

Annual Report and Accounts
Ending 31 December 2021

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Report for the year ending 31 December 2021

Sheriff Hutton Village Hall CIO is registered with the Charity Commissioners (No.1169225) and is constituted as a Charitable Incorporated Organisation. When the present hall was built in 1984 the governing body was known as "Sheriff Hutton New Village Hall Trust" (r/c 507406) in order to distinguish it from a previous trust that had been responsible for the old hall, which was still standing at the time. In 2015 the constitution was rewritten as a CIO and during 2017 this was formally adopted.

Management structure

The administration of the Capital Fund is the responsibility of the trustees, which can number up to twelve. Day to day management of the Village Hall is delegated from the Trustees to a number of groups each of which is able to focus on specific responsibilities. Trustees exercise their stewardship by each being a member of one of the working groups.

The Operations Group.

This group of up to nine people is responsible for delivering the cost effective, daily management of the Hall. It does this by providing a venue which is kept in excellent condition and therefore attractive to users. The scale of hiring fees is aimed at ensuring that routine operations are roughly covered by lettings income with due regard to remaining competitive with other village halls. Routine operations include a five year cycle of redecoration and refurbishment. In 2018 the Main Hall floor received a 5-yearly refurbishment. Careful maintenance over the years means that this floor, which had a 20 year 'book life' in 1984 has been extended until 2040.

The Friends of the Village Hall.

There are currently around 10 'Friends' but membership is unlimited so this number can vary. The Friends are tasked with having a varied programme of fund-raising to appeal to a wide range of tastes in the Village and surrounding communities. In addition the Friends administer the 200 Club for a regular annual income. Because day to day operations are intended to be covered by lettings income all the monies raised by the Friends are available to be channelled into extraordinary enhancement projects and occasional purchases of long-life equipment.

Play Area Committee.

The Childrens' Play Area adjacent to the hall is in the CIO's ownership. It is very popular and well-used. A separate committee is responsible for its day to day care, carrying out or commissioning annual safety inspections and fund raising when new equipment is required. Monthly safety inspections are carried out separately by the Trustees.

Health & Safety Group.

This is a Trustee-led group responsible for undertaking the annual risk assessment of the Hall and ensuring that there is compliance with existing and emerging health and safety issues. They maintain the Hall's Health and Safety file.

Correspondence addresses:

P J David, Rose Cottages, West Lilling, York, YO60 6RP (Charity Commission matters)

H Bainbridge, Castle Cottage, Finkle Street, Sheriff Hutton, York, YO60 6RA (Other Trust matters, from Jan 2022)

Trustees who have served throughout the year to the end of December 2021:

Chair	Steve Page
Secretary	Gillian Fairbotham
Treasurer	Philip David
Others	Claire Wesley
	Hilary Bainbridge

Principal Advisors

Independent Examiner	Hunter Gee Holroyd, Club Chambers, Museum Street, York, YO1 7DN
Bankers	Skipton Building Society, Wheelgate, Malton
CIO Reserves	HSBC, 27 Market Place, Malton, North Yorkshire YO17 0LU
Operations	Barclays Bank plc, 25 Yorkersgate, Malton
Play Area	TSB Bank plc, St Helen's Square, York
Friends	

Objects, Activities and Achievements of the CIO

The objective and ongoing activity since the Hall opened in 1984, and through to the present day has been to provide a facility for recreation, education and leisure for all the people of Sheriff Hutton civil parish. The objectives for trustees, as written in the CIO constitution (and broadly copied from the previous Trust Deed) are reviewed regularly to ensure compliance. It has been the Trustees' declared policy to cover the Hall's running costs solely from hiring income. However, in recent years this has been difficult to achieve and the costs have been met by inclusion of the income from the solar (photo-voltaic) panels.

Public benefit

The trustees consider that the organisation fully complies with the Charity Commission's requirement to demonstrate the provision of benefit to the public. That this requirement and the CIO's objective as stated above are met is amply demonstrated by the Operations Group and Play Area Receipts and Payments Account (page 5) and by the variety of regular hirers from within the Parish (19 in 2021) and other individual bookings which are embraced in the Lettings Receipts

In the spirit of public benefit, in 2020 the Operations Group bank account was made available to the Sheriff Hutton Village Volunteers. This is a group from the village that was set up rapidly and informally in response to the Covid-19 pandemic. As a result of the nature of the group's creation and the expectation that it would be temporary they did not wish to and were not in a position to open a bank account of their own, so the facilities of the village hall treasurer were made available to them.

Financial Review

	2021	2020
Movement in funds	£	£
Total funds on 1st January 2021	49,475	44,619
Total receipts in 2021	36,673	25,267
Total payments in 2021	17,767	20,411
Increase/- Decrease in funds	18,906	4,856
Total funds at end of December 2021	<u>68,381</u>	<u>49,475</u>

Reserves

The trustees have a duty to maintain adequate levels of financial reserves, so as to continue to provide a well-kept and up to date hall and facilities. It is acceptance of this which informs their policy on reserves. We also are mindful of the difficulty in raising large sums of money at short notice, and the demands this would place on volunteers' and villagers' capacity to donate/participate.

We have assessed the desirable level of reserves required as:
made up of the following components:

	£
	44,354
200 Club prizes for 2022	2,410
Unpaid accounts in 2021	944
Working balance to fund month to month commitments	4,000
Medium and longer term needs:	
Replacement of 38 year old boiler	6,000
Amount to cover periodical peaks in planned replacement and repairs	10,000
Play area reserves for maintenance and new equipment	4,000
Long term - replacement of the main hall floor - now assessed to be by around 2040. This is estimated to cost (at most recent estimate in 2019) around £35,000. The trustees' view is that the amount built up for this, at the end of the year under review, should be not less than	17,000

The trustees therefore consider that there is an adequate level of funds at the end of December 2021.

The trustees declare that they have approved the trustees' report as above.
Signed on behalf of the charity's trustees



Gillian Fairbotham
Chair of Trustees (from 18 January 2022)

Date 30/9/2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
SHERIFF HUTTON VILLAGE HALL TRUST**

We report on the accounts of the Sheriff Hutton Village Hall CIO for the period ending 31 December 2021, which are set out on pages 5 to 8.

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 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 Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to our attention

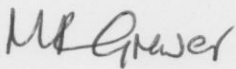
Basis of independent examiner's report

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 of 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 s130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mark Grever
Hunter Gee Holroyd Chartered Accountants
Club Chambers
Museum Street
York
YO1 7DN
01904 655202

Date 26/9/2022

Accounts for the year to 31st December 2021

Receipts and Payments Account: Operations Group and Play Area

	2021		2021	2020
	Unrestricted	Restricted	Total	Total
			£	£
Income Receipts				
Trading Activities				
Hiring Charges for the use of the hall				
Regular lettings	4957		4957	5512
Other lettings (including deposits)	1303		1303	1070
	<u>6260</u>		<u>6260</u>	<u>6582</u>
Play Area Receipts	0		0	0
Other Receipts				
Income from Solar PV	4739		4739	4544
Grants & Donations (see note 1)	17584		17584	11977
Other Receipts (including refunds)	0		0	-438
Total Receipts	<u>28583</u>	<u>0</u>	<u>28583</u>	<u>22665</u>
Direct Charitable Expenditure				
Repairs and maintenance of the hall and play area	5442		5442	10017
Caretaker costs	1389		1389	2993
Lighting and heating	1672		1672	1732
Telephone & Wifi	574		574	643
Water charges	120		120	206
Cleaning & Refuse collection	1396		1396	2985
Insurances	1391		1391	1380
	<u>11983</u>		<u>11983</u>	<u>19956</u>
Other expenditure				
Secretarial and sundry expenses	0		0	14
Bank charges	0		0	0
Performing rights licence	441		441	441
	<u>441</u>		<u>441</u>	<u>455</u>
Total Payments	<u>12424</u>		<u>12424</u>	<u>20411</u>
Net Receipts less Payments for the period			16159	2254
Cash and Bank Balances on 1 January 2021			13689	11435
Add overpayments and unpaid bills			656	
Less late payments for hall hire			540	
Cash and Bank Balances as at 31 December 2021			<u>29964</u>	<u>13689</u>

Notes:

- 1 There were four covid support grants from Ryedale DC, totalling £17431, and a refund from HMRC for gift aid donations in 2020.
- 2 Trustees were reimbursed for expenses incurred (Mrs. G. Fairbotham: £183.37)

Accounts for the year to 31st December 2021

Friends of Sheriff Hutton New Village Hall 200 Club

	2021 £	2020 £
Income Receipts		
Subscriptions to the 200 Club draws for 2022 prize draws	4755	4940
Advance payments for future draw years	<u>60</u>	
	4815	
Payments		
Draw Prizes for 2021	2450	2520
Lottery Licence and expenses relating to the 200 Club	<u>20</u>	<u>20</u>
	2470	2540
Net 200 Club Receipts for 2021	<u>2345</u>	<u>2400</u>

Friends Fundraising

Income Receipts		
Net fundraising income	227	0
Donations	<u>45</u>	<u>95</u>
	272	95
Payments		
Fundraising expenses		21
Net Fundraising income for 2021	<u>272</u>	<u>74</u>

Cash & Bank Balances as at 1 January 2021	10754	8470
Less outstanding draw prizes cashed from previous years	250	440
Add outstanding draw prizes not cashed from this year	200	250
Less transferred to CIO Skipton Building Society account	<u>6000</u>	
Cash and Bank Balances at year end	7321	10754
of which cash	<u>100</u>	<u>58</u>
TSB Balance at 3 January 2022	<u>7221</u>	<u>10696</u>

Prize payments 2021		
60 @ £25	1500	1500
2 @ £150	300	300
2 @ £100	200	200
9 @ £50	450	500
		20
	<u>2450</u>	<u>2520</u>

There were 62 winning members, 10 of whom won twice and 1 won thrice!

Accounts for the year to 31st December 2021

Receipts and Payments Account: Capital Fund

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Income Receipts				
Investment Income				
Bank Interest (Skipton Building Society)	14	0	14	128
Transferred from Friends & Fundraising account	6,000		6,000	0
Other Receipts	0	0	0	0
Total Receipts	6,014	0	6,014	128
Payments	0	0	0	0
Total Payments	0	0	0	0
Net Receipts/- Payments for the period			6,014	128
CIO Cash and Bank Balances as transferred from Trust on 1 January 2021			25,282	25,154
Overall Balances as at 31st December 2021			31,295	25,282

Note: Skipton BS account rate of savings interest at 31 December 2021 is 0.15%

Accounts for the year to 31st December 2021

Statement of Assets and Liabilities

	2,021	2,020
	£	£
Total Funds at 1 January 2021	<u>49,475</u>	<u>44,619</u>
Monetary Assets at 31 December 2021		
Bank and Cash Balances		
Day to Day operations		
HSBC Bank account (Operations)	26,158	9,803
Barclays Bank account (Play Area)	4,009	4,210
Bank deposit account (Play Area)	2	2
Cash in hand	<u>0</u>	<u>0</u>
Less funds held on behalf of the Sheriff Hutton Village Volunteers	<u>205</u>	<u>325</u>
	29,965	13,689
Capital Fund & Friends Fundraising		
TSB Bank account (Friends)	7,221	10,696
Skipton Building Society Account	31,295	25,282
Cash in hand	100	58
Less 2021 prizes not yet cashed	<u>200</u>	<u>250</u>
	38,416	35,786
Total Bank and Cash Assets at 31 December 2021	<u>68,381</u>	<u>49,475</u>
Debtors		
Hall rents	540	
Other accounts		
	<u>540</u>	<u>0</u>
Liabilities		
200 Club 2022 prizes	2,410	2,450
Unpaid Operations bills	656	
RYNAT inspections (2021 & 2018)	288	144
Adjusted Financial Assets as at 31 December 2021	<u>65,567</u>	<u>46,881</u>

Non-Monetary Assets

The Village Hall (cost to date approx. £157,000, insured for £1,246,290)
 Furniture and equipment in hall and in the play area (costs unknown, insured for £69,183)
 Tables, chairs, stage and kitchen equipment etc. and Play Area equipment

Philip David
 CIO Treasurer

Philip David

Date

30-9-22

**OPERATIONS GROUP RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2021**

	2021	2020		2021	2020
Balances as at beginning of year	£	£		£	£
Current Account	9,803	7,079	Normal Running Costs		
Less 2020 unpaid bills	0	0	Caretakers' Costs	1,389	2,992
Add 2020 unpaid lettings invoices	0	88	Contract Cleaning	176	2,055
Less balance of Village Volunteers	325		Window Cleaning	180	180
Cash in Hand	0	1	Electricity	719	995
	<u>9,478</u>	<u>7,168</u>	Oil	952	737
			Water	120	206
Regular Lettings			Wifi & website	338	410
Badminton	410	373	Booking's Secretary telephone	236	232
Jumble Sales	264	540	Hygiene Services	431	81
Keep Fit	771	525	Refuse Collection	307	532
Luncheon Club	299	451	Grass & Hedge cutting	3,740	2,035
Yoga with Sarah	393	277	Maintenance and repairs	1,118	7,666
Field Nats	0	70	Cleaning Materials	303	137
Playgroup/Toddlers	471	395	Subscriptions & Fees		
Youth Group	132	108	Performing Rights	441	441
Sewing Group	0	154	Insurance	1,391	1,380
Bowls Club	116	144	Secretarial	0	14
Spinning Group	67	77	Postage		
Parish Council	105	107		<u>11,840</u>	<u>20,095</u>
Ladies Group	111	53	Other Expenditure		
Gardening Club	292	252	Refunds		
Art Group	200	119	Equipment	384	172
History Group	372	433		<u>384</u>	<u>172</u>
Village Market	26	262			
Village Charities	0	3			
Pop-up Cafe	0	590			
Japanese Drumming	535	311	Total Expenditure	<u>12,223</u>	<u>20,267</u>
Morris Dancers	92	227			
NHS meetings	300	43			
	<u>4,957</u>	<u>5,512</u>			
			Balances as at end of year		
Other Lettings	803	982	Current Account	26,158	9,803
Advance deposits	500	1,577	Less unpaid bills	585	0
Deposit refunds due to Covid-19	0	-2,014	Less overpayments (school)	72	
Income from Solar PV	4,739	4,544	Add unpaid lettings invoices	540	0
Advance payments			Less balance of Village Volunteers	205	325
Grants & donations	17,584	11,977	Cash in hand	0	0
				<u>25,837</u>	<u>9,478</u>
Total Income	<u>28,583</u>	<u>22,577</u>			
Start balance plus income:	<u>38,061</u>	<u>29,745</u>	Final balance plus expenditure:	<u>38,061</u>	<u>29,745</u>

Notes: There was one deposit for a wedding in 2022.

PLAY AREA RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2021

	2021		2020	
	£	£	£	£
Receipts				
Fundraising net of expenses:				
Halloween Disco				
RDC grants				
DISHY donation				
Bank Interest				
Total receipts	<u>0</u>	0	<u>0</u>	0
Payments				
RYNAT Inspections			144	
Pioneer Play (New equipment)				
Repairs & maintenance	<u>200</u>			
Total payments		200		144
Surplus/(Deficit) for the period		<u>-200</u>		<u>-144</u>
Funds Brought forward		4211		4,355
Funds carried forward		<u>4011</u>		<u>4,211</u>
Represented by:				
Community Account		4009		4,210
Business Premium Account		2		2
Cash in hand		<u>0</u>		<u>0</u>
		<u>4011</u>		<u>4,211</u>

**VILLAGE HALL FRIENDS AND 200 CLUB RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDING 31st DECEMBER 2021**

	2021		2020	
	£	£	£	£
Receipts				
Subscriptions to the 200 Club		4755		4940
Advance subs for future years		60		
Donations		45		95
Gross receipts from Friends fundraising events				
Christmas coffee morning	227			
		<u>227</u>		<u>0</u>
Total receipts		5087		5035
Payments				
200 Club prizes paid		2450		2520
Other expenses relating to fundraising		20		41
Total payments		<u>2470</u>		<u>2561</u>
Net Fundraising receipts for the year		2617		2474
Number of 200 club members		241		245