

Charity registration number: 1167877

Hextable Community Collective T/A The Howard Venue

Annual Report and Financial Statements

for the Year Ended 31 May 2024

Hextable Community Collective T/A The Howard Venue

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Hextable Community Collective T/A The Howard Venue

Reference and Administrative Details

| | |
|------------------------------------|--|
| Chair | Dee Morris JP |
| Trustees | Dee Morris JP Darren Kitchener Alexander Cooper Samantha Goddard Pam Howard MBE Victoria Flaherty |
| Charity Registration Number | 1167877 |
| Principal Office | The Howard Venue 39 Egerton Avenue Hextable Swanley BR8 7LG |
| Independent Examiner | Field Sullivan Limited 9 Hare & Billet Road Blackheath SE3 0RB |

Hextable Community Collective T/A The Howard Venue

Trustees' Report

The trustees present their report with the financial statements of the charity for the year ended 31 May 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are to provide a not-for-profit community facility for dance, fitness, music, wellbeing and community events. The centre is to provide services for all ages and abilities in order to maintain and develop the physical and mental wellbeing of the community of Hextable village and the surrounding district of Sevenoaks.

Public benefit

The trustees have consulted the guidance made available by the Charity Commission for England and Wales on the public benefit requirement of the Charities Act 2011. The trustees are confident that they have complied with their duty under section 4 of the Charities Act 2011 in that they have due regard to public benefit guidance issued by the Charity Commission.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Howard Venue has had another good year due to prudent management and community goodwill.

The Trustees would like to thank the Manager and her excellent staff for their hard work running the venue, expanding the activities that are offered and their diligence maintaining a safe venue for all.

THV is only in its seventh year at the centre and the trustees continue to improve the facilities when finances allow. The manager continues to control costs and carefully manages essential maintenance and repairs to the large and complex building during this accounting period. Costs and overheads will continue to be monitored in the future.

THV is now in a good financial position to be able to enhance the facilities at the venue that will benefit all users.

The venue has attracted an increase in medical benefit to help provide local physical and mental wellbeing provision which continues to be welcomed. The centre is a professional standard and professional hirers continue to use the facility. It is also considered important to continue to offer a reduced community rate hire for local community bookings to support the local area.

THV is fortunate to have a manager and staff that are professional and resourceful while remaining cheerful and helpful, they have seen us through difficult times and are planning positively for next year.

FINANCIAL REVIEW

Financial position

The Charity's financial position, as shown on page 7, is considered good by the trustees.

Hextable Community Collective T/A The Howard Venue

Trustees' Report (continued)

Reserves policy

The reserves are kept to a level to finance the charity's objectives. It is the policy of the trustees to maintain sufficient reserves to ensure the smooth running of all activities at the centre in the event of a sudden loss of income as well as maintenance and replacement. At the end of the year, the charity had reserves of £218,482 (2023: £183,751).

A number of necessary upgrades due in the next financial year are allocated in the reserves.

The reserves policy will be reviewed annually.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Howard Venue is registered in England and Wales with the Charity Commission in England and Wales (CCEW) with Charity Number 1167877.

The charity is controlled by its governing document, a deed of trust (July 2016) and constitutes a Charitable Incorporated Organisation - registered as CE007656.

Recruitment and appointment of trustee

As set out in our Governing Document the chair of trustees is nominated by the first trustees.

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

New trustees are to be nominated and appointed by existing trustees.

All existing trustees are circulated with invitations to nominate trustees prior to the AGM or other scheduled trustee meeting advising them of retiring trustees and requesting nominations.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (a) a copy of the current version of the governing document; and
- (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts."

Hextable Community Collective T/A The Howard Venue

Trustees' Report (continued)

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

| | |
|-----------|-------------------|
| Trustees: | Dee Morris JP |
| | Darren Kitchener |
| | Alexander Cooper |
| | Samantha Goddard |
| | Pam Howard MBE |
| | Victoria Flaherty |

| | |
|--------|---------------|
| Chair: | Dee Morris JP |
|--------|---------------|

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

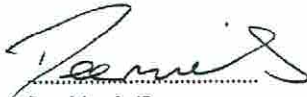
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Hextable Community Collective T/A The Howard Venue

Trustees' Report (continued)

The annual report was approved by the trustees of the charity on 6 March 2025 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Dee Morris', written over a dotted line.

Dee Morris JP
Chair and trustee

Hextable Community Collective T/A The Howard Venue

Independent Examiner's Report to the trustees of Hextable Community Collective T/A The Howard Venue

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 May 2024 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of Hextable Community Collective T/A The Howard Venue you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Hextable Community Collective T/A The Howard Venue's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Hextable Community Collective T/A The Howard Venue as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Hextable Community Collective T/A The Howard Venue

Independent Examiner's Report to the trustees of Hextable Community Collective T/A The
Howard Venue (continued)



Tim Sullivan FCA
Field Sullivan Limited
9 Hare & Billet Road
Blackheath
SE3 0RB

Date: 12/3/25

Hextable Community Collective T/A The Howard Venue

Statement of Financial Activities for the Year Ended 31 May 2024

| | Note | Unrestricted £ | Total 2024 £ | Unrestricted £ | Total 2023 £ |
|------------------------------------|------|-------------------|--------------------|-------------------|--------------------|
| Income and Endowments from: | | | | | |
| Donations and legacies | 3 | - | - | 946 | 946 |
| Charitable activities | 4 | 207,055 | 207,055 | 188,778 | 188,778 |
| Other trading activities | | 3,380 | 3,380 | 1,097 | 1,097 |
| Investment income | 6 | 1,132 | 1,132 | - | - |
| Other income | | - | - | 13 | 13 |
| Total income | | 211,567 | 211,567 | 190,834 | 190,834 |
| Expenditure on: | | | | | |
| Charitable activities | 7 | (144,680) | (144,680) | (130,534) | (130,534) |
| Total expenditure | | (144,680) | (144,680) | (130,534) | (130,534) |
| Net movement in funds | | 66,887 | 66,887 | 60,300 | 60,300 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 216,479 | 216,479 | 156,179 | 156,179 |
| Total funds carried forward | 17 | 283,366 | 283,366 | 216,479 | 216,479 |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2023 is shown in note 17.

The notes on pages 10 to 18 form an integral part of these financial statements.

Hextable Community Collective T/A The Howard Venue

(Registration number: 1167877)
Balance Sheet as at 31 May 2024

| | Note | 2024 £ | 2023 £ |
|---|------|-----------|-----------|
| Fixed assets | | | |
| Tangible assets | 12 | 64,884 | 32,728 |
| Current assets | | | |
| Stocks | 13 | 504 | 504 |
| Debtors | 14 | 13,742 | 19,050 |
| Cash at bank and in hand | 15 | 210,365 | 164,997 |
| | | 224,611 | 184,551 |
| Creditors: Amounts falling due within one year | 16 | (6,129) | (800) |
| Net current assets | | 218,482 | 183,751 |
| Net assets | | 283,366 | 216,479 |
| Funds of the charity: | | | |
| Unrestricted income funds | | | |
| Unrestricted funds | | 283,366 | 216,479 |
| Total funds | 17 | 283,366 | 216,479 |

The financial statements on pages 8 to 18 were approved by the trustees, and authorised for issue on 6 March 2025 and signed on their behalf by:



Dee Morris JP
Chair and trustee

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024

1 Charity status

The charity is domiciled in England and Wales.

The address of its registered office is:

The Howard Venue
39 Egerton Avenue
BR8 7LG

These financial statements were authorised for issue by the trustees on 6 March 2025.

2 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102) - Second edition October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Hextable Community Collective T/A The Howard Venue meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the periods in which the estimate is revised where revisions affects only that period, or in the period of the revision and future periods where the revisions affects both current and future periods.

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

| Asset class | Depreciation method and rate |
|----------------------------------|------------------------------|
| Fixtures, fittings and equipment | 25% on reducing balance |
| Computer equipment | 25% on reducing balance |

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Income from donations and legacies

| | Total 2024 £ | Total 2023 £ |
|----------------------------|--------------------|--------------------|
| Donations and legacies; | | |
| Donations from individuals | - | 946 |
| | - | 946 |

4 Income from charitable activities

| | Unrestricted funds General £ | Total 2024 £ | Total 2023 £ |
|-------------|---------------------------------------|--------------------|--------------------|
| Studio hire | 207,055 | 207,055 | 188,778 |

5 Income from other trading activities

| | Unrestricted funds General £ | Total funds £ | Total 2023 £ |
|-----------------|---------------------------------------|---------------------|--------------------|
| Trading income; | | | |
| Shop sales | 3,380 | 3,380 | 1,097 |
| | 3,380 | 3,380 | 1,097 |

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

6 Investment income

| | Unrestricted funds General £ | Total 2024 £ |
|---|---------------------------------------|--------------------|
| Interest receivable and similar income; | | |
| Interest receivable on bank deposits | 1,132 | 1,132 |

7 Expenditure on charitable activities

| | Total 2024 £ | Total 2023 £ |
|---------------------------------------|--------------------|--------------------|
| Note | | |
| Casual wages | 8,541 | 3,890 |
| Rates | 2,467 | 1,415 |
| Light, heat and power | 16,284 | 14,033 |
| Insurance | 2,231 | 2,200 |
| Telephone and fax | 1,390 | 1,148 |
| Printing, postage and stationery | 353 | 1,029 |
| Cleaning | 19,572 | 24,202 |
| Advertising | 1,246 | 914 |
| Depreciation of fixtures and fittings | 21,352 | 10,541 |
| Depreciation of office equipment | 276 | 368 |
| Staff costs | 55,114 | 51,264 |
| Support costs | 15,854 | 19,530 |
| | <u>144,680</u> | <u>130,534</u> |

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

8 Analysis of support costs

| | Total 2024 £ | Total 2023 £ |
|-------------------------|--------------------|--------------------|
| Repairs and renewals | 6,115 | 9,549 |
| Office expenses | 6,036 | 5,110 |
| Discounts receivable | (32) | (29) |
| Accountancy | 450 | 300 |
| Independent examination | 1,920 | 2,898 |
| Legal and professional | 959 | 1,291 |
| Bank charges | 406 | 311 |
| | <u>15,854</u> | <u>19,530</u> |

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

| | 2024 £ | 2023 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 54,160 | 50,405 |
| Pension costs | 954 | 859 |
| | <u>55,114</u> | <u>51,264</u> |

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

| | 2024 No | 2023 No |
|-----------------------|------------|------------|
| Charitable activities | <u>4</u> | <u>4</u> |

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

2 (2023 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

| | Furniture and equipment £ | Total £ |
|-----------------------|---------------------------------|----------------|
| Cost | | |
| At 1 June 2023 | 62,473 | 62,473 |
| Additions | <u>53,784</u> | <u>53,784</u> |
| At 31 May 2024 | <u>116,257</u> | <u>116,257</u> |
| Depreciation | | |
| At 1 June 2023 | 29,745 | 29,745 |
| Charge for the year | <u>21,628</u> | <u>21,628</u> |
| At 31 May 2024 | <u>51,373</u> | <u>51,373</u> |
| Net book value | | |
| At 31 May 2024 | <u>64,884</u> | <u>64,884</u> |
| At 31 May 2023 | <u>32,728</u> | <u>32,728</u> |

13 Stock

| | 2024 £ | 2023 £ |
|--------|------------|------------|
| Stocks | <u>504</u> | <u>504</u> |

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

14 Debtors

| | 2024 £ | 2023 £ |
|---------------|---------------|---------------|
| Trade debtors | 12,970 | 18,408 |
| Prepayments | 772 | 642 |
| | <u>13,742</u> | <u>19,050</u> |

15 Cash and cash equivalents

| | 2024 £ | 2023 £ |
|---------------------|----------------|----------------|
| Cash at bank | 129,233 | 164,997 |
| Short-term deposits | 81,132 | - |
| | <u>210,365</u> | <u>164,997</u> |

16 Creditors: amounts falling due within one year

| | 2024 £ | 2023 £ |
|-----------------|--------------|------------|
| Trade creditors | 3,309 | 650 |
| Other creditors | 271 | 150 |
| Accruals | 2,549 | - |
| | <u>6,129</u> | <u>800</u> |

17 Funds

| | Balance at 1 June 2023 £ | Incoming resources £ | Resources expended £ | Balance at 31 May 2024 £ |
|---------------------------|--------------------------------|----------------------------|----------------------------|--------------------------------|
| Unrestricted funds | | | | |
| General | <u>216,479</u> | <u>211,567</u> | <u>(144,680)</u> | <u>283,366</u> |

| | Balance at 1 June 2022 £ | Incoming resources £ | Resources expended £ | Balance at 31 May 2023 £ |
|---------------------------|--------------------------------|----------------------------|----------------------------|--------------------------------|
| Unrestricted funds | | | | |
| General | <u>156,179</u> | <u>190,834</u> | <u>(130,534)</u> | <u>216,479</u> |

Hextable Community Collective T/A The Howard Venue

Notes to the Financial Statements for the Year Ended 31 May 2024 (continued)

18 Analysis of net assets between funds

| | Unrestricted funds General £ | Total funds at 31 May 2024 £ |
|-----------------------|---------------------------------------|---------------------------------------|
| Tangible fixed assets | 64,884 | 64,884 |
| Current assets | 224,611 | 224,611 |
| Current liabilities | (6,129) | (6,129) |
| Total net assets | <u>283,366</u> | <u>283,366</u> |
| | Unrestricted funds General £ | Total funds at 31 May 2023 £ |
| Tangible fixed assets | 32,728 | 32,728 |
| Current assets | 184,551 | 184,551 |
| Current liabilities | (800) | (800) |
| Total net assets | <u>216,479</u> | <u>216,479</u> |

19 Related party transactions

There were no related party transactions in the year.