

**The Lypne Playing Field and Village Hall**

(Registered CIO Charity No:1178573)

**Receipts and Payments Accounts**  
**for the year ended 30th September 2024**

	<b><u>Unrestricted</u></b> <b><u>Funds</u></b> <b>2023/24</b>	<b><u>Unrestricted</u></b> <b><u>Funds</u></b> <b>2022/23</b>
Opening Financial Position	38,049.88	45,737.20
<b><u>Add Receipts</u></b>		
Hiring Income	37,950.68	34,822.76
Donations	28.23	1,704.02
Fund Raising	3,889.64	4,445.96
Sundry Income	780.00	553.44
Interest	781.87	486.63
<b>Total Receipts</b>	<b><u>43,430.42</u></b>	<b><u>42,012.81</u></b>
<b><u>Deduct Payments</u></b>		
Cleaning Services	7,349.00	8,025.85
Cleaning Materials	2,095.91	1,801.78
Electricity	4,601.00	6,000.00
Licences & Banking Fees	2,000.04	1,489.35
Maintenance/Improvement-Hall	3,356.46	2,850.88
Sundry Capital Expenditure	1,295.40	381.02
Waste Disposal	1,439.63	918.74
Water & Waste water	283.46	205.32
Postage/Admin	89.55	233.92
Film Club Expenses	72.10	66.48
Salary Costs	8,810.29	8,993.04
Fund Raising & Misc Expenses	1,854.75	2,091.30
Professional Fees	600.00	600.00
Playfield development	1,696.74	3,248.15
Other projects and major works	12,129.45	12,794.30
<b>Total Payments</b>	<b><u>47,673.78</u></b>	<b><u>49,700.13</u></b>
<b>Surplus/(Deficit)</b>	<b>(4,243.36)</b>	<b>(7,687.32)</b>
<b>Closing Financial Position</b>	<b>33,806.52</b>	<b>38,049.88</b>

**Receipts and Payments Accounts**  
**for the year ended 30th September 2024**  
**The Lympne Playing Field and Village Hall**  
 (Registered CIO Charity No:1178573)

**Notes to the Accounts**

<b>Analysis of Reserves in Savings A/c</b>	<b>2023/24</b>	<b>2022/23</b>
Contingency Reserve	10,000.00	10,000.00
P&J Ring Fenced Fund	10,913.30	-
Decoration Reserve	5,000.00	8,000.00
Development Reserve	9,050.00	9,050.00
Unspecified Reserve	10,180.60	9,904.63
	<b>45,143.90</b>	<b>36,954.63</b>

  

	<b><u>Unrestricted</u></b>	<b><u>Unrestricted</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>
	<b>2023/24</b>	<b>2022/23</b>
<b>Security Deposits Held</b>		
Balance from Prev year	1,044.61	1,533.30
Deposits Received	1,670.00	2,490.01
Deposits Repaid	(1,313.01)	(2,978.70)
	<b>1,401.60</b>	<b>1,044.61</b>

**Notes**

1. The charity has given no guarantees.
2. No outstanding debt of the charity is secured on any asset.
3. The charity holds no restricted funds
4. The Main Hall was redecorated in 2024
5. The Main Hall kitchen was replaced in 2023
6. The P&J Ring Fenced Fund represents monies held on behalf of the Punch and Judy charity to be spent on items benefitting the Nursery children

**Approval of Accounts.**

Signed on Behalf of Management Committee:-

Date:- 26 January 2025

Authorised Committee Member:-



David Martin - Treasurer

# **Lympne Playing Field and Village Hall**

Registered Charity No. 1178573

## **Trustees' Annual Report**

1 October 2023 – 30 September 2024

Email: [chair@lympnevillagehall.co.uk](mailto:chair@lympnevillagehall.co.uk)

### **Names of Trustees**

Mr Philip Scrivener	Chair
Mrs Sue MacIntyre	Secretary
Mr Dave Martin	Treasurer
Mr Elliot Kriehn	Booking Clerk
Mrs Meghan Kemp	Fundraising
Mrs Rosemary Stutchbury	Guide Rep
Mr Mike Boor	Parish Council Rep
Mrs Lisa Coffey	Events
Mr Gary Lukehurst	

Mrs Diane Latter

Mr Luke Percy

### **Sources of advice and support**

Bank: HSBC plc, Sandgate Road, Folkestone, Kent  
Lympne Parish Council  
PG Lemon LLP Accountants

## Licences

The hall has a Premises Licence (not including alcohol). The hall is licenced jointly by Phonographic Performance Ltd for recorded music and by the Performing Right Society for live and recorded music. It is also licensed by Motion Picture Licensing Company (MPLC) to show Films.

## Risk Management

### Insurance

The village hall is insured in conjunction with the Parish Council with respect to property damage (buildings insurance) by Hiscox Insurance Company Limited. It is insured with the same company with respect to contents and equipment of the Parish Council and Village Hall, public liability (£10,000,000) employers' liability (£10,000,000) and legal assistance. The Parish Council pay the annual insurance premium on behalf of the Village Hall Committee.

The management Committee recognises that it is under a legal obligation to protect the building, its users and employees through adequate and appropriate insurance.

### Building Issues

Portable electrical appliances are tested by qualified personnel annually.

Firefighting appliances are inspected annually under contract with the supplier and monthly by one of the Committee.

A Fire Safety Risk Assessment is updated annually by the Committee as required by law.

The mains electrical installation is checked by a qualified electrician, which is now every three years. This was last performed in February 2022

Fire alarms are checked monthly by a committee member and twice yearly by a qualified electrician.

Emergency lights are checked monthly by one of the Committee and annually by a qualified electrician.

Fire doors are checked monthly by one of the Committee.

Volunteers from the committee carry out regular maintenance checks.

## Future Plans

In the immediate future, our Christmas Fayre will be held on Sunday 1<sup>st</sup> December, at the time of writing all stalls are sold out. We have managed to secure the services of Father Christmas this year, at what is traditionally his busiest time of the year.

A five-year plan has been devised to consider various items of capital expenditure required to keep our halls in good condition. These plans include installing sound dampening systems in both halls, which we hope to do in the coming year. We plan to redecorate the Harry Margery Hall in 2025.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature:

A handwritten signature in dark ink, appearing to read 'P. Scrivener', followed by a long, horizontal, wavy line that ends in a small loop.

Full name: Philip Scrivener

Position: Chair

Date: 10<sup>th</sup> November 2024

**The Lypne Playing Field and Village Hall**

(Registered CIO Charity No:1178573)

**Receipts and Payments Accounts**  
**for the year ended 30th September 2024**

	<b><u>Unrestricted</u></b> <b><u>Funds</u></b> <b>2023/24</b>	<b><u>Unrestricted</u></b> <b><u>Funds</u></b> <b>2022/23</b>
Opening Financial Position	38,049.88	45,737.20
<b><u>Add Receipts</u></b>		
Hiring Income	37,950.68	34,822.76
Donations	28.23	1,704.02
Fund Raising	3,889.64	4,445.96
Sundry Income	780.00	553.44
Interest	781.87	486.63
<b>Total Receipts</b>	<b><u>43,430.42</u></b>	<b><u>42,012.81</u></b>
<b><u>Deduct Payments</u></b>		
Cleaning Services	7,349.00	8,025.85
Cleaning Materials	2,095.91	1,801.78
Electricity	4,601.00	6,000.00
Licences & Banking Fees	2,000.04	1,489.35
Maintenance/Improvement-Hall	3,356.46	2,850.88
Sundry Capital Expenditure	1,295.40	381.02
Waste Disposal	1,439.63	918.74
Water & Waste water	283.46	205.32
Postage/Admin	89.55	233.92
Film Club Expenses	72.10	66.48
Salary Costs	8,810.29	8,993.04
Fund Raising & Misc Expenses	1,854.75	2,091.30
Professional Fees	600.00	600.00
Playfield development	1,696.74	3,248.15
Other projects and major works	12,129.45	12,794.30
<b>Total Payments</b>	<b><u>47,673.78</u></b>	<b><u>49,700.13</u></b>
<b>Surplus/(Deficit)</b>	<b>(4,243.36)</b>	<b>(7,687.32)</b>
<b>Closing Financial Position</b>	<b>33,806.52</b>	<b>38,049.88</b>

**Receipts and Payments Accounts**  
**for the year ended 30th September 2024**  
**The Lympne Playing Field and Village Hall**  
 (Registered CIO Charity No:1178573)

**Notes to the Accounts**

<b>Analysis of Reserves in Savings A/c</b>	<b>2023/24</b>	<b>2022/23</b>
Contingency Reserve	10,000.00	10,000.00
P&J Ring Fenced Fund	10,913.30	-
Decoration Reserve	5,000.00	8,000.00
Development Reserve	9,050.00	9,050.00
Unspecified Reserve	10,180.60	9,904.63
	<b>45,143.90</b>	<b>36,954.63</b>
	<b><u>Unrestricted</u></b>	<b><u>Unrestricted</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>
	<b>2023/24</b>	<b>2022/23</b>
<b>Security Deposits Held</b>		
Balance from Prev year	1,044.61	1,533.30
Deposits Received	1,670.00	2,490.01
Deposits Repaid	(1,313.01)	(2,978.70)
	<b>1,401.60</b>	<b>1,044.61</b>

**Notes**

1. The charity has given no guarantees.
2. No outstanding debt of the charity is secured on any asset.
3. The charity holds no restricted funds
4. The Main Hall was redecorated in 2024
5. The Main Hall kitchen was replaced in 2023
6. The P&J Ring Fenced Fund represents monies held on behalf of the Punch and Judy charity to be spent on items benefitting the Nursery children

**Approval of Accounts.**

Signed on Behalf of Management Committee:-

Date:- 26 January 2025

Authorised Committee Member:-



David Martin - Treasurer



# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name

The Lympe Playing Field and Village Hall

**On accounts for the year  
ended**

30 September 2024

**Charity no  
(if any)**

1178573

**Set out on pages**

1-3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity for the year ended 30 September 2023.

**Responsibilities and  
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

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

**Signed:**

*M. A. Gambrell*

**Date:**

19/2/2025

**Name:**

Mrs Maxine Gambrell FCCA

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

Association of Chartered Certified Accountants

**Address:**

PG Lemon LLP

134 High Street, Hythe, Kent

CT21 5LB

### Section B

### Disclosure

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



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