

**HONEYBOURNE VILLAGE HALL**

**CHARITY NUMBER 1181450**

**TRUSTEES' ANNUAL REPORT  
AND ACCOUNTS  
FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

Income Statement

Balance Sheet

Notes to the Accounts



**PSG Bowdens**  
Accountants, Tax and Business Advisors

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# **HONEYBOURNE VILLAGE HALL**

**Charity Number 1181450**

## **Trustees' Annual Report**

The Trustees have pleasure in presenting their report and the accounts for the year ended 31<sup>st</sup> March 2022. The accounts have been prepared in accordance with accounting policies set out in Note 1 to the accounts, FRS 102, the Statement of Recommended Practice "Accounting and Reporting by Charities" and the Charities Act 2011.

The Charitable Incorporated Organisation (CIO), called Honeybourne Village Hall (1181450), was established on 7<sup>th</sup> January 2019 with the same purpose and objectives as the unincorporated charity called Honeybourne Village Hall (523155). On 1<sup>st</sup> April 2019 all the assets, liabilities and funds of this unincorporated charity were transferred to the CIO and all activities ceased within the unincorporated charity. References in these accounts to "the charity" refer to either entity, depending on the context.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

Honeybourne Village Hall is a charity registered with the Charity Commission. The charity registration number is 1181450. The principal contact is:

Paula Staples (Honorary Treasurer)

4 St Egwins Gardens

Honeybourne

Evesham

Worcestershire, WR11 7AT

The Trustees serving during the year and since the year end are as follows:

Mr Richard Kendrick (Chairman)

Mr Barry Matthews

Mr Douglas Rushton

Mrs Sylvia Matthews

Mr Graham Clelland

The Independent Examiner is:

Mrs Ginette Getting FCA FFA

PSG Bowdens LLP

100 High Street

Evesham

Worcestershire, WR11 4EU

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The charity is controlled by its constitution and is a Charitable Incorporated Organisation (CIO).

Trustees are appointed by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

The charity is run by a Management Committee, on behalf of the Trustees, meeting regularly to administer the charity and at least four times a year. The Management Committee includes members who are not Trustees. All Trustees are invited to attend Management Committee meetings.



# **HONEYBOURNE VILLAGE HALL**

## **Charity Number 1181450**

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The objective of the charity is to represent all those with an interest in the local community, and by working in partnership, provide for improvement in the local environs for an involved and valued community. This objective is met by providing an available, sustainable, and well-maintained village hall, providing a focal point for the village thereby bringing the local community together.

#### **Public benefit**

The Trustees confirm that they have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to guidance issued by the Charity Commission on public benefit when deciding on the charity's activities.

### **ACHIEVEMENTS AND PERFORMANCE**

Over the last 12 months we can look back on many successful events, including two quiz nights, a race night, a musical evening with local singers, two live theatre events, monthly film nights and our formal opening of the hall by Sue Barker. We now host regular classes, meetings, social activities and coffee mornings as well as private hires, and these are on the increase. All of this activity has two purposes – to fulfil our mission statement of “making the hall the centre of the village community” and to ensure that we generate sufficient income to cover our expenditure.

Using a grant from the National Lottery to mark their 20<sup>th</sup> Anniversary, we organised a free lunch for villagers with a film showing of Gosford Park, ice creams and a gift of chocolates to take home at the end.

The annual Christmas Tree lighting took place again this year, and the tree with its new lights looked wonderful. Over 300 people enjoyed the burgers, hot dogs, mulled wine and hot chocolate on offer. Support for this from the WI was much appreciated.

Other highlights of the year saw the final completion of the build project, the launch of our new website, the installation of a defibrillator and the acquiring of a premises licence which will enhance our future events.

### **FINANCIAL REVIEW**

The activities of the hall generated income of £49,814 including Covid-19 related grants of £11,365. Expenditure of £43,895 delivered a Net Income position of £5,919 before depreciation charges.

### **FUNDS**

Restricted funds are tied to a particular purpose, as specified by the donor. The charity has a restricted fund balance of £925,247 as at 31<sup>st</sup> March 2022 which relates to the net value of the construction of the new hall facility.

Unrestricted funds comprise those funds that are not subject to specific donor restrictions placed on them. Total unrestricted funds at 31<sup>st</sup> March 2022 were £71,765.

### **RESERVES POLICY**

The charity's normal policy is to generate and maintain adequate funds and reserves for the efficient running of the charity on a day to day basis. The policy of the charity is for hall lettings and fundraising activities to be sufficient to meet the ongoing costs of running the charity.

### **PLANS FOR FUTURE PERIODS**

Looking to the future, we have many plans to bring to fruition. We intend to organise two events a month (film night plus one other) and ideas include a Murder Mystery night and an Antiques Evening. We are encouraging business use of our facilities, and have hand-delivered printed fliers to all local businesses within a 6-mile radius.



# **HONEYBOURNE VILLAGE HALL**

## **Charity Number 1181450**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **RISK ASSESSMENT**

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

### **DECLARATION**

The Trustees declare that they have approved the Trustees' Report.

Signed on behalf of Honeybourne Village Hall.



Graham Clelland  
Trustee

28/4/2022.

Dated:

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Independent Examiner's Report**  
**To the Trustees of**  
**Honeybourne Village Hall**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2022, which are set out on pages 2 to 13.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 accounts to be reached.

*Ginette Getting*

Ginette Getting FCA FFA  
PSG Bowdens LLP  
100 High Street  
Evesham, Worcestershire WR11 4EU

Dated: 4/5/2022

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Statement of Financial Activities**  
**For the year ended 31<sup>st</sup> March 2022**

	Notes	Unrestricted £	Restricted £	Unrestricted 2022 Total £	Unrestricted 2021 Total £
<b>Income and endowments from:</b>	<b>2</b>				
Donations and legacies		1,138	15,828	16,966	47,553
Charitable activities		14,763		14,763	2,715
Other trading activities		6,229		6,229	-
Investments and cash in hand		15		15	77
Other		11,841	-	11,841	11,499
<b>Total</b>		<b>33,986</b>	<b>15,828</b>	<b>49,814</b>	<b>61,844</b>
<b>Expenditure on:</b>	<b>3</b>				
Raising funds		(5,110)	-	(5,110)	-
Charitable activities		(10,249)	(10,975)	(21,224)	(15,239)
Other		(1,601)	(15,960)	(17,561)	(3,483)
<b>Total</b>		<b>(16,960)</b>	<b>(26,935)</b>	<b>(43,895)</b>	<b>(18,722)</b>
<b>Net income/(expenditure) before depreciation</b>		<b>17,026</b>	<b>(11,107)</b>	<b>5,919</b>	<b>43,122</b>
Depreciation		-	(24,774)	(24,774)	(22,046)
<b>Net income/(expenditure)</b>		<b>17,026</b>	<b>(35,881)</b>	<b>(18,855)</b>	<b>21,076</b>
<b>Total funds brought forward</b>		<b>54,739</b>	<b>961,128</b>	<b>1,015,867</b>	<b>994,791</b>
<b>Transfers between restricted &amp; unrestricted funds</b>				-	-
<b>Total funds carried forward</b>		<b>71,765</b>	<b>925,247</b>	<b>997,012</b>	<b>1,015,867</b>



# HONEYBOURNE VILLAGE HALL

Charity Number 1181450

## Balance Sheet

As at 31<sup>st</sup> March 2022

	Notes	Unrestricted	Restricted	Unrestricted 2022 Total	Unrestricted 2021 Total
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	4	-	919,731	919,731	939,435
<b>Current assets</b>					
Debtors	5	113		113	-
Cash at bank and in hand	6	72,762	5,516	78,278	103,895
		72,875	5,516	78,391	103,895
<b>Liabilities</b>					
Creditors; amounts falling due within one year	7	(1,110)		(1,110)	(27,463)
		(1,110)	-	(1,110)	(27,464)
<b>Total net assets</b>		<b>71,765</b>	<b>925,247</b>	<b>997,012</b>	<b>1,015,867</b>
<b>The funds of the charity:</b>					
Restricted funds		-	925,247	925,247	961,128
Unrestricted funds		71,765		71,765	54,739
		<b>71,765</b>	<b>925,247</b>	<b>997,012</b>	<b>1,015,867</b>

Approved by the Trustees and signed on their behalf by:

Graham Clelland



Dated: 28/4/2022.

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Cash Flow Statement**  
**For the year ended 31<sup>st</sup> March 2022**

	2022	2021
	£	£
<b>Cashflows from operating activities:</b>		
<i>Net cash provided by/(used in) operating activities</i>	<u>(20,547)</u>	<u>43,122</u>
<b>Cashflows from investing activities:</b>		
Dividends, interest and rents from investments	0	0
Proceeds from sales of property, plant & equipment	0	0
Purchase of property, plant & equipment	(5,070)	(407,681)
Proceeds from sales of investments	0	0
Purchase of investments	0	0
<i>Net cash provided by/(used in) investing activities</i>	<u>(5,070)</u>	<u>(407,681)</u>
 <i>Change in cash and cash equivalents in the year</i>	 (25,617)	 (364,559)
Cash and cash equivalents at the beginning of the year	<u>103,895</u>	<u>196,965</u>
Cash and cash equivalents at the end of the year	<u>78,278</u>	<u>103,895</u>
<b>Reconciliation of net movement in funds to net cash flow from operating activities</b>		
<i>Net movement in funds for the year (as per statement of financial activities)</i>	(18,855)	21,076
Adjustments for:		
Depreciation charges	24,774	22,046
(Gains)/losses on investments	0	0
Dividends, interest and rents from investments	0	0
Loss/(profit) on sale of fixed assets	0	0
(Increase)/decrease in stocks	0	0
(Increase)/decrease in debtors	(113)	0
Increase/(decrease) in creditors	(26,353)	0
<i>Net cash provided by/(used in) operating activities</i>	<u>(20,547)</u>	<u>43,122</u>
 <b>Analysis of cash and cash equivalents</b>		
Cash at bank and in hand	78,278	103,895
Cash Investments	0	0
Overdraft facility repayable on demand	0	0
	<u>78,278</u>	<u>103,895</u>

# HONEYBOURNE VILLAGE HALL

Charity Number 1181450

## Notes to the Accounts For the year ended 31<sup>st</sup> March 2022

### 1. Accounting Policies

#### i) Basis of preparation

The Honeybourne Village Hall meets the definition of a public benefit entity under FRS 102.

These accounts have been prepared in accordance with 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), and the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention, unless otherwise stated in the relevant accounting policy note. The financial statements are presented in sterling, which is the functional currency of the charity.

#### ii) Income

Income, including grants receivable and donations, is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable accuracy. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

The value of volunteer help received is not included in the accounts but is described in the trustees' Annual Report where applicable.

#### iii) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Irrecoverable VAT is included as part of the expenditure to which it relates. Expenditure is classified under headings that aggregate all similar costs and which can then be related to costs of raising funds or charitable activities. Costs of management, administration and governance are allocated to charitable activities. Governance costs are those associated with constitutional and statutory requirements.

#### iv) Fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, Fittings & Equipment	3 years – 15 years, straight line
Buildings	25 years - 75 years, straight line

Depreciation is charged on completion of a construction project.

#### v) Funds

Where there is a restriction imposed by the donor on the purpose to which a fund can be used, the fund is classified as a Restricted Fund.

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.

The charity has no endowment funds.



**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2022**

**vi) Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instrument Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***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.

***Classification of financial liabilities***

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

***Basic financial liabilities***

Basic financial liabilities, including creditors, bank loans, loans from group companies and preference shares that are classified as debt, 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 rate of interest method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business 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.

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2022**

**2. Analysis of Income**

	Unrestricted	Restricted	Total	Total
	2022	2022	2022	2021
	£	£	£	£
<b>Donations and legacies</b>				
Big Lottery Fund		14,328	14,328	7,354
Other grants		1,500	1,500	40,200
Personal donations	871,919	1,138	1,138	-
<b>Charitable activities</b>	3,365	1,705	5,070	
hall hire		14,763	14,763	2,715
<b>Other trading activities</b>	875,204	91,267	966,471	
fundraising events		6,229	6,229	-
<b>Investments</b>				
interest	13,320	15	15	77
<b>Other</b>	13,577	8,897	22,474	
Sale of old Village Hall	29,197	17,633	46,830	135
Covid grants and job retention scheme		11,365	11,365	11,364
Income from EV charge point		476	476	
<b>Total income</b>	<b>33,986</b>	<b>15,828</b>	<b>49,814</b>	<b>61,844</b>

**3. Analysis of Expenditure**

	Unrestricted	Restricted	Total	Total
	2022	2022	2022	2021
	£	£	£	£
<b>Raising funds</b>				
fundraising events	4,125		4,125	-
opening event	985		985	
	<b>5,110</b>	<b>-</b>	<b>5,110</b>	<b>1,169</b>
<b>Charitable activities</b>				
<b>Provision of village hall:</b>				
property maintenance and repairs	2,334		2,334	1,229
insurance	911		911	902
cleaning	2,494		2,494	1,765
utilities	1,224		1,224	2,790
wages & pensions	569	10,975	11,544	5,817
management and administration	2,717		2,717	2,736
	<b>10,249</b>	<b>10,975</b>	<b>21,224</b>	<b>15,239</b>
<b>Other</b>				
professional fees	1,601	15,960	17,561	3,483
<b>Total expenditure before depreciation</b>	<b>16,960</b>	<b>26,935</b>	<b>43,895</b>	<b>18,722</b>

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2022**

**4. Fixed Assets**

	Freehold Land & Buildings £	Fixtures, Fittings & Equipment £	Fixtures, Fittings & Equipment £	Total £
<b>Cost</b>				
At 1 April 2021	871,919	89,562	1,741	963,222
Additions	3,365	1,705		5,070
Category transfers				-
At 31st March 2022	875,284	91,267	1,741	968,292
<b>Depreciation</b>				
At 1 April 2021	13,320	8,726	1,741	23,787
Charge for the year	15,877	8,897		24,774
At 31st March 2022	29,197	17,623	1,741	48,561
<b>Net Book Value</b>				
At 31st March 2022	846,087	73,644	-	919,731
At 31st March 2021	858,599	80,836	-	939,435

**5. Debtors**

	Unrestricted £	Restricted £	2022 Total £
Hall hire invoice	40		40
Gift Aid	73		73
	113	-	113



**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2022**

**6. Cash at bank and in hand**

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Cash at bank and in hand				
General current account	28,334		28,334	20,735
Skipton building society account	29,598		29,598	29,583
New Hall account		20,246	20,246	53,477
Internal re-allocation of funds	14,730	(14,730)	-	-
	72,662	5,516	78,178	103,795
Petty cash	100		100	100
	72,762	5,516	78,278	103,895

**7. Creditors: amounts falling due within one year**

	Unrestricted £	Restricted £	2022 Total £
Creditors and accruals	1,110		1,110

**8. Trustees remuneration, benefits and expenses**

No trustees received any remuneration or other benefits or expenses for the year ended 31<sup>st</sup> March 2022 or the year ended 31<sup>st</sup> March 2021.

**9. Related party transactions**

There were no related party transactions in the year.

**10. Control**

The charity is under the control of its trustees.