

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE CHARITABLE INCORPORATED ORGANISATION TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2024

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the Charity remain to provide and maintain Village Hall and Bar, a bowling green, tennis courts and the Jubilee Field for the of the people of the parish of Great Massingham and those who visit our village. The Trustees have paid due regard to the guidance issued by the Charity Commission in matters of governance and seek advice from Community Action Norfolk.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The Village Hall is the community hub of the Village and provides a venue and meeting place for the Village and neighbouring villages.

Twenty-three different clubs and societies as well as those organising private functions rely on the Village Hall as a focal point and the Trustees estimate up to six hundred people from Massingham and the surrounding villages use the facility each month. As such, the Trustees see their principal responsibilities are to improve, maintain and promote the Hall as the key meeting place for the village and by doing so, we will maintain the income from the use of the Hall. Whilst the Hall is a charity it is principally a vehicle for many other charities to raise funds and over the years, many tens of thousands of pounds have been raised for good causes. The Trustees are also overseeing the Community Interest Company (CIC) and appoint and monitor the Directors that administer the Social Club. The Social Club generates funds that go towards maintaining the Hall and Social Club as a whole.

The Trustees key objectives for 2023/24 have been as follows: -

To get the Hall back on a firm financial footing following the financial fall-out of the Covid-19 pandemic by revisiting our established fixed expenditures and renegotiating prices or seeking out new suppliers and partners.

To improve our overall financial planning so that provision is made for more exceptional expenditure.

To enhance our Maintenance Planning to ensure the Hall is kept in good repair whilst avoiding peaks and troughs of spending.

To ensure that our costs are kept as low as possible when purchasing essential goods and services for the Hall and Social Club.

The Trustees have been successful in meeting all these objectives against a background of significant increases in costs across the board.

The Trustees will seek to have reinitiated a website which will be operating within the next few months to inform people about the facilities offered by the Hall, especially for weddings and lifetime celebrations. Equally, the website will improve spreading the word of 'What's on at the Hall'.

Working with the Parish Council we have been able to designate our overflow car park as the Village Car Park to provide an alternative to those visiting parking on the greens. At this time, we had hoped to be announcing that the Hall has four Electric Vehicle Chargers up and running to provide a service for the Village and an income for the Hall using the 'Plug-In Norfolk' Scheme. However, whilst the wiring and chargers are in place the chargers chosen by the Scheme have proved unable to connect to the 'back office' meaning payments cannot be collected. Hopefully, the 'Plug-In' Scheme will replace the chargers in the next few weeks and we can finally get EV charging at the Hall underway.

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE CHARITABLE INCORPORATED ORGANISATION TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

We are happy to have been able to help facilitate the refurbishment of the tennis courts with the Tennis Club. This adds further to flood light installation in 2021.

The Hall has provided a base for the Surgery to provide health checks to over fifties in the village.

We are delighted that regular bingo has come back to the Hall to be enjoyed by many and thanks go to Diane Curson and Mel Whitmore for being instrumental in making this happen.

The main priorities for the next twelve months are:-

To celebrate the Hall's Centenary Year.

Explore the feasibility of moving the Pre-School onto The Jubilee Field.

We will seek to maximise the revenue the Hall delivers by promoting it for events, parties and life celebrations.

The Trustees will find ways to support the CIC to improve the environment in the Social Club.

There are initial plans to see if a Multi-Use Games Area can be secured and maintained on the Jubilee Field.

The Trustees would like to provide two outdoor table-tennis tables.

To ensure the Electric Vehicle Car Chargers are up-and-running as soon as possible.

The Trustees are still keen to complete phase two of the Hall Refurbishment to tidy-up the North wall and rehouse the Community Car's administration.

Finally, to change our Accounting Software to streamline our financial management, reduce our costs and bring us in line with our accountants' systems.

Financial review

The finances of the Hall remain on an even keel with improvement seen since the lockdowns ended and people have started, once again, to organise events in the Hall. Takings for the Hall are up 11.5 per cent over the previous year. The Trustees are planning to see the Hall used for more 'Life events' in the coming year.

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

Structure, governance and management

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

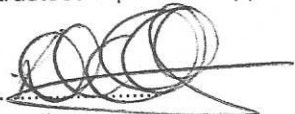
| | |
|-----------------|---------------------------|
| Mrs M Pratt | (Resigned 1 April 2023) |
| Mr P Ward | (Resigned 12 March 2024) |
| Mrs D Curson | (Resigned 1 April 2023) |
| Mrs T Andrew | |
| Mr V Woodbridge | (Resigned 1 April 2023) |
| Mrs D Lambert | |
| Mrs K Frazer | |
| Mr J R Ryan | (Appointed 1 June 2023) |
| Mr N Carlton | (Appointed 1 June 2023) |
| Mrs B W Nadel | |
| D Morrell | |
| Mrs H Morrell | (Appointed 12 March 2024) |

**GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

Appointment of new Trustees

The CIO has a formal Trustee Recruitment policy and process. New Trustees positions can be advertised by the CIO or nominations from the management team and the existing Trustees can be put forward. Those nominated and appointed are elected at the first AGM following appointment.

The trustees report was approved by the Board of Trustees.


.....
D Morrell
Trustee


.....
Mrs H Morrell
Trustee

Date:

13/09/2024

**GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
CHARTERED ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION
OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF GREAT
MASSINGHAM VILLAGE HALL AND INSTITUTE FOR THE YEAR ENDED 31 MARCH
2024**

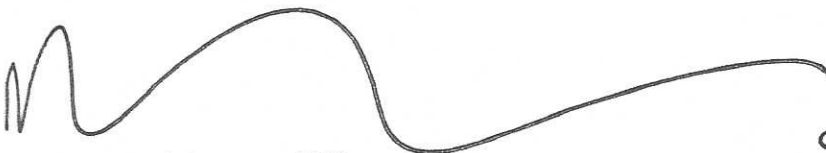
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Great Massingham Village Hall and Institute for the year ended 31 March 2024, which comprise the statement of financial activities and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at <https://www.icaew.com/regulation>.

This report is made to the charity's trustees, as a body, in accordance with the terms of our engagement letter dated 15 June 2023. Our work has been undertaken solely to prepare for your approval the financial statements of Great Massingham Village Hall and Institute and state those matters that we have agreed to state to the charity's trustees, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Great Massingham Village Hall and Institute and the charity's trustees as a body, for our work or for this report.

It is your duty to ensure that Great Massingham Village Hall and Institute has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and surplus of Great Massingham Village Hall and Institute. You consider that Great Massingham Village Hall and Institute is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.

We have not been instructed to carry out an audit or a review of the financial statements of Great Massingham Village Hall and Institute. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.



Mapus-Smith & Lemmon LLP

Chartered Accountants

01/10/2025

48 King Street
King's Lynn
Norfolk
PE30 1HE
England

**GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2024**

| | Notes | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---------------------------------------|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Income from: | | | | | | | |
| Donations and legacies | 3 | 5,667 | - | 5,667 | 2,849 | 3,000 | 5,849 |
| Charitable activities | 4 | 14,353 | - | 14,353 | 13,058 | - | 13,058 |
| Total income | | <u>20,020</u> | <u>-</u> | <u>20,020</u> | <u>15,907</u> | <u>3,000</u> | <u>18,907</u> |
| Expenditure on: | | | | | | | |
| Charitable activities | 5 | 16,123 | - | 16,123 | 12,991 | - | 12,991 |
| Assets transferred from charity | | - | - | - | 20,754 | 5,770 | 26,524 |
| Net income for the year/ | | <u>3,897</u> | <u>-</u> | <u>3,897</u> | <u>23,670</u> | <u>8,770</u> | <u>32,440</u> |
| Net movement in funds | | <u>3,897</u> | <u>-</u> | <u>3,897</u> | <u>23,670</u> | <u>8,770</u> | <u>32,440</u> |
| Fund balances at 1 April 2023 | | 99,872 | 8,770 | 108,642 | 76,202 | - | 76,202 |
| Fund balances at 31 March 2024 | | <u>103,769</u> | <u>8,770</u> | <u>112,539</u> | <u>99,872</u> | <u>8,770</u> | <u>108,642</u> |

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

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE CHARITABLE INCORPORATED ORGANISATION BALANCE SHEET

AS AT 31 MARCH 2024

| | Notes | 2024 £ | £ | 2023 £ | £ |
|---|-------|----------------|--------------------------|----------------|--------------------------|
| Fixed assets | | | | | |
| Tangible assets | 10 | | 79,845 | | 81,014 |
| Current assets | | | | | |
| Debtors | 11 | 1,474 | | 1,942 | |
| Investments | 12 | 6,525 | | 11,525 | |
| Cash at bank and in hand | | 26,145 | | 16,331 | |
| | | <u>34,144</u> | | <u>29,798</u> | |
| Creditors: amounts falling due within one year | 13 | <u>(1,450)</u> | | <u>(2,170)</u> | |
| Net current assets | | | <u>32,694</u> | | <u>27,628</u> |
| Total assets less current liabilities | | | <u>112,539</u> | | <u>108,642</u> |
| Net assets excluding pension liability | | | <u>112,539</u> | | <u>108,642</u> |
| | | | <u><u> </u></u> | | <u><u> </u></u> |
| The funds of the charity | | | | | |
| Restricted income funds | 14 | | 8,770 | | 8,770 |
| Unrestricted funds | | | 103,769 | | 99,872 |
| | | | <u>112,539</u> | | <u>108,642</u> |
| | | | <u><u> </u></u> | | <u><u> </u></u> |

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


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

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

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

The financial statements were approved by the trustees on 13.9.24


D Morrell
Trustee


Mrs H Morrell
Trustee

Company registration number 1182009 (England and Wales)

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE

CHARITABLE INCORPORATED ORGANISATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Great Massingham Village Hall And Institute is a charity registered with the Charity Commission in England. The operational address is The Village Hall, Station Road, Great Massingham, Norfolk, PE32 2HU.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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

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

1.2 Going concern

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

1.3 Charitable funds

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

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

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

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

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

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

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

(Continued)

1 Accounting policies

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

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

1.5 Tangible fixed assets

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

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

| | |
|-----------------------------|--|
| Freehold land and buildings | Nil depreciation |
| Fixtures and fittings | 15% Reducing balance basis/10 year straight line |

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

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Donations and gifts | 3,667 | - | 3,667 | 2,849 | - | 2,849 |
| Grants | 2,000 | - | 2,000 | - | 3,000 | 3,000 |
| | <u>5,667</u> | <u>-</u> | <u>5,667</u> | <u>2,849</u> | <u>3,000</u> | <u>5,849</u> |

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

4 Income from charitable activities

| | Unrestricted funds 2024 £ | Unrestricted funds 2023 £ |
|------------------------|------------------------------------|------------------------------------|
| Heading #ac989 | 9,455 | 12,736 |
| Facility Income | 4,898 | 322 |
| Dance and Fund raising | | |
| | <u>14,353</u> | <u>13,058</u> |

5 Expenditure on charitable activities

| | Unrestricted funds 2024 £ | Unrestricted funds 2023 £ |
|---|------------------------------------|------------------------------------|
| Direct costs | 1,169 | 1,236 |
| Depreciation and impairment | 2,895 | 2,382 |
| Insurance | 750 | 1,080 |
| Book-keeping and accountancy | 4,665 | 3,153 |
| Sundry expenses | 1,325 | 223 |
| Repairs and maintenance - Fire and intruder | 253 | 188 |
| Repairs and maintenance - Grounds maintenance | 3,945 | 3,744 |
| Cleaning | 1,121 | 985 |
| Waste and recycling | | |
| | <u>16,123</u> | <u>12,991</u> |
| Analysis by fund | | |
| Unrestricted funds | <u>16,123</u> | <u>12,991</u> |

6 Net movement in funds

| | 2024 £ | 2023 £ |
|---|--------------|--------------|
| The net movement in funds is stated after charging/(crediting): | | |
| Depreciation of owned tangible fixed assets | <u>1,169</u> | <u>1,236</u> |

7 Trustees

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

**GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024**

8 Employees

The average monthly number of employees during the year was:

| | 2024 Number | 2023 Number |
|-------|------------------------|------------------------|
| Total | <u>-</u> | <u>-</u> |

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

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

9 Taxation

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

10 Tangible fixed assets

| | Freehold land and buildings £ | Fixtures and fittings £ | Total £ |
|------------------------------------|--|--|--------------------|
| Cost | | | |
| At 1 April 2023 | <u>76,202</u> | <u>6,048</u> | <u>82,250</u> |
| At 31 March 2024 | <u>76,202</u> | <u>6,048</u> | <u>82,250</u> |
| Depreciation and impairment | | | |
| At 1 April 2023 | - | 1,236 | 1,236 |
| Depreciation charged in the year | - | 1,169 | 1,169 |
| At 31 March 2024 | - | <u>2,405</u> | <u>2,405</u> |
| Carrying amount | | | |
| At 31 March 2024 | <u>76,202</u> | <u>3,643</u> | <u>79,845</u> |
| At 31 March 2023 | <u>76,202</u> | <u>4,812</u> | <u>81,014</u> |

11 Debtors

Amounts falling due within one year:

Prepayments and accrued income

| 2024 £ | 2023 £ |
|-------------------|-------------------|
| <u>1,474</u> | <u>1,942</u> |

12 Current asset investments

Loans

| 2024 £ | 2023 £ |
|-------------------|-------------------|
| <u>6,525</u> | <u>11,525</u> |

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

13 Creditors: amounts falling due within one year

| | 2024 | 2023 |
|------------------------------|--------------|--------------|
| | £ | £ |
| Accruals and deferred income | <u>1,450</u> | <u>2,170</u> |

14 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

| | At 1 April 2023 | Incoming resources | Transfers | At 31 March 2024 |
|----------------|----------------------------|-------------------------------|------------------|-----------------------------|
| | £ | £ | £ | £ |
| | <u>8,770</u> | <u>-</u> | <u>-</u> | <u>8,770</u> |
| Previous year: | At 1 April 2022 | Incoming resources | Transfers | At 31 March 2023 |
| | £ | £ | £ | £ |
| | <u>-</u> | <u>3,000</u> | <u>5,770</u> | <u>8,770</u> |

15 Unrestricted funds

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

| | At 1 April 2023 | Incoming resources | Resources expended | Transfers | At 31 March 2024 |
|----------------|----------------------------|-------------------------------|-------------------------------|------------------|-----------------------------|
| | £ | £ | £ | £ | £ |
| General funds | <u>99,872</u> | <u>20,020</u> | <u>(16,123)</u> | <u>-</u> | <u>103,769</u> |
| Previous year: | At 1 April 2022 | Incoming resources | Resources expended | Transfers | At 31 March 2023 |
| | £ | £ | £ | £ | £ |
| General funds | <u>76,202</u> | <u>15,907</u> | <u>(12,991)</u> | <u>20,754</u> | <u>99,872</u> |

GREAT MASSINGHAM VILLAGE HALL AND INSTITUTE
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2024

16 Analysis of net assets between funds

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ |
|------------------------------|------------------------------------|----------------------------------|--------------------|
| At 31 March 2024: | | | |
| Tangible assets | 79,845 | - | 79,845 |
| Current assets/(liabilities) | 23,924 | 8,770 | 32,694 |
| | <u>103,769</u> | <u>8,770</u> | <u>112,539</u> |
| | | | |
| | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
| At 31 March 2023: | | | |
| Tangible assets | 81,014 | - | 81,014 |
| Current assets/(liabilities) | 18,858 | 8,770 | 27,628 |
| | <u>99,872</u> | <u>8,770</u> | <u>108,642</u> |