

**CHARFIELD VILLAGE HALL AND PLAYING FIELDS  
FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

**Charitable Incorporated Organisation Number: 1184731**

# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

## FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

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Contents	Pages
Trustees' Annual Report	1 - 3
Reference and Administrative Information	4
Independent Examiner's Report	5
Receipts and Payments Account	6
Statement of Assets and Liabilities	7

# **CHARFIELD VILLAGE HALL AND PLAYING FIELDS**

## **TRUSTEES' ANNUAL REPORT**

### **YEAR ENDED 31 MARCH 2024**

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The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 March 2024, which complies with statutory requirements, the governing documents and the Statement of Recommended Practice, Accounting and Reporting by Charities (FRS102).

#### **Structure**

The Charitable Incorporated Organisation (CIO) was set up on 2<sup>nd</sup> August 2019 and received the assets and liabilities from Charfield Village Hall and Playing Field, Charity number 301482 on 5<sup>th</sup> June 2020.

#### **Objects and activities of the Charity**

The provision and maintenance of a village hall and playing field for the use of the inhabitants of the Parish of Charfield and the neighbourhood without distinction of sex or of political, religious, or other opinions, and in particular for use for meetings, lectures and classes and for other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the said inhabitants.

The Charity's focus and objective for this year was to continue the provision and maintenance of this essential community space for the use of local groups, charities and parishioners. All activities, both fund-raising and other events, throughout this reporting period were aimed at this objective. The use of the hall by these groups confirms our public benefit as these groups would have no other community space to use, and so would have to shut.

We increased our support of local community groups through our review of our hire charges by giving a discounted hire rate to regular community groups.

#### **Organisation**

The Trustees employ staff to manage bookings for the halls, run the bar and look after the grounds, but the Trustees themselves are responsible for the management of the Charity.

#### **Recruitment of Trustees**

Trustees are required to be a member of the CIO. New Trustees are elected by Charity members at the Charity's Annual General Meeting. A minimum of 3 Trustees and a maximum of 15 Trustees is required for the board to function. One Trustee must be nominated by Charfield Parish Council. Specific community groups are eligible to appoint a committee member, although they have no obligation to do so. All Trustees are given a copy of the Charity Commission's guidance on how to be a good Trustee on their appointment.

#### **Achievements and Performance**

The last year has again been a great year for the Village Hall and Playing Fields. We have been financially stable and continued to have high usage of the facilities. The hall retained a number of regular bookings and one-off bookings, which had brought in income throughout the year. It was noted that the regular income received from Barratts, for car parking, had now ceased, but was always intended to be temporary. Other sources of regular income will be discussed as and when they become available. We also received £1,500 precept money from the Parish Council which has enabled us to purchase a steam cleaner to help keep the hall in good condition.

# **CHARFIELD VILLAGE HALL AND PLAYING FIELDS**

## **TRUSTEES' ANNUAL REPORT**

### **YEAR ENDED 31 MARCH 2024**

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We have improved the site and facilities this year with additional tweaks made to current facilities, the purchase of various bits of equipment to help improve maintenance as well as continuing to carry out general maintenance. Particular thanks must go to Steve Cox for his continued support. The Trustees have also been working on plans for further improvements to the Hall and Playing Field facilities, with plans for updates to both the Kitchen and Lounge planned for the coming year.

The highlights have been the community events held throughout the year – with many free or at a low cost to support local people. Once again, the annual summer fete was held. It was a huge success and saw the field packed with families and friends – enjoying inflatables, BBQs and a huge range of stalls. October brought us a really well attended free Halloween family disco – with plenty of spooky costumes and disco dancing. These were well received with positive feedback. Over the festive period, plenty of festive fun was had at wreath making classes, and we were pleased to support the Village Christmas Tree Lights and refreshments for the Carols outside the Church.

We were also delighted to be able to host the Radio 4 Show Any Questions, in July, organised by Liam Balloch. It was a great experience and lovely to see so many in the village attending and getting the opportunity to ask questions of the speakers. A huge thanks to Sally Wilcox and the rest of the entertainment committee for organising the events throughout the year. We are already looking forward to plans for next year.

A huge thank you to all current and outgoing Trustees – it's been a wonderful year and here's to making 2025 even better.

#### **Financial Review**

Income for the year was £60,769 (2023: £74,254) and expenditure totalled £57,511 (2023: £59,078). Total reserves at the year-end were £45,238 (2023: £41,980).

#### **Reserves**

The Charity's Trustees consider it necessary to maintain free reserves of £9,585, representing around two months' operating costs, in order to wind down the Charity's activities in an orderly manner should this prove necessary. At the year-end, free reserves were £45,238. This is in excess of the required level of reserves as the Trustees are about to undertake a large project to upgrade the hall and facilities and are aware that costs for such projects can quickly escalate.

# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

## TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

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### Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 income and expenditure 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping sufficient 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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. 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.

Signed by order of the Trustees on Sep 30 2024 .....

*Kathryn Powe*

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Kathryn Powe  
Trustee

# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

## REFERENCE & ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2024

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### Status

The CIO is governed by its Governing Document dated 2<sup>nd</sup> August 2019 and is registered with the Charity Commission (no 1184731).

### Trustees and members of the Management Committee and their appointing bodies

Kathryn Powe	Chair	(Appointed 16 May 2023)
Terrance Thurtle	Trustee	(Appointed 16 May 2023, resigned 8 April 2024)
Stephen Cox	Trustee	(Appointed 16 May 2023)
Jeremy Lewis	Trustee	(Appointed 16 May 2023)
Yvonne Cox	Trustee	(Appointed 16 May 2023)
Catherine Allison Pakeman	Trustee	(Appointed 16 May 2023)
Kerry Griffiths	Trustee	(Appointed 16 May 2023)
Mark Alistair Edmundson	Trustee	(Appointed 16 May 2023, resigned 8 April 2024)
Matthew Ancrum	Trustee	(Appointed 16 May 2023, resigned 27 February 2024)
Pete Watts	Trustee	(Appointed 8 April 2024)
Sarah Burton-Jones	Trustee	
Wendy Glasgow	Trustee	
Sally Nicola Wilcox	Trustee	
Alexis Threlfall	Trustee	(Resigned 8 April 2024)
Ruth Balloch	Chair	(Resigned 16 May 2023)
Liam Balloch	Trustee	(Resigned 16 May 2023)
Mike Cheskin	Trustee	(Resigned 16 May 2023)
Rick Williams	Trustee	(Resigned 16 May 2023)

### Registered Office and Operational Address

Charfield Memorial Hall  
Wotton Road  
Charfield  
Wotton-Under-Edge  
South Gloucestershire  
GL12 8TG

### Independent Examiner

Joshua Kingston, BSc ACA  
Burton Sweet Limited  
The Clock Tower  
5 Farleigh Court  
Old Weston Road  
Flax Bourton  
Bristol  
BS48 1UR

### Bankers

Lloyds Bank PLC, Rowcroft Branch, Stroud, Gloucestershire.

# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

## INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2024

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I report to the Trustees on my examination of the accounts of Charfield Village Hall and Playing Fields (the Charity) for the year ended 31 March 2024.

### Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed 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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

I have 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.

*Joshua Kingston*

Joshua Kingston BSc ACA  
Burton Sweet Limited  
The Clock Tower  
5 Farleigh Court  
Old Weston Road  
Flax Bourton  
Bristol  
BS48 1UR

Date: Sep 30 2024 .....

# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

YEAR ENDED 31 MARCH 2024

## RECEIPTS AND PAYMENTS ACCOUNT

	Total Funds 2024 £	Total Funds 2023 £
<b>RECEIPTS</b>		
Grants and Donations	2,275	13,414
Hire of Premises	39,947	39,889
Bar Takings	15,906	18,436
Investments	183	183
Event Income	2,458	2,332
<b>TOTAL RECEIPTS</b>	<b>60,769</b>	<b>74,254</b>
<b>PAYMENTS</b>		
<b>Charitable activities</b>		
Rates, Heat and Light	4,632	4,180
Repairs, maintenance and cleaning	19,713	19,693
Wages	8,968	9,205
Insurance	2,107	2,324
Advertising, Stationery and Telephone	434	433
Subscriptions and licenses	572	541
Equipment	5,062	6,714
Bank interest and charges	116	114
Accountancy Fees	1,500	1,320
Legal fees	411	-
General Expenses	453	1,305
Donations	75	50
<b>Other trading activities</b>		
Event Costs	3,637	1,627
Bar staff	2,237	2,627
Bar Costs	7,594	8,945
<b>TOTAL PAYMENTS</b>	<b>57,511</b>	<b>59,078</b>
<b>NET RECEIPTS/(PAYMENTS)</b>	<b>3,258</b>	<b>15,176</b>
<b>Cash funds at the beginning of the year</b>	<b>41,980</b>	<b>26,804</b>
<b>Cash funds at the end of the year</b>	<b>45,238</b>	<b>41,980</b>

All transactions during both the current and prior year relate to unrestricted funds.



# CHARFIELD VILLAGE HALL AND PLAYING FIELDS

AS AT 31 MARCH 2024

## STATEMENT OF ASSETS AND LIABILITIES

	Total Funds 2024 £	Total Funds 2023 £
<b>Fixed Assets</b>		
Freehold Village Hall & Playing Field (Cost £641,682)	419,515	432,348
Furniture & Equipment (Cost £152,406)	38,572	45,542
	<u>458,087</u>	<u>477,890</u>
<b>Cash funds</b>		
Bank and cash balances	<u>45,238</u>	<u>41,980</u>
<b>Other monetary assets</b>		
Investments	6,845	6,269
Stock	2,793	2,366
Trade Debtors	2,377	1,208
	<u>12,015</u>	<u>9,843</u>
<b>Liabilities</b>		
Accruals	<u>3,545</u>	<u>1,500</u>
	<u>3,545</u>	<u>1,500</u>

### Cash Fund balances at 31 March 2024

	At 1 April 2023	Income	Expenditure	At 31 March 2024
<b>Unrestricted funds</b>				
General fund	41,980	60,769	(57,511)	45,238
<b>Total</b>	<u>41,980</u>	<u>60,769</u>	<u>(57,511)</u>	<u>45,238</u>

Signed on behalf of the trustees on..... Sep 30 2024

*Kathryn Powe*

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Kathryn Powe , Trustee