

Charity Registration Number 1172784

LEVERSTOCK GREEN VILLAGE ASSOCIATION CIO

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31 AUGUST 2022**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2022**

The Trustees present the annual report and financial statements of the charity for the year ended 31 August 2022. The financial statements comply with current statutory requirements and the requirements of the Charity's governing document.

OBJECTIVES AND ACTIVITIES

Objects

The charity's objects, as detailed in the constitution, are:

To promote the benefit and protect the interests of the inhabitants of Leverstock Green and the neighbourhood without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Establish or secure the establishment of a community centre, The Village Hall, and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.

Activities

In order to achieve these objectives, during the year the charity has:

Kept a watching brief on all planning and environment issues which affect residents and lobbied the appropriate authorities where necessary.

Ensured that the Village Hall is well maintained and appropriate for all hall users and drawn up plans to initiate refurbishment projects to keep the facilities to a standard expected by the local residents and users. In this connection the charity has liaised with the Leverstock Green Parish Trust for funding.

Raised funds by a variety of means to cover any shortfall between the hall-hire income and expenses; to pay for the refurbishment works. The hall has been open since September 2021 and has almost returned to pre-covid booking rates; extra cleaning is still taking place.

Maintained sub-committees as are necessary to address the aims and objectives of the Constitution. These currently comprise, Hall Management; Finance; Environment; and Fete/Fund raising all of which report back to the Main Committee. Normal face-to-face meetings have been taking place.

Placed any surplus funds not needed for immediate running of the Village Hall, or other projects, on deposit to earn interest.

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in the planning and operations of all its current and future activities. In particular, the Trustees have given due regard to public benefit to ensure that all the activities have open access and are affordable.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022**

ACHIEVEMENTS AND PERFORMANCE

Until the closure of the hall regular hiring bookings remained fairly constant and provided a variety of activities for members of the community and these have now returned to almost pre-covid bookings. These were also supplemented with occasional bookings. Children's birthday parties have now resumed and these continue to be popular and a good source of income.

Environmental Issues

The Environmental Sub-Committee (ESC) is made up of members of the main committee and other local residents. Its function is to examine planning applications and proposals with the aim of protecting and preserving the local environment, amenities and Green Belt from encroachment or inappropriate development. The ESC also examines relevant National, Regional, County and Local Plans to establish the possible impact on the environment and amenities of Leverstock Green and the wider LGVA Area of Benefit.

The ESC has monitored closely the emerging St Albans and Dacorum Local Plans. Both plans have been delayed by a number of internal and external factors. The St Albans Plan, which holds the prospect of substantial housing developments in the East Hemel Area, is now not expected to be adopted until 2025 at the earliest.

The Poppy Fields Cemetery is complete and will be brought into use when the current Woodwell's Cemetery reaches its capacity. The new Crematorium is structurally complete and once the internal fittings have been installed the complex is scheduled to open in March 2023. The whole development will occupy the land between the Bunkers Park access road and Bunkers Lane.

Events provided in accordance with our aims:

Fireworks, Winter Fayre, Christmas Lights and Village Fete

The Fireworks display for Nov-21 did not take place due to combination of shortage of volunteers and cost. The display for Nov-22 will not take place due mainly to the increased costs involved.

The Winter Fayre and Christmas Lights were held in Nov-21. This was the first event on re-opening of the hall and proved very popular with a good turnout from the village and elsewhere.

The Summer Fete also proved popular and it is hoped that 2023 will see an improved and different set up.

Additional Activities

The Hall Management Sub-Committee continues to oversee the running of the hall, thus providing a welcoming venue for the numerous local groups who meet regularly in the Hall as well as for our occasional hirers.

Although never reaching the maximum number of participants the 500 Club has continued to run, providing additional funds for the Association with the possible chance of being the lucky winner of the first prize of £100 every month. Second and third prizes are considerably lower.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022**

FINANCIAL REVIEW

Reserves

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent of £60,000 or twelve months' hall expenditure whichever is the greater. The Trustees consider that reserves at this level will ensure that in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

At 31 August 2022 the charity held free reserves of £130,360 (2021: £142,669). This equates to 26 months of running costs. The committee is aware of the excess reserves. Any investments will be made with caution due to the uncertainty driven by Covid-19 and the adverse impact it has had on Hall income.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Leverstock Green Village Association CIO is governed by its constitution dated 27 April 2018.

15 individual trustees are elected at the Association's Annual General Meeting. Trustees representing local bodies are nominated by each individual body under its prevailing rules or constitution. At its first meeting after the Annual General Meeting the Management Committee elects from among its members the Officers of the charity to serve for the forthcoming year. Two members are appointed by our landlords, Dacorum Borough Council.

A Welcome Pack is in place to give to each new Trustee on joining the Main Management Committee. It is reviewed and updated each time it is needed so that the very latest information is included. In addition to the Constitution, latest accounts, minutes of last 2 months' meetings, the various Policies, a map of our Area of Benefit and information from the Charity Commission concerning Trustees, information such as contact details of staff and Trustees, a Who's-Who of those actively involved in the association, a history of the charity and the Village Hall, also of the Parish Trust and their Charity Scheme and any other material considered relevant, is given. All new Trustees are personally welcomed by the Chairman and encouraged to ask any questions and join any sub-committee in which they may have a particular interest and are assigned an experienced trustee to assist in familiarising themselves with the charity's activities.

Powers to invest the charity's funds for the benefit of the charity and its members are set out in the Constitution and are vested in the Management Committee.

The charity has no direct connection with any other charity or organisation, but the Leverstock Green Parish Trust provides the charity with donations towards the maintenance of the hall in accordance with its own Scheme of Arrangement.

With the exception of the paid staff, all Trustees are volunteers and all the work of the charity is undertaken by volunteers (not necessarily Trustees) without whom the charity would not be able to function.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

LEVERSTOCK VILLAGE ASSOCIATION CIO

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31ST AUGUST 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Leverstock Green Village Association CIO is an incorporated charity registered with the Charity Commission (number 1172784).

The principal operating address of the charity is:

Village Hall
Leverstock Green
Herts
HP3 8QG

The Trustees who served in the year and up to the date of this report were:

Elected Members

A Weightman	
M Rayner	Secretary (also Leverstock Green Womens' Institute Representative)
D Tang	Treasurer
J Baldwin	
S Brind	
C B Gage	Vice-Chairman (also Holy Trinity Church Representative)
B Makins	also Leverstock Green Cricket Club Representative
I Parish	Chairman
R Sutton	
N Taylor	
J Walker	
R Selby	Resigned 4-Apr-22
R Goldstein	Co-opted 11-Oct-21

Representative Members

Leverstock Green Football Club	W Dawes
Leverstock Green Tennis Club	A Woof
Leverstock Green Players	D Reeve
Our Lady Queen of all Creation RC Church	H Bassadone

Nominated Members

Dacorum Borough Council	Councillor M Griffiths
Dacorum Borough Council	Councillor N Harden

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31ST AUGUST 2022**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year.

In preparing accounts giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the accounts comply with the Charities Act 2011 and the provisions of the trust deed. 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.

By order of the Trustees

I Parish – Chairman

14 November 2022

LEVERSTOCK VILLAGE ASSOCIATION CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LEVERSTOCK GREEN VILLAGE ASSOCIATION CIO

I report to the trustees on the accounts of Leverstock Green Village Association Trust CIO (charity no: 1172784) for the year ended 31st August 2022 which are set out on pages 7 to 15.

Respective responsibilities of trustee and examiner

The 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

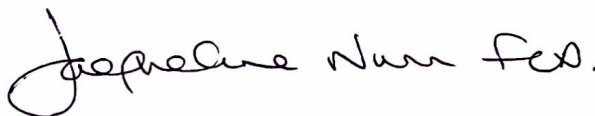
Basis of independent examiner's report

My examination was carried out in accordance with 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 the 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 to indicate that:

- accounting records have not been kept in accordance with section 145 of the Charities Act;
- the accounts do not accord with such records
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements of the Charities Act or are not consistent with the Charities SORP (FRS102)
- any such matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



Jacqueline Nunn FCA
271 St Albans Road
Hemel Hempstead
Hertfordshire
HP2 4RP

Dated: 24 October 2022

LEVERSTOCK GREEN VILLAGE ASSOCIATION CIO
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 AUGUST 2022

	Note	Restricted 2022 £	Unrestricted 2022 £	Total 2022 £	Restricted 2021 £	Unrestricted 2021 £	Total 2021 £
Income from:							
Donations & Grants		2,113	2,689	4,802	14,421	18,943	33,364
Charitable activities & events	2	320	6,144	6,464	1,075	2,663	3,738
Other trading activities			43,546	43,546		13,044	13,044
Investment income			90	90		89	89
Total income		2,433	52,469	54,902	15,496	34,739	50,235
Expenditure on:							
Charitable & Fund-raising costs	2	(320)	(3,908)	(4,228)	(1,075)	(2,661)	(3,736)
Staff costs	3		(38,842)	(38,842)	(6,798)	(23,178)	(29,976)
Light, heat & water	4	(975)	(12,436)	(13,411)	(561)	(5,053)	(5,614)
Insurances & Licences			(1,814)	(1,814)		(2,036)	(2,036)
Repairs & maintenance		(481)	(1,821)	(2,302)		(339)	(339)
Telephone, postage and stationery			(1,374)	(1,374)		(1,384)	(1,384)
Hall & Office equipment		(657)	(632)	(1,289)	(597)	(176)	(773)
Depreciation		(100)	(8,122)	(8,222)	(100)	(8,122)	(8,222)
Independent Examiner's Fee			(360)	(360)		(360)	(360)
Professional Fees			(40)	(40)		(40)	(40)
Sundry			(3,651)	(3,651)		(2,721)	(2,721)
Total expenditure		(2,533)	(73,000)	(75,533)	(9,131)	(46,070)	(55,201)
Net income/(expenditure)		(100)	(20,531)	(20,631)	6,365	(11,331)	(4,966)
Transfer between funds		-	-	-	(6,465)	6,465	-
Net income/(expenditure) after transfers		(100)	(20,531)	(20,631)	(100)	(4,866)	(4,966)
Reconciliation of funds							
Fund balances at beginning of year		736	227,986	228,722	836	232,852	233,688
Fund balances at end of year		636	207,455	208,091	736	227,986	228,722

The notes on pages 10 to 16 form part of these accounts.

LEVERSTOCK GREEN VILLAGE ASSOCIATION CIO

BALANCE SHEET FOR THE YEAR ENDED 31 AUGUST 2022

	Notes	£	2022 £	£	2021 £
Fixed Assets					
Tangible assets	6		77,095		85,317
Current Assets					
Debtors	7	1,556		1,024	
Cash at bank and in hand		131,270		144,091	
Total Current Assets		132,826		145,115	
Creditors: Amounts Falling Due Within One Year	8	(1,830)		(1,710)	
Net Current Assets		130,996		143,405	
Total Assets less Current Liabilities			208,091		228,722
Represented by:					
Restricted Funds			636		736
Unrestricted Funds					
Designated funds			77,095		85,317
General funds			130,360		142,669
	9		208,091		228,722

Approved by the Trustees on 14th Nov 2022

I Parish – Chairman
Trustee

M Rayner – Secretary
Trustee

The notes on pages 10 to 16 form part of these accounts.

1. Accounting policies

Basis of preparation

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. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective 1 January 2015 and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

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

Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement. All other forms of income are recognised on a receivable basis. Income relating exclusively to future accounting periods is deferred.

Expenditure recognition

Expenditure is recognised when a liability is incurred.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Hall Improvements	25 years straight line (lease term)
Fixtures, fittings & equipment	10 years straight line
Computer equipment	3 years straight line

Capitalisation limit of £250.

Funds structure

Restricted funds represent grants, donations and legacies received which are allocated by the donor for specific purposes.

Unrestricted income funds are those funds that are available to the trustees to apply to the general charitable purposes as laid out in the Trust Deed.

Designated funds are unrestricted funds which have been put aside out of unrestricted funds at the discretion of the Trustees.

LEVERSTOCK GREEN VILLAGE ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

2. Charitable activities and events & fundraising costs

	Income	Expenditure	Net Total
<i>Year to 31 August 2022</i>			
	£	£	£
Fireworks	-	-	-
Winter Fayre	1,215	(38)	1,177
Christmas Lights	320	(1,453)	(1,133)
Big Band Concert	-	-	-
Quiz Night	-	-	-
Fete	2,496	(690)	1,806
500 Club	2,340	(1,440)	900
Newsletter	-	-	-
Other	93	(606)	(513)
Totals	6,464	(4,227)	2,237
<i>Year to 31 August 2021</i>			
	£	£	£
Fireworks	-	-	-
Winter Fayre	-	-	-
Christmas Lights	1,075	(1,447)	(372)
Big Band Concert	-	-	-
Quiz Night	-	-	-
Fete	-	-	-
500 Club	2,578	(1,440)	1,138
Newsletter	-	-	-
Other	85	(873)	(788)
Totals	3,738	(3,760)	(22)

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

3. Staff costs

	2022	2021
	£	£
Wages and salaries	38,205	29,542
Social security costs	0	0
Pension costs	637	434
	38,842	29,976

Staff numbers

The average monthly number of employees (head count based on number of staff employed) during the year was:

5	5
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Staff work part-time and the average number of employees (full time equivalent based on hours worked) during the year was:

2	2
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The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund

4. Light, heat & water

	2022	2021
	£	£
Electricity	3,836	2,125
Gas	5,131	2,602
Water	4,444	887
	13,411	5,614

5. Trustees' remuneration and expenses

No trustee received any remuneration or expenses in the year.

The premium for the Village Hall insurance policy was a total of £1,082 (2021: £803) and includes Trustee indemnity insurance. This is provided by the Charity in order to indemnify the trustees or other officers against the consequences of any neglect or default on their part.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

6. Tangible fixed assets

	Hall Improvement £	Fixtures, fittings & equipment £	Total £
Cost			
At 1 September 2021	166,324	62,598	228,922
Additions			
At 31 August 2022	166,324	62,598	228,922
Depreciation			
At 1 September 2021	93,141	50,463	143,604
Charged in year	6,653	1,569	8,222
At 31 August 2022	99,794	52,032	151,826
Net book value			
At 31 August 2021	73,183	12,135	85,318
At 31 August 2022	66,530	10,565	77,095

7. Debtors

	2022 £	2021 £
Other debtors	66	84
Prepayments and accrued income	1,490	940
	1,556	1,024

8. Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	870	750
Accruals and deferred income	960	960
	1,830	1,710

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

9a. Funds of the charity – Current Year

	At 1 Sept 2021 £	Incoming resources £	Resources expended £	Transfers £	At 31 Aug 2022 £
RESTRICTED FUNDS					
Newsletter fund	-	-	-		0
500 Club	36	-	-		36
Christmas Lights Fund	-	320	(320)		0
Photocopier	-	657	(657)		0
Maintenance	-	481	(481)		0
Heat, Light & Water	-	975	(975)		0
Door Entry System	700	-	(100)		600
Total restricted	736	2,433	(2,533)	-	636
UNRESTRICTED FUNDS					
Designated					
Fixed Asset Fund	85,317	-	(8,222)	-	77,095
General	142,669	52,469	(64,778)	-	130,360
Total unrestricted	227,986	52,469	(73,000)	-	207,455
TOTAL FUNDS	228,722	54,902	(75,533)	-	208,091

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

9b. Funds of the charity – Prior Year

	At 31 Aug 2019 £	Incoming resources £	Resources expended £	Transfers £	At 31 Aug 2020 £
RESTRICTED FUNDS					
Newsletter fund	-	-	-		-
500 Club	36	-	-		36
Christmas Lights Fund	-	1,075	(1,075)		-
Photocopier	-	597	(597)		-
Maintenance	-	6,465	-	(6,465)	-
Heat, Light, Water	-	561	(561)		-
Door Entry System	800	-	(100)		700
CJRS Grant		6,798	(6,798)		
Total restricted	836	15,496	(9,131)	(6,465)	736
UNRESTRICTED FUNDS					
Designated					
Fixed Asset Fund	93,540	-	(8,222)		85,317
General	139,313	34,739	(37,848)	6,465	142,669
Total unrestricted	232,852	34,739	(46,070)	6,465	227,986
TOTAL FUNDS	233,688	50,235	(55,201)	-	228,722

10a. Analysis of net assets by fund – current year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	-	76,613	-	76,613
Current assets	132,672		636	133,308
Creditors: amounts falling due within 12m	(1,830)			(1,830)
	130,842	76,613	636	208,091

10b. Analysis of net assets by fund – prior year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Tangible fixed assets	-	85,317	-	85,317
Current assets	144,379	-	736	145,115
Creditors: amounts falling due within 12m	(1,710)	-	-	(1,710)
	142,669	85,317	736	228,722

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 AUGUST 2022

11. Financial Commitments

At the year end the Charity had commitments of £0 (2021: £0)

12. Reserves

The committee is aware of the excess reserves. Any investments will be made with caution due to the on-going adverse impact Covid-19 is having on Hall income and the significant inflation of costs.

13. Related Party Transactions

There were no related party transactions during the year.