PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales · Charity number 1176200

Details

Status	Registered
Legal form	CIO
Registered	2017-12-11
Register	View on the Charity Commission register

Contact

Address	Penkhull Village Hall Trent Valley Road Stoke-On-Trent ST4 5JB
Phone	07926880370
Email	villagehallpenkhull@gmail.com
Website	www.penkhullvillagehall.co.uk

Activities

Objects: TO FURTHER OR BENEFIT THE RESIDENTS OF PENKHULL AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS 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 OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER:TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

Activities: To benefit the residents of Penkhull and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities for recreation and leisure to improve the conditions of life

Downloaded from opencharities.uk/ew/1176200

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

Geography

- Stoke-on-trent City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£63,373	£87,627	-	-
2024-10-31	£77,626	£60,500	-	-
2023-10-31	£64,069	£65,254	-	-
2022-10-31	£48,047	£30,667	-	-
2021-10-31	£98,612	£45,757	-	-
2020-10-31	£1,279	£0	-	-

Trustees

Name	Role	Appointed
Claire Johnson		2026-02-04
Dr Charles Pantin		2016-10-04
Janet Wakefield		2021-01-07
John Anthony Stokes		2022-06-15
KAREN LESLEY JONES		2016-06-22
MICHAEL JOHN ALLEN		2016-06-22
SUSAN PANTIN		2016-06-22
Susan Hallam		2021-05-18

Downloaded from opencharities.uk/ew/1176200

PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales - Charity number 1176200

Accounts

Charity registration number 1176200 (England and Wales)

PENKHULL VILLAGE HALL COMMUNITY TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2025

PENKHULL VILLAGE HALL COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Charles Pantin - Treasurer	
	Mike Allen	
	Karen Jones	
	Susan Pantin	
	Janet Wakefield	
	Susan Hallam	
	John Stokes	
	Claire Johnson	(Appointed 4 February 2026)
Secretary	Charles Pantin - Treasurer	
Charity number	1176200	
Registered office	Penkhull Village Hall 11 Trent Valley Road Stoke-on-Trent Staffordshire ST4 5JB	
Independent examiner	BK Plus Limited Graphic House 124 City Road Stoke on Trent	
Bankers	Natwest 75 High Street Newcastle Under Lyme Staffordshire ST5 1PN	

PENKHULL VILLAGE HALL COMMUNITY TRUST

CONTENTS

	Page
Trustees report	1 - 8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 19

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT

FOR THE YEAR ENDED 31 OCTOBER 2025

The trustees present their annual report and financial statements for the year ended 31 October 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011 and "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).

Executive summary

On Mondays to Fridays, the hall was used for 17 regular classes and activities encompassing social, exercise, music, and children's groups. There was 73% occupancy over the weekend days. These figures demonstrate that Penkhull Village Hall is in great demand as a community facility and is meeting its constitutional objectives.

Penkhull Village Hall Community Trust employs two part time staff, so relying on dedicated volunteers for major support with the daily operation and maintenance of the village hall. The trustees, all volunteers, are part of that team and manage the legal and administration work, fundraising and strategy for the future.

During the year volunteers continued to repair and maintain the fabric of the building, saving significant labour costs for the Trust.

The trustees have dealt as usual with significant financial pressures. They decided to invest heavily this year in repairs and upgrades carried out by qualified tradespeople. In total we spent £45,975 on repairs and renewables. The energy costs, which almost tripled from £7K in 22-23 to £17K in 23-24, with changes in the utility contracts, the insulation and changes to the heating system fell back to double the costs of 22-23.

Having maintained hire prices since 2016, the trustees had no option but to increase the regular and one-off hire charges in January 2024 and September 2025.

The heavy and widespread use of the building demonstrates its place as an essential facility supporting the community of Penkhull and its environs.

Legal status of the Trust

Until 7th January 2026, Penkhull Village Hall Community Trust was registered with both the Charity Commission (no.1176200) and Companies House (no.10410213). On 7th January 2026, it converted to a Charitable Incorporated Organisation with the same charitable number (no. 1176200) registered solely with the Charity Commission

Penkhull Village Hall Community Trust owns Penkhull Village Hall on behalf of the community of Penkhull. Under the overage agreement reached with the Duchy of Lancaster in 2020, should the trustees at any point sell the building and land outside of community use, a third of the profits must be transferred to the Duchy.

The trustees of Penkhull Village Hall Community Trust are extremely grateful to the Duchy of Lancaster, without whom our community would not be in the position it is today to create a centre with a future.

Location of the village hall

- Penkhull Village Hall
  Trent Valley Road
  Penkhull
  Stoke on Trent
  Staffordshire
  ST4 5JB

@ villagehallpenkhull@gmail.com
penkhullvillagehall.co.uk

- 01782 922616
- 07926 880370

- www.penkhullvillagehall.co.uk

Use of the village hall

There is a real sense of community in Penkhull and its strapline - *a village within a city* - is both indicative of how the area is viewed by its residents and evocative of its village-like lifestyle.

Given its amenities and its location in the centre of Penkhull, the village hall is a natural centre for community activity. Since the creation of The Penkhull Mysteries in 2005, arts and performance groups and activities have blossomed. Most have centred on the village hall.

As an old school, Penkhull Village Hall has three rooms available to hire, one of which is a small meeting room. Because of internal noise pollution the two adjacent main rooms can only be used simultaneously if the activities are complementary, and careful scheduling has achieved this on four evenings a week during the period of this report. Simultaneous multi-use of the building is more difficult at weekends owing to the nature of the activities.

It is important to maximise the use of the building to achieve the highest possible revenue and to make the most efficient use of the heating. Having said that, we need to ensure there is time for routine cleaning through the week and for deep cleans and maintenance/refurbishment through the year. This can result in closing the building for the times necessary, though the work is normally done during school holidays when there is less weekday pressure on the facilities.

Mondays to Fridays, the hall is mainly used for regular activities that encompass social, sporting/exercise, music, and children's groups. The full weekly schedule is in Appendix i.

It is the hall's policy to protect Saturdays and Sundays for ad hoc events, so the community has good access to the facility for events like parties for residents of all ages, concerts, dances, fundraising events, national celebrations and more. During the year there were 96 individual weekend events, an increase of 10 over last year. Of the parties booked, 23 were Penkhull residents and 46 were from outside the village but within the City, mostly from our next-door areas. See further details about ad-hoc hire in Appendix ii.

The village hall is in great demand, and many bookings must be turned down as the rooms are already booked. This year that happened 165 times.

The police post, now well-established, has continued to bring the expected benefits to both the hall and the village. Police officers and PCSOs on the Penkhull and surrounding patches have made extensive use of the room provided. The facility negates the need to return to their station during a shift and means officers spend more time on the patch and have somewhere warm, dry and welcoming to spend their breaks. Because officers use the hall at random times of the day and evening low level anti-social behaviour around the building has all but disappeared, which is a major bonus.

The Thursday Community Café has been a great success since its inception in 2014. An initial grant to buy café furniture was a big help in establishing an attractive and welcoming environment, but it has been the volunteers who have ensured its success in meeting its objectives and contributing to hall funds. There are 28 volunteers involved in running the café – setting up and taking down the cafe, baking cakes, preparing lunches, taking orders, fulfilling orders and serving to between 60 and 100 people every week except Christmas and New Year.

The café was set up to help tackle loneliness. Over the years it has provided a constant space where people come to meet friends and make friends. Food and drink are almost incidental. It's the company, conviviality and community that matter to people, including the volunteers who find it a rewarding and enjoyable part of their week.

Without doubt Penkhull Village Hall is the hub of the village community. It is the place to go to find out what is going on and to make individual voices heard, the place to go to learn new skills, the place to go for celebrations and the place to go to 'give something back'.

Running the village hall

Trustees and other volunteers make sure the hall provides the best possible environment and customer service. Volunteers assist the business manager in the day to day running of the hall and in supporting hirers and it is solely volunteers who run the weekly community café, and open and close weekend bookings.

All the activity is supported by volunteers running the administration to ensure the hall complies with legal requirements, and sound financial management ensures the trustees have accurate financial information on which to make both operational and strategic decisions.

Buildings

Penkhull Village Hall started life as a church school over 180 years ago. It closed as a primary school in the 1970s when other schools opened in Penkhull. It was then used during the day as an annexe by St Peter's secondary school for a period and since 1994 has been used wholly as a village hall for use by the local community. It is part of the Penkhull conservation area.

Because it was built as a school the village hall benefits from several different sized rooms and a stage. One of the downsides is that as many rooms as possible need to be used concurrently to maximise revenue and minimise waste of utilities. As there is no soundproofing this can be difficult to achieve because not all activities are compatible.

Maintaining the village hall

Penkhull Village Hall is an old, failing building. It requires constant care and maintenance, and we are fortunate to count among the voluntary improvement team, people with a wide range of skills from essential DIY to the electrical and plumbing trades.

They allow us to keep up with minor repairs and decoration to keep the hall looking attractive to hire, which is essential to maintain income and reputation.

Alongside that we have invested heavily this year in repairs and upgrades carried out by qualified tradespeople. We spent £37,400 on further insulation, roof repairs, office environment upgrade, a new kitchen floor and upgrades to the heating system. In total we spent £45,975 on repairs and renewables.

Financial review

Penkhull Village Hall finances are managed through the year by trustee and treasurer, Charles Pantin. The annual accounts are prepared by BKplus Chartered Accountants, Graphic House, City Rd, Stoke-on-Trent ST4 2PH

Commentary on the financial year

Penkhull Village Hall has gone from an operating loss of £1,185 in 22/23 to an operating profit of £17,126 due to a one-off donation of £20K in 23/24 and to a loss of £24,254 in 24/25. The loss was due to the trustees investing heavily this year in repairs and upgrades carried out by qualified tradespeople.

- Income was reduced mainly due to a loss of donations, partly compensated by a rise in fundraising and an increase in hire income with both more bookings and a rise in the hourly rate.
- Total expenditure rose by £27K as repairs rose by £28K. The gas and electricity expenditure fell by £4K but was still twice the level before the Ukraine war price shock.

Having previously indicated a likely price rise to regular users, trustees did raise their hourly rate from £17 to £18. All activity leaders have been able to meet the small increase. Income from regular groups rose by £4.7K over 23-24 financial year.

Income from weekend hire rose by £4.2K on the previous year with the number of days booked for events rising by 10. The rise in income is mainly due to the usual hourly rate for one-off bookings rising from £20 to £25.

Planning for the future of Penkhull Village Hall

Penkhull Village Hall is an old, failing building with myriad problems, many of them costly, which is why the Trust was formed. As a charity the Trust can apply for major grants and support to make the major changes that are necessary for a community centre fit for our children and our children's children. The volunteers have a great range of skills that make it possible to keep the hall repaired and maintained but much of this is cosmetic and we have had to spend over £37K on big ticket items during the year.

Since its inception the Trust has been working on a long-term plan of major rejuvenation of the hall as the current building has a limited life. Whilst the Trust has received significant and welcome support from its architects, plans have not proceeded at the rate intended. This means trustees are now faced with having to do major work on the hall to keep it going until a sustainable solution can be put in place.

It is the people involved, staff and volunteers, who make it all possible, however, it is getting harder for the small, dedicated group of volunteers, particularly the trustees, to keep going at the current rate. So alongside the work keeping the hall running, the trustees will be turning their focus next year towards making the people side of the operation more sustainable, with more volunteers and potentially more paid staff. This would have a major impact on expenditure with relatively little room for increasing income, but the Trust will fail for lack of people before it fails because of its building problems.

Structure, governance and management

The trustees who served during the year and up to the date of signature of the financial statements were:

Charles Pantin - Treasurer	
Mike Allen	
Karen Jones	
Susan Pantin	
Michael Willis	(Retired 4 March 2026)
Janet Wakefield	
Susan Hallam	
John Stokes	
Dean Richardson	(Retired 12 September 2025)
Claire Johnson	(Appointed 4 February 2026)

Paid Staff	Sue Birch, Business Manager Sarah Welch, Cleaner

Appendix i

Regular users of Penkhull Village Hall 1st November 2024 to 31st October 2025

(weekly unless otherwise stated)

Day	Group	Approx numbers	Aim
Monday	Baby Ballet	10- 15	The preschool dance syllabus has been carefully designed to ensure each child is taught the principles of ballet and tap at the right developmental level while boosting confidence, and of course having lots of fun.
	Kids Club	10-20	Educational, arts and social development for children age 6-13
	Clay Chorus	25-30	Adult singing group led by professional musicians, learning songs with harmony and performing at various events through the year
	Wood turners club (monthly)	40	Woodturning class and meetings with external speakers/trainers, often via zoom to class and with some members attending via zoom
Tuesday	Dance Fitness Class	10	Dance fitness class to music
	Seated Samba	16	Seated exercise class for people with limited mobility and strength
	Slimming World	30 - 50	Group and leader support to lose weight through a specialist programme, with education about food, nutrition, exercise and healthy living
	Rainbows and Brownies	35	Opportunity for girls aged five to seven and seven to 10 to learn about themselves, their community and their world
Wednesday	Tai Chi	12-20	Tai chi for adults
	Brazilian Dance Fitness x 2	10 – 15	Adult fitness classes based on Brazilian dance style
	Yoga	10	Yoga for adults
	Dizzy Heights Youth Club	20	A free club for teens with a wide range of activities to take part in

Thursday	Community Cafe	60 - 100	Opportunity for people of all ages to meet in relaxed surroundings. Aims to get isolated people out of their homes and back into the community, meeting old friends and making new ones. A natural place to advertise and sell tickets for community events, encouraging people to spend more time in community settings
	Wood turners club (twice per month)	30	Workshop for wood turners of all abilities to work on lathes and other equipment, learning from each other
	Domesday Morris	20 +	Training for Morris dancing over the autumn and winter months. Domesday Morris is Penkhull's home-grown border Morris side that performs locally, nationally and internationally
	So-Sew WI (monthly). Penkhull's own WI	40	An opportunity for women of all ages to meet new people, learn new skills and be inspired in many different areas
	Jujitsu	75-85	Training for all ages in the art and skill of jujitsu with opportunities to enter exams and develop through the grades
Friday	Hatha Bliss Yoga	10	Training for all ages in the art of Hatha Yoga, learning key yoga postures, breathing techniques, meditation, physical flexibility and balance
	CYC In Harmony Choir	24	Adult SAB Choir meets fortnightly working towards two concerts a year

The village hall is the hub for the annual events that take place. These are the Penkhull Wassail (January), Penkhull Festival of Music and Art (September) and Christmas Fayre with Lights Switch-on (November/December). These events form part of the village calendar with significant numbers of local residents being involved. They also draw in people from further afield and help put Penkhull on the map. Without the village hall most of these events would not be possible.

A past favourite, the Penkhull Mysteries (July) had a break owing to Covid and difficulties re-starting but returned in 2025 with a slightly smaller offering that the team are hoping to re-build from.

The Thursday community cafe continues to thrive, regularly seating more than 70 people during its most popular two-hour slot when lunches are served. Although most customers are older, retired, people, the cafe does attract some young mums with pre-school children and working adults who take advantage of shifts and days off to come and join in.

The trustees, with other volunteers run the community cafe every week except during the Christmas period. Its reliability and happy atmosphere are much valued in the village.

Appendix ii

Ad hoc use of Penkhull Village Hall

It is the hall's policy to protect Saturdays and Sundays for ad hoc events, so the community has good access to the facility for events such as parties, workshops, concerts and fundraising activities.

During the year there was 73% occupancy over the weekend days when the hall was open (92 days, closed only for: Christmas and New Year, four days when volunteers were not available, and six days for maintenance work. On 12 of the days there was more than one event during the day.

Weekend events included 70 daytime events, the vast majority of which were children's birthday parties, 15 Saturday evening parties, a baby naming event, allotment meetings, fayres, six Soundbath sessions, a fundraising lunch provided by a Prue Leith trained chef, a two-day beer and music festival, a photo shoot day, two pre-concert choir rehearsals, a one-woman theatre play, two cultural events and a major musical fundraising concert by two local professional artists. .

Of the parties booked, 23 were Penkhull residents and 46 were from outside the village but within the city. Many of the bookings have been repeats or a direct result of word-of-mouth where customers have been delighted with the quality of both the facility and the customer service.

Meeting demand

During the year we had to turn away 165 enquiries for weekend events as we were already booked. A further 46 enquiries were turned down because they didn't meet our policies. We had 12 enquiries to run regular activities that we couldn't fit into our schedule.

These figures demonstrate very clearly that Penkhull Village Hall continues to be in great demand as a community facility and is meeting its constitutional objectives.

The trustees report was approved by the Board of Trustees.

C.F.A. Pantin

.....

Charles Pantin - Treasurer

Trustee

Date: 20/05/2026

PENKHULL VILLAGE HALL COMMUNITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PENKHULL VILLAGE HALL COMMUNITY TRUST

I report to the trustees on my examination of the financial statements of Penkhull Village Hall Community Trust (the Charity) for the year ended 31 October 2025.

Responsibilities and basis of report

As the trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no 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 the Charity as required by section 130 of the Charities Act 2011.
2 the financial statements do not accord with those records; or
3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.

BK Plus Limited
BK Plus Limited (May 20, 2026 11:38:16 GMT+1)

BK Plus Limited
Graphic House
124 City Road
Stoke on Trent
ST4 2PH
Date: 20/05/2026.....

PENKHULL VILLAGE HALL COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 OCTOBER 2025

	Notes	Unrestricted funds general 2025 £	Unrestricted funds Designated 2025 £	Total 2025 £	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Total 2024 £
Income from:							
Donations and legacies	**3**	9,509	-	9,509	35,377	-	35,377
Charitable activities							-
Charitable income	**4**	53,864	-	53,864	42,249	-	42,249
Total income		63,373	-	63,373	77,626	-	77,626
Expenditure on:							
Charitable activities	**5**	87,627	-	87,627	60,500	-	60,500
Total expenditure		87,627	-	87,627	60,500	-	60,500
Net income/(expenditure) and movement in funds		(24,254)	-	(24,254)	17,126	-	17,126
Reconciliation of funds:							
Fund balances at 1 November 2024		90,823	180,000	270,823	73,697	180,000	253,697
Fund balances at 31 October 2025		66,569	180,000	246,569	90,823	180,000	270,823

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PENKHULL VILLAGE HALL COMMUNITY TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	**10**		180,129		180,261
Current assets					
Cash at bank and in hand		67,592		91,660	
Creditors: amounts falling due within one year	**11**	(1,152)		(1,098)	
Net current assets			66,440		90,562
Total assets less current liabilities			246,569		270,823
The funds of the Charity					
Unrestricted funds - general	**13**		66,569		90,823
Unrestricted funds - Designated	**12**		180,000		180,000
			246,569		270,823

The financial statements were approved by the trustees on 20/05/2026

C.F.A. Pantin

Charles Pantin - Treasurer
Trustee

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2025

1 Accounting policies

Charity information

Penkhull Village Hall Community Trust was a private company limited by guarantee incorporated in England and Wales.

The company was then converted to a Charitable Incorporated Organisation (CIO) on 7 January 2026.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011, FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”) and the Charities SORP "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). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1 Accounting policies **(Continued)**

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Not depreciated
Fixtures and fittings	20% Straight line
Computers	33.33% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

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 period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	8,509	30,517
Grants	1,000	4,860
	9,509	35,377

3 Income from donations and legacies **(Continued)**

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Grants		
Gift aid	-	4,360
Stoke on Trent Council- Grant for tank	500	500
Children and Family Focus- Microgrant	500	-
	1,000	4,860

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charitable income		
Hall hire	38,379	29,442
Community Cafe	9,652	12,191
Fundraising	5,833	616
	53,864	42,249

5 Expenditure on charitable activities

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Direct costs		
Staff costs	10,214	9,591
Depreciation and impairment	132	412
Repairs and renewables	45,975	17,923
Council and water rates	1,186	1,360
Cleaning and waste disposals	2,384	2,257
Heat and light	12,825	16,801
Subscription and licence	869	855
Insurance	3,906	3,753
Legal and professional fees	7,034	4,607
Telephone and computer consumables	1,950	1,483
	86,475	59,042
Share of support and governance costs (see note 6)		
Governance	1,152	1,458
	87,627	60,500
Analysis by fund		
Unrestricted funds - general	87,627	60,500

6 Support costs allocated to activities

	2025 £	2024 £
Governance costs	1,152	1,458
Analysed between:		
Charitable Expenditure	1,152	1,458

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

8 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	2	2

8 Employees **(Continued)**

Employment costs	2025	2024
	£	£
Wages and salaries	10,214	9,591

There were no employees whose annual remuneration was more than £60,000.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 November 2024	180,000	657	843	181,500
Disposals	-	-	(843)	(843)
At 31 October 2025	180,000	657	-	180,657
Depreciation and impairment				
At 1 November 2024	-	396	843	1,239
Depreciation charged in the year	-	132	-	132
Eliminated in respect of disposals	-	-	(843)	(843)
At 31 October 2025	-	528	-	528
Carrying amount				
At 31 October 2025	180,000	129	-	180,129
At 31 October 2024	180,000	261	-	180,261

11 Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	1,152	1,098

12 Unrestricted funds - Designated

These are unrestricted funds which are material to the Charity's activities.

	At 1 November 2024	At 31 October 2025
	£	£
Designated funds	180,000	180,000

Previous year:	At 1 November 2023	At 31 October 2024
	£	£
Designated funds	180,000	180,000

13 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2024	Incoming resources	Resources expended	At 31 October 2025
	£	£	£	£
General funds	90,823	63,373	(87,627)	66,569

Previous year:	At 1 November 2023	Incoming resources	Resources expended	At 31 October 2024
	£	£	£	£
General funds	73,697	77,626	(60,500)	90,823

The fixed assets fund has been set up to assist in identifying those funds which are not free funds, and it represents the net book value of fixed assets, less any directly associated borrowings.

14 Analysis of net assets between funds

	Unrestricted funds general 2025 £	Unrestricted funds Designated 2025 £	Total 2025 £
At 31 October 2025:			
Tangible assets	129	180,000	180,129
Current assets/(liabilities)	66,440	-	66,440
	66,569	180,000	246,569

	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Total 2024 £
At 31 October 2024:			
Tangible assets	261	180,000	180,261
Current assets/(liabilities)	90,562	-	90,562
	90,823	180,000	270,823

15 Related party transactions

Transactions with related parties

During the year the Charity entered into the following transactions with related parties:

Donations received without conditions from related parties total £6,200 (2024 £6,235)

PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales - Charity number 1176200

Accounts

Our Ref: CF/TA/HWW/P003/223770

11 March 2025

Dr C Pantin
Penkhull Village Hall Community Trust
Penkhull Village Hall
11 Trent Valley Road
Stoke-on-Trent
Staffordshire
ST4 5JB

SENT BY EMAIL ONLY
FOR ELECTRONIC SIGNATURE

Dear Charles

PENKHULL VILLAGE HALL COMMUNITY TRUST

Accounts have been prepared for the company in respect of the year ended 31 October 2024, and as we have no queries to clear, I have taken the liberty in issuing them in final form for approval and signing rather than sending you a draft. If you have a query that results in any amendment to the accounts, I will happily process this and issue a revised set.

Please find the following enclosed for you to deal with as indicated below:

1. A copy of the statutory financial statements for the period ended 31 October 2024. If approved, would you please sign the Trustees Report and Balance Sheet where indicated. I will then sign the Independent Examiners Report and arrange for these to be filed with Companies House.
2. A letter of representation that details certain confirmations that we require for our files. Please sign where indicated.

If you have any queries please do not hesitate to contact me. Our invoice for work completed will be forwarded to you under separate cover for your kind attention.

Kind regards.

Yours sincerely

Carl France
Email: carl.france@geens.co.uk

Charity Registration No. 1176200

Company Registration No. 10410213 (England and Wales)

PENKHULL VILLAGE HALL COMMUNITY TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2024

PENKHULL VILLAGE HALL COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Charles Pantin - Treasurer Michael Allen - Chair Karen Jones Susan Pantin Michael Willis Janet Wakefield Susan Hallam John Stokes Dean Richardson	 (Appointed 10 February 2024)
Secretary	Charles Pantin - Treasurer	
Charity number	1176200	
Company number	10410213	
Registered office	Penkhull Village Hall 11 Trent Valley Road Stoke-on-Trent Staffordshire ST4 5JB	
Independent examiner	C France Geens Limited Graphic House Stoke on Trent ST4 2PH	
Bankers	Natwest 75 High Street Newcastle Under Lyme Staffordshire ST5 1PN	

PENKHULL VILLAGE HALL COMMUNITY TRUST

CONTENTS

	Page
Trustees report	1 - 8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 19

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees present their annual report and financial statements for the year ended 31 October 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "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).

Executive summary

On Mondays to Fridays, the hall was used for 17 regular facilities encompassing social, exercise, music, and children's groups. There was 77% occupancy over the weekend days. These figures demonstrate that Penkhull Village Hall is in great demand as a community facility and is meeting its constitutional objectives.

Penkhull Village Hall Community Trust employs two part time staff, so relying almost exclusively on dedicated volunteers for the daily operation and maintenance of the village hall. The trustees, all volunteers, are part of that team and manage the legal and administration work, fundraising and strategy for the future.

During the year volunteers continued to repair and maintain the fabric of the building, saving significant labour costs for the Trust.

The trustees have dealt with significant financial pressures this year. The energy costs almost tripled from £7K in 22-23 to £17K in 23-24. Luckily, repair costs fell from £28K to £18K. The hall made a surplus of £18K only because of a one-off donation of £21K.

Having maintained hire prices since 2016 the trustees had no option but to increase the regular and one-off hire charges in January 2024.

The heavy and widespread use of the building demonstrates its place as an essential facility supporting the community of Penkhull and its environs.

Legal status of the Trust

Penkhull Village Hall Community Trust is registered with both the Charity Commission (no.1176200) and Companies House (no.10410213).

Penkhull Village Hall Community Trust owns Penkhull Village Hall on behalf of the community of Penkhull. Under the overage agreement reached with the Duchy of Lancaster in 2020, should the trustees at any point sell the building and land outside of community use, a third of the profits must be transferred to the Duchy.

The trustees of Penkhull Village Hall Community Trust are extremely grateful to the Duchy of Lancaster, without whom our community would not be in the position it is today to create a centre with a future.

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Location of the village hall

- Penkhull Village Hall
  Trent Valley Road

  Penkhull

  Stoke on Trent

  Staffordshire

  ST4 5JB

@ villagehallpenkhull@gmail.com

penkhullwebsite@gmail.com

- 01782 922616
- 07926 880370

- www.penkhull.org. has pages dedicated to the village hall

Use of the village hall

There is a real sense of community in Penkhull and its strapline - *a village within a city* - is both indicative of how the area is viewed by its residents and evocative of its village-like lifestyle.

Given its amenities and its location in the centre of Penkhull, the village hall is a natural centre for community activity. Since the creation of The Penkhull Mysteries in 2005, arts and performance groups and activities have blossomed. Most have centred on the village hall.

As an old school, Penkhull Village Hall has three rooms available to hire, one of which is a small meeting room. Because of internal noise pollution the two adjacent main rooms can only be used simultaneously if the activities are complementary, and careful scheduling has achieved this on three evenings a week during the period of this report. Simultaneous multi-use of the building is not normally possible at weekends owing to the nature of the activities.

It is important to maximise the use of the building to achieve the highest possible revenue and to make the most efficient use of the heating. The gas central heating system is not zoned, so to heat one room the whole building must be heated.

Mondays to Fridays, the hall is mainly used for regular activities that encompass social, sporting/exercise, music, and children's groups. The full weekly schedule is in Appendix i

It is the hall's policy to protect Saturdays and Sundays for ad hoc events, so the community has good access to the facility for events like parties for residents of all ages, concerts, dances, fundraising events, national celebrations and more. During the year there were 86 individual weekend events. Of the parties booked, 23 were Penkhull residents and 36 were from outside the village but within the City, mostly from our next-door areas. See further details about ad-hoc hire in Appendix ii.

The police post, now well-established, has continued to bring the expected benefits to both the hall and the village. Police officers and PCSOs on the Penkhull and surrounding patches have made extensive use of the room provided. The facility negates the need to return to their station during a shift and means officers spend more time on the patch and have somewhere warm, dry and welcoming to spend their breaks. Because officers use the hall at random times of the day and evening low level anti-social behaviour around the building has all but disappeared, which is a major bonus.

Without doubt Penkhull Village Hall is the hub of the village community. It is the place to go to find out what is going on and to make individual voices heard, the place to go to learn new skills, the place to go for celebrations and the place to go to 'give something back'.

Running the village hall

Trustees and other volunteers were involved in making sure the hall provides the best possible environment and customer service. Volunteers assist the business manager in the day to day running of the hall and in supporting hirers and it is solely volunteers who run the weekly community cafe.

All the activity is supported by volunteers running the administration to ensure the hall complies with legal requirements, and sound financial management ensures the trustees have accurate financial information on which to make both operational and strategic decisions.

Buildings

Penkhull Village Hall started life as a church school over 170 years ago. It closed as a primary school in the 1970s when other schools opened in Penkhull. It was then used during the day as an annexe by St Peter's secondary school for a period and since 1994 has been used wholly as a village hall for use by the local community. It is part of the Penkhull conservation area.

Because it was built as a school the village hall benefits from several different sized rooms and a stage. One of the downsides is that as many rooms as possible need to be used concurrently to maximise revenue and minimise waste of utilities. As there is no soundproofing this can be difficult to achieve because not all activities are compatible.

Maintaining the village hall

Penkhull Village Hall is an old, failing building. It requires constant care and maintenance, and we are fortunate to count among the voluntary improvement team, people with a wide range of skills from essential DIY to the electrical and plumbing trades. We received a major boost in May 2023 when 10 volunteers joined the existing improvement team for the Big Help Out. Between them, in one day, they repaired, cleaned, installed, painted, weeded and tidied to spruce up the main hireable rooms of the building. Six of the 10 have become regular members of the maintenance team and one has joined as a trustee.

During this financial year, the trustees spent £17923 on repairing, maintaining and updating the fabric and facilities of the building. This has included £9410 insulating the false ceilings and £2970 replacing further electrical wiring and electrical inspection to achieve a satisfactory electrical installation condition report.

Financial review

Penkhull Village Hall finances are managed monthly through the year by trustee and treasurer, Charles Pantin. The annual accounts are prepared by Geens Chartered Accountants, Graphic House, City Rd, Stoke-on-Trent ST4 2PH

Commentary on the financial year

Penkhull Village Hall has gone from a deficit of £1,185 in 22/23 to a surplus of £17,126 in 23/24. The improvement is not the cause for celebration it might at first appear to be:

- Income increased by £13,557 but funds were boosted by a one-off donation of £21K without which, income would have been lower than last year, which shows how important donations are for meeting our commitments
- Total expenditure was slightly lower than last year but the main reason for that was reduced spending on repairs and maintenance (down from £28K to £18K). However, the full effect of gas and electricity price increases came into effect following the end of the previous fixed price contracts, increasing utility bills from £7K (11% of expenditure) to £17K (28% of expenditure).

Trustees have explored grant possibilities to replace the heating system with a modern and more efficient gas boiler, modern radiators and zoned heating, however, we cannot meet funders' requirements so are looking at ways of making improvements to the heating system using our own financial resources possibly boosted by local fundraising. Trustees have also embarked on a programme of insulating the false ceilings in a bid to reduce heating requirements through the year.

Having previously indicated a likely price rise to regular users, trustees did raise their hourly rate from £15 to £17. All activity leaders have been able to meet the small increase. At trustees' request, most groups ran a fundraising activity during the year to help meet the increasing costs of running the hall and helping to keep hirers' prices low.

Income from weekend hire was around £1.5K down on the previous year despite the number of days booked for events being broadly similar. This is likely to be due to the changing balance of daytime and evening bookings. Most daytime events are children's parties, to which the hall is very well suited, but the value of those tend to be around the £60 mark as opposed to a Saturday evening that starts at £150. It's hard to know quite why evening bookings continue to decrease. Some enquiries fall through because we can't accommodate the numbers requested, we don't provide a bar or catering and the hall must be closed by 11.30pm, but there is no doubt we received fewer enquiries for evening parties.

Planning for the future of Penkhull Village Hall

Penkhull Village Hall is an old, failing building with myriad problems, many of them costly, which is why the Trust was formed. As a charity the Trust can apply for major grants and support to make the major changes that are necessary for a community centre fit for our children and our children's children. The volunteers have a great range of skills that make it possible to keep the hall repaired and maintained but much of this is cosmetic.

Since its inception the Trust has been working on a long-term plan of major rejuvenation of the hall as the current building has a limited life. Whilst the Trust has received significant and welcome support from its architects, plans have not proceeded at the rate intended. This means trustees are now faced with having to do major work on the hall to keep it going until a sustainable solution can be put in place.

It is the people involved, staff and volunteers, who make it all possible. The small, dedicated group of volunteers are getting older, and trustees are exploring ways of bringing in new volunteers to keep it going, along with new trustees who will take it to the next stage.

Structure, governance and management

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Charles Pantin - Treasurer
Michael Allen - Chair
Karen Jones
Susan Pantin
Michael Willis
Janet Wakefield
Susan Hallam
John Stokes
Ruth Lauren Anderson (Appointed 15 January 2024 and resigned 11 July 2024)
Dean Richardson (Appointed 10 February 2024)

Paid Staff	Sue Birch, Business Manager Sarah Welch, Cleaner
Improvement Team	Mike Allen Hazel Allen Sue Birch John Buttery Alex Green Sue Hallam Sue Pantin John Stokes Ann Willis Mike Willis Kevin Cox Ray Dodd Barbara Shenton Christine Williams Graham Fletcher Julie Fletcher Dean Richardson

Appendix i

Regular users of Penkhull Village Hall 1st November 2023 to 31st October 2024

(weekly unless otherwise stated)

Day	Group	Approx numbers	Aim
Monday	Baby Ballet	10- 15	The preschool dance syllabus has been carefully designed to ensure each child is taught the principles of ballet and tap at the right developmental level while boosting confidence, and of course having lots of fun.
	Kids Club	10-20	Educational, arts and social development for children age 6-13
	Clay Chorus	25-30	Adult singing group led by professional musicians, learning songs with harmony and performing at various events through the year
	Wood turners club (monthly)	30	Woodturning class and meetings with external speakers/trainers, often via zoom to class and with some members attending via zoom
Tuesday	Dance Fitness Class	10	Dance fitness class to music
	Seated Samba	16	Seated exercise class for people with limited mobility and strength
	Slimming World	30 - 50	Group and leader support to lose weight through a specialist programme, with education about food, nutrition, exercise and healthy living
	Rainbows and Brownies	35	Opportunity for girls aged five to seven and seven to 10 to learn about themselves, their community and their world.
Wednesday	Tai Chi	12-20	Tai chi for adults
	Brazilian Dance Fitness x 2	10 – 15	Adult fitness classes based on Brazilian dance style
	Yoga	10	Yoga for adults

Thursday	Community Cafe	60 - 100	Opportunity for people of all ages to meet in relaxed surroundings. Aimed to get isolated people out of their homes and back into the community, meeting old friends and making new ones. A natural place to advertise and sell tickets for community events, encouraging people to spend more time in community settings
	Wood turners club (twice per month)	30	Workshop for wood turners of all abilities to work on lathes and other equipment, learning from each other
	Domesday Morris	20 +	Training for Morris dancing over the autumn and winter months. Domesday Morris is Penkhull's home-grown border Morris side that performs locally, nationally and internationally
	So-Sew WI (monthly). Penkhull's own WI	40	An opportunity for women of all ages to meet new people, learn new skills and be inspired in many different areas
	Jujitsu	20 - 25	Training for all ages in the art and skill of jujitsu with opportunities to enter exams and develop through the grades
Friday	Hatha Bliss Yoga	10	Training for all ages in the art of Hatha Yoga, learning key yoga postures, breathing techniques, meditation, physical flexibility and balance.

The village hall is the hub for the annual events that take place. These are the Penkhull Wassail (January), Penkhull Festival of Music and Art (September) and Christmas Fayre with Lights Switch-on (November/December). These events form part of the village calendar with significant numbers of local residents being involved. They also draw in people from further afield and help put Penkhull on the map. Without the village hall most of these events would not be possible.

A past favourite, the Penkhull Mysteries (July) were not held again this year, however, the organisers are hopeful of returning in some form next year.

The Thursday community cafe continues to thrive. It grew quickly from its start in 2014 and now regularly seats more than 70 people during its most popular two hour slot when lunches are served. Many people have been coming since the beginning, and ten years on new people still find their way there, meeting old friends and making new ones. Some of the new friendship groups now go out together beyond the cafe, adding to their social life and minimising the loneliness that was a feature for some. The trustees have approached local social prescribers and now a small number of new people come regularly either alone or with their carers to be part of the companionable environment. Although the majority of customers are older, retired, people, the cafe does attract some young mums with pre-school children and working adults who take advantage of shifts and days off to come and join in.

The trustees with other volunteers run the community cafe every week except during the Christmas period. Its reliability and happy atmosphere are much valued in the village

Appendix ii

Ad hoc use of Penkhull Village Hall

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events such as parties, workshops, concerts and fundraising activities.

During the year there was 77% occupancy over the weekend days when the hall was open (98 days, closed only for: Christmas and New Year, two days when volunteers were not available, two days for maintenance work and 4 days owing to a catastrophic cold water tank burst that closed the hall for two weeks). On 15 of the days there was more than one event during the day.

Weekend events included 43 daytime parties, the vast majority of which were children's birthday parties, ten Saturday evening parties, a Christening and a Confirmation Celebration event, five allotment meetings, five fayres, seven learning/rehearsal sessions, six Soundbath sessions, one indoor Penkhull Mysteries Titchy Theatre event, a memorial event, a two-day beer and music festival, three First Aid courses (two of them for young people) and a fundraising lunch provided by a Prue Leith trained chef.

Of the events booked 38 were Penkhull residents and 39 were from outside the village but within the city. Many of the bookings have been repeats or a direct result of word-of-mouth where customers have been delighted with the quality of both the facility and the customer service.

Meeting demand

During the year we had to turn away 198 enquiries for weekend events as we were already booked. A further 16 enquiries were turned down because they didn't meet our policies and 8 because the hall was closed. We had 12 enquiries to run regular activities that we couldn't fit in to our schedule.

These figures demonstrate very clearly that Penkhull Village Hall continues to be in great demand as a community facility and is meeting its constitutional objectives.

The trustees report was approved by the Board of Trustees.

C. F. A. Pantin

.....

Charles Pantin - Treasurer

Trustee

Date: Mar 13, 2025

PENKHULL VILLAGE HALL COMMUNITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PENKHULL VILLAGE HALL COMMUNITY TRUST

I report to the trustees on my examination of the financial statements of Penkhull Village Hall Community Trust (the charitable company) for the year ended 31 October 2024.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

I have completed my examination. I confirm that no 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 the charitable company as required by section 386 of the Companies Act 2006.

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or

4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

C France
For and behalf of
Geens Limited

Graphic House
124 City Road
Stoke on Trent
ST4 2PH

Dated: Mar 13, 2025

PENKHULL VILLAGE HALL COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2024

	Notes	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Total 2024 £	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Total 2023 £
Income from:							
Donations and legacies	**3**	35,377	-	35,377	21,430	-	21,430
Charitable activities							-
Charitable income	**4**	42,249	-	42,249	42,639	-	42,639
Total income		77,626	-	77,626	64,069	-	64,069
Expenditure on:							
Charitable activities	**5**	60,500	-	60,500	65,254	-	65,254
Net income/(expenditure) and movement in funds		17,126	-	17,126	(1,185)	-	(1,185)
Reconciliation of funds:							
Fund balances at 1 November 2023		73,697	180,000	253,697	74,882	180,000	254,882
Fund balances at 31 October 2024		90,823	180,000	270,823	73,697	180,000	253,697

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PENKHULL VILLAGE HALL COMMUNITY TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	**11**		180,261		180,673
Current assets					
Cash at bank and in hand		91,660		74,068	
Creditors: amounts falling due within one year	**12**	(1,098)		(1,044)	
Net current assets			90,562		73,024
Total assets less current liabilities			270,823		253,697
The funds of the charitable company					
Unrestricted funds - general	**14**		90,823		73,697
Unrestricted funds - Designated	**13**		180,000		180,000
			270,823		253,697

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on Mar 13, 2025

C F A Pantin

Charles Pantin - Treasurer
Trustee

Company registration number 10410213 (England and Wales)

1 Accounting policies

Charity information

Penkhull Village Hall Community Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Penkhull Village Hall, 11 Trent Valley Road, Stoke-on-Trent, Staffordshire, ST4 5JB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's governing document, the Companies Act 2006, FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”) and the Charities SORP "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). The charitable company is a Public Benefit Entity as defined by FRS 102.

The charitable company has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Not depreciated
Fixtures and fittings	20% Reducing balance
Computers	33.33% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charitable company'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 period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	30,517	18,602
Grants	4,860	2,828
	35,377	21,430

3 Income from donations and legacies **(Continued)**

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Grants		
Gift aid	4,360	1,827
Stoke on Trent Council	500	1,001
	4,860	2,828

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Charitable income		
Hall hire	29,442	28,833
Community Cafe	12,191	11,551
Fundraising	616	2,255
	42,249	42,639

5 Expenditure on charitable activities

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
Direct costs		
Staff costs	9,591	8,784
Depreciation and impairment	412	413
Repairs and renewables	17,923	28,321
Council and water rates	1,360	833
Cleaning and waste disposals	2,257	2,695
Heat and light	16,801	6,956
Subscription and licence	855	1,354
Insurance	3,753	3,728
Legal and professional fees	4,607	9,480
Telephone and computer consumables	1,483	1,604
	59,042	64,168
Share of support and governance costs (see note 6)		
Governance	1,458	1,086
	60,500	65,254
Analysis by fund		
Unrestricted funds - general	60,500	65,254

6 Support costs allocated to activities

	2024 £	2023 £
Independent examination fees	1,458	1,086
Analysed between:		
Charitable Expenditure	1,458	1,086

7 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	1,458	1,086
Depreciation of owned tangible fixed assets	412	413

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charitable company during the year.

9 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	2	2

Employment costs	2024 £	2023 £
Wages and salaries	9,591	8,784

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 November 2023	180,000	657	843	181,500
At 31 October 2024	180,000	657	843	181,500
Depreciation and impairment				
At 1 November 2023	-	264	563	827
Depreciation charged in the year	-	132	280	412
At 31 October 2024	-	396	843	1,239
Carrying amount				
At 31 October 2024	180,000	261	-	180,261
At 31 October 2023	180,000	393	280	180,673

12 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	1,098	1,044

13 Unrestricted funds - Designated

These are unrestricted funds which are material to the charitable company's activities.

	At 1 November 2023	At 31 October 2024
	£	£
Designated funds	180,000	180,000

Previous year:	At 1 November 2022	At 31 October 2023
	£	£
Designated funds	180,000	180,000

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2023	Incoming resources	Resources expended	At 31 October 2024
	£	£	£	£
General funds	73,697	77,626	(60,500)	90,823

Previous year:	At 1 November 2022	Incoming resources	Resources expended	At 31 October 2023
	£	£	£	£
General funds	74,882	64,069	(65,254)	73,697

The fixed assets fund has been set up to assist in identifying those funds which are not free funds, and it represents the net book value of fixed assets, less any directly associated borrowings.

15 Analysis of net assets between funds

	Unrestricted funds general 2024 £	Unrestricted funds Designated 2024 £	Total 2024 £
Fund balances at 31 October 2024 are represented by:			
Tangible assets	261	180,000	180,261
Current assets/(liabilities)	90,562	-	90,562
	90,823	180,000	270,823

	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Total 2023 £
Fund balances at 31 October 2023 are represented by:			
Tangible assets	673	180,000	180,673
Current assets/(liabilities)	73,024	-	73,024
	73,697	180,000	253,697

16 Related party transactions

Transactions with related parties

During the year the charitable company entered into the following transactions with related parties:

Donations received without conditions from related parties total £6,235 (2023 £16,100)

PENKHULL VILLAGE HALL COMMUNITY TRUST

March 2025

Geens Limited
Graphic House
124 City Road
Stoke on Trent
ST4 2PH

Dear Sirs

We confirm to the best of our knowledge and belief, and having made appropriate enquiries of other directors/trustees and officials of the charity, the following representations given to you in connection with your independent examination of the charitable company's financial statements for the year ended 31 October 2024.

General

1. We acknowledge as trustees our responsibility under the Companies Act 2006 and Charities Act 2011 for the financial statements which give a true and fair view and for making accurate representations to you. All the accounting records have been made available to you for the purpose of your examination and all the transactions undertaken by the charitable company have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of management meetings, have been made available to you.

2. The financial statements are free of material misstatements, including omissions.

3. We believe that the effect of uncorrected misstatements is immaterial both individually and in total.

Internal control and fraud

4. We acknowledge our responsibility for the design and implementation of internal control systems to prevent and detect fraud and error. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud. We have disclosed to you all instances of known or suspected fraud affecting the entity involving management, employees who have a significant role in internal control or others that could have a material effect on the financial statements. We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by current or former employees, analysis, regulators or others. We confirm that we have received a visit from representatives of the Charity Commission following references made in last years' Annual Report. Since that visit there has been no verbal or written follow up.

Assets and liabilities

5. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charitable company's assets, except for those that are disclosed in the notes to the financial statements.

6. We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent, and have disclosed in the notes to the financial statements all guarantees that we have given to third parties.

7. We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

8. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Loans and arrangements

9. The charitable company has not granted any advances or credits to, or made guarantees on behalf of, trustees other than those disclosed in the financial statements.

Legal claims

10. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

Law and regulations

11. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose affects should be considered when preparing the financial statements.

Related parties

12. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with the requirements of the Companies Act 2006 and Charities Act 2011 or the SORP.

Subsequent events

13. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

14. We believe that the charitable company's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charitable company's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charitable company's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

15. All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully

C. F. A. Pantin

.....

Dr C Pantin
Signed on behalf of the board of trustees

PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales - Charity number 1176200

Accounts

Charity Registration No. 1176200

Company Registration No. 10410213 (England and Wales)

PENKHULL VILLAGE HALL COMMUNITY TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2023

PENKHULL VILLAGE HALL COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Charles Pantin - Treasurer	
	Michael Allen - Chair	
	Karen Jones	
	Susan Pantin	
	Michael Willis	
	Janet Wakefield	
	Susan Hallam	
	John Stokes	
	Ruth Lauren Anderson	(Appointed 15 January 2024)
	Dean Richardson	(Appointed 10 February 2024)
Secretary	Charles Pantin - Treasurer	
Charity number	1176200	
Company number	10410213	
Registered office	Penkhull Village Hall 11 Trent Valley Road Stoke-on-Trent Staffordshire ST4 5JB	
Independent examiner	C France Geens Limited Graphic House Stoke on Trent ST4 2PH	
Bankers	Natwest 75 High Street Newcastle Under Lyme Staffordshire ST5 1PN	

PENKHULL VILLAGE HALL COMMUNITY TRUST

CONTENTS

	Page
Trustees report	1 - 10
Independent examiner's report	11
Statement of financial activities	12
Balance sheet	13
Notes to the financial statements	14 - 21

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees present their annual report and financial statements for the year ended 31 October 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "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).

Executive summary

During the year there was 80% occupancy over the weekend days when the hall was open (96 days, closed only for Christmas, New Year, Easter and two days when volunteers were unavailable). On 18 of the days there was more than one event during the day. During the year we had to turn away 125 enquiries for weekend events as we were already booked. A further 23 enquiries were turned down because they didn't meet our policies. Of the events booked 38 were Penkhull residents and 39 were from outside the village but within the City. These figures demonstrate again that Penkhull Village Hall is in great demand as a community facility and is meeting its constitutional objectives.

Children's daytime parties made up the bulk of the weekend bookings and this year there has been a small increase over last of adult and family evening parties. Besides family celebrations the hall has been booked for, amongst other things, choir and dance rehearsals, a dog resuscitation class, a photography day and a beer festival.

The trustees have dealt with significant financial pressures this year. After last year's lower than usual repair and maintenance work required, the problems returned with a vengeance. Just before Christmas 2022 we had to replace a major section of the roof at a cost of £14,160, then the building had to be re-wired to comply with current electrical legislation. Along with general repair and maintenance during the year, repairs and renewables accounted for 44% of overall expenditure.

During the year volunteers continued to repair and maintain the fabric of the building, saving significant labour costs for the Trust. We received a major boost in May 2023 when 10 volunteers joined the existing improvement team for the Big Help Out. Between them, in one day, they repaired, cleaned, installed, painted, weeded and tidied to spruce up the main hireable rooms of the building. Six of the 10 have become regular members of the maintenance team and one has joined as a trustee.

Operational finances have been hit by price rises in energy and building/maintenance materials alongside price rises imposed by most of our cost centres. Our fixed term energy contracts came to an end during this year, bringing increased costs with the new contracts. Having maintained hire prices since 2016 the trustees had no option but to increase the one-off hire charge to go some way towards meeting increased costs. Regulars' hire charges will increase in the next financial year.

We have kept the hire increases as low as possible to maintain the hall as an accessible community facility and have taken the decision to use existing resources to make up the shortfall. This decision is monitored as part of the financial report at the trustees' monthly meeting.

Penkhull Village Hall Community Trust employs two part time staff, so relying almost exclusively on dedicated volunteers for the daily operation and maintenance of the village hall. The trustees, all volunteers, are part of that team and also manage the legal and administration work, fundraising and strategy for the future.

The heavy and widespread use of the building continues to demonstrate its place as an essential facility supporting the community of Penkhull and its environs.

Legal status of the Trust

Penkhull Village Hall Community Trust is registered with both the Charity Commission (no.1176200) and Companies House (no.10410213)

Penkhull Village Hall Community Trust owns Penkhull Village Hall on behalf of the community of Penkhull. Under the overage agreement reached with the Duchy of Lancaster in 2020, should the trustees at any point sell the building and land outside of community use, a third of the profits must be transferred to the Duchy.

The trustees of Penkhull Village Hall Community Trust are extremely grateful to the Duchy of Lancaster, without whom our community would not be in the position it is today to create a centre with a future.

Buildings

Penkhull Village Hall started life as a church school over 170 years ago. It closed as a primary school in the 1970s when other schools opened in Penkhull. It was then used during the day as an annexe by St Peter's secondary school for a period and since 1994 has been used wholly as a village hall for use by the local community. It is part of the Penkhull conservation area.

Because it was built as a school the village hall benefits from several different sized rooms and a stage. One of the downsides is that as many rooms as possible need to be used concurrently to maximise revenue and minimise waste of utilities. As there is no soundproofing this can be difficult to achieve because not all activities are compatible.

Running and maintaining the village hall

Penkhull Village Hall is an old, failing building. It requires constant care and maintenance and we are fortunate to count among the improvement team people with a wide range of skills from essential DIY to the electrical and plumbing trades. There is, of course, so much more to running a successful village hall. Those not involved in climbing ladders and wielding power tools are equally involved in making sure the hall provides the best possible environment and customer service to make it an attractive place to hire, and therefore sustaining an adequate level of income. Volunteers assist the business manager in the day to day running of the hall and supporting hirers and it is solely volunteers who run the weekly community cafe.

All the activity is supported by the voluntary administration function to ensure the hall complies with legal requirements, and sound financial management ensures the trustees have accurate financial information on which to make both operational and strategic decisions.

During this financial year we have had to make some significant expenditure on repairing, maintaining and updating the fabric and facilities of the building. This has included £14,160 replacing part of the studio roof and £5,560 replacing electrical wiring and electrical inspection to achieve a satisfactory electrical installation condition report.

Use of the village hall

There is a real sense of community in Penkhull and its strapline - *a village within a city* - is both indicative of how the area is viewed by its residents and evocative of its village-like lifestyle.

Given its amenities and its location in the centre of Penkhull, the village hall is a natural centre for community activity. Since the creation of The Penkhull Mysteries in 2005 arts and performance groups and activities have blossomed. Most of them have centred on the village hall.

As an old school, Penkhull Village Hall has three rooms available to hire, one of which is a small meeting room. Because of internal noise pollution the two adjacent main rooms can only be used simultaneously if the activities are complementary and careful scheduling has achieved this on four evenings a week during the period of this report. Simultaneous multi-use of the building is not normally possible at weekends owing to the nature of the activities.

It is important to maximise the use of the building to achieve the highest possible revenue and to make the most efficient use of the heating. The gas central heating system is not zoned, so to heat one room the whole building must be heated.

Mondays to Fridays, the hall is mainly used for regular activities that encompass social, sporting/exercise, music, and children's groups. The full weekly schedule is in Appendix i.

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events like parties for residents of all ages, concerts, dances, fundraising events, national celebrations and more. During the year there were 86 individual weekend events. Of the parties booked, 38 were Penkhull residents and 39 were from outside the village but within the City.

The Coronation of King Charles III on 6th May demonstrated the strength of the village hall and its team. A celebratory lunch was sold out, with people coming together to watch the broadcast event and celebrate this national occasion. The trustees took advantage of the King's call to volunteers to organise a Big Help Out day, with new volunteers signing up to spruce up the village hall in a day.

The police post, now well-established, has continued to bring the expected benefits to both the hall and the village. Police officers and PCSOs on the Penkhull and surrounding patches have made effective use of the room provided. The facility negates the need to return to their station during a shift and means officers spend more time on the patch and have somewhere warm, dry and welcoming to spend their breaks. Because officers use the hall at different times of the day and evening low level anti-social behaviour around the building has all but disappeared, which is a major bonus.

Without doubt Penkhull Village Hall is the hub of the village community. It is the place to go to find out what is going on and to make individual voices heard, the place to go to learn new skills, the place to go for celebrations and the place to go to 'give something back'.

Finances

Penkhull Village Hall finances are managed monthly through the year by trustee and treasurer, Charles Pantin. The annual accounts are prepared by Geens Chartered Accountants, Graphic House, 124 City Road, Stoke-on-Trent, Staffordshire.

Commentary on the financial year

2022/23 has been a challenging year for the trustees regarding finances. This was the year when the national economic situation began to impact heavily on business and personal finances with energy price rises, building material price rises and general cost of living rises including rent and mortgage increases.

PVHCT started the year with low-rate fixed energy price contracts still in place but coming to an end. Trustees signed up to new contracts with the best offers available at the time, albeit at much increased rates. The new and costliest contract, gas, started in March 2023, which gave a gentle lead-in to the new prices as there is little gas use during the summer months.

To balance financial viability with maintaining access to a community facility, trustees decided to change to a two-tier pricing structure. To help the regular groups keep going, trustees kept their hourly hire rate at £15 but with an indication this was likely to increase in 12 months' time. This gave regular hirers certainty and reduced the likelihood of classes closing and so preserving regular income for the hall.

Hourly rates for one-off events (mostly weekend parties) were raised from £15 to £20 per hour. The reasoning was that this increase only had to be found once rather than every week and was more likely to be acceptable. This appeared to be the case as no-one enquiring about or booking such events queried the new cost.

Nevertheless, one-off events were down on the previous year, as were rejected bookings (mostly as the requested date was already booked) and the total income from these events was down by just over £1,000. Trustees are reasonably confident that the reason for the decrease is the general rising cost of living so many people just don't have the money to spend on these celebrations, rather than the increased hire charge.

Another major impact on the Trust's finances was two major structural jobs (replacement roof and electrical re-wiring) requiring professional trades alongside increasingly expensive materials for the on-going repairs and maintenance carried out by the hall's volunteer improvement team. Of the expenditure of £28,321 on repairs and renewables, £19,437 was paid to outside contractors. The total cost of repairs and renewables represented 44% of the hall's total expenditure in 2022/23.

Whilst total expenditure was significantly up on last year and income was up by just over £10,000 (due to a generous donation) trustees are pleased that, in such a challenging year, the hall managed to keep the annual loss to just £1,185. Whilst a financial loss is rarely ideal, this must be seen in the context of keeping the hall open and maintaining a level of business that demonstrates the Trust is meeting its constitutional objectives.

Looking forward to 23/24 trustees have committed to a small increase in the hourly rate for regular hirers and are hopeful of attracting more regular classes, although opportunities are limited as there is already so such a high day and evening occupancy. Donations have contributed 32% of this year's income and trustees hope to expand this over the coming year.

Planning for the future of Penkhull Village Hall

Penkhull Village Hall is an old, failing building with myriad problems, many of them costly, which is why the Trust was formed. As a charity the Trust can apply for major grants and support to make the major changes that are necessary for a community centre fit for our children and our children's children. The volunteers have a great range of skills that make it possible to keep the hall repaired and maintained but much of this is cosmetic.

Since its inception the Trust has been working on a long-term plan of major rejuvenation of the hall as the current building has a limited life. Whilst the Trust has received significant and welcome support from its architects, plans have not proceeded at the rate intended. This means trustees are now faced with having to do major work on the hall to keep it going until a sustainable solution can be put in place. Specifically, the trustees plan to replace the whole exceedingly fragile heating system and install insulation to bring heating costs down. Trustees will apply for grants to cover this major expenditure but, if unsuccessful, the urgency is now such that they will have to use reserves. The trustees will continue to do the groundwork towards a sustainable rejuvenation that is likely to have to be undertaken by future trustees.

Keeping the hall going for the benefit of the village is not solely about the building of course. It is the people involved, staff and volunteers, who make it all possible. The small, dedicated group of volunteers who have nursed the hall through to this point are getting older. During the coming year trustees will focus on succession planning. We have had some welcome success in attracting volunteers to the improvement/maintenance team through the Big Help Out, but more are needed, along with people to help keep the cafe going and help with the organisational and administrative side of the operation. Given the national and local reporting of difficulty in attracting volunteers, this is unlikely to be easy but is essential if this community facility is to survive.

Structure, governance and management

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Charles Pantin - Treasurer
Michael Allen - Chair
Karen Jones
Susan Pantin
Michael Willis
Janet Wakefield
Susan Hallam
John Stokes
Ruth Lauren Anderson (Appointed 15 January 2024)
Dean Richardson (Appointed 10 February 2024)

Recruitment and appointment of trustees

Paid staff Sue Birch, Business Manager
Sarah Welch, Cleaner

Improvement Team

Mike Allen	Sue Hallam
Hazel Allen	Sue Pantin
Sue Birch	John Stokes
John Buttery	Ann Willis
Alex Green	Mike Willis
Kevin Cox	Julie Fletcher
Ray Dodd	Dean Richardson
Barbara Shenton	Christine Williams
Graham Fletcher	

Where the village hall is

- Penkhull Village Hall
  Trent Valley Road

  Penkhull

  Stoke on Trent

  Staffordshire

  ST4 5JB

@ villagehallpenkhull@gmail.com

penkhullwebsite@gmail.com

- 01782 922616
- 07926 880370

- www.penkhull.org. has pages dedicated to the village hall

Appendix i

Regular users of Penkhull Village Hall 1st November 2022 to 31st October 2023

(weekly unless otherwise stated)

Day	Group	Approx numbers	Aim
Monday	Kids Club	10-20	Educational, arts and social development for children age 6-13
	Clay Chorus	25-30	Adult singing group led by professional musicians, learning songs with harmony and performing at various events through the year
	Wood turners club (monthly)	30	Woodturning class and meetings with external speakers/trainers who are either in the hall or screened via zoom from their home studio
Tuesday	Dance Fitness Class	10	Dance fitness class to music
	Seated Samba	16	Seated exercise class for people with limited mobility and strength
	Slimming World	30 - 50	Group and leader support to lose weight through a specialist programme, with education about food, nutrition, exercise and healthy living
	Rainbows and Brownies	35	Opportunity for girls aged five to seven and seven to 10 to learn about themselves, their community and their world
Wednesday	Tai Chi	12-20	Tai chi for adults
	Brazilian Dance Fitness x 2	10 – 15	Adult fitness classes based on Brazilian dance style
	Yoga	10	Yoga for adults

Thursday	Community Cafe	60 - 100	Opportunity for people of all ages to meet in relaxed surroundings. Aimed to get isolated people out of their homes and back into the community, meeting old friends and making new ones. A natural place to advertise and sell tickets for community events, encouraging people to spend more time in community settings.
	Wood turners club (twice per month)	30	Workshop for wood turners of all abilities to work on lathes and other equipment, learning from each other.
	Domesday Morris	20 +	Training for Morris dancing over the autumn and winter months. Domesday Morris is Penkhull's home-grown border Morris side that performs locally, nationally and internationally.
	So-Sew WI (monthly). Penkhull's own WI	40	An opportunity for women of all ages to meet new people, learn new skills and be inspired in many different areas.
	Jujitsu	20 - 25	Training for all ages in the art and skill of jujitsu with opportunities to enter exams and develop through the grades
Friday	Hatha Bliss Yoga	10	Training for all ages in the art of Hatha Yoga, learning key yoga postures, breathing techniques, meditation, physical flexibility and balance.
	Penkhull Panto *(from September to February in weeks leading up to panto and culminating in 4 full performances)*	40	Education and training in acting skills, music, singing and dancing. Development of skills in stage management, scenery, props, costumes, make up etc.

The village hall is the hub for the annual events that take place. These are the Penkhull Wassail (January), Penkhull Panto (February), Penkhull Festival of Music and Art (September) and Christmas Fayre with Lights Switch-on (November/December). These events form part of the village calendar with significant numbers of local residents being involved. They also draw in people from further afield and help put Penkhull on the map. Without the village hall most of these events would not be possible.

A past favourite, the Penkhull Mysteries (July) were not held again this year, however, the organisers are hopeful of returning in some form next year.

A major event of the year was the Coronation on 6th May, when the hall's volunteers once again made it a special occasion, serving a special celebratory lunch and providing a live big screen showing of the Coronation of King Charles III.

The Thursday community cafe continues to thrive. It grew quickly from its start in 2014 and now regularly seats more than 70 people during its most popular two hour slot when lunches are served. Many people have been coming since the beginning, and nine years on new people still find their way there, meeting old friends and making new ones. Some of the new friendship groups now go out together beyond the cafe, adding to their social life and minimising the loneliness that was a feature for some. The trustees have approached local social prescribers and now a small number of new people come regularly either alone or with their carers to be part of the companionable environment. Although the majority of customers are older, retired, people, the cafe does attract some young mums with pre-school children and working adults who take advantage of shifts and days off to come and join in.

Apart from organising national celebration events and fundraising events, the community cafe is the only activity in the hall run by the trustees themselves, and is the only regular activity that closes for just one day a year (during the Christmas period). Its reliability, constancy and happy atmosphere are much valued in the village.

Appendix ii

Ad hoc use of Penkhull Village Hall

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events such as parties, workshops, concerts and fundraising activities.

During the year there was 80% occupancy over the weekend days when the hall was open (96 days, closed only for Christmas, New Year, Easter and two days when volunteers were unavailable). On 18 of the days there was more than one event during the day.

Weekend events included 42 children's parties, 18 adult/family parties/events, 3 Christening and Communion celebrations, 5 craft fayres, 1 afternoon tea, 2 baby showers 2 choir and 2 dance rehearsals, 3 soundbath sessions, a beer festival, a wedding celebration, a dog resuscitation course, and a Coronation Lunch.

Meeting demand

Excluding eight days closure for holiday periods and two days when volunteers were unavailable, there were only 19 weekend days during the year when the hall was not in use at some point. Many of the bookings have been repeats or a direct result of word-of-mouth where customers have been delighted with the quality of both the facility and the customer service.

A total of 148 enquiries were turned down: 125 because the hall was already booked and 23 that were against our policy.

These figures demonstrate very clearly that Penkhull Village Hall continues to be in great demand as a community facility and is meeting its constitutional objectives.

Political donations

The trustees report was approved by the Board of Trustees.

C F A Pantin

C F A Pantin (Mar 22, 2024 09:34 GMT)

Charles Pantin - Treasurer
trustee

Date: .....

PENKHULL VILLAGE HALL COMMUNITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PENKHULL VILLAGE HALL COMMUNITY TRUST

I report to the trustees on my examination of the financial statements of Penkhull Village Hall Community Trust (the charitable company) for the year ended 31 October 2023.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 the charitable company as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or

4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

C France
For and behalf of
Geens Limited

Graphic House
124 City Road
Stoke on Trent
ST4 2PH

Dated: .....

PENKHULL VILLAGE HALL COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Total 2023 £	Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Total 2022 £
Income from:							
Donations and legacies	**3**	21,430	-	21,430	10,074	-	10,074
Charitable activities							-
Charitable income	**4**	42,639	-	42,639	37,973	-	37,973
Total income		64,069	-	64,069	48,047	-	48,047
Expenditure on:							
Charitable activities	**5**	65,254	-	65,254	30,667	-	30,667
Net income/(expenditure) and movement in funds		(1,185)	-	(1,185)	17,380	-	17,380
Reconciliation of funds:							
Fund balances at 1 November 2022		74,882	180,000	254,882	57,502	180,000	237,502
Fund balances at 31 October 2023		73,697	180,000	253,697	74,882	180,000	254,882

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PENKHULL VILLAGE HALL COMMUNITY TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	**10**		180,673		181,086
Current assets					
Cash at bank and in hand		74,068		74,744	
Creditors: amounts falling due within one year	**11**	1,044		948	
Net current assets			73,024		73,796
Total assets less current liabilities			253,697		254,882
The funds of the charitable company					
Unrestricted funds - general			73,697		74,882
Unrestricted funds - Designated	**12**		180,000		180,000
			253,697		254,882

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on .....

C F A Pantin

C F A Pantin (Mar 22, 2024 09:34 GMT)

Charles Pantin - Treasurer

Trustee

Company registration number 10410213 (England and Wales)

1 Accounting policies

Charity information

Penkhull Village Hall Community Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Penkhull Village Hall, 11 Trent Valley Road, Stoke-on-Trent, Staffordshire, ST4 5JB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's governing document, the Companies Act 2006, FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”) and the Charities SORP "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). The charitable company is a Public Benefit Entity as defined by FRS 102.

The charitable company has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Not depreciated
Fixtures and fittings	20% Reducing balance
Computers	33.33% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charitable company'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 period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	18,602	6,685
Government grants	2,828	3,389
	21,430	10,074

3 Income from donations and legacies **(Continued)**

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Grants receivable for core activities		
Gift aid	1,827	1,509
Stoke on Trent Council	1,001	1,880
	2,828	3,389

4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Charitable income		
Hall Hire	28,833	28,645
Community cafe	11,551	8,438
Fundraising	2,255	890
	42,639	37,973

5 Expenditure on charitable activities

	Charitable Expenditure 2023	Charitable Expenditure 2022
	£	£
Direct costs		
Staff costs	8,784	8,057
Depreciation and impairment	413	414
Repairs and renewables	28,321	7,876
Council and water rates	833	986
Cleaning and waste disposals	2,695	1,665
Heat and light	6,956	5,323
Subscription and licence	1,354	678
Insurance	3,728	3,219
Legal and professional fees	9,480	540
Sundry expenses	-	197
Telephone and computer consumables	1,604	764
	64,168	29,719
Share of support and governance costs (see note 6)		
Governance	1,086	948
	65,254	30,667
Analysis by fund		
Unrestricted funds - general	65,254	30,667

6 Support costs allocated to activities

	2023	2022
	£	£
Independent examination fees	1,086	948
Analysed between:		
Charitable Expenditure	1,086	948

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charitable company during the year.

8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	2	2

Employment costs	2023 £	2022 £
Wages and salaries	8,784	8,057

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel
The remuneration of key management personnel is as follows.

9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

10 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 November 2022	180,000	657	843	181,500
At 31 October 2023	180,000	657	843	181,500
Depreciation and impairment				
At 1 November 2022	-	132	282	414
Depreciation charged in the year	-	132	281	413
At 31 October 2023	-	264	563	827
Carrying amount				
At 31 October 2023	180,000	393	280	180,673
At 31 October 2022	180,000	525	561	181,086

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	1,044	948

12 Unrestricted funds - Designated

These are unrestricted funds which are material to the charitable company's activities.

	At 1 November 2022	At 31 October 2023
	£	£
	180,000	180,000

Previous year:

	At 1 November 2021	At 31 October 2022
	£	£
	180,000	180,000

13 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2022	Incoming resources	Resources expended	At 31 October 2023
	£	£	£	£
General funds	74,882	64,069	(65,254)	73,697

Previous year:

	At 1 November 2021	Incoming resources	Resources expended	At 31 October 2022
	£	£	£	£
Own use tangible assets	180,000	-	-	180,000
General funds	(122,498)	48,047	(30,667)	(105,118)
	57,502	48,047	(30,667)	74,882

The fixed assets fund has been set up to assist in identifying those funds which are not free funds, and it represents the net book value of fixed assets, less any directly associated borrowings.

14 Analysis of net assets between funds

	Unrestricted funds general 2023 £	Unrestricted funds Designated 2023 £	Total 2023 £
Fund balances at 31 October 2023 are represented by:			
Tangible assets	673	180,000	180,673
Current assets/(liabilities)	73,024	-	73,024
	73,697	180,000	253,697

	Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Total 2022 £
Fund balances at 31 October 2022 are represented by:			
Tangible assets	1,086	180,000	181,086
Current assets/(liabilities)	73,796	-	73,796
	74,882	180,000	254,882

15 Related party transactions

Transactions with related parties

During the year the charitable company entered into the following transactions with related parties:

Donations received without conditions from related parties total £16,100 (2022 £6.025)

PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales - Charity number 1176200

Accounts

Charity Registration No. 1176200

Company Registration No. 10410213 (England and Wales)

PENKHULL VILLAGE HALL COMMUNITY TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2022

PENKHULL VILLAGE HALL COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Charles Pantin - Treasurer Michael Allen - Chair Karen Jones Susan Pantin Michael Willis Janet Wakefield Susan Hallam John Stokes	 (Appointed 15 June 2022)
Secretary	Charles Pantin - Treasurer	
Charity number	1176200	
Company number	10410213	
Registered office	Penkhull Village Hall 11 Trent Valley Road Stoke-on-Trent Staffordshire ST4 5JB	
Independent examiner	C France Geens Limited 68 Liverpool Road Stoke on Trent Staffordshire ST4 1BG	
Bankers	Natwest 75 High Street Newcastle Under Lyme Staffordshire ST5 1PN	

PENKHULL VILLAGE HALL COMMUNITY TRUST

CONTENTS

	Page
Trustees report	1 - 8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 18

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2022

The trustees present their annual report and financial statements for the year ended 31 October 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "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).

Executive summary

This report is for the period of 1st November 2021 to 31st October 2022. This was the Trust's first full year of activity following the temporary closure of Penkhull Village Hall due to the Covid-19 pandemic.

Excluding 11 days closure for holiday periods and three days when volunteers were unavailable, there were only 16 days during the year when the hall was not in use at some point, giving a rate of 95.5% days occupied. These figures demonstrate very clearly that Penkhull Village Hall is in great demand as a community facility and is meeting its constitutional objectives.

The speedy return to full use seen in the last quarter of the previous financial year continued through 21/22. Some of the regular activity leaders reported cautious uptake with numbers lower than pre-pandemic, but were able to continue until they reached an adequate and stable level that has been sustained through the year.

The most striking difference pre and post pandemic was the rush to book the hall for children's parties. Clearly, from conversations with hirers, parents were desperate to make up for their children missing birthday celebrations during lockdown, many children having missed two years. During the period the hall was open on 95 weekend days. On only 16 of these days were there no bookings and two of these were late cancellations by hirers owing to illness. The 85% weekend days occupied was a major contributor to a healthy income for the year. Interestingly, while daytime children's parties (sometimes two in a day) escalated, there was a noticeable and sustained decrease in evening bookings for adults parties. We have yet to understand the reason.

During the year volunteers continued to repair and maintain the fabric of the building, saving significant labour costs for the Trust. Nevertheless the heating boiler failed, requiring specialist repair at a cost of more than £3,000. Penkhull Village Hall is an old school building, most of which is suffering from its 178 years of age. It requires constant and costly repair and during the year repairs and renewables accounted for 32% of overall expenditure.

Penkhull Village Hall Community Trust employs two part time staff, so relying almost exclusively on dedicated volunteers for the daily operation and maintenance of the village hall. The trustees, all volunteers, are part of that team and also manage the legal and administration work, fundraising and strategy for the future.

The heavy and widespread use of the building continues to demonstrate its place as an essential facility supporting the community of Penkhull and its environs.

Legal status of the Trust

Penkhull Village Hall Community Trust is registered with both the Charity Commission (no.1176200) and Companies House (no.10410213)

Penkhull Village Hall Community Trust owns Penkhull Village Hall on behalf of the community of Penkhull. Under the overage agreement reached with the Duchy of Lancaster in 2020, should the trustees at any point sell the building and land outside of community use, a third of the profits must be transferred to the Duchy.

The trustees of Penkhull Village Hall Community Trust are extremely grateful to the Duchy of Lancaster, without whom our community would not be in the position it is today to create a centre with a future.

Finances

Penkhull Village Hall finances are managed on a monthly basis through the year by trustee and treasurer, Charles Pantin. The annual accounts November 2021 to October 2022 have been prepared and audited by Geens Chartered Accountants, 68 Liverpool Road, Stoke-on-Trent, Staffordshire.

The net surplus for the year, amounted to £17,380 and unrestricted revenue (excluding designated funds) amounted to £48,047.

Running and maintaining the village hall

Penkhull Village Hall is an old, failing building. It requires constant care and maintenance on all fronts and we are fortunate to count among the improvement team people with a wide range of skills from essential DIY to the electrical and plumbing trades. There is, of course, so much more to running a successful village hall. Those not involved in climbing ladders and wielding power tools are equally involved in making sure the hall provides the best possible environment and customer service to make it an attractive place to hire and therefore, sustaining an adequate level of income. Volunteers assist the business manager in the day to day running of the hall and supporting hirers.

All the activity is supported by the voluntary administration function to ensure the hall complies with legal requirements and sound financial management ensures the trustees have accurate financial information on which to make both operational and strategic decisions.

During this financial year we have not suffered major unexpected costs to the degree we have been affected by in past years. The only major failure was the heating boiler that had to be repaired by a specialist company at a cost of over £3K. We have benefitted from fixed price gas and electricity contracts but as these come to an end next year we expect to face major utility price increases that will have a detrimental effect on our balance sheet.

Planning for the future of Penkhull Village Hall

It is fair to say that the buildings that make up Penkhull Village Hall are in a sorry state. The volunteers work so hard throughout the year to keep the building looking as good as it can for the sake of those who hire it for their regular activities and for the single use hires that are so important for families and the community.

The volunteers have great range of skills that make it possible to keep the hall repaired and maintained but much of this is cosmetic. The building's real problems run deep, which is why the Trust was formed. As a charity the Trust can apply for major grants and support to make the major changes that are necessary for a community centre fit for our children and our children's children.

The trustees have been working with architects to consider how this might be achieved. Once proposals are in a suitable state the trustees will bring the community together to explain them. Early work has already started on putting a fundraising strategy together, using experienced and professional help as the target amount will undoubtedly be significant.

As those plans are developed the trustees are continuing to put the same time and effort into providing both the best environment possible for current hirers and excellent customer service for current and future hirers.

What the village hall is

Penkhull Village Hall started life as a church school over 170 years ago. It closed as a primary school in the 1970s when other schools opened in Penkhull. It was then used during the day as an annexe by St Peter's secondary school for a period and since 1994 has been used wholly as a village hall for use by the local community. It is part of the Penkhull conservation area.



Because it was built as a school the village hall benefits from a number of different sized rooms and a stage. One of the downsides is that as many rooms as possible need to be used concurrently to maximise revenue and minimise waste of utilities. As there is no soundproofing this can be difficult to achieve because not all activities are complementary.

Where the village hall is

- Penkhull Village Hall
  Trent Valley Road
  Penkhull
  Stoke on Trent
  Staffordshire
  ST4 5JB

@ villagehallpenkhull@gmail.com
  penkhullwebsite@gmail.com

- 01782 922616
- 07926 880370
- www.penkhull.org. has pages dedicated to the village hall

Why the village hall exists

Given its amenities and its location in the centre of Penkhull, the village hall is a natural centre for community activity. Since the creation of The Penkhull Mysteries in 2005 arts and performance groups and activities have blossomed. Most of them have centred on the village hall.

There is a real sense of community in Penkhull and its strapline - *a village within a city* - is both indicative of how the area is viewed by its residents and evocative of its village-like lifestyle.

The regular activities in the village hall cover all age ranges and span educational, arts, social and sports activities. Ad hoc activities include parties for residents of all ages, concerts, dances, fundraising events, national celebrations and more.

June 2022, the occasion of the late Queen's Platinum Jubilee, demonstrated the strength of the village hall and its team. A Platinum Pudding and Prosecco event was sold out, with people coming together to watch the broadcast service in Westminster Abbey and celebrate the unique moment in our lives. The picnic on the village green two days later was washed out but the hall came to the rescue with everything transferring inside. It was a cosy but happy occasion, giving residents the opportunity to feel part of a major national event.

Without doubt Penkhull Village Hall is the hub of the village community. It is the place to go to find out what is going on and to make individual voices heard, the place to go to learn new skills, the place to go for celebrations and the place to go to 'give something back'.

Use of the village hall

As an old school, Penkhull Village Hall has three rooms available to hire, one of which is a small meeting room. Because of internal noise pollution the two adjacent main rooms can only be used simultaneously if the activities are complementary and careful scheduling has achieved this on four evenings a week during the period of this report. Simultaneous multi-use of the building is not appropriate at weekends owing to the nature of the activities.

Nevertheless it is important to maximise the use of the building to achieve the highest possible revenue and to make the most efficient use of the heating. The gas central heating system is not zoned, so to heat one room the whole building has to be heated.

Mondays to Fridays the hall is mainly used for regular activities that encompass social, sporting/exercise, music and children's groups. The full weekly schedule is in Appendix i.

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events like parties, workshops, concerts and fundraising activities. During the year there were 80 individual weekend events.

The police post, now well-established, has continued to bring the expected benefits to both the hall and the village. Police officers and PCSOs on the Penkhull and surrounding patches have made effective use of the room provided. The facility negates the need to return to their station during a shift and means officers spend more time on the patch and have somewhere warm, dry and welcoming to spend their breaks. Because officers use the hall at different times of the day and evening low level anti-social behaviour around the building has all but disappeared, which is a major bonus.

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Charles Pantin - Treasurer	
Michael Allen - Chair	
Karen Jones	
Susan Pantin	
Michael Willis	
John Buttery	(Resigned 11 May 2022)
Janet Wakefield	
Susan Hallam	
John Stokes	(Appointed 15 June 2022)

Paid staff

Sue Birch, Business Manager
Sarah Welch, Cleaner

Improvement Team

Mike Allen	Sue Hallam
Hazel Allen	Sue Pantin
Sue Birch	John Stokes
John Buttery	Ann Willis
Alex Green	Mike Willis

Appendix i

Regular users of Penkhull Village Hall 1st November 2021 to 31st Octboer 2022
(weekly unless otherwise stated)

Day	Group	Approx numbers	Aim
Monday	Tots of Fun (ceased April 22 by leader - moving into fulltime employment)	10 - 20	Social development for babies and toddlers
	Boxercise (ceased October 22 owing to leader's ill health)	10 -15	National franchise to build self esteem, personal confidence and defence skills, all ages
	Kids Club	10-20	Educational, arts and social development for children age 6-13
	Clay Chorus	25-30	Adult singing group led by professional musicians, learning songs with harmony and performing at various events through the year
	Wood turners club (monthly)	30	Woodturning class and meetings with external speakers/trainers, often via zoom to class and with some members attending via zoom
Tuesday	Tommy's Tots (ceased April 22 by leader - moving into fulltime employment)	60 parents and children	Place for parents, carers and pre-school children with support for parents and toys and activities for young children, developing motor and spatial skills, exploration, interaction and sharing strategies.
	Dance Fitness Class	10	Dance fitness class to music
	Seated Samba	10	Seated exercise class for people with limited mobility and strength
	Slimming World	30 - 50	Group and leader support to lose weight through a specialist programme, with education about food, nutrition, exercise and healthy living
	Rainbows and Brownies	35	Opportunity for girls aged five to seven and seven to 10 to learn about themselves, their community and their world
	Penkhull Village Brass training band (moved to new venue with space to store instruments end 2021)	15	Supplementary rehearsal night to develop instrumental and musical skills and work towards concerts

Wednesday	Tai Chi	2-20	Tai chi for adults
	Brazilian Dance Fitness x 2	10 – 15	Adult fitness classes based on Brazilian dance style
	Yoga	10	Yoga for adults
Thursday	Community Cafe	60 - 100	Opportunity for people of all ages to meet in relaxed surroundings. Aimed to get isolated people out of their homes and back into the community, meeting old friends and making new ones. A natural place to advertise and sell tickets for community events, encouraging people to spend more time in community settings
	Wood turners club (twice per month)	30	Workshop for wood turners of all abilities to work on lathes and other equipment, learning from each other
	Domesday Morris	20 +	Training for Morris dancing over the autumn and winter months. Domesday Morris is Penkhull's home-grown border Morris side that performs locally, nationally and internationally
	So-Sew WI (monthly). Penkhull's own WI	40	An opportunity for women of all ages to meet new people, learn new skills and be inspired in many different areas
	Jujitsu	20 - 25	Training for all ages in the art and skill of jujitsu with opportunities to enter exams and develop through the grades
Friday	Sweaty Mama	10 – 15	Exercise class for new mums and babies
	Penkhull Panto *(from September to February in weeks leading up to panto and culminating in 4 full performances)*	40	Education and training in acting skills, music, singing and dancing. Development of skills in stage management, scenery, props, costumes, make up etc
	Penkhull Village Brass (moved to new venue with space to store instruments end 2021)	30	Brass band attracting players both within the village and outside. The band has performed at many events and venues through the year and is establishing a good reputation locally.

The village hall is the hub for the annual events that take place. These are the Penkhull Wassail (January), Penkhull Festival of Music and Art (September) and Christmas Fayre with Lights Switch-on (November/December). These events form part of the village calendar with significant numbers of local residents being involved. They also draw in people from further afield and help put Penkhull on the map. Without the village hall most of these events would not be possible.

Penkhull Panto (February) and Penkhull Mysteries (July) could not be held this year owing to the continuing effects of Covid-19 but they hope to return next year. Panto 2023 rehearsals started in September this year.

Appendix ii

Ad hoc use of Penkhull Village Hall

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events such as parties, workshops, concerts and fundraising activities.

During the year there was 85% occupancy over the weekend days when the hall was open (95 days, closed only for Christmas, New Year, Easter and three days when volunteers were unavailable).

Weekend events comprised 50 children's parties, 9 adult/family parties, 5 gaming days, 3 Christening celebrations, 5 craft fayres, 1 afternoon tea, 1 baby shower and 6 seminars/workshops

Meeting demand

Excluding 11 days closure for holiday periods and three days when volunteers were unavailable, there were only 16 days during the year when the hall was not in use at some point, giving a rate of 95.5% days occupied. Many of the bookings have been repeats or a direct result of word-of-mouth where customers have been delighted with the quality of both the facility and the customer service.

A total of 229 enquiries were turned down: 192 because the hall was already booked and 29 that were against our policy.

In addition we had 8 enquiries for regular weekly bookings that could not be accommodated because there were already activities in place on the desired days.

These figures demonstrate very clearly that Penkhull Village Hall is in great demand as a community facility and is meeting its constitutional objectives.

The trustees report was approved by the Board of Trustees.

C. F. A. Pantin

C. F. A. Pantin (Mar 27, 2023 14:49 GMT+1)

Charles Pantin - Treasurer
trustee

27 March 2023

PENKHULL VILLAGE HALL COMMUNITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PENKHULL VILLAGE HALL COMMUNITY TRUST

I report to the trustees on my examination of the financial statements of Penkhull Village Hall Community Trust (the charitable company) for the year ended 31 October 2022.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 the charitable company as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or

4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

C France
For and behalf of
Geens Limited

68 Liverpool Road
Stoke on Trent
Staffordshire
ST4 1BG

Dated: 27 March 2023

PENKHULL VILLAGE HALL COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	Unrestricted funds general 2022 £	Unrestricted funds designated 2022 £	Total 2022 £	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £
Income and endowments from:							
Donations, grants and legacies	3	10,074	-	10,074	42,779	-	42,779
Charitable activities							
Charitable Income	4	37,973	-	37,973	20,075	-	20,075
Amounts taken over from other charities	5	-	-	-	35,758	-	35,758
Total income		48,047	-	48,047	98,612	-	98,612
Expenditure on:							
Charitable activities	6	30,667	-	30,667	45,757	-	45,757
Gross transfers between funds		-	-	-	(1)	1	-
Net incoming resources		17,380	-	17,380	52,854	1	52,855
Other recognised gains and losses							
Revaluation of tangible fixed assets		-	-	-	-	179,999	179,999
Net movement in funds		17,380	-	17,380	52,854	180,000	232,854
Fund balances at 1 November 2021		57,502	180,000	237,502	4,648	-	4,648
Fund balances at 31 October 2022		74,882	180,000	254,882	57,502	180,000	237,502

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PENKHULL VILLAGE HALL COMMUNITY TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	**10**		181,086		180,000
Current assets					
Cash at bank and in hand		74,744		58,401	
Creditors: amounts falling due within one year	**11**	(948)		(899)	
Net current assets			73,796		57,502
Total assets less current liabilities			254,882		237,502
Income funds					
Unrestricted funds					
Designated funds	**12**	180,000		180,000	
General unrestricted funds		74,882		(57,502)	
			254,882		237,502
			254,882		237,502

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 27 March 2023

C. F. A. Pantin

C. F. A. Pantin (Mar 27, 2023 14:49 GMT+1)

Charles Pantin - Treasurer

Trustee

Company registration number 10410213

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

Charity information

Penkhull Village Hall Community Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Penkhull Village Hall, 11 Trent Valley Road, Stoke-on-Trent, Staffordshire, ST4 5JB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charitable company is a Public Benefit Entity as defined by FRS 102.

The charitable company has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Not depreciated
Fixtures and fittings	20% Reducing balance
Computers	33.33% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charitable company'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 period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, grants and legacies

	Unrestricted funds general 2022	Unrestricted funds general 2021
	£	£
Donations and gifts	6,685	9,125
Government grants	3,389	33,654
	10,074	42,779

3 Donations, grants and legacies (Continued)

Grants receivable for core activities		
Covid 19 Council grant	-	29,100
Furlough grant	-	3,929
Gift aid	1,509	625
Stoke on Trent Council	1,880	-
	3,389	33,654

4 Charitable activities

	Charitable Income 2022 £	Charitable Income 2021 £
Hall Hire	37,973	20,075

5 Amounts taken over from other charities

	Total 2022 £	Unrestricted funds general 2021 £
Amounts taken over from other charities	-	35,758

6 Charitable activities

	Charitable Expenditure 2022	Charitable Expenditure 2021
	£	£
Staff costs	8,057	7,057
Depreciation and impairment	414	-
Repairs and renewables	7,876	29,140
Council and water rates	986	649
Cleaning and waste disposals	1,665	677
Heat and light	5,323	3,881
Subscription and licence	678	549
Insurance	3,219	2,499
Legal and professional fees	540	405
Sundry expenses	197	-
Telephone and computer consumables	764	-
	29,719	44,857
Share of governance costs (see note 7)	948	900
	30,667	45,757

7 Support costs

	Support costs	Governance costs	2022	2021
	£	£	£	£
Accountancy	-	948	948	900
	-	948	948	900
Analysed between				
Charitable activities	-	948	948	900

Governance costs includes amounts payable to the independent examiner totalling £948 (2021- £900).

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charitable company during the year.

9 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	2	2

Employment costs	2022 £	2021 £
Wages and salaries	8,057	7,057

There were no employees whose annual remuneration was more than £60,000.

10 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 November 2021	180,000	-	-	180,000
Additions	-	657	843	1,500
At 31 October 2022	180,000	657	843	181,500
Depreciation and impairment				
Depreciation charged in the year	-	132	282	414
At 31 October 2022	-	132	282	414
Carrying amount				
At 31 October 2022	180,000	525	561	181,086
At 31 October 2021	180,000	-	-	180,000

11 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	948	899

12 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			Movement in funds	
	Incoming resources	Revaluations, gains and losses	Balance at 1 November 2021	Incoming resources	Balance at 31 October 2022
	£	£	£	£	£
Own use tangible assets	1	179,999	180,000	-	180,000
	1	179,999	180,000	-	180,000

The fixed assets fund has been set up to assist in identifying those funds which are not free funds, and it represents the net book value of fixed assets, less any directly associated borrowings.

13 Analysis of net assets between funds

	Unrestricted funds 2022	Designated funds 2022	Total 2022	Unrestricted funds 2021	Designated funds 2021	Total 2021
	£	£	£	£	£	£
Fund balances at 31 October 2022 are represented by:						
Tangible assets	1,086	180,000	181,086	-	180,000	180,000
Current assets/(liabilities)	73,796	-	73,796	57,502	-	57,502
	74,882	180,000	254,882	57,502	180,000	237,502

14 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

PENKHULL VILLAGE HALL COMMUNITY TRUST

England & Wales - Charity number 1176200

Accounts

Charity Registration No. 1176200

Company Registration No. 10410213 (England and Wales)

PENKHULL VILLAGE HALL COMMUNITY TRUST

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2021

PENKHULL VILLAGE HALL COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Charles Pantin	
	Michael Allen	
	Karen Jones	
	Susan Pantin	
	Michael Willis	
	Janet Wakefield	(Appointed 7 January 2021)
	Susan Hallam	(Appointed 18 May 2021)
Secretary	Charles Pantin	
Charity number	1176200	
Company number	10410213	
Registered office	Penkhull Village Hall 11 Trent Valley Road Stoke-on-Trent Staffordshire ST4 5JB	
Independent examiner	C France Geens Limited 68 Liverpool Road Stoke on Trent Staffordshire ST4 1BG	
Bankers	Natwest 75 High Street Newcastle Under Lyme Staffordshire ST5 1PN	

PENKHULL VILLAGE HALL COMMUNITY TRUST

CONTENTS

	Page
Trustees report	1 - 8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 18

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2021

The trustees present their annual report and financial statements for the year ended 31 October 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's governing document, the Companies Act 2006 and "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).

Executive summary

This report is for the period of 1st November 2020 to 31st October 2021. Penkhull Village Hall transferred from Penkhull National Schools Charitable Trust to Penkhull Village Hall Community Trust on 1st December 2020.

Most of the trustees of Penkhull Village Hall Community Trust (PVHCT) have been managing Penkhull Village Hall operationally since 2014 so it was a seamless transfer.

The transfer was made during the Covid-19 pandemic when the country was in its second lockdown. The pandemic meant that Penkhull Village Hall was closed from March 2020 until step 2 of the government's roadmap that permitted the resumption of children's activities from 12th April 2021. Other activities returned as permitted up to full re-opening in July 2021.

The hall remained financially solvent through the pandemic closure owing to action taken to reduce all expenses to the lowest possible level and covid-related business support grants awarded by Stoke-on-Trent City Council.

Despite trustees' concerns that there would be a slow up-take, most regulars returned as soon as permitted and weekends were very quickly booked up with parties and other events, keeping the finances healthy.

During the long period of closure volunteers, when permitted, took the opportunity to spruce up the hall, both inside and outside, in order to be ready and attractive for re-opening. Covid-careful strategies were introduced to promote confidence among users on their return.

Appendix i

Regular users of Penkhull Village Hall mid-July to end October 2021

This is the period post-lockdown. Activities returned to the hall in line with the government's Roadmap, starting with children's activities in mid July.
(weekly unless otherwise stated)

Day	Group	Approx numbers	Aim
Monday	Tots of Fun	10 - 20	Social development for babies and toddlers
	Boxercise	10 -15	National franchise to build self esteem, personal confidence and defence skills, all ages
	Kids Club	10-20	Educational, arts and social development for children age 6-13
	Clay Chorus	25-30	Adult singing group led by professional musicians, learning songs with harmony and performing at various events through the year
	Wood turners club (monthly)	30	Woodturning class and meetings with external speakers/trainers, often via zoom to class and with some members attending via zoom
Tuesday	Tommy's Tots	60 parents and children	Place for parents, carers and pre-school children with support for parents and toys and activities for young children, developing motor and spatial skills, exploration, interaction and sharing strategies.
	Dance Fitness Class	10	Dance fitness class to music
	Seated Samba	10	Seated exercise class for people with limited mobility and strength
	Slimming World	20-30	Group and leader support to lose weight through a specialist programme, with education about food, nutrition, exercise and healthy living
	Brownies	20	Opportunity for girls aged seven to 10 to learn about themselves, their community and their world
	Penkhull Village Brass training band	15	Supplementary rehearsal night to develop instrumental and musical skills and work towards concerts.

Wednesday	Tai Chi	12-20	Tai chi for adults
	Brazilian Dance Fitness x 2	10 – 15	Adult fitness classes based on Brazilian dance style
	Yoga	10	Yoga for adults
Thursday	Community Cafe	60 - 100	Opportunity for people of all ages to meet in relaxed surroundings. Aimed to get isolated people out of their homes and back into the community, meeting old friends and making new ones. A natural place to advertise and sell tickets for community events, encouraging people to spend more time in community settings
	Wood turners club	30	Workshop for wood turners of all abilities to work on lathes and other equipment, learning from each other
	Domesday Morris	20 +	Training for Morris dancing over the autumn and winter months. Domesday Morris is Penkhull's home-grown border Morris side that performs locally, nationally and internationally
	So-Sew WI (monthly). Penkhull's own WI	40	An opportunity for women of all ages to meet new people, learn new skills and be inspired in many different areas
	Jujitsu	20 - 25	Training for all ages in the art and skill of jujitsu with opportunities to enter exams and develop through the grades
	Penkhull Mysteries making *(annually in weeks leading up to the Penkhull Mysteries)*	15	Props, scenery and costume making, led by community theatre professionals who teach new and develop existing craft skills that enable participants to do more each year and use their skills to benefit other projects.

Friday	Penkhull Village Brass	30	Brass band attracting players both within the village and outside. The band has performed at many events and venues through the year and is establishing a good reputation locally.
	Penkhull Panto *(from September to February in weeks leading up to panto and culminating in 4 full performances)*	60	Education and training in acting skills, music, singing and dancing. Development of skills in stage management, scenery, props, costumes, make up etc

The village hall is the hub for the annual events that take place. These are the Penkhull Wassail (January), Penkhull Panto (February), Penkhull Mysteries (July), Penkhull Festival of Music and Art (September) and Christmas Fayre with Lights Switch-on (November/December). These events form part of the village calendar with significant numbers of local residents being involved. They also draw in people from further afield and help put Penkhull on the map. Without the village hall most of these events would not be possible.

Appendix ii

Ad hoc use of Penkhull Village Hall

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events such as parties, workshops, concerts and fundraising activities. These events were permitted from July 2021 onwards.

From then until end October there were 11 birthday parties, 1 Christening celebration, 3 cultural days, 1 race night, 1 baby shower, 1 band rehearsal, 2 morris dancing boot camps, 1 panto audition day, 1 singing rehearsal, 1 pre-wedding event, 1 craft fayre, 1 engagement party, 1 gaming day. Additionally there were 5 training days run by a local college on weekdays.

There were only five days during the period when the hall was not in use at some point. 27 enquiries had to be turned down, mainly because the hall was already booked. Many of the bookings have been repeats or a direct result of word-of-mouth where customers have been delighted with the quality of both the facility and the customer service.

In addition we had 26 enquiries during the report period for regular weekly bookings. Many of these were received during lockdown. Some were not taken further when contacted post-lockdown but many simply could not be accommodated because there were already activities in place on the desired days.

Financial review

Penkhull Village Hall finances are managed on a monthly basis through the year by trustee and treasurer, Charles Pantin. The annual accounts November 2020 to October 2021 have been prepared and independently examined by Geens Chartered Accountants, 68 Liverpool Road, Stoke-on-Trent, Staffordshire.

The net surplus for the year, excluding the renovation of the premises, amounted to £72,749 and unrestricted revenue (excluding designated funds) amounted to £98,612.

Planning for the future of Penkhull Village Hall

It is fair to say that the buildings that make up Penkhull Village are in a sorry state. The volunteers work so hard throughout the year to keep the building looking as good as it can for the sake of those who hire it for their regular activities and for the single use hires that are so important for families and the community.

The volunteers have great range of skills that make it possible to keep the hall repaired and maintained but much of this is cosmetic. The building's real problems run deep, which is why the Trust was formed. As a charity the Trust can apply for major grants and support to make the major changes that are necessary for a community centre fit for our children and our children's children.

Since the transfer trustees have been working with architects to consider how this might be achieved. Once proposals are in a suitable state the trustees will bring the community together to consider them. Early work has already started on putting a fundraising strategy together, using experienced and professional help as the target amount will undoubtedly be significant.

As those plans are developed the trustees are continuing to put the same time and effort into providing both the best environment possible for current hirers and excellent customer service for current and future hirers.

Structure, governance and management

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Charles Pantin	
Michael Allen	
Karen Jones	
Susan Pantin	
Michael Willis	
John Buttery	(Appointed 7 January 2021 and resigned 11 May 2022)
Anne Lees	(Appointed 7 January 2021 and resigned 4 June 2021)
Janet Wakefield	(Appointed 7 January 2021)
Susan Hallam	(Appointed 18 May 2021)

Paid staff	Sue Birch, Business Manager Sarah Welch, Cleaner
Improvement Team	Mike Allen Hazel Allen Sue Birch John Buttery Alex Green Sue Hallam Sue Pantin Ann Willis Mike Willis

During 2020, when permitted, the team above worked in masks and with social distancing to improve the fabric of the building ready to attract business when the hall could re-open. We are indebted to these volunteers who give so generously of their time, skills and talents. The hall simply couldn't keep going without them.

PENKHULL VILLAGE HALL COMMUNITY TRUST

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

What the village hall is

Penkhull Village Hall started life as a church school over 170 years ago. It closed as a primary school in the 1970s when other schools opened in Penkhull. It was then used during the day as an annexe by St Peter's secondary school for a period and since 1994 has been used wholly as a village hall for use by the local community. It is part of the Penkhull conservation area.



Because it was built as a school the village hall benefits from a number of different sized rooms and a stage. One of the downsides is that as many rooms as possible need to be used concurrently to maximise revenue and minimise waste of utilities. As there is no soundproofing this can be difficult to achieve because not all activities are complementary.

Where the village hall is

- Penkhull Village Hall
  Trent Valley Road
  Penkhull
  Stoke on Trent
  Staffordshire
  ST4 5JB

@ villagehallpenkhull@gmail.com
  penkhullwebsite@gmail.com

- 01782 922616
- 07926 880370

Why the village hall exists

Given its amenities and its location in the centre of Penkhull, the village hall is a natural centre for community activity. Since the creation of The Penkhull Mysteries in 2005 arts and performance groups and activities have blossomed. Most of them have centred on the village hall.

There is a real sense of community in Penkhull and its strapline - *a village within a city* - is both indicative of how the area is viewed by its residents and evocative of its village-like lifestyle.

The regular activities in the village hall cover all age ranges and span educational, arts, social and sports activities. Ad hoc activities span parties for residents of all ages, concerts, dances, fundraising events, national celebrations and more.

Many of the groups are run by volunteers and with the increase in usage has come an increase in opportunities for volunteering and supporting the local community. The number of volunteers in the village has risen with increasing opportunities for them to make a difference.

Without doubt Penkhull Village Hall is the hub of the village community. It is the place to go to find out what is going on and to make individual voices heard, the place to go to learn new skills, the place to go for celebrations and the place to go to 'give something back'.

Use of the village hall

As an old school, Penkhull Village Hall has three rooms available to hire, one of which is a small meeting room. Because of internal noise pollution the two adjacent main rooms can only be used simultaneously if the activities are complementary and careful scheduling has achieved this on four evenings a week during the period of this report. Simultaneous multi-use of the building is not appropriate at weekends owing to the nature of the activities.

Nevertheless it is important to maximise the use of the building to achieve the highest possible revenue and to make the most efficient use of the heating. The gas central heating system is not zoned, so to heat one room the whole building has to be heated.

Mondays to Fridays the hall is mainly used for regular activities that encompass social, sporting/exercise, music and children's groups. During this period almost all the activities from pre-lockdown continued and some new classes started – Dance Fitness, Seated Samba, Slimming World and Wood Turners. The full weekly schedule is in Appendix i.

It is the hall's policy to protect Saturdays and Sundays for ad hoc events so the community has good access to the facility for events like parties, workshops, concerts and fundraising activities. From July to end October 2021 there were 28 weekend events

The police post, now well-established, has continued to bring the expected benefits to both the hall and the village. Police officers and PCSOs on the Penkhull and surrounding patches have made effective use of the room provided. The facility negates the need to return to their station during a shift and means officers spend more time on the patch and have somewhere warm, dry and welcoming to spend their breaks. Because officers use the hall at different times of the day and evening low level anti-social behaviour around the building has all but disappeared, which is a major bonus.

Legal status of the Trust

Penkhull Village Hall has a long history as a school and as a community centre. Prior to 1st December 2020 the building and land were in the trusteeship of Penkhull National School Charitable Trust. Complex work started in 2014 to transfer ownership to a community group that would be able to apply for grants to create a community centre fit for our children and our children's children.

Once the building ceased its purpose as a school Penkhull National School Charitable Trust became a failed trust. Its trustees (vicar and churchwardens of St Thomas' Church, Penkhull) explored the legal position which showed the building and land should be disposed of, with proceeds going to the Duchy of Lancaster who had reverter rights under the Reverter of Sites Act 1987.

Having been made aware of the plans and wishes of the volunteers who wanted to create a sustainable village hall for the community, the Duchy of Lancaster were extremely generous with both time and financial support. The Duchy agreed to transfer ownership of Penkhull Village Hall to a properly constituted charity for the princely sum of £1 along with an overage agreement not dissimilar to the reverter rights. The volunteers set up Penkhull Village Hall Community Trust registered with both the Charity Commission and Companies House

Penkhull Village Hall Community Trust now owns Penkhull Village Hall on behalf of the community of Penkhull. Under the overage agreement reached with the Duchy of Lancaster, should the trustees at any point sell the building and land outside of community use, a third of the profits must be transferred to the Duchy.

The trustees of Penkhull Village Hall Community Trust are extremely grateful to the Duchy of Lancaster, without whom our community would not be in the position it is today to create a centre with a future.

Running and maintaining the village hall

Penkhull Village Hall is run by volunteers, aided by two part-time paid staff – our business manager and cleaner. Our volunteers, many of whom are trustees of Penkhull Village Hall Community Trust, provide the business and charity administration, assist the business manager in the day to day running of the hall and supporting hirers, and keep the hall maintained. Without these volunteers giving so unstintingly of their skills, time and, in many cases, financial and in-kind support, the hall would not be in the strong position it is today.

When permitted volunteers spent many hours refurbishing the village hall inside and out. The work included refurbishment and decoration of the kitchenette, minor repairs and painting of the main hall, studio, cafe and main entrance foyer, repairs to some windows, sanding and painting of end wall and boundary wall, painting of window frames, sills and external doors, erection of flag poles that now fly the Penkhull Flag. All this work was done for the cost of materials alone.

A major cost was the refurbishment of the main hall and cafe floor. This is a granwood (composite) floor that was in a sorry state. It was not a job that could be done by volunteers so professionals were commissioned at a cost of £4K to sand back then apply three coats of specialist floor covering to produce a floor that helps to attract business, which is how the cost is being recouped.

The trustees report was approved by the Board of Trustees.

C F A Pantin

Charles Pantin
trustee

26 May 2022

PENKHULL VILLAGE HALL COMMUNITY TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PENKHULL VILLAGE HALL COMMUNITY TRUST

I report to the trustees on my examination of the financial statements of Penkhull Village Hall Community Trust (the charitable company) for the year ended 31 October 2021.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 the charitable company as required by section 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or

4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

C France
For and behalf of
Geens Limited

68 Liverpool Road
Stoke on Trent
Staffordshire
ST4 1BG

Dated: 26 May 2022

PENKHULL VILLAGE HALL COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2021

	Notes	Unrestricted funds general 2021 £	Unrestricted funds designated 2021 £	Total 2021 £	Unrestricted funds general 2020 £
Income and endowments from:					
Donations, grants and legacies	3	42,779	-	42,779	-
Charitable activities					
Charitable Income	4	20,075	-	20,075	1,513
Amounts taken over from other charities	5	35,758	-	35,758	-
Total income		98,612	-	98,612	1,513
Expenditure on:					
Charitable activities	6	45,757	-	45,757	-
Net incoming resources before transfers		52,855	-	52,855	1,513
Gross transfers between funds		(1)	1	-	-
Net incoming resources		52,854	1	52,855	1,513
Other recognised gains and losses					
Revaluation of tangible fixed assets		-	179,999	179,999	-
Net movement in funds		52,854	180,000	232,854	1,513
Fund balances at 1 November 2020		4,648	-	4,648	3,135
Fund balances at 31 October 2021		57,502	180,000	237,502	4,648

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PENKHULL VILLAGE HALL COMMUNITY TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	**10**		180,000		-
Current assets					
Cash at bank and in hand		58,401		4,648	
Creditors: amounts falling due within one year	**11**	(899)		-	
Net current assets			57,502		4,648
Total assets less current liabilities			237,502		4,648
Income funds					
Unrestricted funds					
Designated funds	**12**	180,000		-	
General unrestricted funds		57,502		4,648	
			237,502		4,648
			237,502		4,648

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 26 May 2022

C. A. Pantin

Charles Pantin
Trustee

Company Registration No. 10410213

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

Charity information

Penkhull Village Hall Community Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Penkhull Village Hall, 11 Trent Valley Road, Stoke-on-Trent, Staffordshire, ST4 5JB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charitable company is a Public Benefit Entity as defined by FRS 102.

The charitable company has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1 Accounting policies **(Continued)**

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Not depreciated

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charitable company'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 period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations, grants and legacies

	Unrestricted funds general 2021	Total 2020
	£	£
Donations and gifts	9,125	-
Government grants	33,654	-
	42,779	-

3 Donations, grants and legacies **(Continued)**

Grants receivable for core activities		
Covid 19 Council grant	29,100	-
Furlough grant	3,929	-
Gift aid	625	-
	33,654	-

4 Charitable activities

	Charitable Income 2021 £	Charitable Income 2020 £
Hall Hire	20,075	1,513

5 Amounts taken over from other charities

	Unrestricted funds general 2021 £	Total 2020 £
Amounts taken over from other charities	35,758	-

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

6 Charitable activities

	Charitable Expenditure 2021	2020
	£	£
Staff costs	7,057	-
Repairs and renewables	29,140	-
Council and water rates	649	-
Cleaning and waste disposals	677	-
Heat and light	3,881	-
Subscription and licence	549	-
Insurance	2,499	-
Legal and professional fees	405	-
	44,857	-
Share of governance costs (see note 7)	900	-
	45,757	-

7 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy	-	900	900	-	-	-
	-	900	900	-	-	-
Analysed between						
Charitable activities	-	900	900	-	-	-

Governance costs includes amounts payable to the independent examiner totalling £900 (2020- £Nil).

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charitable company during the year.

9 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	2	-

Employment costs	2021 £	2020 £
Wages and salaries	7,057	-

There were no employees whose annual remuneration was more than £60,000.

10 Tangible fixed assets

	Freehold land and buildings £
Cost	
Additions	1
Revaluation	179,999
At 31 October 2021	180,000
Carrying amount	
At 31 October 2021	180,000

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	899	-

12 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Incoming resources	Balance at 1 November 2020	Incoming resources	Revaluations, gains and losses	Balance at 31 October 2021
	£	£	£	£	£
Own use tangible assets	-	-	1	179,999	180,000
	-	-	1	179,999	180,000

The fixed assets fund has been set up to assist in identifying those funds which are not free funds, and it represents the net book value of fixed assets, less any directly associated borrowings.

13 Analysis of net assets between funds

	Unrestricted funds 2021	Designated funds 2021	Total 2021	Unrestricted funds 2020
	£	£	£	£
Fund balances at 31 October 2021 are represented by:				
Tangible assets	-	180,000	180,000	-
Current assets/(liabilities)	57,502	-	57,502	4,648
	57,502	180,000	237,502	4,648

14 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).