 1,753.60	£ 1,753.60
Repairs		344.22	344.22
Service Contracts		1,550.26	1,550.26
Small Tools		102.48	102.48
Staff Health & Safety		21.57	21.57
Telephone & Broadband		1,052.78	1,052.78
Unapplied Cash Bill Payment Expenditure		0.00	0.00
Uncategorised Expense	0.00	0.00	0.00
Utilities			0.00
Electric		12,681.33	12,681.33
Gas	-389.82	3,164.77	2,774.95
Water		1,572.67	1,572.67
Total Utilities	-£ 389.82	£ 17,418.77	£ 17,028.95
Wages		40,356.15	40,356.15
Total Expenditures	£ 675.13	£ 78,261.50	£ 78,936.63
Net Operating Income	£ 1,324.87	£ 4,629.28	£ 5,954.15
Other Expenditures			
Depreciation			0.00
Fixtures and Fittings depn		5,362.44	5,362.44
Office Equipment depreciation		429.88	429.88
Total Depreciation	£ 0.00	£ 5,792.32	£ 5,792.32
Total Other Expenditures	£ 0.00	£ 5,792.32	£ 5,792.32
Net Other Income	£ 0.00	-£ 5,792.32	-£ 5,792.32
Net Income/(Expenditure)	£ 1,324.87	-£ 1,163.04	£ 161.83

Great Denham Community Hall

Balance Sheet

As of April 5, 2023

	Restricted Funds	Not Specified	TOTAL
Fixed Asset			
Tangible assets			
Fixtures and Fittings Cost		92,454.52	92,454.52
Fixtures and Fittings Depreciation		-20,260.63	-20,260.63
Office Equipment Cost		4,537.76	4,537.76
Office Equipment Depreciation		-2,079.71	-2,079.71
Total Tangible assets	£ 0.00	£ 74,651.94	£ 74,651.94
Total Fixed Asset	£ 0.00	£ 74,651.94	£ 74,651.94
Cash at bank and in hand			
Cooperative Bank Account		82,309.03	82,309.03
Float Monies for Event		0.00	0.00
Natwest Account		0.00	0.00
Natwest Holding		0.00	0.00
Petty Cash		604.13	604.13
Dinkies Float		75.00	75.00
Total Petty Cash	£ 0.00	£ 679.13	£ 679.13
Total Cash at bank and in hand	£ 0.00	£ 82,988.16	£ 82,988.16
Debtors			
Debtors		0.00	0.00
Total Debtors	£ 0.00	£ 0.00	£ 0.00
Current Assets			
Payroll Tax refund		0.00	0.00
Sum Up Payments		0.00	0.00
Suspense Account		-170.26	-170.26
Undeposited Funds		0.00	0.00
Total Current Assets	£ 0.00	-£ 170.26	-£ 170.26
Net current assets	£ 0.00	£ 82,817.90	£ 82,817.90
Creditors: amounts falling due within one year			
Trade Creditors			
Creditors		0.00	0.00
Total Trade Creditors	£ 0.00	£ 0.00	£ 0.00
Current Liabilities			
Damage Waiver Deposits		1,920.00	1,920.00
Damage Walvers - NEW		6,172.25	6,172.25
Payroll Tax Amount			0.00
NIC 2021/22		0.00	0.00
NIC EE 2022/23		12.69	12.69
TAX 2021/22		0.00	0.00
Tax 2022/23		45.60	45.60
Total Payroll Tax Amount	£ 0.00	£ 58.29	£ 58.29
Pension 2022/23 EE		0.00	0.00
Pension 2022/23 ER		0.00	0.00
VAT Control		0.00	0.00
Total Current Liabilities	£ 0.00	£ 8,150.54	£ 8,150.54
Total Creditors: amounts falling due within one year	£ 0.00	£ 8,150.54	£ 8,150.54
Net current assets (liabilities)	£ 0.00	£ 74,667.36	£ 74,667.36
Total assets less current liabilities	£ 0.00	£ 149,319.30	£ 149,319.30
Total net assets (liabilities)	£ 0.00	£ 149,319.30	£ 149,319.30
Charity funds			
Opening Balance Equity	1,192.67	147,964.80	149,157.47
Retained Earnings			0.00
Surplus/(Deficit)	1,324.87	-1,163.04	161.83
Total Charity funds	£ 2,517.54	£ 146,801.76	£ 149,319.30

Approved by the Board of Trustees on 08/11/23 and signed on its behalf by


..... Trustee

Mr Ubaldo Cortese – Chair


..... Trustee

Mr Rob Tansey Treasurer