

**HONEYBOURNE VILLAGE HALL**

**CHARITY NUMBER 1181450**

**TRUSTEES' ANNUAL REPORT  
AND ACCOUNTS  
FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023**



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

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**

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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 2023. 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:

Mr Heath Jobes

Harvest Close

Honeybourne

Evesham

Worcestershire, WR11 7RH

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

Mr Heath Jobes (Treasurer)

Mrs Angela Herbert

Mr Timothy Wild

Mrs Linda Judge

Mr Graham Clelland (Chairman)

Mrs Sylvia Matthews

Mr Douglas Rushton

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 the Trustees, meeting regularly to administer the charity and at least four times a year.

# **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 past 12 months we can once again look back on many successful events, including three quiz nights, a musical evening with local singers, one live theatre event and monthly film nights. We now host a variety of regular classes for all ages of the community, meetings, social activities and coffee mornings as well as private hirers to the local community and are still 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 we generate sufficient income to cover our expenditure.

The annual Christmas Tree lighting in partnership with the parish council took place again this year, with numbers exceeding the previous year, with food, entertainment and mulled wine and hot chocolate on offer.

## **FINANCIAL REVIEW**

The activities of the hall generated income of £50,230. Expenditure of £33,701 delivered a Net Income position of £16,529 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 £903,341 as at 31<sup>st</sup> March 2023 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 2023 were £85,408.

## **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 intend to hold two events a month where possible (movie night and another event) to generate additional income to support the running of the village hall. We intend to promote and encourage the use of the hall for business purposes, by promoting the village hall outside of the local community and attract additional users for the hall during week day mornings and afternoons.

# 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.

Chairman



Dated: 6<sup>th</sup> July 2023

**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 2023, which are set out on pages 2 to 12.

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

Dated: 6<sup>th</sup> July 2023

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Statement of Financial Activities**  
**For the year ended 31<sup>st</sup> March 2023**

	Notes	Unrestricted £	Restricted £	Unrestricted 2023 Total £	Unrestricted 2022 Total £
<b>Income and endowments from:</b>	<b>2</b>				
Donations and legacies		609	17,242	17,851	16,966
Charitable activities		20,799	-	20,799	14,763
Other trading activities		9,570	-	9,570	6,229
Investments		167	-	167	15
Other		1,843	-	1,843	11,841
<b>Total</b>		<b>32,988</b>	<b>17,242</b>	<b>50,230</b>	<b>49,814</b>
<b>Expenditure on:</b>	<b>3</b>				
Raising funds		(4,792)	-	(4,792)	(5,110)
Charitable activities		(14,072)	(13,846)	(27,918)	(21,224)
Other		(991)	-	(991)	(17,561)
<b>Total</b>		<b>(19,855)</b>	<b>(13,846)</b>	<b>(33,701)</b>	<b>(43,895)</b>
<b>Net income/(expenditure) before depreciation</b>		<b>13,133</b>	<b>3,396</b>	<b>16,529</b>	<b>5,919</b>
Depreciation		-	(24,792)	(24,792)	(24,774)
<b>Net income/(expenditure)</b>		<b>13,133</b>	<b>(21,396)</b>	<b>(8,263)</b>	<b>(18,855)</b>
<b>Total funds brought forward</b>		<b>71,765</b>	<b>925,247</b>	<b>997,012</b>	<b>1,015,867</b>
<b>Transfers between restricted &amp; unrestricted funds</b>		<b>510</b>	<b>(510)</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>85,408</b>	<b>903,341</b>	<b>988,749</b>	<b>997,012</b>

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Balance Sheet**  
**As at 31<sup>st</sup> March 2023**

	Notes	Unrestricted £	Restricted £	Unrestricted 2023 Total £	Unrestricted 2022 Total £
<b>Fixed assets</b>					
Tangible assets	4	-	900,673	900,673	919,731
<b>Current assets</b>					
Debtors	5	-	-	-	113
Cash at bank and in hand	6	86,008	2,668	88,676	78,278
		86,008	2,668	88,676	78,391
<b>Liabilities</b>					
Creditors; amounts falling due within one year	7	(600)	-	(600)	(1,110)
		(600)	-	(600)	(1,110)
<b>Total net assets</b>		<u>85,408</u>	<u>903,341</u>	<u>988,749</u>	<u>997,012</u>
<b>The funds of the charity:</b>					
Restricted funds		-	903,341	903,341	925,247
Unrestricted funds		85,408	-	85,408	71,765
		<u>85,408</u>	<u>903,341</u>	<u>988,749</u>	<u>997,012</u>

Approved by the Trustees and signed on their behalf by:

  
 \_\_\_\_\_ Dated: 6<sup>th</sup> July 2023  
 Graham Clelland - Chairman

  
 \_\_\_\_\_ Dated: 6<sup>th</sup> July 2023  
 Heath Jobes - Treasurer

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts**  
**For the year ended 31<sup>st</sup> March 2023**

**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 2023**

**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 2023**

**2. Analysis of Income**

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
<b>Donations and legacies</b>				
Big Lottery Fund		12,942	12,942	14,328
Other grants		4,300	4,300	1,500
Personal donations	609		609	1,138
<b>Charitable activities</b>				
hall hire	20,799		20,799	14,763
<b>Other trading activities</b>				
fundraising events	9,570		9,570	6,229
<b>Investments</b>				
interest	167		167	15
<b>Other</b>				
Sale of old Village Hall			-	11,365
Covid grants and job retention scheme	1,112		1,112	476
Income from EV charge point	731		731	-
<b>Total income</b>	<b>32,988</b>	<b>17,242</b>	<b>50,230</b>	<b>49,814</b>

**3. Analysis of Expenditure**

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
<b>Raising funds</b>				
fundraising events	4,792		4,792	4,125
opening event			-	985
	4,792	-	4,792	5,110
<b>Charitable activities</b>				
<u>Provision of village hall:</u>				
property maintenance and repairs	2,092		2,092	2,334
insurance	1,028		1,028	911
cleaning	2,631		2,631	2,494
utilities	5,099	1,110	6,209	1,224
wages & pensions		12,736	12,736	11,544
management and administration	3,222		3,222	2,717
	14,072	13,846	27,918	21,224
<b>Other</b>				
professional fees	991		991	17,561
<b>Total expenditure before depreciation</b>	<b>19,855</b>	<b>13,846</b>	<b>33,701</b>	<b>43,895</b>

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2023**

**4. Fixed Assets**

	Restricted Freehold Land & Buildings £	Restricted Fixtures, Fittings & Equipment £	Unrestricted Fixtures, Fittings & Equipment £	Total £
<b>Cost</b>				
At 1 April 2022	875,284	91,267	1,741	968,292
Additions	-	5,734	-	5,734
At 31st March 2023	875,284	97,001	1,741	974,026
<b>Depreciation</b>				
At 1 April 2022	29,197	17,623	1,741	48,561
Charge for the year	14,943	9,849	-	24,792
At 31st March 2023	44,140	27,742	1,741	73,353
<b>Net Book Value</b>				
At 31st March 2023	831,144	69,529	-	900,673
At 31st March 2022	846,087	73,644	-	919,731

**5. Debtors**

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Hall hire invoice			-	40
Gift Aid			-	73
	-	-	-	113

**HONEYBOURNE VILLAGE HALL**  
**Charity Number 1181450**  
**Notes to the Accounts (continued)**  
**For the year ended 31<sup>st</sup> March 2023**

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

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Cash at bank and in hand				
General current account	28,678	-	28,678	28,334
Skipton building society account	29,675	-	29,675	29,598
New Hall account	-	30,133	30,133	20,246
Internal re-allocation of funds	27,446	(27,466)	-	-
	85,908	2,668	88,576	78,178
Petty cash	100		100	100
	86,008	2,668	88,676	78,278

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

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Creditors and accruals	600	-	600	1,109

**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 2023 or the year ended 31<sup>st</sup> March 2022.

**9. Related party transactions**

There were no related party transactions in the year.

**10. Control**

The charity is under the control of its trustees.

