

TRIMINGHAM VILLAGE HALL TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD 1 April 2022-31 March 2023

Registered Charity Number: 1171637

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For the period 1 April 2022-31 March 2023

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GENERAL INFORMATION

For the period 1 April 2022-31 March 2023

Charity Registration No: 1171637

Trustees: Terry Brown (Chair) – Appointed 1 April 2017
Derick Bowler – Appointed 1 April 2017
Patrick Carpmael – Appointed 1 April 2017
Geoffrey Pardon – Appointed 1 April 2017
Anthony Lyons – Appointed 1 April 2017
Jacqueline Bradford – Appointed 28 August 2022
John Mack – Appointed 16 January 2018

Registered Address: The Little Deane
Middle Street
Trimingham
Norfolk
NR11 8EA

Independent Examiner: Mrs Suzanne Burwood
16 Church Street
Trimingham
Norfolk
NR11 8AL

TRUSTEES REPORT for the period 1 April 2022-31 March 2023

The trustees present their report and the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP)

“Accounting and Reporting by Charities” (FRS 102) in preparing the annual report and financial statements of the charity.

Objectives and Activities

The objective of the CIO is to provide and maintain a village hall or village halls for the use of the inhabitants of Trimingham and the surrounding villages and such other areas as the charity trustees shall determine from time to time without distinction of political, religious or other opinions, including the use of:

- meetings, lectures and classes, and
- other forms of recreation and leisure-time occupation, with the objective of improving the conditions of the lives for the inhabitants

Achievements and performance

The hall is now in its fifth complete 12 month period. The trustees remain confident with the progress that has been achieved placing the hall into the market and supporting many community groups and activities.

Public benefit and statement

The trustees confirm that they have complied with the duty section 17 of the Charities Act 2011 to have due regard to the Charity Commission’s general guidance on public benefit, ‘Charities and Public Benefit’.

Structure, governance and management

Trimingham Village Hall Trust was registered as a CIO foundation with the Charity Commission for England & Wales on 15 February 2017. The CIO structure enables the charity to conduct business in its own name, rather than in the name of the trustees. Therefore, the trustees have limited liability for any debts incurred.

With the resignation of Mr Timothy Reeve as Trustee in August 2022, Jacqueline Bradford was nominated at the AGM and was duly appointed.

Risk Management

The charity monitors its risk on an ongoing basis and is constantly reviewing policies and actively pursuing funding in order to mitigate those risks throughout future financial years.

Internal risks are minimised by the implementation of procedures for authorisation of all projects and to ensure consistent and quality delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they meet the needs of the charity.

Financial Review

The results for the year are set out on page 6 of the financial statements. The financial statements relate to the provision of our day to day services for the year ending 31 March 2023 and shows that we had income of £19,785 and our expenditure totalled £17,194. The charity continues to operate in an environment that is challenging. We vie for grant funding with many other non-profit making organisations locally. However, the charity delivered and met its expectations for the year.

With the death of the appointed independent examiner, it was necessary to seek an alternative and this was successfully achieved.

Reserves Policy

The charity's unrestricted reserves are represented by cash at bank and in hand. Due to fluctuations in income, the trustees consider that unrestricted reserves should be sufficient to cover the planned expenditure where possible. It is the policy of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level to provide sufficient funds to maintain operations for 24 months. The adequacy of the policy will continue to be reviewed.

Restricted

Restricted funds were received in cash during the year to be added to the existing restricted fund as follows:

- Warm Hub reserve £396

The purchase of capital items in the year included the acquisition of a container to act as additional storage. The cost of the container and associated works were set against existing reserves. An additional £10,000 was subsequently transferred from the General Account into Building Maintenance/Equipment Renewal to ensure sufficient funding was available going forward. Following the agreed transfer of £2,000 into the Playground Reserve, the Trust was able to purchase two items of playground equipment and this was installed in November 2022 leaving a nil balance on the Playground Reserve.

Plans for future periods

Going forward the charity's focus will be on maintaining the village hall. The charity will only develop and deliver new projects that are financially viable, which clearly meet the charity's aims and objectives and which add real value to people and local communities.

Sustainability

Future funding will be dependent on hire fees, donations, sales and event incomes.

Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England & Wales 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 of the Charities SORP 2015 (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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. They 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.

ON BEHALF OF THE TRUSTEES:

Terry Brown
(Chair of the Trustees)

Date: 17 September 2023



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

TRIMINGHAM VILLAGE HALL TRUST

On accounts for the year
ended

31 MARCH 2023

Charity no
(if any)

1171637

Set out on pages

6-11

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Suzanne Burwood

Date:

01.08.23

Name:

SUZANNE BURWOOD

Relevant professional
qualification(s) or body
(if any):

Address:


16 CHURCH STREET

TRIMINGHAM

NORFOLK NR11 8AL

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

<p>Report to the trustees members of</p>		<p>On accounts for the year ended</p>		<p>Set out on pages</p>	
<p>CHARITY COMMISSION FOR ENGLAND AND WALES</p>		<p>11/11/23</p>		<p>2-11</p>	
<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended</p>					
<p>As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").</p>					
<p>I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(b) of the Act.</p>					
<p>I have completed my examination. I confirm that no material matters have come to my attention (other than those disclosed below) in connection with the examination which gives me cause to believe that in any material respect:</p>					
<ul style="list-style-type: none"> the accounts do not accord with the accounting records accounting records were not kept in accordance with section 130 of the Act or 					
<p>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.</p>					
<p>* Please delete the words in the brackets if they do not apply.</p>					
<p>Signed: </p>		<p>Name: SUZANNE BURWOOD</p>		<p>Relevant professional qualification(s) or body (if any):</p>	
<p>Date: 01.08.23</p>		<p>Address: 10 CHURCH STREET TRIMHAM NEEDHAM HILL BA1</p>		<p></p>	

Trimingham Village Hall Trust

Financial Statement for year to 31 March 2023

Reconciliation with bank

	<u>Cash</u>	<u>Lloyds Bank</u>		<u>Total</u>
		<u>General A/C</u>	<u>Reserves</u>	
Balances b/f April 2022	323	£ 48,390	£ 23,267	£ 71,980
<u>Plus receipts 2022/23</u>	9,264	10,521		19,785
	9,587	58,911	23,267	91,765
<u>Less payments 2021/22:</u>	5,024	12,170	21,447	38,641
	4,563	46,741	1,820	53,124
Transfers from Petty Cash:	4,511	4,511	396	
		51,252		
Transfers from GA to Reserve		12,452	12,056	
Balances c/f:	52	38,800	14,272	53,124

Notes:

Transfers into Reserves:

£10,000 to Building Maintenance

£396 into Warm Hub Reserve

£2,056 into Playground to cover shortfall

TRIMINGHAM VILLAGE HALL TRUST

Receipts for year ended 31 March 2023

RECEIPTS

	£	£	Last Year
<u>DONATIONS</u>			
Cash Donations - Warm Hub	396		0
Donations - General	361		846
Donations - Playground project	64		310
	<u>821</u>	821	1,156
<u>SPONSORSHIP</u>			
Nil	0	0	0
<u>SALES</u>			
Receipts from hire	10,800		6,934
Miscellaneous book sales	40		24
Sale of donated tools	75		
	<u>10,915</u>	10,915	6,958
<u>EVENTS</u>			
Yard Sales	0		0
Fun Dog Shows	959		526
Soup & Pud Lunches	0		152
Other (Flower Show, Trosh, Open Weekend)	4,449		518
	<u>5,408</u>	5,408	1,196
<u>GRANTS</u>			
Playground Equipments Grants	0		0
Covid-19 Business Interruption Grants	0		11,683
	<u>0</u>	0	
<u>OTHER INCOME</u>			
Newsletter Advertising	120		230
Feed In Tariff/Renewable Heat Incentive	2,462		2,400
Refund - Rates NNDC	59		0
	<u>2,641</u>	2,641	2,630
TOTAL INCOME:		<u>19,785</u>	<u>23,623</u>
<u>PETTY CASH TRANSFERS</u>			
	<u>4,511</u>		<u>576</u>

TRIMINGHAM VILLAGE HALL TRUST

General Account

Financial Statement for the Year Ended 31 March 2023

<u>PAYMENTS</u>	2022/23		<u>Notes</u>	Last Year
	£	£		
INSURANCE	878	878		826
LIGHT & HEAT	3,838	3,838		2,321
TELEPHONE	163	163		463
COMPUTER EXPENSES	605	605		221
ACCOUNTANCY	0	0		0
CAPITAL PURCHASES - Playground Equipment & Containe	21,667	21,667		
<u>REPAIRS & RENEWALS</u>				
Grass Cutting & Garden Maintenance	612			908
General Building Maintenance	1,950			1,152
Purchases for Sensory Garden	104			705
Equipment renewals	67			415
	<u>2,733</u>	2,733		3,180
<u>OTHER</u>				
Training	0			719
Rental of Pilgrim Shelter	16			
Rates & Refuse Collection	410			252
Water	464			287
Licences	463			825
Postage & Stationery	66			17
Cleaning/Laundry/Caretaking	2,246			1,647
Consumables	533			368
Marketing	852			578
Donations	0			0
Fund Raising Expenditure	2,917			208
Refunds and cheque return	172			111
Gardening Club Reserve transfer	0			61
Container transporting	619			
	<u>8,758</u>	8,758		5,073
TOTAL EXPENDITURE:		<u>38,642</u>		12,084

Notes:

General Revenue Expenditure: £17,195

Capital Expenditure: £21,447

TRIMINGHAM VILLAGE HALL TRUST
INCOME - GENERAL ACCOUNT
YEAR TO 30 MARCH 2023

Income - Year 1.4.22-31.3.23

Month	Rental Income	Donations P/Ground	Cash Donations P/Ground	Grants/ Donations P/Ground	Fund Raising			FIT/ RHI	Misc	Refunds	Monthly Total	Monthly Total Split as to:	
					Trosh	Dog Shows	Other					Cash	Bank
April	518.00	65.00	0.00	0.00	0.00	416.90	132.00	60.00	75.00	59.12	2,250.87	856.90	1,393.97
May	1,413.00	25.50							7.50		1,446.00	94.00	1,352.00
June	837.00	40.00					476.40		7.50		1,360.90	801.90	559.00
July	1,130.50	179.00	56.30				1,853.67		5.75		3,506.62	2,190.72	1,315.90
August	977.70	18.65					18.50				1,131.19	213.85	917.34
September	398.00					542.50	50.00	60.00			1,050.50	767.50	283.00
October	965.20	12.50			1,404.87		81.47				2,464.04	1,850.64	613.40
November	720.00	20.00					29.40		51.51		820.91	425.90	395.01
December	740.25		7.70				249.30				997.25	523.00	474.25
January	1,049.50						153.00	396.00	10.00		1,608.50	989.00	619.50
February	1,064.75										2,152.38	327.00	1,825.38
March	986.00								9.75		995.75	223.75	772.00
TOTALS:	10,799.90	360.65	64.00	0.00	1,404.87	959.40	3,043.74	120.00	115.50	59.12	19,784.91	9,264.16	10,520.75

Notes:

* Warm Hub Reserve

Trimingham Village Hall Trust
Expenditure 2022/23

General Account

Expenditure	Printing	Council Tax/Refuse Collection	Insurance	Water	Electricity	Service of Fire and Alarm Systems	Postage/ Office Supplies	Equipment	Cleaning/ Laundry	Consumables	Fund Raising Expenditure	Licences	General Maintenance	IT Support	Tel/Wi-Fi & Web Site fees	Refunds	Misc	Monthly Totals	Split as to:	
																			Cash	Bank
April		59.12	867.60		245.76				165.00		140.07	157.06			38.39		104.00	1,777.00	409.07	1,367.93
May		351.00			196.73	150.00	11.40		185.00	12.00		13.37	426.20	218.75	38.39		172.00	1,774.84	212.40	1,562.44
June	168.00				125.05				45.00	157.33	134.62	83.43	100.00		86.55			899.98	366.81	533.17
July				219.31	91.51		7.50		293.00	99.86	1,483.56	13.37	214.00	150.00			6.00	2,578.11	903.92	1,674.19
August					80.15			13.96	199.00	9.99	250.00	13.37	239.50					805.97	222.95	583.02
Sept					73.85			4,006.08	25.00		168.08	13.37	50.00					4,336.38	193.08	4,143.30
Oct	192.00				136.56		27.39	3,624.00	421.70	94.24	700.04	13.37	140.00				\$	5,349.30	1,263.37	4,085.93
Nov						114.00	7.60	14,037.35	77.08	8.50		13.37	155.00				619.00	15,031.90	240.01	14,791.89
Dec			10.35	244.85					169.00	53.98	40.66	102.47		105.00				726.31	263.64	462.67
January	144.00				1,998.99				160.00	7.96		13.25	92.62				\$5	2,716.82	354.58	2,362.24
Feb	48.00				195.60			2.99	335.80			13.25	186.42					782.06	386.79	395.27
March	0.00				693.39		11.60	50.19	170.80	89.23		13.25	693.60	131.25			10.00	1,863.31	207.59	1,655.72
TOTALS:	552.00	410.12	877.95	464.16	3,837.59	264.00	65.49	21,734.57	2,246.38	533.09	2,917.03	462.93	2,297.34	605.00	163.33	0.00	1,211.00	38,641.98	5,024.21	33,617.77

Notes:

* Playground Equipment - Deposit from Reserve
 ** Purchase of container from Reserves
 *** Balance of Playground Equipment £9347.52 (£9172.22 Res / £175.30 GA)
 \$ Cost of transporting container to site
 \$5 £300 for advertising from marketing reserve

Summary

Bank Exceptional Expenditure total from reserves: £21,447.30
 Bank General Expenditure: £12,170.47
 Total General Expenditure £17,194.88

Trimingham Village Hall Trust

Reserves

Year End 31 March 2023

	<u>Playground</u>	<u>Warm Hub</u>	<u>Repairs/ Building & Maintenance</u>	<u>Training</u>	<u>Marketing</u>	<u>Total</u>
b/f	11,122.00	0.00	7,969.00	0.00	4,176.00	23,267.00
Transfer from G/A	2,056.30					
	<u>13,178.30</u>					
Aug-22 Total Reserve:	13,178.30	0.00	7,969.00	0.00	4,176.00	25,323.30
<u>Less Expenditure:</u>						
5.9.22 NGF Play Ltd	4,006.08					
31.10.22 Adaptainer			3,624.00			
7.11.22 C Mason			4,658.00			
17.11.22 NGF Play Ltd	9,347.52					
Sub Total: Total Expenditure	13,353.60	0.00	8,282.00	0.00	0.00	21,635.60
to January 2023						
Shortfall charged to GA	175.30		313.00			488.30
Balance:	0.00	0.00	0.00	0.00	4,176.00	4,176.00
<u>Additions/Expenditure to Reserve</u>						
12.1.23 Crab Tales Ads					300.00	
19.1.23 Transfer from GA			10,000.00			
See Trustee agreement						
19.1.23 Transfer from cash		326.00				
		70.00				
Totals at Year End:	0.00	396.00	10,000.00	0.00	3,876.00	14,272.00