

# NEWBIGGIN VILLAGE HALL

England & Wales · Charity number 1180409

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-10-23

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Holly House  
Newbiggin  
Penrith  
CA11 0HT

**Phone** 01768483910

**Email** [newbigginvh@gmx.co.uk](mailto:newbigginvh@gmx.co.uk)

**Website** [newbigginvh.co.uk](http://newbigginvh.co.uk)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE TO ESTABLISH AND RUN A VILLAGE HALL AND TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF NEWBIGGIN AND THE NEIGHBOURHOOD WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, AGE, DISABILITY, NATIONALITY, RACE OR POLITICAL, RELIGIOUS OR OTHER OPINIONS THE PROVISION OF FACILITIES FOR RECREATION , EDUCATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS.

**Activities:** To run a village hall and to promote for the benefit of the inhabitants of Newbiggin and the neighbourhood the provision of facilities for recreation, education or other leisure time occupation of individuals or the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

## Classification

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- **How:** Makes Grants To Individuals, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

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- Cumbria

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£32,086	£30,857	-	-
2024-03-31	£112,797	£109,012	-	-
2023-03-31	£30,394	£31,760	-	-
2022-03-31	£42,986	£28,594	-	-
2021-03-31	£61,571	£11,176	-	-

## Trustees

Name	Role	Appointed
<b>Dr ALAN JOHN RICH</b>	Chair	2019-02-14
Andrew Goodrick		2026-03-17
Ann Bell		2025-11-06
Anne Dugmore		2018-02-20
Barbara Hope		2018-02-20
DOREEN CAMERON		2018-02-20
David Bell		2018-02-20
David Cameron		2026-03-17
Gordon Dugmore		2018-02-20
Helen May		2018-02-20
John Cameron		2018-02-22
Nicola Mumford		2026-03-17
Rowan Goodrick		2026-03-17
Ryan Mumford		2026-03-17
SIMON EDWARD VEITCH		2018-02-22

**NEWBIGGIN VILLAGE HALL**

England & Wales - Charity number 1180409

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# Accounts

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## **NEWBIGGIN VILLAGE HALL**

Registered Charity 1180409 Trustees Annual Report 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025 Newbiggin, Penrith, Cumbria, CA11 0HT.

[www.newbigginvh.co.uk](http://www.newbigginvh.co.uk)

### **Trustees**

Dr AJ Rich	Chairman
Mrs D Cameron	Treasurer
Mrs H May	Secretary
Mr G Dugmore	Bookings Secretary
Mr D Bell	
Mrs J Rich	
Mr J Cameron	
Mrs A Dugmore	
Mrs B Hope	
Mr S Veitch	

### **BANKERS**

Cumberland Building Society

## **INTRODUCTION**

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The original village hall was built in 1951 on land donated by Harrison's Limeworks. In 2010 the Hall was completely rebuilt with the assistance of national and local grants. At this time a quarter acre land behind the Hall was donated to the charity.

The charity is the registered owner of the building and the land which are both freehold. It is vested with the Official Custodian.

The Hall has its heating and domestic hot water supplied by a ground-source heat pump. Photo-electrical panels on the roof provide energy for the Hall and export surplus to the national grid.

## **APPOINTMENT OF TRUSTEES**

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The Constitution governs the appointment of trustees and the management of the charity.

## **POLICIES AND PROCEDURES**

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To assist the management committee in exercising its duty of care to users of the Hall the following policy statements have been adopted:

- Health and safety
- Safeguarding
- Equal Opportunities
- Environmental

Copies of the policies are provided in the Hall Information for Users folder.

## **HIRING AGREEMENTS**

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Use of the Hall is subject to a hiring agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions for hire and identifies the respective responsibilities of each party to the

agreement. Included in the hiring package are the standard conditions of use and information about the safe use of the Hall and its equipment and facilities.

These documents are available to download from the Village Hall website, so that users can determine in advance if the agreement meets their needs.

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## **LICENSES**

The Hall has a Premises License.

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## **RISK MANAGEMENT**

The Hall has a procedure for the assessment and management of risk. This is reviewed and updated annually.

The Hall is insured with Ansvar Insurance for buildings and contents, employers liability, public and products liability, and legal assistance and expenses. The policy also covers private users.

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## **ASSET MANAGEMENT**

- The ground-source heat pump and the photo-voltaic panels are serviced annually.
- The fixed electrical installation is inspected by a qualified electrical engineer at five-yearly intervals.
- Portable electrical appliances are subject to PAT testing every three years by a competent person.
- The LPG pipe-work and the gas cooker are serviced every ten years by a registered CORGI engineer.
- The fire alarm and fire-fighting equipment are inspected every six months by Beacon Fire.
- Volunteers from the Committee carry out day-to-day repairs, replacements and maintenance.
- A register of portable assets is maintained.

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## **OBJECTIVES OF THE CHARITY**

To manage a village hall for the use of the inhabitants of Newbiggin and the neighborhood for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving their conditions of life.

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## **PRINCIPLE ACTIVITIES IN PURSUIT OF OBJECTIVES**

Regular activities take place every day of the week. There is an activity or event most weekends. Bookings are being made for events in 2026 and 2027

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## **FUNDING STRATEGY**

It is intended that the revenue budget is managed on a self-financing basis. The contributions made by users of the Hall, fund-raising events and revenue from electricity generation are set to achieve this.

The trustees recognise that the Hall needs to be available for ad-hoc use by local residents for significant family events, and accordingly do not aim to achieve maximum occupancy of the facilities at the Hall.

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## **COST CONTAINMENT**

Management costs are kept to a minimum by the use of volunteers for day-to-day administration, for the support of the weekly community activities and for the maintenance of the Hall. Volunteers also give their time in organising and running the annual events, maintaining the website and organising marketing and publicity. Where this is not possible, commercial operators are used to ensure that the Hall is maintained as a safe, clean, pleasant environment.

To help contain energy costs, as it becomes redundant, lighting in the hall is being replaced with LED fittings.

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## **RESERVES**

The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2024– 2025 ACHIEVEMENTS**

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The annual accounts show a small profit on turnover this year. Income from hirings, activities and events was healthy. This reflects the trustees' intentions to invest income in the local community and maintenance of the facility.

We were able to carry out our planned improvements to the Fluskew Room with fitting of low-level security shutters to the bar. As a result it has already been used on several occasions for meetings, seminars, or as a break-out room for large functions. This provides additional income from hire fees.

We have also improved the decoration of the Fluskew Room to reflect its nature as a more informal gathering place.

We have worked with a local partner to install an EV charging point in the car park at no cost to the hall. At present this is not yet functional and is awaiting our partner's contractor to complete the power connection.

## **FUTURE PLANS**

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The trustees have been concerned at the lack of younger volunteers, and the difficulties this will pose for succession planning. Happily, younger people have been encouraged to come forward and the trustees are planning, as permitted by the constitution, a hall management committee. It is intended this will be formed mainly by our new volunteers in the expectation that they will become more experienced and involved and graduate to future trusteeship.

Our seating is showing its age and it is planned to replace the current mixture of seating with a single commercial brand. This will enable chairs to be stacked and used more flexibly between all the hall rooms.

It has been identified that the Fluskew Room extension to the building does not have its own temperature control system. As a result it is not always at an adequate temperature. Professional advice is being sought on realistic improvement options.

Our low-carbon features, PV cells and the ground-source heat pump, are now 15 years old. The cells and their inverters are near the end of their operational life. Further, the feed-in tariff that they generate is also nearing its termination, and any replacement tariff is likely to be considerably less generous. We will need to review whether replacing the PV panels when they come to the end of their life is value for money if the feed-in tariff they attract is significantly less.

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409  
Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2025**

**Newbiggin Village Hall  
Business Details  
For The Year Ended 31 March 2025**

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**Proprietor**

Mrs Doreen Cameron

**Accountants**


ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2025**

---

I approve these unaudited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
I acknowledge my responsibility for the accounts including the provision of all the information and explanations necessary for the completion.

Signed



.....  
Mrs Doreen Cameron  
09/10/2025

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2025**

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In accordance with the engagement letter dated 16 April 2021, we have prepared the accounts, which comprise the Profit and Loss account, the Balance Sheet and the related notes, from the accounting records, information and explanations provided to us.

This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed

.....  
Suzanne Stirland

09/10/2025

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2025**

	2025		2024	
	£	£	£	£
<b>Turnover</b>				
Grants received		500		81,300
<b>Other Operating Income</b>				
Electric - feed in tariff	4,432		3,967	
Donations - Cafe & Bar	6,023		6,045	
Donations - Hall Hire	20,937		15,644	
Insurance claim	-		5,841	
		31,392		31,497
		31,892		112,797
<b>Other Income</b>				
Bank interest receivable		194		-
		32,086		112,797
<b>Expenditure</b>				
Secretarial services	1,473		1,240	
Light and heat	4,922		2,793	
Water rates	395		278	
Cleaning	4,384		4,404	
Community excursions	746		679	
Repairs, renewals and maintenance	16,095		96,527	
Insurance	1,229		1,176	
Printing, postage and stationery	56		157	
Broadband	438		288	
Accountancy fees	264		240	
Exercise class fees	580		1,025	
Licence	180		180	
Charitable donations	95		25	
		30,857		109,012
		1,229		3,785
<b>Depreciation</b>				
Depreciation of fixtures and fittings	1,093		1,365	
		1,093		1,365
<b>NET PROFIT</b>		136		2,420

**Newbiggin Village Hall  
Balance Sheet  
As At 31 March 2025**

	Notes	2025		2024	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		568,964		570,057
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		34,219		32,966	
<b>CURRENT LIABILITIES</b>					
Accruals and deferred income		264		240	
<b>NET CURRENT ASSETS</b>			33,955		32,726
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			602,919		602,783
<b>NET ASSETS</b>			602,919		602,783
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2024			602,783		600,363
Profit/(Loss) for the period/year			136		2,420
<b>Balance Carried Forward</b>			602,919		602,783

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2025**

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**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	<b>Land &amp; Property</b>			
	<b>Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
As at 1 April 2024	564,595	10,975	438	576,008
As at 31 March 2025	564,595	10,975	438	576,008
<b>Depreciation</b>				
As at 1 April 2024	-	5,513	438	5,951
Provided during the period	-	1,093	-	1,093
As at 31 March 2025	-	6,606	438	7,044
<b>Net Book Value</b>				
As at 31 March 2025	564,595	4,369	-	568,964
As at 1 April 2024	564,595	5,462	-	570,057

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409  
Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2025**

**Newbiggin Village Hall  
Business Details  
For The Year Ended 31 March 2025**

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11 Devonshire Street  
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**NEWBIGGIN VILLAGE HALL**

England & Wales - Charity number 1180409

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# Accounts

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## **NEWBIGGIN VILLAGE HALL**

Registered Charity 1180409

Trustees Annual Report

1<sup>st</sup> April 2023 – 31st March 2024

Newbiggin, Penrith, Cumbria, CA11 0HT.

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Dr AJ Rich	Chairman
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Mr J Cameron	
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Mrs H Nixon	
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Mrs K Whitehead	

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## **INTRODUCTION**

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The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2023 - 2024 ACHIEVEMENTS**

---

The annual accounts show a small profit on turnover this year. Income from hirings, activities and events was healthy. This reflects the trustees' intentions to invest income in the local community and maintenance of the facility.

During the year grant applications towards re-roofing the hall were successful and re-roofing completed. Unfortunately the work coincided with a severe weather event and water ingress occurred to the ancillary facilities of the hall. The majority of the remedial work was covered by an insurance claim. However, although damage to the electrical installation was not great, new regulations related to the mixing of low-energy and incandescent lights meant that far more electrical work was necessary; and many undamaged fittings required replacement to comply with the new regulations. It was possible to meet the costs of this additional work out of our own funds.

## **FUTURE PLANS**

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The new Function Room has proved very successful and the Trustees intend that its usage can be improved by fitting the bar area with security shutters. This will allow it to be used as an additional meeting or breakout room. It is intended that work will start on this project during the next financial year.

The trustees still wish to install EV charging points at the hall and have been identifying suitable partners who will be able to install these at no cost to the hall. This aim will be pursued during the next financial year.

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2024**

## Newbiggin Village Hall Contents

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**Newbiggin Village Hall  
Business Details  
For the Year to 31 March 2024**

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Newbiggin Village Hall became a Charitable Incorporated Organisation on 14 February 2020.

The Charity Number is 1180409

The Trustees of the Charity are

- Dr Alan Rich – Chairman
- Joy Rich
- Gordon Dugmore – Booking Secretary
- Ann Dugmore
- David Bell
- Doreen Cameron – Treasurer
- John Cameron
- Helen May – Secretary
- Simon Veitch
- Cathy Whitehead
- Helen Nixon
- Joanne Backshall
- Barbara Hope

Accountants

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2024**

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.....  
Mrs Doreen Cameron

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2024**

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This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed

.....  
Pam Armstrong

14/08/2024

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2024**

	<b>2024</b>		<b>2023</b>	
	£	£	£	£
<b>Turnover</b>				
Grants received		81,300		5,236
<b>Other Operating Income</b>				
Electric - feed in tariff	3,967		4,320	
Donations - Cafe & Bar	6,045		4,719	
Donations - Hall Hire	15,644		16,119	
Insurance claim	5,841		-	
		31,497		25,158
		112,797		30,394
<b>Expenditure</b>				
Secretarial services	1,240		1,157	
Light and heat	2,793		3,370	
Water rates	278		270	
Cleaning	4,404		4,799	
Community excursions	679		640	
Repairs, renewals and maintenance	96,527		16,936	
Insurance	1,176		1,028	
Printing, postage and stationery	157		827	
Broadband	288		330	
Accountancy fees	240		240	
Professional fees	-		371	
Exercise class fees	1,025		1,060	
Licence	180		180	
Charitable donations	25		-	
Jubilee gifts and celebrations	-		552	
		109,012		31,760
		3,785		(1,366)
<b>Depreciation</b>				
Depreciation of fixtures and fittings	1,365		1,549	
		1,365		1,549
<b>NET PROFIT</b>		2,420		(2,915)

**Newbiggin Village Hall  
Balance Sheet  
As At 31 March 2024**

	Notes	2024		2023	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		570,057		570,796
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		32,966		29,999	
<b>CURRENT LIABILITIES</b>					
Trade creditors		-		192	
Accruals and deferred income		240		240	
		240		432	
<b>NET CURRENT ASSETS</b>			32,726		29,567
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			602,783		600,363
<b>NET ASSETS</b>			602,783		600,363
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2023			600,363		603,278
Profit/(Loss) for the period/year			2,420		(2,915)
<b>Balance Carried Forward</b>			602,783		600,363

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2024**

---

**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	<b>Land &amp; Property Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	£	£	£	£
<b>Cost</b>				
As at 1 April 2023	564,595	10,349	438	575,382
Additions	-	626	-	626
As at 31 March 2024	<u>564,595</u>	<u>10,975</u>	<u>438</u>	<u>576,008</u>
<b>Depreciation</b>				
As at 1 April 2023	-	4,148	438	4,586
Provided during the period	-	1,365	-	1,365
As at 31 March 2024	<u>-</u>	<u>5,513</u>	<u>438</u>	<u>5,951</u>
<b>Net Book Value</b>				
As at 31 March 2024	<u>564,595</u>	<u>5,462</u>	<u>-</u>	<u>570,057</u>
As at 1 April 2023	<u>564,595</u>	<u>6,201</u>	<u>-</u>	<u>570,796</u>

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2024**

## Newbiggin Village Hall Contents

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Profit and Loss Account	4
Balance Sheet	5
Notes to the Accounts	6

**Newbiggin Village Hall  
Business Details  
For the Year to 31 March 2024**

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Newbiggin Village Hall became a Charitable Incorporated Organisation on 14 February 2020.

The Charity Number is 1180409

The Trustees of the Charity are

- Dr Alan Rich – Chairman
- Joy Rich
- Gordon Dugmore – Booking Secretary
- Ann Dugmore
- David Bell
- Doreen Cameron – Treasurer
- John Cameron
- Helen May – Secretary
- Simon Veitch
- Cathy Whitehead
- Helen Nixon
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ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2024**

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I approve these unaudited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
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Mrs Doreen Cameron

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2024**

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14/08/2024

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As At 31 March 2024**

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**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2024**

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**NEWBIGGIN VILLAGE HALL**

England & Wales - Charity number 1180409

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# Accounts

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## **NEWBIGGIN VILLAGE HALL**

Registered Charity 1180409

Trustees Annual Report

1<sup>st</sup> April 2022 – 31st March 2023

Newbiggin, Penrith, Cumbria, CA11 0HT.

[newbigginvh.co.uk](http://newbigginvh.co.uk)

### **Trustees**

Dr AJ Rich	Chairman
Mrs D Cameron	Treasurer
Mrs H May	Secretary
Mr G Dugmore	Bookings Secretary
Mrs J Backshall	
Mr D Bell	
Mr J Cameron	
Mrs A Dugmore	
Mrs B Hope	
Mrs H Nixon	
Mrs J Rich	
Mr S Veitch	
Mrs K Whitehead	

### **BANKERS**

Cumberland Building Society

Barclays

### **Introduction**

The original village hall was built in 1951 on land donated by Harrison's Limeworks. In 2010 the Hall was completely rebuilt with the assistance of national and local grants. At this time a quarter acre land behind the Hall was donated to the charity.

The charity is the registered owner of the building and the land which are both freehold. It is vested with the Official Custodian.

The Hall has its heating and domestic hot water supplied by a ground-source heat pump. Photo-electrical panels on the roof provide energy for the Hall and export surplus to the national grid.

### **Appointment of Trustees**

The Constitution governs the appointment of trustees and the management of the charity.

## **Policies and Procedures**

To assist the management committee in exercising its duty of care to users of the Hall the following policy statements have been adopted:

- Health and safety
- Safeguarding
- Equal Opportunities
- Environmental

Copies of the policies are provided in the Hall Information for Users folder.

## **Hiring Agreements**

Use of the Hall is subject to a hiring agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions for hire and identifies the respective responsibilities of each party to the agreement. Included in the hiring package are the standard conditions of use and information about the safe use of the Hall and its equipment and facilities.

These documents are available to download from the Village Hall website, so that users can determine in advance if the agreement meets their needs.

## **Licenses**

The Hall has a Premises License.

## **Risk Management**

The Hall has a procedure for the assessment and management of risk. This is reviewed and updated annually.

The Hall is insured with Ansvar Insurance for buildings and contents, employers liability, public and products liability, and legal assistance and expenses. The policy also covers private users.

## **Asset Management**

- The ground-source heat pump and the photo-voltaic panels are serviced annually.
- The fixed electrical installation is inspected by a qualified electrical engineer at five-yearly intervals.
- Portable electrical appliances are subject to PAT testing every three years by a competent person.
- The LPG pipe-work and the gas cooker are serviced every ten years by a registered CORGI engineer.
- The fire alarm and fire-fighting equipment are inspected every six months by Beacon Fire.
- Volunteers from the Committee carry out day-to-day repairs, replacements and maintenance.
- A register of portable assets is maintained.

## **Objectives of the Charity**

To manage a village hall for the use of the inhabitants of Newbiggin and the neighborhood for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving their conditions of life.

## **Principle activities in pursuit of objectives**

Regular activities take place every day of the week. There is an activity or event most weekends. Bookings are being made for events in 2023 and 2024.

## **Funding strategy**

It is intended that the revenue budget is managed on a self-financing basis. The contributions made by users of the Hall, fund-raising events and revenue from electricity generation are set to achieve this.

The trustees recognise that the Hall needs to be available for ad-hoc use by local residents for significant family events, and accordingly do not aim to achieve maximum occupancy of the facilities at the Hall.

## **Cost containment**

Management costs are kept to a minimum by the use of volunteers for day-to-day administration, for the support of the weekly community activities and for the maintenance of the Hall. Volunteers also give their time in organising and running the annual events, maintaining the website and organising marketing and publicity. Where this is not possible, commercial operators are used to ensure that the Hall is maintained as a safe, clean, pleasant environment.

To help contain energy costs, as it becomes redundant, lighting in the hall is being replaced with LED fittings.

## **Reserves**

The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2022 - 2023 Achievements**

The annual accounts show a loss this year, but this reflects the timing of grant payments related to repairs, renewals and maintenance. Income from hirings, activities and events was healthy.

During the year grant applications were made for re-roofing of the hall with a long-lasting material. Contractors were appointed and it is anticipated the work will take place later in 2023.

## **Future Plans**

The Trustees are also considering the installation of electric vehicle charging points in the car park if a survey of users shows sufficient demand.

The new Function Room has proved very successful and the Trustees consider that its use could be expanded if the bar area was fitted with security shutters. Further investigation of practicalities and possible costs will be made.

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2023**

**Newbiggin Village Hall  
Business Details  
For the Year to 31 March 2023**

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ASAP Accountancy Services Ltd  
11 Devonshire Street  
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CA11 7SR

**Newbiggin Village Hall  
Business Details  
For The Year Ended 31 March 2023**

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**Proprietor**

Mrs Doreen Cameron

**Accountants**

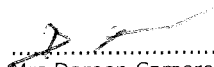
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**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2023**

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Mrs Doreen Cameron

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2023**

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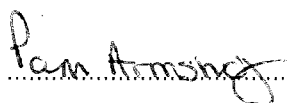
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Pam Armstrong

15/08/2023

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11 Devonshire Street  
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Profit and Loss Account  
For The Year Ended 31 March 2023**

	2023		2022	
	£	£	£	£
<b>Turnover</b>				
Grants received		5,236		18,607
<b>Other Operating Income</b>				
Electric - feed in tariff	4,320		3,159	
Donations - Cafe & Bar	4,719		2,211	
Donations - Hall Hire	16,119		11,009	
EDC - Covid grants	-		8,000	
		25,158		24,379
		30,394		42,986
<b>Expenditure</b>				
Secretarial services	1,157		1,080	
Light and heat	3,370		3,737	
Water rates	270		111	
Cleaning	4,799		2,703	
Community excursions	640		-	
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Printing, postage and stationery	827		409	
Broadband	330		240	
Telephone	-		48	
Accountancy fees	240		204	
Professional fees	371		-	
Exercise class fees	1,060		300	
Licence	180		180	
Jubilee gifts and celebrations	552		195	
		31,760		14,392
		(1,366)		28,594
<b>Depreciation</b>				
Depreciation of fixtures and fittings	1,549		1,937	
		1,549		1,937
<b>NET LOSS</b>		(2,915)		26,657

**Newbiggin Village Hall  
Balance Sheet  
As At 31 March 2023**

	Notes	2023		2022	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		570,796		572,345
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		29,999		31,576	
<b>CURRENT LIABILITIES</b>					
Trade creditors		192		439	
Accruals and deferred income		240		204	
		432		643	
<b>NET CURRENT ASSETS</b>			29,567		30,933
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			600,363		603,278
<b>NET ASSETS</b>			600,363		603,278
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2022			603,278		576,621
Profit/(Loss) for the period/year			(2,915)		26,657
<b>Balance Carried Forward</b>			600,363		603,278

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2023**

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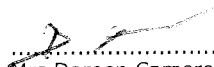
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Accountant's Report  
For The Year Ended 31 March 2023**

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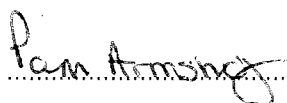
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		1,549		1,937
<b>NET LOSS</b>		(2,915)		26,657

**Newbiggin Village Hall  
Balance Sheet  
As At 31 March 2023**

	Notes	2023		2022	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		570,796		572,345
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		29,999		31,576	
<b>CURRENT LIABILITIES</b>					
Trade creditors		192		439	
Accruals and deferred income		240		204	
		432		643	
<b>NET CURRENT ASSETS</b>			29,567		30,933
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			600,363		603,278
<b>NET ASSETS</b>			600,363		603,278
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2022			603,278		576,621
Profit/(Loss) for the period/year			(2,915)		26,657
<b>Balance Carried Forward</b>			600,363		603,278

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2023**

---

**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	<b>Land &amp; Property</b>			
	<b>Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
As at 1 April 2022	564,595	10,349	438	575,382
As at 31 March 2023	564,595	10,349	438	575,382
<b>Depreciation</b>				
As at 1 April 2022	-	2,599	438	3,037
Provided during the period	-	1,549	-	1,549
As at 31 March 2023	-	4,148	438	4,586
<b>Net Book Value</b>				
As at 31 March 2023	564,595	6,201	-	570,796
As at 1 April 2022	564,595	7,750	-	572,345

**NEWBIGGIN VILLAGE HALL**

England & Wales - Charity number 1180409

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# Accounts

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## **NEWBIGGIN VILLAGE HALL**

Registered Charity 1180409

Trustees Annual Report

1<sup>st</sup> April 2021 – 31st March 2022

Newbiggin, Penrith, Cumbria, CA11 0HT.

Newbigginvh.co.uk

### **Trustees**

Dr AJ Rich	Chairman
Mrs D Cameron	Treasurer
Mrs H May	Secretary
Mr G Dugmore	Bookings Secretary
Mrs J Backshall	
Mr D Bell	
Mr J Cameron	
Mrs A Dugmore	
Mrs B Hope	
Mrs H Nixon	
Mrs J Rich	
Mr S Veitch	
Mrs K Whitehead	

### **BANKERS**

Barclays Bank

Cumberland Building Society

### **Introduction**

The original village hall was built in 1951 on land donated by Harrison's Limeworks. In 2010 the Hall was completely rebuilt with the assistance of national and local grants. At this time a quarter acre land behind the Hall was donated to the charity.

The charity is the registered owner of the building and the land which are both freehold. It is vested with the Official Custodian.

The Hall has its heating and domestic hot water supplied by a ground-source heat pump. Photo-electrical panels on the roof provide energy for the Hall and export surplus to the national grid.

### **Appointment of Trustees**

The Constitution governs the appointment of trustees and the management of the charity.

## **Policies and Procedures**

To assist the management committee in exercising its duty of care to users of the Hall the following policy statements have been adopted:

- Health and safety
- Safeguarding
- Equal Opportunities
- Environmental

Copies of the policies are provided in the Hall Information for Users folder.

## **Hiring Agreements**

Use of the Hall is subject to a hiring agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions for hire and identifies the respective responsibilities of each party to the agreement. Included in the hiring package are the standard conditions of use and information about the safe use of the Hall and its equipment and facilities.

These documents are available to download from the Village Hall website, so that users can determine in advance if the agreement meets their needs.

In the unique circumstances of a Covid-19 activity during this period of reporting the hiring documentation was temporarily amended to reflect relevant government legislation and guidance, as appropriate.

## **Licenses**

The Hall has a Premises License.

## **Risk Management**

The Hall has a procedure for the assessment and management of risk. This is reviewed and updated annually.

The Hall is insured with Ansvar Insurance for buildings and contents, employers liability, public and products liability, and legal assistance and expenses. The policy also covers private users.

## **Asset Management**

- The ground-source heat pump and the photo-voltaic panels are serviced annually.
- The fixed electrical installation is inspected by a qualified electrical engineer at five-yearly intervals.
- Portable electrical appliances are subject to PAT testing every three years by a competent person.
- The LPG pipe-work and the gas cooker are serviced every ten years by a registered CORGI engineer.
- The fire alarm and fire-fighting equipment are inspected every six months by Beacon Fire.
- Volunteers from the Committee carry out day-to-day repairs, replacements and maintenance.
- A register of portable assets is maintained.

## **Objectives of the Charity**

To manage a village hall for the use of the inhabitants of Newbiggin and the neighborhood for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving their conditions of life.

## **Principle activities in pursuit of objectives**

Most regular activities resumed in the early part of the year after the Covid pandemic. and bookings for social events and meetings increased to the pre-Covid level. The weekly luncheon club for the elderly was the only significant activity which was lost.

## **Funding strategy**

It is intended that the revenue budget is managed on a self-financing basis. The contributions made by users of the Hall, fund-raising events and revenue from electricity generation are set to achieve this.

The trustees recognise that the Hall needs to be available for ad-hoc use by local residents for significant family events, and accordingly do not aim to achieve maximum occupancy of the facilities at the Hall.

## **Cost containment**

Management costs are kept to a minimum by the use of volunteers for day-to-day administration, for the support of the weekly community activities and for the maintenance of the Hall. Volunteers also give their time in organising and running the annual events, maintaining the website and organising marketing and publicity. Where this is not possible, commercial operators are used to ensure that the Hall is maintained as a safe, clean, pleasant environment.

## **Reserves**

The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2021 - 2022 Achievements**

The new extension was completed, incorporating a function room, an entrance foyer and a weather-proof exterior porch. The Trustees were fortunate to receive a number of grants intended to encourage the community to return to communal activities and public buildings. This enabled the purchase of a suitable items to enhance both the interior and exterior experience of the Hall. The Queen's Jubilee afforded an opportunity to introduce the Hall as a welcoming and safe environment, and the event was very successful.

During the year maintenance work on the building revealed the original roofing material was showing signs of failure, and that at some points water ingress was occurring. The Trustees agreed that in order to preserve the value of the building to the community it should not be allowed to deteriorate further, and that quotations for re-roofing should be obtained, specifying the same robust long-lasting material that was used on the extension.

## **Future Plans**

The Trustees have been encouraged by Action for Communities in Cumbria to seek grants towards the re-roofing work and are confident that a contribution to the total cost can be met from the reserves.

The Trustees are also considering the installation of electric vehicle charging points in the car park if a survey of users shows sufficient demand.

The new Function Room has proved very successful and the Trustees consider that its use could be expanded if the bar area was fitted with security shutters. Further investigation of practicalities and possible costs will be made.

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2022**

**Newbiggin Village Hall  
Contents of the Unaudited Accounts  
For The Year Ended 31 March 2022**

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**Newbiggin Village Hall  
Business Details  
For the Year to 31 March 2022**

---

Newbiggin Village Hall became a Charitable Incorporated Organisation on 14 February 2020.

The Charity Number is 1180409

The Trustees of the Charity are

- Dr Alan Rich – Chairman
- Joy Rich
- Gordon Dugmore – Booking Secretary
- Ann Dugmore
- David Bell
- Doreen Cameron – Treasurer
- John Cameron
- Helen May – Secretary
- Simon Veitch
- Cathy Whitehead
- Helen Nixon
- Timothy Backshall
- Barbara Hope


Accountants

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2022**

---

I approve these un-audited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
I acknowledge my responsibility for the accounts including the provision of all the information and explanations necessary for the completion.

  
.....  
Mrs Doreen Cameron  
15/08/2022

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2022**

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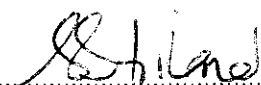
In accordance with the engagement letter, we have prepared the accounts, which comprise the Profit and Loss account, the Balance Sheet and the related notes, from the accounting records, information and explanations provided to us.

This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed



Gail Williamson

15/08/2022

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2022**

	2022		2021	
	£	£	£	£
<b>Turnover</b>				
Grants received		18,607		35,500
<b>Other Operating Income</b>				
Electric - feed in tariff	3,159		4,548	
Donations - Cafe & Bar	2,211		100	
Donations - Hall Hire	11,009		1,745	
EDC - Covid grants	8,000		19,669	
		<u>24,379</u>		<u>26,062</u>
		<u>42,986</u>		<u>61,562</u>
<b>Other Income</b>				
Bank interest receivable		-		9
		<u>42,986</u>		<u>61,571</u>
<b>Expenditure</b>				
Secretarial services	1,080		523	
Light and heat	3,737		2,000	
Water rates	111		120	
Cleaning	2,703		962	
Repairs, renewals and maintenance	4,234		3,595	
Insurance	951		936	
Printing, postage and stationery	409		-	
Broadband	240		257	
Telephone	48		48	
Accountancy fees	204		204	
Legal fees	-		2,351	
Exercise class fees	300		-	
Licence	180		180	
Jubilee gifts	195		-	
		<u>14,392</u>		<u>11,176</u>
		<u>28,594</u>		<u>50,395</u>
<b>Depreciation</b>				
Depreciation of fixtures and fittings	1,937		64	
		<u>1,937</u>		<u>64</u>
<b>NET PROFIT</b>		<u><u>26,657</u></u>		<u><u>50,331</u></u>

**Newbiggin Village Hall  
Balance Sheet  
As at 31 March 2022**

	Notes	2022		2021	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		572,345		544,090
<b>CURRENT ASSETS</b>					
Trade debtors			-	878	
Cash at bank and in hand		31,576		33,726	
		<u>31,576</u>		<u>34,604</u>	
<b>CURRENT LIABILITIES</b>					
Trade creditors		439		1,869	
Accruals and deferred income		204		204	
		<u>643</u>		<u>2,073</u>	
<b>NET CURRENT ASSETS</b>			<u>30,933</u>		<u>32,531</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>603,278</u>		<u>576,621</u>
<b>NET ASSETS</b>			<u>603,278</u>		<u>576,621</u>
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2021			576,621	526,290	
Profit/(Loss) for the period/year			<u>26,657</u>	<u>50,331</u>	
<b>Balance Carried Forward</b>			<u>603,278</u>	<u>576,621</u>	

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2022**

**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	<b>Land &amp; Property Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	£	£	£	£
<b>Cost</b>				
As at 1 April 2021	543,762	990	438	545,190
Additions	20,833	9,359	-	30,192
As at 31 March 2022	<u>564,595</u>	<u>10,349</u>	<u>438</u>	<u>575,382</u>
<b>Depreciation</b>				
As at 1 April 2021	-	662	438	1,100
Provided during the period	-	1,937	-	1,937
As at 31 March 2022	<u>-</u>	<u>2,599</u>	<u>438</u>	<u>3,037</u>
<b>Net Book Value</b>				
As at 31 March 2022	<u>564,595</u>	<u>7,750</u>	<u>-</u>	<u>572,345</u>
As at 1 April 2021	<u>543,762</u>	<u>328</u>	<u>-</u>	<u>544,090</u>

**Newbiggin Village Hall**

**Charitable Incorporated Organisation**

**Charity Number: 1180409**

**Company Number: CE015438**

**Unaudited Accounts for the Year  
Ended 31 March 2022**

**Newbiggin Village Hall  
Contents of the Unaudited Accounts  
For The Year Ended 31 March 2022**

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**Newbiggin Village Hall  
Business Details  
For the Year to 31 March 2022**

---

Newbiggin Village Hall became a Charitable Incorporated Organisation on 14 February 2020.

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- Ann Dugmore
- David Bell
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- John Cameron
- Helen May – Secretary
- Simon Veitch
- Cathy Whitehead
- Helen Nixon
- Timothy Backshall
- Barbara Hope


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ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2022**

---

I approve these un-audited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
I acknowledge my responsibility for the accounts including the provision of all the information and explanations necessary for the completion.

  
.....  
Mrs Doreen Cameron  
15/08/2022

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2022**

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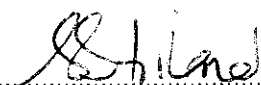
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This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed



Gail Williamson

15/08/2022

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2022**

	2022		2021	
	£	£	£	£
<b>Turnover</b>				
Grants received		18,607		35,500
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Secretarial services	1,080		523	
Light and heat	3,737		2,000	
Water rates	111		120	
Cleaning	2,703		962	
Repairs, renewals and maintenance	4,234		3,595	
Insurance	951		936	
Printing, postage and stationery	409		-	
Broadband	240		257	
Telephone	48		48	
Accountancy fees	204		204	
Legal fees	-		2,351	
Exercise class fees	300		-	
Licence	180		180	
Jubilee gifts	195		-	
		<u>14,392</u>		<u>11,176</u>
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Depreciation of fixtures and fittings	1,937		64	
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<b>NET PROFIT</b>		<u><u>26,657</u></u>		<u><u>50,331</u></u>

**Newbiggin Village Hall  
Balance Sheet  
As at 31 March 2022**

	Notes	2022		2021	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		572,345		544,090
<b>CURRENT ASSETS</b>					
Trade debtors		-		878	
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<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>603,278</u>		<u>576,621</u>
<b>NET ASSETS</b>			<u>603,278</u>		<u>576,621</u>
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2021			576,621		526,290
Profit/(Loss) for the period/year			<u>26,657</u>		<u>50,331</u>
<b>Balance Carried Forward</b>			<u>603,278</u>		<u>576,621</u>

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2022**

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**2. Tangible Assets**

	<b>Land &amp; Property Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
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As at 1 April 2021	<u>543,762</u>	<u>328</u>	<u>-</u>	<u>544,090</u>

**NEWBIGGIN VILLAGE HALL**

England & Wales - Charity number 1180409

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# Accounts

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## **NEWBIGGIN VILLAGE HALL**

Registered Charity 1180409

Trustees Annual Report

1<sup>st</sup> April 2020 -- 31st March 2021

Newbiggin, Penrith, Cumbria, CA11 0HT.

Newbigginvh.co.uk

### **Trustees**

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Mrs D Cameron	Treasurer
Mrs H May	Secretary
Mr G Dugmore	Bookings Secretary
Mrs J Backshall	
Mr D Bell	
Mr J Cameron	
Mrs A Dugmore	
Mrs B Hope	
Mrs H Nixon	
Mrs J Rich	
Mr S Veitch	
Mrs K Whitehead	

### **BANKERS**

Barclays Bank

Cumberland Building Society

### **Introduction**

The Incorporated Charity was merged with the old charity on February 14<sup>th</sup> 2020 and 2021 – 2021 represents its first full year.

The original village hall was built in 1951 on land donated by Harrison's Limeworks. In 2010 the Hall was completely rebuilt with the assistance of national and local grants. At this time a quarter acre land behind the Hall was donated to the charity.

The charity is the registered owner of the building and the land which are both freehold. It is lodged with the Official Custodian.

The Hall has its heating and domestic hot water supplied by a ground-source heat pump. Photo-electrical panels on the roof provide energy for the Hall and export surplus to the national grid.

### **Appointment of Trustees**

The Constitution governs the appointment of trustees and the management of the charity.

## **Policies and Procedures**

To assist the management committee in exercising its duty of care to users of the Hall the following policy statements have been adopted:

- Health and safety
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- Equal Opportunities
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Copies of the policies are provided in the Hall Information for Users folder.

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Use of the Hall is subject to a hiring agreement which must be signed by the hirer when booking. The hiring agreement sets out the conditions for hire and identifies the respective responsibilities of each party to the agreement. Included in the hiring package are the standard conditions of use and information about the safe use of the Hall and its equipment and facilities.

These documents are available to download from the Village Hall website, so that users can determine in advance if the agreement meets their needs.

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The Hall has a Premises License.

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The Hall has a procedure for the assessment and management of risk. This is reviewed and updated annually.

The Hall is insured with Ansvar Insurance for buildings and contents, employers liability, public and products liability, and legal assistance and expenses. The policy also covers private users.

## **Asset Management**

- The ground-source heat pump and the photo-voltaic panels are serviced annually.
- The fixed electrical installation is inspected by a qualified electrical engineer at five-yearly intervals.
- Portable electrical appliances are subject to PAT testing every three years by a competent person.
- The LPG pipe-work and the gas cooker are serviced every ten years by a registered CORGI engineer.
- The fire alarm and fire-fighting equipment are inspected every six months by Beacon Fire.
- Volunteers from the Committee carry out day-to-day repairs, replacements and maintenance.
- A register of portable assets is maintained.

## **Objectives of the Charity**

To manage a village hall for the use of the inhabitants of Newbiggin and the neighborhood for meetings, lectures and classes and for other forms of recreation and leisure time occupation with the object of improving their conditions of life.

## **Principle activities in pursuit of objectives**

All regular activities were suspended during most of the reporting period. A limited number of permitted activities took place during early 2021.

## **Funding strategy**

It is intended that the revenue budget is managed on a self-financing basis. The contributions made by users of the Hall, fund-raising events and revenue from electricity generation are set to achieve this.

The trustees recognise that the Hall needs to be available for ad-hoc use by local residents for significant family events, and accordingly do not aim to achieve maximum occupancy of the facilities at the Hall.

## **Cost containment**

Management costs are kept to a minimum by the use of volunteers for day-to-day administration, for the support of the weekly community activities and for the maintenance of the Hall. Volunteers also give their time in organising and running the annual events, maintaining the website and organising marketing and publicity. Where this is not possible, commercial operators are used to ensure that the Hall is maintained as a safe, clean, pleasant environment.

During the period of Covid-19 restrictions when the Hall was unused it was judged prudent to maintain a minimum level of heating and maintenance in order to preserve the integrity of the Hall. These measures, together with the various Covid-19 government support grants were adequate to ensure that the effective closure of the Hall for most of the year did not impact significantly on the reserves.

## **Reserves**

The Hall trustees believe it is prudent to maintain a sum of approximately £10,000 as an unrestricted reserve against the possibility of urgent building maintenance or equipment failure out-with the scope of the insurance policy.

## **2020 – 2021 Achievements**

The Trustees' plans to construct an extension to the Hall progressed satisfactorily during the year. At the beginning of the year the projected cost of the construction had been committed through grants. Construction began in late December 2020 and by the end of the reporting period a good level of progress had been achieved in spite of Covid-19 restrictions and some shortages of material.

## **Future Plans**

It is anticipated that the extension will be completed by the autumn of 2021, but it is unclear at this stage whether the Hall will be able to operate as normal because of potential Covid-19 restrictions. During the reporting period the Hall has received numerous enquiries and bookings for future dates, indicating that the previous demand for the Hall facilities continues to exist.

In expectation of this demand the Trustees have devised a basket of measures which they hope will encourage users to return to the hall as a safe and welcoming environment once the Covid-19 restrictions are relaxed or lifted.

**NEWBIGGIN VILLAGE HALL  
UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**Newbiggin Village Hall  
Contents of the Unaudited Accounts  
For The Year Ended 31 March 2021**

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**Newbiggin Village Hall  
Business Details  
For The Year Ended 31 March 2021**

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**Proprietor**

Mrs Doreen Cameron

**Accountants**

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Accounts Approval Statement  
For The Year Ended 31 March 2021**

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I approve these un-audited accounts which comprise a Profit and Loss Account, Balance Sheet and related notes.  
I acknowledge my responsibility for the accounts including the provision of all the information and explanations necessary for the completion.

.....  
Mrs Doreen Cameron  
12/10/2021

**Newbiggin Village Hall  
Accountant's Report  
For The Year Ended 31 March 2021**

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In accordance with the engagement letter, we have prepared the accounts, which comprise the Profit and Loss account, the Balance Sheet and the related notes, from the accounting records, information and explanations provided to us.

This report is made to you in accordance with the terms of our engagement. Our work has been undertaken to enable us to prepare the accounts on your behalf and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than to you, the client, for our work or for this report.

You have approved and acknowledged your responsibility for these accounts.

We have not been instructed to complete an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records, information or explanations you have provided. Therefore we do not express any opinion on the accounts.

Signed

.....  
12/10/2021

Gail Williamson

ASAP Accountancy Services Ltd  
11 Devonshire Street  
Penrith  
Cumbria  
CA11 7SR

**Newbiggin Village Hall  
Profit and Loss Account  
For The Year Ended 31 March 2021**

	31 March 2021		31 March 2020	
	£	£	£	£
<b>Turnover</b>				
Grants received		35,500		-
<b>Other Operating Income</b>				
Electric - feed in tariff	4,548		-	
Donations - Cafe & Bar	100		248	
Donations - Hall Hire	1,745		2,235	
EDC - Covid grants	19,669		-	
		26,062		2,483
		61,562		2,483
<b>Other Income</b>				
Bank interest receivable		9		17
		61,571		2,500
<b>Expenditure</b>				
Secretarial services	523		175	
Light and heat	2,000		774	
Water rates	120		64	
Repairs and maintenance	126		64	
Cleaning	962		585	
Repairs, renewals and maintenance	3,469		-	
Insurance	936		187	
Advertising and marketing costs	-		75	
Broadband	257		40	
Telephone	48		10	
Accountancy fees	204		-	
Legal fees	2,351		-	
Exercise class fees	-		170	
Licence	180		-	
		11,176		2,144
		50,395		356
<b>Depreciation</b>				
Depreciation of fixtures and fittings	64		8	
		64		8
<b>NET PROFIT</b>		50,331		348

**Newbiggin Village Hall  
Balance Sheet  
As at 31 March 2021**

	Notes	31 March 2021		31 March 2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets	2		544,090		475,392
<b>CURRENT ASSETS</b>					
Trade debtors		878		-	
Cash at bank and in hand		33,726		51,102	
		<u>34,604</u>		<u>51,102</u>	
<b>CURRENT LIABILITIES</b>					
Trade creditors		1,869		-	
Accruals and deferred income		204		204	
		<u>2,073</u>		<u>204</u>	
<b>NET CURRENT ASSETS</b>			<u>32,531</u>		<u>50,898</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>576,621</u>		<u>526,290</u>
<b>NET ASSETS</b>			<u>576,621</u>		<u>526,290</u>
<b>CAPITAL ACCOUNT</b>					
Balance at 1 April 2020			526,290		525,942
Profit/(Loss) for the period/year			50,331		348
<b>Balance Carried Forward</b>			<u>576,621</u>		<u>526,290</u>

**Newbiggin Village Hall  
Notes to the Accounts  
For The Year Ended 31 March 2021**

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**1. Accounting Policy**

These unaudited accounts have been completed in accordance with UK Generally Accepted Accounting Practice guidelines and provides sufficient and relevant information to enable completion of a tax return.

**2. Tangible Assets**

	<b>Land &amp; Property Freehold</b>	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
As at 1 April 2020	475,000	990	438	476,428
Additions	68,762	-	-	68,762
As at 31 March 2021	<u>543,762</u>	<u>990</u>	<u>438</u>	<u>545,190</u>
<b>Depreciation</b>				
As at 1 April 2020	-	598	438	1,036
Provided during the period	-	64	-	64
As at 31 March 2021	<u>-</u>	<u>662</u>	<u>438</u>	<u>1,100</u>
<b>Net Book Value</b>				
As at 31 March 2021	<u>543,762</u>	<u>328</u>	<u>-</u>	<u>544,090</u>
As at 1 April 2020	<u>475,000</u>	<u>392</u>	<u>-</u>	<u>475,392</u>